

**MINUTES OF THE MEETING OF THE RESIDENTIAL EXECUTIVE, STRATA PLAN  
BCS 3187, VERIDIAN GREEN, HELD ON WEDNESDAY, FEBRUARY 23, 2011, AT  
7:00 PM IN UNIT 212 – 1961 COLLINGWOOD STREET, VANCOUVER, BC**

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Executive Members in attendance: Rhondi Kablak  
Mark Harrison  
Jorgen Walle-Jensen  
Maureen Mooney  
Graeme Moore

J.P. Daem,  
Strataco Management Ltd.

DRAFT  
FOR DISCUSSION

**CALL TO ORDER:**

The meeting was called to order by the Strata Council President, Rhondi Kablak, at 7:05 pm.

**ELECTION OF RESIDENTIAL EXECUTIVE COMMITTEE OFFICERS:**

The following were nominated to the officer positions of the Residential Executive Committee:

President	Rhondi Kablak
Vice President	Graeme Moore
Treasurer	Jorgen Walle-Jensen
Secretary	Maureen Mooney

It was

**MOVED AND SECONDED:**

That the above appointments be ratified.

*MOTION CARRIED UNANIMOUSLY*

**MINUTES OF THE MEETING OF SEPTEMBER 15, 2010:**

The minutes of the meeting of September 15, 2010 were adopted as distributed.

**BUSINESS ARISING FROM THE MINUTES:**

There was no business arising from the minutes.

**PRESIDENT'S REPORT:**

**Residential and Commercial Council**

The Strata Manager advised that in keeping with the direction given at the Annual General Meeting, the Residential and Commercial Executives were to meet separately and had appointed individuals to represent each respective Executive on the Strata Council. It was confirmed that Ms. Rhondi Kablak and Mr. Jorgen Walle-Jensen would represent the Residential Executive.

**2011 Meeting Schedule**

The Strata Manager tabled a copy of the proposed 2011 meeting schedule for the Strata Council, suggesting that the Residential Executive meet on the Monday prior to each Strata Council meeting, to review the agenda for the meeting and provide direction to the representatives on matters affecting the Residential Section. The Strata Manager noted in reviewing the proposed Strata Council agenda for the next meeting, that the vast majority of the items on the agenda dealt with Strata Corporation matters, and only a limited number of items related specifically to the Residential and/or Commercial Sections. Mr. Daem advised that while he appreciated the directions and desires of the individual Executives to meet separately,

it had been his experience in other mixed residential/commercial Strata Corporations that the establishment of the Strata Council (as had been the case in the past) was more productive in achieving the goals of the Strata Corporation and provided ample opportunity for discussion and debate. It was agreed, however, that the proposed model would be maintained for the foreseeable future and a determination can be made on the most appropriate mode of governance for the Strata Corporation at some later date.

**STRATA MANAGER'S REPORT:**

**1) Finance Report**

Financial Statements

The Strata Manager tabled the financial statements for the Residential Section for the months of August 2010 through January 2011 for the Executive's consideration. Mr. Walle-Jensen, Residential Executive Committee Treasurer, noted that he had reviewed the financial statements for the months of August through November 2010 and queried an invoice from Pro King (#19394) which appeared to have been paid by the Residential Section only. Subsequent to satisfactory answers being provided to a number of queries related to the statements, it was

MOVED AND SECONDED:

That the financial statements for the months of August through November 2010 be adopted as distributed.

*MOTION CARRIED UNANIMOUSLY*

It was further

MOVED AND SECONDED:

That the financial statements for the months of December 2010 and January 2011 be tabled pending review and report by the Treasurer.

*MOTION CARRIED UNANIMOUSLY*

**2) Staff Report**

The Strata Manager referred the Executive Committee members to the various items on the agenda and briefly reported on the meeting which had been held with the Commercial Executive on February 9, 2011, as well as the status of the current discussions with Lark Developments and Cape Construction (with the support of the third party warranty provider and RDH Engineering) pertaining to the common area deficiencies. Mr. Daem noted that he anticipated that this work should be completed within the next 60 to 90 days and that if no progress is forthcoming the third party warranty provider had assured management that they would provide assistance and take care of the repairs that had been identified by both the Strata Corporation and the third party warranty provider engineers.

Rental Information Sheet

The Strata Manager confirmed that four residential strata lots were currently rented at Veridian Green.

Janitorial Services

The Strata Manager tabled correspondence to and from Dash Maintenance expressing concern with the quality of janitorial services, and also tabled a proposal from Pro King

Maintenance for the maintenance of the common areas. Mr. Daem noted that in light of the additional costs of other contractors management were currently attempting to obtain satisfaction from Dash Maintenance to ensure that they live up to the terms of their contract at the current rates.

EcoTec

The Strata Manager tabled the service report confirming that the stairwell cleaning had been completed by EcoTec.

Waste Management

The Strata Manager tabled a copy of the waste management service agreement for the Executive's information.

Vagrant Deterrents

The Strata Manager tabled copies of the proposal from Vancouver Static Industries for mosquito sound devices, including the costs of installation, noting that this would be a matter for the Strata Council to review and determine whether the expenditure should be incorporated into next year's budget.

