

Viridian Green

THE OWNERS STRATA PLAN BCS 3187"

101 - 4126 Norland Avenue
Burnaby, BC
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Phone: 604-294-4141
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July 27, 2011

Owners/Residents
Strata Plan BCS 3187
Viridian Green

Re: Watering of upper courtyard gardens

Dear Owners/Residents:

I am writing on behalf of the Council, Strata Plan BCS3187, Viridian Green.

As you may have noticed, the irrigation system drip hoses located in many of the planter beds in the upper courtyard are not functioning as intended. The Strata Council has reviewed the situation and unfortunately the investigation and anticipated repair costs would far exceed the budgeted amount for this fiscal year. The Strata Council has indicated that they will budget to have this matter reviewed during the 2012 fiscal year.

In the meantime, your assistance is requested in watering the upper courtyard gardens when possible. This will help to preserve the plant life currently installed and mitigate future replacement costs.

We thank you in anticipation of your cooperation, and should you have any questions or concerns please do not hesitate to contact the undersigned.

Sincerely yours,

STRATACO MANAGEMENT LTD.



Carey Grandy,
Strata Manager

/dc

MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN BCS 3187, VIRIDIAN GREEN, HELD ON WEDNESDAY, JULY 20, 2011, AT 7:00 PM IN UNIT 213 – 1961 COLLINGWOOD STREET, VANCOUVER, BC

Council in attendance: Residential Section
Rhondi Kablak, President
Maureen Mooney, Secretary
Mark Harrison
Julian Richards

Commercial Section
Rachel Wong

Carey Grandy,
Strataco Management Ltd.

Absent with leave: Graeme Moore, Vice President

CALL TO ORDER:

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

MINUTES OF THE MEETING OF JUNE 22, 2011:

The minutes of the meeting of June 22, 2011 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 Manager tabled for Council's consideration the financial statements for the months of March, April and May 2011. The Strata Council Treasurer, Mr. Mark Harrison, advised that he had reviewed the financial statements and accompanying invoices for the months of March and April 2011 and found them to be in order. He advised that he had not yet had an adequate opportunity to review the May and June 2011 financial statements. There being no further comments or questions, it was

MOVED AND SECONDED:

That the Strata Council accept the financial statements for the months of March and April 2011.

MOTION CARRIED UNANIMOUSLY

Receivables Report

The Strata Manager tabled the current receivables report, noting that there were no strata lots in arrears.

Cash Float

The Strata Council advised that they had received the full cash float from the previous Treasurer and that Council member Maureen Mooney would administer the cash float going forward. The Treasurer advised that he would provide Mrs. Mooney with a sheet for tracking expenses.

Back Lane Wall Shield

The Strata Council reviewed an invoice from Nikls One Call Property Services for replacement of a metal shield in the back lane retaining wall to protect the wall from damage. Council agreed to split the invoice 50/50 between the residential and commercial sections and advised that the cost of one replacement shield would be included in the next budget.

2) **Staff Report**

Site Inspection Reports

The Strata Manager informed Council that the site inspection reports were on file, and that any items noted during the reports requiring attention would be dealt with by management.

Lobby Door Closer Replacement

The Strata Manager tabled for Council's information a proposal received from Lock Masters to replace the built in door closer that allowed the door to be propped open at the 1961 Collingwood Street lobby entrance. Council reviewed the proposal, noting that the costs were approximately \$730.00, and advised that this quotation would be reviewed when budgeting for the upcoming fiscal year.

Duct Cleaning

The Strata Manager noted that Michael A. Smith Duct Cleaning had been asked to clean one clogged duct at unit 219. Unfortunately, the contractor had not been able to attend. The Strata Manager advised that an alternative contractor would be retained to complete the work as soon as possible.

Window Cleaning and Pressure Washing

The Strata Council reviewed deficiency forms received from owners for areas missed during exterior cleaning. Council expressed their dissatisfaction with the work completed and advised that in future a different contractor would be used.

EcoTec

The Strata Manager tabled for Council's information service reports for work completed by EcoTec Services, including graffiti and hazardous material clean up in the stairwells, and securing of common area thermostats.

3) **Correspondence**

The Strata Manager advised that since the last Strata Council meeting correspondence had been sent or received concerning the following: pet concerns; smoke detector concerns; hammock slung on exterior of building; dryer vent cleaning.



