

**Strata Corporation VR 1586**  
***Minutes for Annual Meeting Held Monday, April 20, 2009***  
***6:00 P.M. at Mark/Alice's unit***

**Present:**

Merlin Bunt

Liz Nicki & Toby Beck

John Hardwick & Lena Stamelias

Mark Gyton & Alice Gyton

1. Welcome to new owners Alice and Mark
2. Merlin made a motion to adopt minutes from last year's meeting which was seconded by both John and Liz. Unanimously carried.
3. New positions on strata council were determined:

President: John

Vice-President: Liz

Secretary: Alice

Treasurer: Merlin

4. Merlin proposed the approval of Fiscal 2009 financial statements. Seconded by John. Unanimously carried
5. Annual assessment for owners. Merlin made a motion to increase the annual assessment for owners by overall 26% to increase both the operating and the capital fund per the draft budget previously provided to the members by Merlin. This was in response to the expected expenses for upkeep and improvements to the property for the coming year including substantial yard improvements and a new roof. This was seconded by Liz. Unanimously carried.

The members also recognised that a special assessment to pay for the remainder of the roof not covered by the Capital Fund was likely necessary. The members agreed in principle to cover the excess cost of the roof through the use of a special assessment.

6. Operating Plan. The proposed operating plan and budget was adopted after a motion made by Merlin which was seconded by Mark. It was noted that even despite a 29% increase in Operating Fees, the Strata was projecting to run a slight Operating deficit (\$580) in Fiscal 2010 but this was not significant and any shortfall would be make up in Fiscal 2011 or by a Special Assessment during Fiscal 2010. Unanimously carried.

**Strata Corporation VR 1586  
3450 - 3456 West 3rd Avenue  
Vancouver, B.C. V6R 1L5  
Annual OPERATING Budget  
Fiscal 2010\***

<b>Revenue:</b>	
Monthly Assessments	<b>\$9,000</b>
<b>Expenses:</b>	
Condo Insurance	<b>\$2,650</b>
Repair/Replacement of lawn	<b>1,375</b>
City of Vancouver (services)	<b>1,150</b>
Gardening/yard Maintenance	<b>1,000</b>
Tree maintenance	<b>600</b>
Repair of 4th Floor north balconies	<b>500</b>
Repair of back storage locker doors	<b>400</b>
BC Hydro (power)	<b>365</b>
Light/Motion Sensor for Garage	<b>300</b>
Garage door repair	<b>300</b>
Miscellaneous Repairs and items	<b>275</b>
Non-Skid strips on stairs	<b>200</b>
Repair of front pathway light boxes	<b>200</b>
CHOA Membership/seminar	<b>150</b>
Clean gutters/window washing	<b>100</b>
Postage, service charge, etc	<b>15</b>
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	<b>9,580</b>
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Fiscal 2010 Operating Budget Deficit	<b>(580)</b>
Opening April 1/09 Operating Fund	<b>2,245</b>
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Closing March 31/10 Operating Fund	<b>\$1,665</b>
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**Notes:**

*\* Fiscal 2010 equals the 12-month period April 1, 2009 to March 31, 2010.*

*\* The above Budget was approved at the Annual General Meeting held April 20, 2009.*

7. Capital Plan. Merlin moved to adopt the proposed Capital plan. After considered discussion, it was unanimously agreed to replace the roof this year. Liz and Toby advised

the members that they had obtained information from the Home Depot regarding alternatives to the cedar shake roof presently on the building. All members agreed to review the quotes previously obtained for the roof and to review any other quotes that any of the owners put forward. All of the members agreed that a contractor will be retained after a special meeting after more quotes have been considered.

8. Review of Monthly Maintenance schedule. Everyone reviewed the monthly maintenance schedule and Merlin reiterated the duties of every owner in their designated month.
9. Quiet Time. Quiet time will continue to be from 11pm to 7.30am during which period no appliances are to be run and no loud music should be played. Unanimous agreement by all.
10. Light / Motion sensor on garage. John proposed a light/motion sensor on the garage and all agreed to its installation and that it should be installed by a certified electrician.
11. Storage locker doors. The owners agreed that the storage locker doors need to be replaced and that we would do the work ourselves. John agreed to lead the group and make arrangements for this to happen in late Spring or Summer.
12. Roof replacement. See number 7 and number 5.
13. Garden and Maintenance schedule. The owners discussed the garden and a maintenance

plan and toured the outside of the property together. They agreed to:

- Remove the front west prickly hedges – John will get a quote from Peregrine landscapes for this work.
- Trim the trees/ hedges at the back (south) of the house to the height of the fence. – Liz will look at retaining Davie trees for this job.
- Trim the tress/hedges on the west side of the property to the same height – Toby will ask his friend if he would like to complete this work.
- Keep the hedge height on the east side as it provides privacy for Alice and Mark. Trim it to look neat. – Toby will ask his friend if he would like to complete this work.
- Trim cherry trees at the front and the other large bushes. – Liz will look at retaining Davie trees for this job.
- Take out the dying rhododendrons – John will get a quote from Peregrine landscapes for this work.
- Get suggestions /quotes from landscapers for additions /changes to the front garden to simplify and lighten it up. – John will get a quote from Peregrine landscapes for this work.
- Get quotes for removal of apple tree in the back garden but may defer till next year according to cost. – Liz will ask Davie trees for a quote for this job.

14. Lawn Rejuvenation. Owners agreed to go ahead with the \$527 lawn rejuvenation quote provided by Perigrine Landscapes obtained by John and he will go ahead and book Peregrine landscapes to do the work.

15. Garage door. Owners agreed that the garage door needs replacing. Alice will enquire about the cost.
16. Tree Maintenance. See number 13.
17. 2010 Olympics. The owners agreed to waive the “no rental bylaw” for a maximum of 3 weeks over the Winter Olympic period in 2010. It was unanimously agreed that the waiver of the bylaw is a one time only event and it does not set a precedent. Any owners renting out their property are required to make sure that they have sufficient insurance coverage for guests or tenants occupying their units during the Olympics.
18. Gutter Cleaning. It was decided that the gutter cleaning would be done as part of the roof replacement.
19. Windows, insulation and upgrades in individual units. Liz and Toby had several energy specialists in to look at their property and it was determined that no upgrades were required as the building already has double glazed windows and weather-stripping.
20. Non-slip skids on the stairs. It was agreed the owners would add / repair any strips themselves. When the house is repainted in the future we would look at using non-slip outdoor paint on the steps.

21. Bylaws and Rules. An additional bylaw was proposed by John that any future changes to the floors in any of the units be discussed with the Strata members prior to changes being made. Seconded by Toby. Unanimously carried

22. Balconies. Parts of the balconies of the upper units need to be repaired and painted and it was agreed that quotes for the roof should include any necessary replacement of the decking or water barriers on the upstairs balconies.

23. Pathway light boxes. It was agreed that the electrician who comes to install the garage light should also look at the front light boxes and give a quote for their repair.

24. New/ Other Business

- John and Lena raised the issue of sound transfer between the units and indicated that there has been a marked improvement since Alice and Mark have moved in. Alice and Mark agreed they would avoid wearing shoes in their unit and to place area rugs in high traffic areas.
- Liz and Toby want to put in a new window (with opaque glass) on the west wall of their unit. There were no objections and Liz and Toby agreed to keep all informed of their progress.
- It was agreed that the strata would hold 2 meetings this year and October was proposed for the next meeting. Proposed agenda items for the October 2009 meeting are the removal of the apple tree (if it was not done this summer) and painting the exterior of the Building.