

MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN BCS 3187, VIRIDIAN GREEN, HELD ON WEDNESDAY, MAY 19, 2010, AT 7:00 PM IN UNIT 218 – 1961 COLLINGWOOD STREET, VANCOUVER, BC

Council in attendance: Mark Harrison, President
Maureen Mooney, Vice President
Jorgen Walle-Jensen, Treasurer
Rhondi Kablak, Secretary

Carey Grandy,
Strataco Management Ltd.

CALL TO ORDER:

The meeting was called to order by the Strata Council President, Mark Harrison, at 7:10 pm.

MINUTES OF THE MEETING OF MARCH 24, 2010:

The minutes of the meeting of March 24, 2010 were adopted as distributed.

BUSINESS ARISING FROM THE MINUTES:

There was no business arising from the minutes.

PRESIDENT'S REPORT:

There was no President's report.

STRATA MANAGER'S REPORT:

1) Finance Report

Financial Statements

The Strata Council Treasurer, Jorgen Walle-Jensen, advised that he had reviewed the financial statements for the months of December 2009 and January, February and March 2010, and that based on his projections the Strata Corporation should finish the fiscal year with a slight surplus. The Treasurer raised the following queries:

- In December there were late charges for the water and telephone bills, and the Treasurer requested that the Strata Manager investigate this occurrence and ensure it does not happen again.
- In January the water charges were assessed fully against the residential section of the Strata Corporation, as opposed to the previous invoices which had been split proportionately between the residential and commercial sections.
- In January there was a credit and a payment on the heating fuel invoice that did not match up.

The Strata Manager advised that these items would be reviewed and clarification provided to the Treasurer. It was then

MOVED AND SECONDED:

That the Strata Council accept the financial statements for the months of December 2009 and January, February and March 2010 subject to the additional clarification requested by the Treasurer.

MOTION CARRIED UNANIMOUSLY

Receivables Report

The Strata Manager advised that all accounts were current and no collections action was recommended.

2) Staff Report

Site Inspection Reports

The Strata Manager advised that the most recent site inspection reports were on file, and that any items requiring follow up were being dealt with by management or referred to Council for direction.

Strata Council Site Tour

The Strata Manager confirmed that a site tour had been completed with Council prior to the Council meeting, during which the Council members were shown mechanical and other service common areas, so that they would be capable of providing access or locating problems in the event of an emergency. The Strata Council was also provided with keys to access the service rooms.

Waste Collection

The Strata Manager tabled for Council's information correspondence received from Waste Management on behalf of the City of Vancouver, advising of an environmental surcharge for garbage collection services.

Window Cleaning

The Strata Manager tabled for Council's consideration proposals for the cleaning of all windows at Viridian Green, from Sea to Sky Window Cleaning, Pro King Maintenance, and Right Choice Property Services. After much discussion it was

MOVED & SECONDED:

That the Strata Council approve the proposal from Pro King Maintenance to clean all accessible and inaccessible windows at the building, for a price of \$1,400.00 + GST.

MOTION CARRIED UNANIMOUSLY

Pressure Washing

The Strata Manager tabled for Council's consideration proposals for pressure washing services in the underground parking and common areas, from Pro King Maintenance and Right Choice Property Services. After much discussion it was

MOVED AND SECONDED:

That the Strata Council approve the proposal from Pro King Maintenance to complete pressure washing of the underground parking areas and common areas for a cost of \$1,550.00 + GST.

MOTION CARRIED UNANIMOUSLY

The Strata Council noted that Pro King Maintenance was awarded both the window cleaning and pressure washing jobs and requested that the Strata Manager investigate the possibility of a discount should both be done at the same time.

Bike Enclosure

The Strata Council discussed the ongoing issue of bicycle storage throughout the common areas. It was noted that Council was holding off on strong enforcement of the Strata Corporation's bike storage bylaws until a viable alternative was provided to the owners.

The Strata Manager tabled for Council's consideration a proposal to supply and install a secured bike enclosure in the commercial parking area. The Strata Manager advised that additional proposals would be obtained and a formal inquiry made to the owners of the commercial units to see if they would be willing to allow the residential section to construct a bike enclosure in the area.

The Strata Council also discussed various funding options for the construction of the bike enclosure, including the rental of enclosure spaces, and determined that the owners would be given options at the Annual General Meeting.

Security Patrols

The Strata Manager advised that Polo Security was continuing with security patrols of the common areas in order to deter homeless persons from staying at the building. The security reports were on file at the offices of Strataco Management Ltd.

3) Correspondence

The Strata Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: pet activity; lack of hot water; change of tenants; request to install screens; request for additional fob; gas outlets not functioning; recycling not collected; request for insurance certificate; request to install plant life.

The Strata Council reviewed the correspondence as follows:

Pet activity: Council noted that they had received some complaints of dogs being allowed to urinate and defecate in the common area flower beds. The Strata Council noted that this is detrimental to the establishment of the young plant life at the building, and asked all owners' cooperation in taking their pets off the property to urinate and defecate, or at least cleaning up after them.

Request to install screens: The Strata Council reviewed the request from the owner of unit 208 to install screens on the opening windows and doors at their strata lot. After much discussion it was

MOVED AND SECONDED:

To approve the installation of screens so long as they are installed on the inside of the strata lot and there is no penetration of the building envelope.

MOTION CARRIED UNANIMOUSLY

Recycling collection: The Strata Manager advised that the recycling collection is the responsibility of the City of Vancouver, which contracts the work out to Waste Management. As the recycling room in Viridian Green has limited space, there is no possibility of using a larger cardboard dumpster or relying on additional tote bins for collection. Further, the City of Vancouver has been unwilling to collect the recycling twice per week for an additional cost. As a result, the Strata Corporation has had to retain the services of a third party contractor to collect the recycling as needed.