**3) Correspondence**

The Strata Manager advised that since the last meeting correspondence had been sent or received concerning the following: plumbing noises; request for installation of sand box and request for installation of a gate at the top of the western stairwells; in-suite issues; concern with condition of stairwell cleanliness; request for ice melt and petty cash; request for electrical room key; bike storage; alarm system code; irrigation winterization; deficiencies; in-suite deficiencies; opposition to the suggestion of a sandbox; meeting follow up; request for design drawings; update on in-suite deficiency repairs.

The Residential Executive Committee reviewed the correspondence as follows:

Installation of sand box: The Residential Executive reviewed the suggestion by a parent that a sand box be installed on common property, noting that while this may be a desirable addition for those residents with small children, it reflected a change of use of common property which may require the relocation of bicycle racks; consequently, it was deemed to be a decision that should be considered by the ownership at a General Meeting. It was further suggested that as this proposal would benefit only a certain number of owners, such a proposal might receive a better reception if those individuals desirous to obtain such a sand box were prepared to pay for the costs of its acquisition. It was suggested that the proponent contact other owners and seek their support prior to this matter being placed on the agenda of a General Meeting, as it would require 75% approval of those owners in attendance. It was

**MOVED AND SECONDED:**

That this matter be referred back to the proponent and the Executive's view be outlined to those interested owners.

***MOTION CARRIED UNANIMOUSLY***

Installation of gate at west side stairwells: The Residential Executive received a request for the installation of a pedestrian gate at the top of the western stairwells, to eliminate potential safety hazards for children who might be playing along the upper courtyard. A lengthy discussion ensued as a result of the request, during which it was noted that the

upper courtyard was not a play area and that all children in this area should be supervised at all times. It was further noted that stairs also existed on the east and north sides of the courtyard, and that if the Strata Council acknowledged the potential liabilities due to the stairs on the west side, consideration should also be given to gates at these other locations. During the course of the discussion it was noted that this matter was not similar to the sandbox as it suggested a potential hazardous situation which now needed to be investigated, and a determination made as to:

- What requirements would be placed upon the Strata Corporation by the various authorities should gates be installed?
- What type of gate should be installed?
- What would be the cost of the gates?
- What were the Strata Corporation's legal obligations with respect to this request?

The Residential Executive noted that the buildings had been approved for occupancy under the current physical configuration, and that no budget provisions had been made in the current Strata Corporation budget for the installation of such gates. It was then

**MOVED AND SECONDED:**

That the matter be deferred to the next General Meeting, where a report incorporating replies to the above questions could be placed before the ownership and the owners could then make a determination as to whether gates were to be installed at any of the noted locations, in addition to the specific location at which a gate was being requested.

**MOTION CARRIED**

In-suite deficiencies: The Strata Manager indicated that the in-suite deficiency reports had been provided to the developer but that management did not anticipate much would be done with regards to the noise transmission deficiencies which had been the subject of earlier discussions, based on the preliminary meetings held with Cape Construction and Lark Developments.



**The Residential Executive reminds all owners that policy requires all communication to the Executive to be sent via the management office. This will ensure that the correspondence can be dealt with officially at a duly convened Residential Executive meeting. Correspondence may be sent via email to [managers@stratacomgmt.com](mailto:managers@stratacomgmt.com). Thank you for your assistance.**

**4) Mechanical**

The Strata Manager tabled confirmation to Honeywell of approval of their proposal for the maintenance of the residential equipment.

**5) Landscaping**

The Strata Manager tabled the 2011 landscape maintenance proposals received from Tip Top Gardening and Carefree Greenery, noting the significant difference in costs and recommending the renewal of the Tip Top landscape contract for the current season. It was

**MOVED AND SECONDED:**

That the Executive concur with management's recommendation.

*MOTION CARRIED UNANIMOUSLY*

**6) Completed Items**

The Strata Manager advised that the following had been completed over the past month: tepid water investigation by Honeywell; repair to sprinkler system at 1955; interior repairs at 1955; stairwell clean up and lobby door adjustment; 4<sup>th</sup> Avenue door adjustment; semi-annual overhead door maintenance; replacement of P2 fire extinguisher glass panel; confirmation of mechanical maintenance contract with Honeywell.

**OTHER BUSINESS:**

**Repainting of Yellow Accent Areas**

It was agreed that owners would arrange a work party to repaint the yellow accent strips in various areas.

**Petty Cash**

Staff were requested to forward a petty cash fund to the Treasurer in the amount of \$300.00.

**Maintenance of Exclusive Use Back Patio Areas**

The landscape contractor was requested to advise of the additional costs of maintaining the exclusive use back patios that could only be accessed through strata lots, as these were not included in the current maintenance contract. In answer to a question from the Residential Executive, the Strata Manager indicated that the Strata Corporation was at liberty to attend to the clean up of any areas that were unkempt and the costs could be charged back to the individual strata lot owner.

**Elevator Lobby**

Management were requested to review whether the motion sensor could be deleted from the elevator lobby or a time delay could be installed on the fob reader in the elevator, to prevent the door from being automatically disengaged when someone is in the elevator lobby.

**Installation of Additional Key Fob to Entry Door on 4<sup>th</sup> Avenue**

It was suggested that this matter be referred to the budget meeting and the costs of the installation of a key fob at the door be included in the 2012 budget.

**ADJOURNMENT:**

There being no further business, the Residential Executive Committee meeting adjourned at 9:30 pm, until Wednesday, March 23, 2010, at 7:00 pm at 213 – 1961 Collingwood Street, Vancouver BC.

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