

THE PENDRELL – STRATA PLAN VR 264

TIME AND LOCATION:

7:00pm

#403 – 1234 Pendrell Street

**STRATA COUNCIL
2009/2010****PRESIDENT**

Sandra Barsky

TREASURER

Tim Hansen

SECRETARY

Biagio Galle

AT-LARGEDiane Dary
Nancy Black
Phillipe Varrier**STRATA MANAGER**

George Nicolaou

Direct Line: 604-714-6386

Direct Fax: 604-592-5285

Email: gnicolaou@baywest.ca**ACCOUNTS RECEIVABLE****CALL CENTRE**

1-877-585-4411

AR@baywest.ca

BAYWEST MANAGEMENT300 – 1770 BURRARD
STREET

VANCOUVER, BC V6J 3G7

24 Hr: 604-257-0325

PRESENT:

Sandra Barsky

Nancy Black

Tim Hansen

Biagio Galle

Diane Dary

Phillipe Varrier

One owner observer

George Nicolaou, Strata Manager, Baywest Management Corporation

(1) CALL TO ORDER

The meeting was called to order at 6:35pm. A quorum was established.

1.1 COUNCIL MEMBER RESIGNATION

Notice was received that Kevin Morgan will no longer serve on the Strata Council. Council would like to thank Kevin for volunteering as a Council member.

1.2 COUNCIL PRESIDENT

It was moved and seconded that Sandra Barsky be elected as the new Council President for the remainder of the term as per the Strata Corporation bylaws.

CARRIED**(2) ADOPTION OF PREVIOUS MINUTES**It was moved and seconded to adopt the Strata Council meeting minutes of June 18th 2009 as distributed.**CARRIED****(3) FINANCIAL REPORTS****3.1 FINANCIAL STATEMENTS**It was moved and seconded to approve the Financial Statements up to July 31st 2009 as distributed.**CARRIED**

All owners are advised to forward their special levy payments to Baywest. Cheques should be made payable to Strata Plan VR 264. Owners with questions in regards to the special levy are invited to contact George Nicolaou at 604-714-6386.

3.2 ACCOUNTS RECEIVABLE

The Strata Manager reported that, as of the date of the meeting, \$12,198.69 was owed by owners to the Strata Corporation. Owners in arrears with strata fees are mailed a statement of outstanding amounts each month. Please be advised that any owner accounts that remain delinquent after 90

days, a letter will be sent demanding that the account is brought up to date within 21 days, or a lien will be placed.

(4) BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 BALCONY REMEDIATION PROJECT

Council received and reviewed three (3) quotations for consulting engineering services. After discussion, it was moved and seconded to approve the proposal and quotation from MacArthur Vantell.

CARRIED

Macarthur Vantell indicated that they would be able to start on the design within four (4) weeks of receiving written authorization to proceed. The production of specifications and drawings is estimated to take approximately four (4) weeks, and the tendering process should take approximately two (2) weeks. The Strata Manager will make the arrangements with the company.

4.2 MAILBOX REPLACEMENT

Council received and reviewed two (2) quotations to install new mailboxes, and to remove and dispose of the current mailboxes. Aberdeen Security Locksmith proposed that the Strata Corporation install "Riopel Lockinbar" mailboxes which, in the company's opinion, would be a more secure option than installing mailbox units similar to what is there now. They reported that it will be a different design as each individual mailbox is approximately 6" x 6" x 15" deep. Council directed the Strata Manager to contact Precision Locksmithing Corp to provide a quotation for the Riopel Lockinbar units, or similar. The Strata Manager will also inquire if there is enough room to install the units, as well if they comply with fire code regulations. It was moved and seconded to proceed with the lower of the two quotations, provided that the new units can be installed.

CARRIED

Subsequent to the Council meeting, it was advised that the wall cannot be cut to accommodate the newer style mailboxes, and would probably not comply with Fire Code regulations if they stick out 15" from the wall. The Strata Manager advised Council that he will obtain a recommendation and proposal from a third company and report at the next Council meeting.

