



**MARINA PLACE
STRATA PLAN VR 447**

**SPECIAL GENERAL MEETING MINUTES
THURSDAY, MARCH 29, 2012 AT 7:00 PM**

COUNCIL PRESENT:

**Jane Evans
Melinda Coghill
Pamela Allen
Bernice Crick**

REGRETS:

**Mary Collins
Martin O'Keane**

MANAGEMENT PRESENT:

**Christine Turner, Property Manager
Pacific Quorum Properties Inc.
christine@pacificquorum.com / direct line: 604-638-1965**

1. CALL TO ORDER

The meeting was called to order at 7:05 p.m.

QUORUM

The Property Manager confirmed that the 19 eligible units (the owners requesting the meeting were not allowed to vote) were represented by 17 owners, 9 in person and 8 by proxy therefore, the meeting was legal to proceed.

2. OPENING REMARKS

Bernice Crick and Antonio Liang, the owners renovating their unit and planning a window replacement, gave a brief explanation for the reason that lead to the necessity of calling a special meeting and introduced the representatives from Ecowest, the company that provided the estimate for the work.

The company's representatives had brought with them different window samples that were circulated while he was explaining the specs of each type of window and the reason he recommended one as opposed to the other.

3. ADOPTION OF PREVIOUS MINUTES

It was

MOVED/SECONDED (1199/1193)

To adopt the minutes of the Annual General Meeting held on January 25, 2012, as distributed.

CARRIED

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5.

3/4 VOTE RESOLUTION (Window Replacement Unit 1193)

BE IT RESOLVED:

That the Owners, Strata VR 447 approve permission for the strata lot owners of unit 1193 to replace all windows in their unit pursuant to the home improvement details presented at the Strata VR 447 Special General Meeting on March 29th, 2012. The strata lot owners of unit 1193 acknowledge that the cost of replacing the windows is at their own expense. The strata lot owners of unit 1193 may receive a refund of their proportionate share of the window cost at such time as Strata VR 447 agrees to a complete window replacement for all units and approve a special assessment.

It was

MOVED/SECONDED (2252/1195)

The votes were tallied with 11 voting in favour and 6 opposed, therefore the resolution was defeated as the 75% in favour requirement was not met.

DEFEATED

8.

ADJOURNMENT

There being no further business the meeting was adjourned at 9:00 p.m.

The next meeting is to be scheduled

Submitted by:

PACIFIC QUORUM PROPERTIES INC.

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Dear Owners:

In our continuing efforts to improve our levels of service and communication with our clients, we are pleased to announce a new addition to our website. We have designed and implemented an **Online Service Request Form**.

This form may be used to report any non-emergency service and maintenance requests for in-suite or common property concerns. We stress that this is intended for strictly **non-emergency** reports.

Thank you.

重要資料 請找人為你翻譯

これはたいせつなお知らせです。 どなたかに日本語に訳してもらってください。

알려드립니다 이것을 빌어해 주십시오

ପ୍ରମୁଖ ସାହାଯ୍ୟୀ ବିଷୟ ଉପରେ ବିଶେଷ ଧ୍ୟାନ ଦେଉଥିବା ଅବସର

Please Note: The Real Estate Regulations requires a vendor to provide purchasers with copies of Strata minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon a seven (7) day advance order from Pacific Quorum Properties Inc.

**Technical Summary of Window Construction Details, as presented by EcoWest Renovations at the SGM on
March 29th 2012**

Current window construction at Strata VR 447:

Construction: Aluminum frame, double paned (likely air-filled)

Light transmission: See 'Current Window' in table below under heading 'Panels'

It was implied that aluminum windows will last a very long time, but their energy efficiency is poor and air-filled panes can lead to condensation build-up. At the time of construction of Strata VR 447, this technology was state of the art and the best available at the time.

Any replacement window will likely be of vinyl frame construction. It is important to note that aluminum frames are 2 3/8 " in width, whereas vinyl frames are 3 3/4" in width. Therefore, new windows will extend over 1 1/2" into the interior of the residence.

Overview of modern-day window construction:

Inner frame construction:

Different grades of vinyl window frames were presented, ranging from double-chamber to multiple-chamber frames. As the number of chambers increases, the rigidity and durability of the frame increase. To a certain extent, the insulative properties of the window also increase, but plateau at a certain point (the mid-grade frame presented is sufficient for Vancouver climate). All frames presented were compatible with double-paned windows.

It was implied that the highest quality frame presented would provide no additional structural benefit, would be more expensive, is constructed with significantly more vinyl (bulkier) and provides no insulation benefit.

The proposed window frame for unit 1193 is a good quality, mid-grade vinyl frame construction, with multiple chambers.

Panels:

Window panes can be single-, double- or triple-paned. Generally, for residential complexes, double-paned windows with low emissivity (low e) coatings are recommended. Triple-paned windows do not offer any significant insulative benefit in Vancouver.

