



**OCEAN VISTA
STRATA PLAN VR 992**

**STRATA COUNCIL MEETING MINUTES
TUESDAY, FEBRUARY 18, 2014, 6:30 PM
UNIT #301– 1279 NICOLA STREET**

COUNCIL PRESENT:

**Irene Lugsdin, President
Chris Masterton, Vice President
Patrick Murphy, Treasurer
Eleanore Lawry, Secretary
Michael Buble, Member at Large
Jason Kent, Member at Large**

MANAGEMENT PRESENT:

**Andrea Kunova, Property Manager
Pacific Quorum Properties Inc.
akunova@pacificquorum.com / direct line: 604-638-1966**

1) **CALL TO ORDER**

The meeting was called to order at 6:41 p.m.

2) **ADOPTION OF PREVIOUS MINUTES – December 4, 2013**

It was:

MOVED/SECONDED

To adopt the Council meeting minutes from December 4, 2013, as previously circulated.

CARRIED

3) **FINANCE**

a) **Financial Statements**

It was:

MOVED/SECONDED

To accept the Financial Statements for November and December 2013, as distributed.

CARRIED

b) **Arrears**

The Property Manager noted one (1) Owner showing arrears related to a chargeback amount; as of the night of the Council meeting.

4) BUSINESS ARISING**a) Landscaping Contract**

It was:

MOVED/SECONDED

To approve the renewal contract with Silva Landscaping for nine (9) months commencing March 1, 2014 to November 30, 2014, at an annual cost of \$3,150.00 (Three Thousand One Hundred and Fifty Dollars).

CARRIED

b) Depreciation Report

The final copy of the Depreciation Report has been received and reviewed by the Council. A summary of the most important items is currently being finalized, and will be presented for a discussion with all of the Owners at the upcoming informational meeting. Owners will receive an invitation to the Depreciation Information Meeting scheduled for Monday, April 28, 2014 at 6:30 p.m., along with an electronic copy of the Depreciation Report. The information will be posted on *PQ ONLINE*, and can be viewed by logging in; please refer to log in information on the bottom of these minutes. Should you wish to obtain a paper copy by mail, please submit a request to the Property Manager.

c) Plumbing Stack Cleaning

Pacific Quorum will arrange for a 2nd quote for common area drains and stack cleaning. A volunteer Council member will meet the plumbing company on site.

d) Mail Box Painting and Paint Touch Up of Common Areas

Pacific Quorum will arrange for a quote for consideration at the next Council meeting. Volunteer Council, Patrick, will meet the painter on site for a walkthrough.

e) On Site Trade Meetings

The Council would like to extend an invitation to all Owners to volunteer their time to meet with contractors/trades if you are available in the day time. Often, this is handled by a Council member however, at times due to scheduling conflicts, no member of Council is able to attend. If you are interested in assisting, please contact the Property Manager.

5) NEW BUSINESS**a) Recycling**

Owners are reminded to make sure recyclable items are left in the bins, and to keep this area free of litter/recycling, and plastic bags. It was noted that any items that are non-recyclable will not be picked up, and/or the Strata Corporation may be subject to a fine. Locks have been installed to prevent further theft of bins.

b) Residents Contact Information

Owners are reminded to confirm any email or phone number change directly by logging on to the *PQ ONLINE*; password is noted in these minutes below. This includes information related to tenants, or Rental Management Company/Agent.

- c) **Back-Up Generator: Pacific Quorum to Follow up with Simon**
Simon Maxwell is to provide a quote for installation of a transfer switch and electrical to hook-up to the elevator and lightning. Chris will follow up with City By-laws as required. Pacific Quorum will arrange for diesel fill for the generator.
- d) **Balcony Repairs**
It was reported there are two areas to be addressed. The Council agreed to arrange for Watertown Contracting to attend and provide suggestions and provide a quote to address these areas. Affected Owners will be contacted for possible entry to their units.
- e) **Window Replacement**
It was noted that two (2) units reported heavy condensation. Pacific Quorum will arrange for a window contractor to arrange an appointment directly with each Owner. Also, the Owners requested that the door stopper rubber piece be replaced.
- f) **Awning Leak and Entrance Way Repair**
It was reported that the 3rd floor awning, north side needs to be inspected, and an entrance way lifted concrete needs slopping lips (safety concern). Pacific Quorum will arrange for a contractor to inspect, and provide a quote.
- g) **Pets**
Owners are reminded that no pets are allowed to urinate on the common area. There is urine odour emanating from some common areas, primarily at the entrance way and lobby. For those Owners that have pets, please be aware and make sure to prevent from this occurring.
- h) **Parking Stalls**
Owners are reminded that only three (3) items can be stored in their parking stalls: a bicycle, a small amount of fire wood, and spare vehicle tires. Other items must be removed promptly. Owners violating this rule will be in receipt of a reminder letter to request items be removed from their stalls within 15 days of the letter receipt.
- i) **Electric Vehicles and Road Bikes**
The demand of consumers for the purchase of EV (electric vehicles and bicycles) is increasing each year. Pacific Quorum was requested to supply information to the Strata Council with respect to options. The Strata Corporation, where there are more than one Owner, could decide to install a charging station in the parkade common area, or the Strata Council may adopt a rule that imposes user fees (ratify by majority vote), or a bylaw that imposes user fees (ratified by a three quarters vote). Both methods are enforceable, and the user fee or an amendment to an existing fee must be approved at the next General Meeting before it is enforced.
- j) **Doormats**
Please be reminded that carpet cut outs are to be removed, and replaced with proper outdoor doormats.
- k) **Water Heaters**
All Owners are reminded to inspect their water heaters, and to plan on replacing them every 7-8 years to avoid flooding their neighbor's unit as well as their own.

l) **Landscaping**

Please do not plant any plants in any of the common area planters. If you wish to donate plants to the buildings, please discuss first with either Eleanor or Michael of the Landscaping Committee. Please do not water any of the plant containers, especially in the front lobby. A watering schedule will be posted in early summer requesting volunteers for watering.

m) **Pacific Quorum ONLINE**

The Property Manager is to confirm the posting of more than one month of Strata Information is uploaded to *PQ ONLINE*. The Council would prefer at least one full year of records/minutes.

n) **Proposed Strata Guidelines for Owners**

This is still under development. Irene will obtain two (2) samples from other Strata's and will work with Eleanor to draft Guidelines for Owners of VR 992.

6) **CORRESPONDENCE**

All relevant correspondence was forwarded to the Council before the meeting.

7) **NEXT COUNCIL MEETING DATE**

The next Council meeting will be held **Thursday, April 24, 2014 at 6:30 p.m. in Unit 305.**

8) **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 8:55 p.m.

ONLINE ACCESS TO YOUR STRATA CORPORATION

To access *PQ ONLINE* for Ocean Vista:

- Go to: **www.pacificquorum.com**
- Under *PQ ONLINE LOGIN* enter:
 - Username: **ocean vista**
 - Password: **992**

Once you have logged into *PQ ONLINE* for the first time, please go to "MY INFO" and sign-up for **email notification** of important notices, meeting minutes, etc., and update your contact details.

Submitted by:

*Andrea Kunova, Property Manager
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24-Hour Emergency Maintenance #: 604-685-3828

IMPORTANT INFORMATION Please have this translated

重要資料 請找人為你翻譯

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

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。

INFORMACIÓN IMPORTANTE Busque alguien que le traduzca

알려드립니다 이것을 번역해 주십시오

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

सुदुर्ती महत्वाची विषय वस्तु विसे वेसे हिम एा सुल्लेख करवायें

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.*