The Strata Council noted that the volume of recycling material generated by the owners and residents of Viridian Green was admirable; however, all owners and residents were encouraged to break down and cut into small pieces the cardboard recycling they generate. Large uncollapsed or unreduced cardboard packaging left loose in the recycling room will not be collected by the City of Vancouver. Further, should the recycling bins be overflowing Council requests everyone's cooperation in storing their

recycling in the strata lot until collection is completed, in order to reduce clutter and mess in the garbage room.

Gas valves: Council noted that several owners had advised that their patio gas supplies were not functioning. The Strata Manager advised that the names, unit numbers, and contact information for these owners had been forwarded to Cape Construction, and that there should be shutoff valves for the gas inside the kitchen of the strata lot. Owners should investigate these shutoff valves prior to Cape Construction's review.

Installation of plant life: The Strata Manager tabled for Council's consideration a request from the owner of unit 219 to install evergreen or bamboo plant life. The Strata Council discussed the request and noted that they had no objection so long as the plant life was installed in planters on the patio and not placed in the common property gardens. It was

MOVED AND SECONDED:

To authorize the owners of unit 219 to install evergreen plant life or bamboo in planters on their balcony.

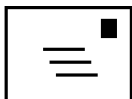
MOTION CARRIED UNANIMOUSLY

Parking signage: The Strata Manager tabled for Council's consideration a proposal received from representatives from Pharmasave and Khatsahlano Medical Centre to install signage on the wall in the ramp leading to the underground parking area. The Strata Council reviewed the proposal and discussed it at great length, noting that they preferred to see the signage installed over the gate, and would also prefer unified signage for all commercial strata lots. It was

MOVED AND SECONDED:

That the Strata Council deny the request to install signage on the parking area ramp wall.

MOTION CARRIED UNANIMOUSLY



Council reminds all owners that Strata Corporation policy requires all communication to Council to be sent via the management office. This will ensure that the correspondence can be dealt with officially by the Strata Council at a duly convened meeting. Correspondence may be emailed to managers@stratacomgmt.com. Thank you for your assistance.

4) Deficiencies

Cape Construction

The Strata Manager tabled for Council's information correspondence to Cape Construction requesting their attendance to numerous in-suite deficiencies, requesting a list of suppliers, requesting a deficiency tour and their attendance to patio gas connection concerns. The Strata Manager noted that Cape Construction had verbally indicated they would be attending to these matters.

Boiler Concerns

The Strata Manager updated the Strata Council on the status of the domestic hot water boiler. The Strata Manager advised that initially it had appeared as though the concerns

with the boiler were minor and could be easily repaired; however, as time progressed the problems increased and there were mounting concerns that the boiler issues had extended beyond routine maintenance. At this point the Strata Corporation notified Larc Investments, Cape Construction, and Broadway Heating, as the developer, general contractor, and mechanical equipment subcontractor respectively. Initially the general contractor and mechanical subcontractor had been somewhat hesitant to attend and investigate the continuing problems; however, recently the mechanical subcontractor had attended the site on several occasions and was in the process of completing various repairs and upgrades to the domestic hot water boiler. The Strata Manager advised that a report had been prepared for all owners advising them of the status of the boiler and requesting their continued patience while the problem was addressed.

The Strata Council thanked the Strata Manager for the notice to be delivered to owners and requested that in the future the owners be made aware of longer term deficiencies in a more timely fashion.

5) **Landscaping**

The Strata Manager tabled for Council's consideration correspondence sent to Tip Top Gardening requesting their proposal to extend the boxwoods at the southeast corner of Viridian Green. The Strata Council advised that after further consideration they no longer wished to proceed with this work.

The Strata Manager also advised that additional soil had been placed in the flower beds throughout the building where required, and additional soil and seed had been placed on damaged areas of the grass.

6) **Building Envelope**

The Strata Manager tabled for Council's consideration correspondence sent to JRS Engineering advising that their proposal for a warranty review was not accepted, and correspondence sent to Morrison Hershfield requesting a proposal. The Strata Manager advised that Morrison Hershfield had not provided a proposal, and that in accordance with Council's previous wishes the work had been let to VVV Engineering. The Strata Manager advised that a survey would be distributed to the owners on behalf of VVV Engineering in the upcoming week, and that a visual deficiency walkthrough would be completed in mid-June.

7) **Insurance**

The Strata Manager tabled for Council's consideration correspondence to Coastal Insurance Services confirming the financing of the Strata Corporation's insurance premium.

8) **Boiler/Mechanical**

The Strata Manager tabled for Council's consideration a proposal received from Honeywell Building Solutions for mechanical maintenance. The Strata Manager advised that additional proposals had been sought and would be secured for Council's consideration at the next meeting.

9) **Completed Items**

The Strata Manager advised that the following items had been completed since the last meeting of the Strata Council: emergency boiler repairs; domestic hot water system diagnosis; ongoing security patrols.

10) In Progress

The Strata Manager advised that the following item remained in progress: mechanical equipment preventive maintenance.

OTHER BUSINESS:

Barbecues

The Strata Council noted that several owners had purchased and were using propane barbecues. Council noted that this was in contravention of the Strata Corporation's bylaws, which explicitly prohibited propane barbecues. The Strata Council appreciated that there were some issues with the gas delivery system; however, once these are resolved the owners will be required to switch to a natural gas barbecue system.

Capital Plan

The Strata Council inquired as to the status of the capital plan. The Strata Manager noted that this was currently underway and would be provided to Council for their consideration by the end of summer 2010.

ADJOURNMENT:

There being no further business, the meeting adjourned at 9:15 pm, until Wednesday, July 21, 2010 at 7:00 pm in unit 213 -1961 Collingwood Street, Vancouver, BC

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