



## OCEAN VISTA STRATA PLAN VR 992

STRATA COUNCIL MEETING MINUTES  
WEDNESDAY, SEPTEMBER 17, 2014, 6:30 PM  
UNIT # 305 – 1279 NICOLA STREET

**COUNCIL PRESENT:**

Chris Masterton  
Michael Buble  
Derrick Cheng  
Barbara Carole Fareham

**COUNCIL REGRETS:**

Eleanore Lawry  
Patrick Murphy  
Ana Maria Santos

**MANAGEMENT PRESENT:**

Andrea Kunova, Property Manager  
Pacific Quorum Properties Inc.  
[akunova@pacificquorum.com](mailto:akunova@pacificquorum.com) / Direct Line: 604-638-1966

---

1) **CALL TO ORDER**

The meeting was called to order at 6:44 p.m.

2) **ADOPTION OF PREVIOUS MINUTES – MAY 23, 2014**

It was:

**MOVED/SECONDED**

To adopt the Council Meeting Minutes from May 23, 2014, as previously circulated.

**CARRIED**

3) **FINANCE**

a) **Financial Statements**

June and July 2014 Financial Statements were *tabled* for approval at the next Council Meeting.

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) **ELECTION OF COUNCIL POSITIONS**

1. Chris Masterton, President
2. Derrick Cheng, Vice President
3. Patrick Murphy, Treasurer
4. Eleanore Lawry, Secretary
5. Michael Buble, Member at Large
6. Barbara Carole Fareham, Member at Large
7. Ana Maria Santos, Member at Large

5) **BUSINESS ARISING**

a) **Plumbing Stack Cleaning**

Service Plus Mechanical and Plumbing completed the stack cleaning.

b) **Balconies Repair**

The Council directed the Property Manager to obtain two (2) more quotes. The work related to repairs of balcony units #109 and #309 may require involvement of a consultant engineer; it will be determined upon review of the quotes.

c) **Window Replacement #305 and #309**

Ever Bright Windows has completed the replacement.

d) **Gutter Cleaning**

Has been completed.

e) **Annual Fire Inspection**

Has been completed; report to be shared with the Strata Council.

f) **Building Blueprints**

The Council President obtained the Strata Corporation's blueprints from the City of Vancouver. There are several more prints to obtain and the expected cost is \$360.00.

It was:

**MOVED/SECONDED**

To approve the cost of \$360.00.

**CARRIED**

g) **Maintenance Committee**

It was suggested that a Maintenance Committee is formed amongst the Council and volunteers are welcomed.

h) **Gutter Cleaning Frequency**

It was noted the gutter cleaning needs to be completed more frequently. The next gutter cleaning is to be scheduled for October, following in January.

i) **Reliable General Contractor**

Pacific Quorum and the Council will look for a general contractor to address smaller types maintenance and repairs throughout the building.

6) **NEW BUSINESS**

a) **Dryer Vent Cleaning**

To be scheduled for October 2014, the advanced notice to follow.

b) **Elevator Lock Repair**

Elevator Company to address at the next maintenance visit.

c) **Maintenance**

- Gutter caulking
- Burned out light bulbs replacement
- Parkade power washing
- Flash painting 3<sup>rd</sup> floor
- Entrance leveling
- Dumpster leveling
- Courtyard tree
- Fence repair
- Tree in front of building, BC Hydro cable running through crown of the tree, the Council is concerned who will be required and able to trim the tree. Discussion was **tabled** for the next Council Meeting.

d) **Council Meeting Annual Schedule:**

- Thursday, November 20, 2014
- Thursday, January 22, 2015
- Thursday, March 26, 2015
- Thursday, May 28, 2015
- Thursday, July 23, 2015 Annual General Meeting

**Away From Home**

If you are planning to be away from home, leave keys for your strata unit with a neighbor, family member (only if they reside in the building) or a Council Member. This is critical in the event of flooding or other emergencies. In addition, it is wise to have an offsite key with family/friends.

**Hot Water Tank**

Owners are reminded that the lifespan of a hot water tank is 7-8 years, and it is the Owner's responsibility to look after the repair and maintenance of the tank. Owners are encouraged to post your installation date on your water tank so you will know the age of the tank.

**Home Owners Insurance**

Owners are reminded that personal insurance is very important and fairly inexpensive. Please be sure to obtain the personal/content insurance for your individual strata lot.

**Fire Alarm**

If you hear the fire alarm active, please call 911 immediately. The local Fire Department will be required to attend immediately.

7) **CORRESPONDENCE**

No correspondence was received.

8) **NEXT MEETING**

The next meeting is scheduled for **Thursday, November 20, 2014.**

9) **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 8:28 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*  
**PACIFIC QUORUM PROPERTIES INC.**  
430 – 1200 West 73rd Avenue  
Vancouver, BC V6P 6G5  
Tel: (604) 685-3828 / Fax: (604) 685-3845  
Direct: 604-638-1966  
Email: [akunova@pacificquorum.com](mailto:akunova@pacificquorum.com)  
Website: [www.pacificquorum.com](http://www.pacificquorum.com)

**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 lo traduzca

알려드립니다 이것을 번역해 주십시오

**CHỈ DẪN QUAN TRỌNG** Xin nhờ người dịch hộ

सुवर्णी महत्वाची विषय बरवे विसे विले ह्या एा सुल्लेखा बरवाए

*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.*