

**STRATA PLAN VR 447 - MARINA PLACE**  
**Minutes of the ANNUAL GENERAL MEETING, held on**  
**Tuesday, January 25, 2011, at 7:00 p.m., at the False Creek Community Centre,**  
**1318 Cartwright Street, Vancouver.**

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**COUNCIL PRESENT:**

Jane Evans  
Mary Collins  
Julie Trant  
Jim McLean  
Dave Miller  
David Telio

**ABSENT:**

Pamela Allen

**MANAGEMENT PRESENT:**

Christine Turner, Property Manager  
**PACIFIC QUORUM PROPERTIES INC.**

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1. **CALL TO ORDER:**

The meeting was called to order at 7:00 p.m.

**QUORUM**

The Property Manager certified that the 20 eligible strata lots were represented by 10 owners, 8 in person and 2 by proxy; therefore the quorum was present and this meeting legal to proceed.

2. **OPENING REMARKS**

The President, Jane Evans, welcomed everyone and briefly reviewed the year's highlights. For the first time in many years there is no special levy and no monthly strata fees increase. She had a special thank you for all the owners volunteering their time to water the plants, shovel the snow, putting up the Christmas lights. All owners agree that Jytte, the gardener/owner, did amazing work on the pond. Jane enumerated the items repaired / maintained during the year (the roof, chimney cleaning, bike rack addition, tree removal and pruning and the garage door repair). The Property Manager thanks the Council Members for their dedication as Strata Council.

3. **ADOPTION OF PREVIOUS MINUTES**

It was:

***MOVED/SECONDED*** (1197/1185)

To approve the minutes of January 28, 2010 Annual General Meeting,

***CARRIED***

4. **INSURANCE OVERVIEW**

At this time the Property Manager provided an overview of the Strata Corporation's insurance coverage, explaining areas covered, limits of coverage and deductibles.

All owners were provided a copy of the insurance cover note in their notice of this meeting.

**NOTICE**

Also noted was the fact that owners may be responsible for the Strata's insurance deductible in the event of a claim which emanated from within the owners unit.

The water damage deductible is **\$5,000.00.**

Owners should investigate coverage for such deductible charge backs through their individual homeowners insurance broker.

**5. CONSIDERATION OF 2010 OPERATING BUDGET**

The Treasurer, Mary Collins, presented the budget with explanation on a line by line basis, noting that the budget has no increase in strata fees rates for the next year. The surplus would be used to cover the deficit of previous year in the amount of \$2,792.69 and \$12,000.00 to be transferred to the CRF.

It was:

**MOVED/SECONDED** (1197/1185)

To approve the budget, as presented.

10 In Favor

**CARRIED**

**3/4 VOTE RESOLUTION #1 – Transfer \$12,000.00 to the CRF**

**Be it resolved:**

**That the Owners, Strata Plan VR 447** approve the transfer from the 2010 operating account surplus to the CRF in the amount of \$12,000.00 ( Twelve Thousand Dollars ).

It was:

**MOVED/SECONDED** (1197/1185)

10 In Favor

**CARRIED**

**6. NEW BUSINESS****a. South Facing Decks**

1193 – 1195 and 1197 decks replacement was discussed as they will be the next to be attended to. An estimate to have the 3 done at the same time will be requested by the Property Manager. Crucial Roofing who solved many issues and did excellent repairs on the building already will be called.

**b. Water Ingress #1197**

Quotes will be necessary to do repairs following the water ingress that was discovered by the owner in doing some renovations. The Bemco (envelope repair) report shows that the water is above ground level.

**c. Window Replacement**

Dave Miller, a council member, conducted a survey on windows throughout the building and shared the results with the present owners. Most of the problems are with hinges, handles or rollers for the patio door which are minor issues and will be dealt with promptly. One window (#2262) will need a replacement and the quote received amounted to around \$1,000.00.

The discussion went on to the replacement of all windows for the entire complex all at once to save on the cost versus an “as needed” approach. An owner suggested that all the skylights that have not been replaced yet should be in the near future to prevent costly water damage repairs when they leak. The length of their life is at its limit.

