



Carriage Management Inc.

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN VR 134,
LANDMARK REGENCY, HELD ON THURSDAY, JUNE 21, 2008 IN SUITE LOBBY – 160
EAST 19TH STREET, NORTH VANCOUVER, B.C. V7L 2Y8**

Present:	Dawn Nathan	Council Chairperson/Treasurer
	Nancy Fiddes	Member at Large
	Lisa Urakabe	Member at Large

Property Manager:	Susan Shearsmith	Carriage Management Inc
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1. CALL TO ORDER

Council Chairperson Dawn Nathan called the meeting to order at 7:10p.m.

2. APPROVAL OF THE PREVIOUS MINUTES

There was a **Motion/Seconded/Carried** (Nancy Fiddes / Lisa Urakbe) to approve the minutes of May 29, 2008.

3. FINANCIAL REPORT

The financials from the May 29th, 2008 meeting were deferred.

The Property Manager noted that the Contingency Reserve is owed \$5,916.00; Insurance was \$6,256 and the remaining prepaid insurance is \$4,928; Accounts Receivables are being adjusted and will be correctly recorded with the July Statement.

4. BUSINESS ARISING

- A. Painting - There was a request to paint the hallways, with the Owners to paint and the Strata to supply the paint. This has been deferred due to the drainage costs as it was not in the budget.
- B. Carpet cleaning – this has been scheduled with Easy Care Carpet Cleaners.
- C. Front Entry – A-1 Drainage has attended to do the video inspection for \$500. They returned to dig up and replaced some perimeter drains and a repaired the membrane outside the lobby at the north east corner. DNY Contracting will trim the posts and place concrete blocks under them. The patio drain at #104 still needs to be done.
- D. Lawn mowing - Yard ventures has been hired to mow the lawn every two weeks and are doing a good job
- E. WS Services – a quote for tree trimming was received for \$1275. Two trees on the West side will also be inspected as they may need to be removed.

- F. Window Repair – the window frame in #304 was repaired and will need adjusted. DNY will adjust as required.
- G. All of the “junk” was removed from storage room; this has been expensed to all Owners. Owners are asked NOT to put unwanted items in the storage room.

5. NEW BUSINESS

A. **Change of Management:**

Effective September 1, 2008, Carriage Management Inc. will no longer be acting agents on behalf of Strata Plan VR 134. The new Property Management company is:

R. Jang and Associates.

Contact: Raymond Jang

1010 West Broadway, V6H 1E6

604-738-1010 ext 102

Effective September 1, 2008

- B. Front door lock – Broadway locks has attended to repair the front door tumbler; Owners are reminded not to use the key to open the door.
- C. An owner questioned whether the building had shifted; this has been noted previously in a new owner’s home inspection. The building had settled in the past and this was noted as a natural occurrence which does happen and there were no reports of structural problems.
- D. Fire doors – two exit signs will be ordered for the fire exit doors to be kept closed on the stairwells.

6. ADJOURNMENT

There being no further matters to discuss, there was a Motion/Seconded/Carried to terminate the meeting at 8:10pm by Dawn Nathan/Nancy Fiddes. The next Strata Council meeting is to be announced with the new Management Company.

Notes:

- ❖ **Balcony drains** - please check your balcony drains as this is limited common property and regular cleaning inside and outside on the balcony wall is the responsibility of the owner. Fines can be applied for unclean exterior balconies.
- **Garage door openers** – these are worn and sometimes need tapping in order to work. It is recommended that the batteries are changed yearly and that they are not kept in extreme temperatures as they are sensitive. New ones can be purchased at hardware stores and reset to your existing remote codes.
- **Please do not pull on your key** to open the front door as the keys tend to break in the lock. Please unlock with one hand and pull on the door handle with the other. Thank you.

- **Parkade** - Please do not leave flammables/combustibles in the common areas including the parking garage as this is a City Fire Regulation infraction which puts the Strata's Insurance at risk. There is a disposal for such items at Main & 27th.
- **Laundry room** - Please do not store your clothing in the laundry room – provide 2 hours from start to finish of each load and remove your laundry in that time.
- **Storage room** – please tag bicycles with suite number and Owners name; all unclaimed bicycles will be donated to charity. Thank you.
- **Renovation** – renovation garbage is not permitted in the strata bin; this is for regular household garbage only. Please ensure that contractor/renovation debris is cleaned daily, including hall/elevator flooring.
- **Cardboard** – all cardboard goes in the bin across the alley.

Owners are strongly encouraged to file these minutes for future reference as it is now mandatory to provide prospective Owners with 24 months' worth of Strata Council Meeting Minutes and obtaining extra copies of same is considered to be at the Owners' expense not a Strata expense.

Susan Shearsmith, Property Manager, Carriage Management Inc.

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