Window panes are rated based on the type and amount of light that is transmitted through the pane of glass. Windows transmit Ultraviolet (UV), visible light and infrared (IR) wavelengths. UV is beneficial to plant growth, but can lead to fading and damage of furniture and drapery. IR transmission can be used as a measure of a window's energy efficiency (higher IR transmission results in greater expected heat loss). However, it is important to note that a low IR rating also means that there will be less benefit from passive solar heating in the winter (see comment on Solarban 60 "SHGC-rating" below).

Type	Fill	Coating	UV	Visible Light	IR (heat)
Current Window	Air	None	50	80	62
Typical E2 type	Argon	Low-E2	16	73	13
Typical E3 type	Argon	Low-E3	6	61	2

Solarban 60	Argon	Low-E	18	73	9
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Most double-panes with e-coatings on the market are Argon filled, which is heavier than air and provides better insulation. The windows currently in Strata VR 447 are double-paned, likely air-filled ('Current Window', in table above).

The proposed window for Unit 1193 uses Solarban 60 panes, which are coated with a Low-E coating and are argon-filled. This pane offers superior UV filtering to what is currently in place, but not as low as the Low-E2 and Low-E3 coatings. Visible light filtering is not significantly different to what is currently in place, meaning that the windows will not be visibly darker. The IR filter level is between that of an E2 and E3 coating, but transmits significantly less heat (9% versus 62%) than what is currently in place.

IMPORTANT NOTE (not discussed at meeting): For climates dominated by heating or for south facing windows in climates with a mix of cooling and heating requirements (i.e. Vancouver), it is recommended to have a solar heat gain coefficient (SHGC) of at least 0.40 to allow for passive solar heating in the winter. Solarban 60 has a SHGC rating of 0.39.

Laminated Glass:

Laminated glass is also an option and offers several advantages:

Harder to break (shatter-proof)

No UV penetration

Noise reduction

The proposed windows in Unit 1193 will have laminated glass, but the decision to have laminated glass would be individual to each unit.

Screens:

Two types of screens were presented – a standard issue and a ClearView™ variant. The ClearView™ is made of thinner Gore-Tex fibres, allowing more transparency (25% more than traditional fibreglass meshes). The difference was noticeably apparent when holding the screens up side-by-side.

The proposed screen for unit 1193 is the GORE inLighten screen.

Outer frame construction:

Two types of outer frame window construction were discussed:

"Pop-in" or "replacement window"

"New construction window"

A pop-in/replacement window uses the existing rough opening for installation, eliminating the need for removal of siding. Replacement windows can be installed over the original aluminum frame (not recommended by the contractor) or by breaking the glass on the current window, bending in the frame to remove it, and installing the pop-in window in the rough opening. Damage to the building envelope, the siding or the interior wall may occur during the frame removal step. Drip caps would be installed at the top of the window to allow for proper drainage from the building envelope.

New construction windows offer better drainage, but require the removal of a 4" perimeter of siding around the window. The siding is cut back 4" to expose the nail-on flanges of the existing window. The old window is removed in its entirety (no need to bend frame in), thus reducing the risk of damage to the building envelope. The new window is inserted with a new construction flange, which sits up behind the Tyvek and allows the window to be sealed directly to the building envelope. Two-by-four wood trim is inserted around the perimeter of the window. Drip caps would be installed at the top of the window to allow for proper drainage from the building envelope. Pan flashing (bottom of window) can be done, but was deemed not necessary by the contractor). Foam is used to seal any cavities and caulking is performed on the exterior joints.

For both replacement and new construction windows, foam is used to seal the inner cavity in the portion of the window that sits in the interior of the residence, and caulking is used to seal the external joint.

The contractor indicated that the installation warranty is the same (lifetime?) for the replacement and new construction windows, although the warranty life for the window itself is better for the new construction window.

A third variation of high-end new construction window was also briefly presented, but not discussed in detail due to the need to redo the entire siding of the complex during installation.

Aesthetics/Colour:

The window frames come in standard white or beige, but can be painted any colour. The wood trim is rough and can be painted a variety of colours as well. The painting warranty on the window frame was 20 years. Painting of the wood trim is not performed by the contractor.

The proposed window installation for unit 1193 is the new construction window installation, with brown wood trim and brown painting of the vinyl outer frame. The colour of the interior portion of the frame is left up to the individual unit owner's discretion, but white was recommended by the contractor.

Installation of 13 windows/skylight in 1193 would take 2 days. Quote of \$16'329 reflects laminated glass option and skylight replacement (over \$4000). In order to compare this quote to others previously obtained, these additional costs would have to be factored out, putting the total at just over \$12'000.

ADDITIONAL NOTE WORTH MENTIONING (not window-related):

During the inspection in Unit 1193, asbestos was found in the drywall mud. HazMat teams will be required to remove the drywall (\$15000 disposal fee).