**d. BC Hydro Energy Efficient Program**

Albrite Lighting did a walk through of the building with Dave to prepare an estimate of the replacement cost for the ballasts, exit lights and common areas fixtures and will send their recommendations soon.

**e. Roof issues**

The owner of unit 2252 wanted to bring to Strata Council Members his concerns about the state of his roof. This can be investigated at the same time as the others already mentioned.

**f. Common Area Usage**

Following owners email requests for clarification, the President discussed the installation of flower pots on the stairs / common patio. After discussion, owners agreed that the best line of conduct is to minimize what they display on the common property. If they share a patio, owners should be considerate and talk to the neighbour they share it with to see if they agree on the installation first.

**g. Wood Staining / Painting**

The discussion about the difficulty of re-staining the doors so they look all the same had an owner suggest they be painted instead. This option will be discussed in future meetings.

**h. Grass strip at the front**

A proposal made by the owner that does the gardening for the building was discussed and a majority of owners would like to see the work proposed go ahead as a solution for the poor look and change the use to a nice grass and flower area. A follow up will be done and Strata Council will choose the most suitable option after discussing with the gardener.

**i. To Do List**

- Moss on the roofs is still a concern but the solutions already explored didn't bring satisfaction (the remedial work might bring more damages to the roof shingles) therefore more investigation is needed.
- The banister will need to be painted once the weather permits it.
- The wooden sign with the name "Marina Place" should be repainted at the same time a painter is called for other paint work.
- Storage room in the parkade need to be thoroughly cleaned
- Water discovered under the stairs of the storage room will need investigation

**7. ELECTION OF 2011 STRATA COUNCIL**

The floor was then opened to nominees and/or volunteers to the 2010 Strata Council, with the following outcome:

- |    |                |       |
|----|----------------|-------|
| 1. | Jane Evans     | #1197 |
| 2. | Julie Trant    | #2258 |
| 3. | Mary Collins   | #1185 |
| 4. | David Telio    | #2268 |
| 5. | Dave Miller    | #1191 |
| 6. | Martin O'Keane | #2252 |

It was:

***MOVED/SECONDED*** (2266/1187)

To close the floor to further nominations.

***CARRIED***

The above noted individuals were noted as elected by acclamation.

8. **ADJOURNMENT**

There being no further business this meeting was adjourned at 8:15 p.m.

**THE NEXT COUNCIL MEETING IS SCHEDULED FOR  
TUESDAY, MARCH 1<sup>st</sup>, 2011 AT 7PM IN UNIT # 1197.**

**ATTENTION:**

**Please keep these minutes on file as a legal record of your Strata Corporation's business.**

***PACIFIC QUORUM PROPERTIES INC.***

#430 – 1200 West 73<sup>rd</sup> Avenue

Vancouver, BC V6P 6G5

Telephone: (604) 685-3828 / Fax: (604) 685-3845

Direct: 604-638-1965

Email: [Christine@pacificquorum.com](mailto:Christine@pacificquorum.com)

Website: [www.pacificquorum.com](http://www.pacificquorum.com)