4.3 PATIO REPAIRS TO #103 & #104

Council received and reviewed three (3) quotations for the patio repairs to #103 and #104. Columbus Construction and Restoration proposed that concrete pavers not be installed overtop of the membrane. Instead, there proposal is to install 5 ¼" x 6" Radius Deck boards on a floating joist system on top of the membrane for a number of reasons including:

- Allows for pristine drainage; as there is a void between the decking and membrane to allow for smooth water run-off instead of the pavers being installed directly on top of the membrane.
- Will eliminate all pooling areas as the deck system is raised from the membrane
- More cosmetically appealing
- Easier access to conduct repairs to the membrane or drainage
- Nicer surface to walk on

The proposal also includes installing cedar divider fences between the units. The cost for the installation would be \$11,451.12. After discussing the proposals, it was moved and seconded to proceed with the proposal from Columbus Construction and Restoration.

CARRIED

4.4 PARKADE & RAMP REPAIRS

The parkade and ramp repairs are complete. TNC Restoration will be providing a quotation to Council to fill the dip that is located at the top of the ramp.

4.5 MOSS REMOVAL

This item was deferred to the next Council meeting.

4.6 GARAGE KEY ENTRY – LOCK BOXES

The Strata Manager reported that Versatile Door estimated that it would cost approximately \$300 for a new lock box outside the parkade door, although they recommended that a fob system be installed as a better security measure. The Council decided to table this item until the Annual General Meeting and discuss with the owners.

4.7 ANNUAL FIRE INSPECTION

The annual fire inspection was completed on July 24th 2009. Fire Pro reported a number of units were unavailable, and there were some that have smoke alarms that need to be serviced. Council requested that the Strata Manager contact Fire Pro to make the arrangements. Notice will be sent to the owners where access is needed.

(5) CORRESPONDENCE

- Council received a reply from an owner in regards to a noise complaint. The Strata Manager will reply to the owner as directed by Council.
- Council received a letter from an owner in regards to a few concerns relating to the building, including a complaint that a strata lot was operating a business. The Strata Manager will reply to both owners as directed by Council.

(6) NEW BUSINESS

6.1 INSURANCE RENEWED

The Strata Manager reported that the insurance was renewed with CMW Insurance. The policy is effective from August 1st 2009 to August 1st 2010. A copy of the insurance summary is attached for owners' records.

6.2 CHOA MEMBERSHIP

It was moved and seconded to reimburse Kevin Morgan for the CHOA membership. **CARRIED**

All owners can call 1-877-353-2462 or visit www.choa.bc.ca if you would like information from CHOA or to inquire about obtaining the CHOA Journal.

A few Council members will be attending a number of seminars at the upcoming CHOA Conference. It was moved and seconded that Council members be reimbursed by the Strata Corporation for the cost of the seminars. **CARRIED**

6.3 OTHER

Council requested that the Strata Manager look into the following items:

- Contact Kelly-Boy to stock more light bulbs in the building
- To inquire why the carpet by the lobby door is wet.
- Contact a company to repair the door closers on the 3rd and 4th floor, as well as the back stairwell door.

- To contact a company to replace or repair the covers of the light fixtures by the back and side walls

(7) **NEXT MEETING & TERMINATION**

The next meeting is scheduled for Thursday, November 19th 2009 at 7:00pm.

There being no further business, the meeting was terminated at 9:40pm.

Submitted by:
George Nicolaou, Strata Manager

Please be advised that copies of Council & General Meeting Minutes should be retained for a period of two(2) years. There will be a charge for copies.



RESIDENTIAL STRATA PROGRAM Certificate of Insurance

Name of Insured & Mailing Address:

The Owners of Strata Plan VR 264
c/o Baywest Property Management Services Ltd.
#300 - 1770 Burrard Street
Vancouver, BC V6J 3G7

Name of Broker & Mailing Address:

CMW Insurance Services Ltd.
700-1901 Rosser Avenue
Burnaby, BC V5C 6R6
Tel: 604-294-3301 Fax: 604-294-3003
cmwinsurance.com

Location of Risk: 1234 Pendrell Street
Vancouver, BC V6E 1L6

Period of Insurance: August 1, 2009 to August 1, 2010
Both dated to 12:01 am Standard Time at the address of the Insured.

Total Premium: \$7,542.

Coverage provided under this certificate is only for those coverages specified below and is subject to all terms, conditions, provisions, limitations and exclusions as set out in the Master Policies identified herein.

A. PROPERTY

Master Policy No. CDN2997
Insurance Company:
Waiver of Subrogation:

Premium (Section A): \$6,125.
Certificate No. RCP01178
As per Schedule of Subscribing Insurers attached
The Insurers rights of subrogation are waived against
Baywest Property Management Services Ltd.

