



OCEAN VISTA STRATA PLAN VR 992

STRATA COUNCIL MEETING MINUTES
THURSDAY, NOVEMBER 20, 2014, 6:30 PM
UNIT # 305 – 1279 NICOLA STREET

COUNCIL PRESENT:

Chris Masterton	President
Eleanore Lawry	Secretary
Derrick Cheng	Vice President
Patrick Murphy	Treasurer
Barbara Carole Fareham	Member at Large

COUNCIL REGRETS:

Michael Buble	Member at Large
Ana Maria Santos	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 6:38 p.m.

2) **ADOPTION OF PREVIOUS MINUTES – SEPTEMBER 17, 2014**

It was:

MOVED/SECONDED

To adopt the Council Meeting Minutes from September 17, 2014, as previously circulated.

CARRIED

3) **FINANCE**

a) **Financial Statements**

It was:

MOVED/SECONDED

To approve the Financial Statements from June to September 2014.

CARRIED

b) **Arrears**

The Property Manager reported that there are four Owners showing arrears.

4) **BUSINESS ARISING**

a) **Balconies Repair**

The Council directed the Property Manager to obtain one more quote. The work related to the repairs of the balconies for units #109 and #309 may require involvement of a consultant engineer; it will be determined upon review of the quotes.

b) **Gutter Cleaning**

The second round of gutter cleaning has been completed. Another cleaning will be scheduled for January 2015.

c) **Complete Building Blueprints**

Pending to be obtained from City of Vancouver

d) **Reliable General Handyman**

Property Manager suggested the use of Nikls One Call. They are a handyman operation, focusing on work within strata corporations throughout Vancouver. The Council would like them to address the items listed in the below maintenance summary.

5) **MAINTENANCE**

- Gutter caulking – handyman
- Parkade power washing- tabled for spring 2015
- Flash painting third floor – handyman
- Entrance leveling – handyman
- Dumpster leveling – handyman
- Fence repair – handyman

6) **NEW BUSINESS**

a) **Strata Insurance**

The insurance renewal term is due December 31, 2014. The Council reviewed and agreed to borrow funds from the Contingency Reserve Fund (CRF) in the amount of \$17,176.00 to pay the annual premium in full. The funds will be repaid to the CRF throughout the fiscal year.

b) **Key Cutting of High Security Keys**

Council is obtaining additional front – door keys made, if you require a replacement please request throughout Pacific Quorum.

c) **Dryer Vent Cleaning In & Out**

Is scheduled for January 24, 2014 notice will be distributed prior as reminder. Access to individual strata lot will be required.

d) **Emergency Procedure**

Please find attached copy attached with last page of these meeting minutes.

e) **Elevator Lock Repair**

Has been completed.

f) **Annual Fire Inspection**

Vancouver Fire will be contact to address reported deficiencies from their report. Property Manager to schedule.

g) **Rules Regarding Missed In - Suite Annual Fire Inspection**

It was:

MOVED/SECONDED

To approve rules regarding Annual Fire Inspections. Owners who miss the initial inspection will be charged back for the cost of a secondary in-suite inspection. Should an Owner miss the second inspection, the Owner will be required to schedule the inspection directly with Vancouver Fire within 14 days of the missed inspection date. The Owner will be required to pay the cost of the in-suite inspection directly to Vancouver Fire, and provide confirmation to Pacific Quorum. Owners will be given ample warning before the scheduled inspection date.

CARRIED

h) **Tree Pruning**

It was:

MOVED/SECONDED

To approve the pruning of the magnolia tree, as well as the tree crown of a tree due to BC Hydro cables running throughout the tree crown.

CARRIED

Away From Home

If you are planning to be away from home, leave keys for your unit with a neighbor, family member (only if they reside within 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 **January 22, 2015.**

9) **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 8:30 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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Website: www.pacificquorum.com*

24-Hour Emergency Maintenance #: 604-685-3828

IMPORTANT INFORMATION Please have this translated

重要資訊 請找人協助翻譯

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

これはたいせつなお知らせです。ご迷惑を回避するために、ご依頼をお願いいたします。

INFORMACIÓN IMPORTANTE Buscamos alguien que lo traduzca

알려드립니다 이 정보를 번역해 주십시오

CHI ĐÃN QUAN TRỌNG Xin mời người dịch nó

အရေးကြီးသော သတင်းအချက်အလက်များကို ပြန်လည် ရေးသားပါ

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.*

Building Emergency Procedures

Health and Safety Emergencies

From emergencies that involve any of the following:

- **Ambulance**
- **Fire**
- **Police**

Please **call 911**. The address here is 1279 Nicola St, Vancouver, B.C.

Please note: *The **building fire alarm is not connected to 911***. If the alarm sounds, 911 must be called to alert them to the alarm in all cases.

Other Building Emergencies

For other building emergencies including:

- **Leaks**
- **Elevator Problems**
- **Property Damage**
- **Building Security**
- **Other emergencies related to the building**

Please **call Pacific Quorum Emergency Line** (our Property Management Company).

Available 24 hours a day at **604-685-3828**. The address here is 1279 Nicola St.