<b>MARINA PLACE - VR 447</b>			
<b>2011 Operating Budget</b>			
		PROJECTED	
	<b>BUDGET</b>	<b>YEAR END</b>	<b>BUDGET</b>
<b>REVENUE</b>	<b>2010</b>	<b>Dec-10</b>	<b>2011</b>
STRATA FEES	\$100,568.00	\$100,568.00	\$100,568.00
SPECIAL ASSESSMENT			
LATE PAYMENT/NSF CHARGES	\$0.00	\$0.00	\$0.00
INTEREST INCOME	\$32.00	\$43.87	\$49.00
SURPLUS ALLOCATION	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUE</b>	<b>\$100,600.00</b>	<b>\$100,611.87</b>	<b>\$100,617.00</b>
<b>OPERATING EXPENSES</b>			
JANITORIAL SERVICES	\$4,685.00	\$4,296.90	\$4,565.00
INSURANCE	\$10,720.00	\$10,716.00	\$13,000.00
UTILITIES (GAS/ELECTRIC)	\$2,700.00	\$1,952.63	\$2,000.00
WATER & SEWER	\$4,815.00	\$3,281.45	\$4,000.00
WINDOW CLEANING	\$2,750.00	\$1,176.00	\$1,400.00
REPAIRS & MAINT. (GENERAL)	\$23,000.00	\$8,186.28	\$20,000.00
LANDSCAPING MAINTENANCE	\$3,775.00	\$6,067.89	\$5,500.00
LANDSCAPING IMPROVEMENTS	\$500.00	\$0.00	\$1,000.00
WASTE REMOVAL/RECYCLING	\$5,000.00	\$5,591.65	\$6,000.00
FIRE PROTECTION	\$900.00	\$781.14	\$832.00
MANAGEMENT FEES	\$11,545.00	\$11,626.86	\$12,120.00
ADMIN/BANK CHARGES	\$2,310.00	\$2,166.17	\$2,200.00
CONTINGENCY RESERVE FUND	\$23,900.00	\$23,233.38	\$22,000.00
STAINING RESERVE	\$4,000.00	\$4,666.60	\$6,000.00
<b>TOTAL EXPENSES</b>	<b>\$100,600.00</b>	<b>\$83,742.95</b>	<b>\$100,617.00</b>
<b>NET INCOME</b>	<b>\$0.00</b>	<b>\$16,868.92</b>	<b>\$0.00</b>
<b>THIS BUDGET CONTAINS 0% IN MONTHLY STRATA FEES</b>			

## Marina Place - VR 447

## 2011 Strata Fee

## Schedule

## 0% Increase

STRATA LOT #	UNIT #	UNIT ENTITLEMENT	% OF TOTAL UNIT	2010 PAYMENT	2011 PAYMENT DUE	% TO OPERATING FUND	% TO CONTINGENCY FUND	2011 TOTAL ANNUAL FEE
						\$75,568.00	\$25,000.00	\$100,568.00
1	2250	479	4.79%	\$401.58	\$401.58	\$301.75	\$99.83	\$4,818.92
2	2252	410	4.10%	\$343.31	\$343.31	\$257.96	\$85.34	\$4,119.67
3	2254	412	4.12%	\$345.23	\$345.23	\$259.41	\$85.82	\$4,142.80
4	2256	411	4.11%	\$344.40	\$344.40	\$258.79	\$85.61	\$4,132.84
5	2258	506	5.06%	\$424.40	\$424.40	\$318.90	\$105.50	\$5,092.76
6	2260	506	5.06%	\$423.84	\$423.84	\$318.48	\$105.36	\$5,086.13
7	2262	376	3.76%	\$315.27	\$315.27	\$236.90	\$78.37	\$3,783.27
8	2264	377	3.77%	\$315.82	\$315.82	\$237.31	\$78.51	\$3,789.80
9	2266	506	5.06%	\$423.84	\$423.84	\$318.48	\$105.36	\$5,086.13
10	2268	506	5.06%	\$424.12	\$424.12	\$318.69	\$105.43	\$5,089.44
11	1199	590	5.90%	\$494.76	\$494.76	\$371.77	\$122.99	\$5,937.13
12	1197	573	5.73%	\$479.92	\$479.92	\$360.62	\$119.30	\$5,759.03
13	1195	572	5.72%	\$479.37	\$479.37	\$360.21	\$119.17	\$5,752.49
14	1193	572	5.72%	\$479.64	\$479.64	\$360.41	\$119.23	\$5,755.71
15	1191	598	5.98%	\$501.36	\$501.36	\$376.73	\$124.63	\$6,016.28
16	1189	598	5.98%	\$500.80	\$500.80	\$376.31	\$124.49	\$6,009.64
17	1187	434	4.34%	\$363.37	\$363.37	\$273.04	\$90.33	\$4,360.43
18	1185	432	4.32%	\$361.73	\$361.73	\$271.81	\$89.92	\$4,340.72
19	1183	573	5.73%	\$480.19	\$480.19	\$360.82	\$119.37	\$5,762.24
20	1181	570	5.70%	\$477.71	\$477.71	\$358.96	\$118.75	\$5,732.58
		TOTAL		TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
		10000	100.00%	\$8,380.66	\$8,380.67	\$6,297.33	\$2,083.33	\$100,568.00