Section	Sum Insured	Description of Coverages
A	\$3,712,000.	Property of Every Description
A	Not Covered	Business Interruption

Conditions:

All Risks of direct physical loss or damage to property described at Location of Risk shown above.
Basis of Loss Settlement -- Replacement Cost including by-laws subject to a sublimit of up to 10% of the loss amount (maximum \$240,000.).
Guaranteed Replacement Cost subject to an appraisal being filed with the Insurers and dated within 12 months prior to the effective date of the policy. Failing to do so, the policy shall be subject to Stated Amount Co-insurance.

Special Conditions:

Property additions, alterations and repairs are subject to a limit of 15% of the Sum Insured, with a maximum of \$500,000. Coverage is not provided for any additions, alterations or repairs which are in excess of this sub-limit unless reported to and specifically agreed to by Insurer(s) prior to the commencement date.

Deductibles:

All Losses \$1,000. except: Water Damage \$5,000.; Sewer Back-up \$5,000.; Residential Glass Breakage \$100.; Master Key \$250.; Earthquake 10% of the value of the building(s) involved in the loss (minimum \$100,000.); Flood \$10,000.

Loss Payable To:

The Condominium Corporation, subject to the Strata Property Act or similar statute in the province of jurisdiction

In consideration of the premium specified herein and subject to the terms and conditions of Master Policy CDN2997 and endorsement(s) attached thereto and hereto, insurance is provided to the NAMED INSURED to an amount not exceeding the SUM INSURED specified in this Certificate or in any endorsement(s) attached hereto, but in no event to exceed Fifteen Million Dollars (\$15,000,000.) in any one loss or occurrence.

B. BOILER & MACHINERY

Master Policy No. CDN2997BM
Insurance Company:

Deductible (Section B):
Loss Payable:

Waiver of Subrogation:

Premium (Section B): \$150.
Certificate No. RCP01178BM
Commonwealth Insurance Company
1500-595 Burrard Street, Box 49115, Bentall Tower III,
Vancouver, BC V7X 1G4
\$500.
To the Condominium Corporation (Subject to the Strata Property
Act or similar statute in the province of jurisdiction)
The Insurers rights of subrogation are waived against
Baywest Property Management Services Ltd.

Section	Limits of Liability	Description of Coverages
B	\$3,712,000.	Comprehensive Boiler & Machinery, including by-laws subject to a sublimit of \$1,000,000.
B	Not Covered	Gross Rents
B	Included	\$100,000. Extra Expense

C. GENERAL LIABILITY

Master Policy No. 501177358
Insurance Company:

Deductibles (Section C):

Additional Named Insured:

Premium (Section C): \$690.
Certificate No. CMW L0501
Intact Insurance Company
400-2955 Virtual Way
Vancouver, BC V5M 4X6
\$1,000. Bodily Injury and Property Damage Each Event
\$10,000. Limited Pollution Liability
Baywest Property Management Services Ltd.
for their management of Strata Plan VR 264

Section	Limits of Liability	Description of Coverages
C	\$5,000,000.	Each Occurrence Limit
C	\$5,000,000.	General Aggregate Limit
C	\$5,000,000.	Non-Owned Automobile Coverage
C	\$5,000,000.	Personal Injury and Advertising Injury Liability
C	\$5,000,000.	Products - Completed Operations, Aggregate Limit
C	\$10,000.	Medical Payments
C	\$250,000.	Tenants Legal Liability
C	\$1,000,000.	Limited Pollution Liability
C	\$300,000.	Employers' Liability Extension
C	\$50,000.	Voluntary Compensation Extension (2/3 of Employee's Weekly Wage, but not exceeding \$500 per week)
C	\$300,000.	Employee Benefits - Aggregate Limit
C	\$300,000.	Employee Benefits - Each Employee

D. PROFESSIONAL LIABILITY

Master Policy No. 501148987 (Section D1):
 Master Policy No. 501148986 (Section D2):
 Insurance Company:

Premium (Section D): \$577.
 Certificate No. CMW D1198
 Certificate No. CMW E1433
 Intact Insurance Company
 400-2955 Virtual Way
 Vancouver, BC V5M 4X6
 Nil
 \$1,000.
 Name of Insured (Section D2):
 Baywest Property Management Services Ltd.