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

4) **Landscaping**

Tiptop Gardening

The Strata Council reviewed the scope of work and contract with Tiptop Gardening, noting that the contract was a basic maintenance contract. The Strata Council again expressed some concerns with the service being provided by the current landscapers, and the Strata Manager recommended that the Council create a list of wants and expectations from a landscaping contractor. Once this list is received the Strata Manager will prepare a scope of work to be approved by the Strata Council, which can then be used to tender out the job. Council agreed with this course of action. Council also noted that in a future scope of work weeding of the back lane gardens would be included.

Irrigation

Council noted that a review of the site had been completed with the Strata Corporation's irrigation contractor and that there were issues associated with the equipment at the Collingwood Street side of the building and the drip hoses in the upper courtyard. At Collingwood Street there was an excess of plant life and the sprinkler heads were too low, not allowing for adequate watering of the plant life. The Strata Council authorized the Strata Manager to remove the unnecessary plant life and to modify the irrigation system to allow adequate watering of the Collingwood Street gardens. In the upper courtyard, there were issues associated with the operation of the soaker hoses. The Strata Manager advised that at this time it was unclear how the irrigation systems were linked from bed to bed and that additional investigations would be required. As these investigations would exceed the budget for the 2011 year, the Strata Council advised that they would include funding for additional irrigation work in the 2012 operating budget and asked for the assistance of all owners in watering the upper courtyard gardens when possible.

5) **Elevator**

The Strata Manager tabled for Council's information correspondence to Schindler Elevator requesting their attendance to a non-compliance order received from the BC Safety Authority. The Strata Manager noted that as correspondence had not been received confirming these repairs had been attended to, a letter would be sent to the BC Safety Authority advising that the contractor had been advised of the problems.

6) **Warranty/Deficiencies**

Two Year Warranty Review

The Strata Manager advised that representatives of Willis Canada and RDH had completed the two year warranty review and that the report had been forwarded to the appropriate parties.

Hardie Panel Concerns

The Strata Council reviewed correspondence from James Hardie Siding Projects regarding queries raised about the installation of Hardie panels. These comments had been forwarded to the developer and warranty provider, who had responded with appropriate documentation. The matter had been referred to Willis Canada, the warranty provider, for final determination.

7) Completed Items

The Strata Manager advised that the following had been completed since the last Council meeting: window cleaning; 2 year warranty review with RDH.

8) In Progress

The Strata Manager advised that the following remained in progress: 4th Avenue window replacement; pressure washing deficiencies; installation of driveway mirrors; residential courtyard tree pruning.

OTHER BUSINESS:

Parking Stall Storage

The Strata Council discussed the ongoing storage of items in the underground parking area. The Strata Manager noted that any items that had not been removed after initial notification would result in a follow up letter. If the items were still not removed a contractor would be retained to remove the items stored, with all associated costs being charged back to the strata lot owner.

Lobby Light

Council noted that as it had now become apparent that Cape Construction would not attend to the replacement of the fallen lobby light, an electrical contractor should be retained to attend the site to review the fixture and provide a recommendation for a replacement fixture for Council's consideration.

Water Metering

The Strata Council invited Mr. David Mooney, a representative from Larc Developments, to attend the Strata Council meeting and provide a proposal for a solution to the water metering issue.

Mr. Mooney noted that he had reviewed the site and plans with a contractor and had obtained a proposal for Council's consideration for the installation of two water meters. Mr. Mooney offered to split the costs 50/50 with the Strata Corporation. The proposal anticipated costs of \$5,800.00 plus approximately \$500.00 in engineering fees and appropriate taxes.

Council thanked Mr. Mooney for attending the meeting and for his proposal. Mr. Mooney then left the meeting.

The Strata Council discussed the developer's offer. The commercial representative, Mrs. Rachel Wong, advised that she would have to review this matter with other members of Branku Holdings prior to agreeing to the offer. The Strata Manager also recommended that the Strata Council give consideration to holding a Special General Meeting of the owners to advise them on this issue. As this matter had been long-standing it may be beneficial to give the owners a form so that they may ask and have answered any questions they may have about the matter.

The Strata Council advised that they would revisit the issue once a response had been received from the commercial section to the offer.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:57 pm, until Wednesday, September 21, 2011, at 7:00 pm in unit 218 -1961 Collingwood Street, Vancouver, BC.

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