Deductible (Section D1):

Deductible (Section D2):

Name of Insured (Section D2):

Section	Limits of Liability	Description of Coverages
D1	\$5,000,000.	Directors & Officers Liability (Errors & Omissions) Per Wrongful Act and Annual Aggregate
D1	\$10,000.	Discrimination Defense Costs Per Unsuccessful Action or Complaint
D1	\$25,000.	Discrimination Defense Costs - Annual Aggregate
D2	\$2,000,000.	Errors & Omissions Liability Per Wrongful Act and Annual Aggregate

E. CRIME

Master Policy No. 501177358
 Insurance Company:

Premium (Section E): Nil

Intact Insurance Company
 400-2955 Virtual Way
 Vancouver, BC V5M 4X6
 Not Applicable

Deductible (Section E):

Section	Limit of Liability	Description of Coverages
E	Not Covered	Broad Form Money and Securities, Loss Inside and Outside Premises
E	Not Covered	Employee Dishonesty Coverage - Form A, Commercial Blanket Bond

The insurance provided by this individual Certificate is subject to all terms, conditions, provisions, limitations and exclusions of Master Policy Numbers CDN2997, 2997BM, 501177358, 501148987 and 501148986 and may be canceled by the Insurers by registered mail with thirty days notice or as provided by the Master Policy.

In the event of loss or damage or any change in risk, immediate notice must be given to the insurers or to the broker.

SCHEDULE OF INSURERS**Section A. PROPERTY**

Master Policy No. CDN2997 Certificate No. RCP01178

The interest of each insurer hereunder is individual and not joint, and wherever any right or privilege is retained by the insurers, such right or privilege may be exercised by each insurer independently. The liability of each of the insurer(s) shall be limited to that proportion of the loss which the percentage of liability set against the name of the individual Insurer bears to the total amount insured hereunder.

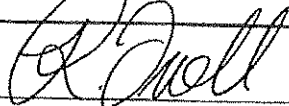
Insurers

Commonwealth Insurance Company
 ACE INA Canada
 AIG Commercial Insurance Company

Section	Interest	Premium
A	50%	\$3,063.
A	25%	\$1,531.
A	25%	\$1,531.
Total:	100%	\$6,125.

Date Issued: July 30, 2009

E&OE /KEV/EL


CMW Insurance Services Ltd.
 (Authorized Representative)



RESIDENTIAL STRATA PROGRAM Endorsement No. One

Name of Insured & Mailing Address:

The Owners of Strata Plan VR 264
Baywest Property Management Services Ltd.
#300 - 1770 Burrard Street
Vancouver, BC V6J 3G7

Name of Broker & Mailing Address:

CMW Insurance Services Ltd.
700-1901 Rosser Avenue
Burnaby, BC V5C 6R6
Tel: 604-294-3301 Fax: 604-294-3003
cmwinsurance.com

Location of Risk: 1234 Pendrell Street
Vancouver, BC V6E 1L6

Endorsement Period: August 1, 2009 to August 1, 2010
Both dated to 12:01 am Standard Time at the address of the Insured.

Endorsement Premium: Nil

Water Ingress Exclusion

It is hereby understood and agreed that this policy does not insure loss or damage caused directly or indirectly by ingress of water where that ingress of water was caused or in any way contributed to by failure of the 'Building Envelope'.

'Building Envelope' means any assemblies, components and/or materials, including, but in no way limited to, exterior walls, windows, glazing, doors, roofs, decks, flashings, eaves, and related protection, of the building which separate and are intended to protect the Interior Space of the building from the effects of exterior climatic conditions. 'Interior Space' of the building, includes but is not limited to, material not directly or indirectly exposed or intended to be exposed to exterior climatic conditions, but does not form an integral part of the Building Envelope.

'Failure' of the Building Envelope includes failure of any part or component of the Building Envelope to prevent ingress of water into the building (including ingress of water into the Building Envelope) as a result of any cause, including but not limited to defect or error in design, workmanship, construction or materials, lack of maintenance, wear and tear or gradual deterioration.

This exclusion in no way modifies or limits any of the other exclusions in Master Policy No. CDN2997.

Accepted by Insured

Date

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED

Schedule of Insurers

		<u>Interest</u>	<u>Premium</u>
Section A	Master Policy No. CDN2997	Certificate No. RCP01178	
	Commonwealth Insurance Company	50%	Nil
	ACE INA Canada	25%	Nil
	AIG Commercial Insurance Company	25%	Nil
Section B	Master Policy No. CDN2997BM	Certificate No. RCP01178BM	
	Commonwealth Insurance Company	100%	Nil

CMW Insurance Services Ltd.
(Authorized Representative)

Date Issued: July 30, 2009

E&OE /KEV/EL