



**OCEAN VISTA  
STRATA PLAN VR 992**

**STRATA COUNCIL MEETING MINUTES  
TUESDAY, NOVEMBER 3, 2015, 6:30 PM  
UNIT #305-1279 NICOLA STREET, VANCOUVER, BC**

**COUNCIL PRESENT:**

**Chris Masterton, President  
Derrick Cheng, Vice President  
Patrick Murphy, Treasurer  
Jessica Oakes, Secretary  
Michael Buble, Member at Large**

**COUNCIL REGRETS:**

**Tim Reeve, Member at Large**

**MANAGEMENT PRESENT:**

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

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- 1) **CALL TO ORDER**  
The meeting was called to order at 6:38 p.m.
  
  - 2) **ADOPTION OF PREVIOUS COUNCIL MEETING MINUTES – AUGUST 5, 2015**  
It was:  
**MOVED/SECONDED**  
To adopt the Minutes of the Council Meeting held on August 5, 2015, as previously circulated.  
**CARRIED**
  
  - 3) **FINANCE**
    - a) **Financial Statements**  
It was:  
**MOVED/SECONDED**  
To approve the Financial Statements for July, August, and September 2015, as circulated.  
**CARRIED**
  
    - b) **Arrears**  
One Owner will receive a reminder letter for an outstanding balance on their account.
  
  - 4) **BUSINESS ARISING**
    - a) **Balcony Repair**  
The repair has been completed.
  
    - b) **Organic Food Waste Program**  
The Organic Food Waste Program is now in effect.

c) **Chimney Sweeping**

Two units did not get their chimneys swept. A Council Member will approach the Owners of the two units to re-schedule the cleaning. The report notes that two separate strata lots require small repairs. The Owners will receive a letter and a copy of the report, which will require for these Owners to arrange for the repairs at their own expense.

d) **City of Vancouver**

Pacific Quorum requested information from the City of Vancouver regarding the parking restrictions in the north alleyway while the window cleaning takes place in the spring. The City has yet to respond.

e) **Landscaping**

Council requested three quotes for landscaping services.

f) **Parkade Cleaning**

The parkade cleaning is planned for mid-November 2015. Advanced notice will be circulated to Owners and residents, as vehicles must be removed from the parkade for the cleaning.

g) **Annual Fire Inspection**

The Annual Fire Inspection has been scheduled for November 16, 2015. Notices have been posted and distributed to all residents. Vancouver Fire requires in-suite access for the inspection. Please arrange for access with friends, family, or neighbours if you are unable to be home.

h) **Garage Gate**

Overhead Door has been contacted, and a site visit will be scheduled.

i) **Bicycle Audit**

The audit has been completed.

j) **Tree Replacement**

An Owner requested for the replacement of a tree that was previously removed from the front of their unit. The replacement has been completed.

5) **NEW BUSINESS**

a) **Insurance Appraisal Update**

Normac Appraisal completed their update for year 2 of 3. The total insurance value, effective December 31, 2015, is \$6,305,000.00.

b) **Reimbursement for Common Area Plumbing Work**

An Owner paid a plumbing invoice in the amount of \$142.80. It was confirmed that the pipe blockage was located in the common area pipe. Council agreed to issue a reimbursement to the Owner.

6) **CORRESPONDENCE**

No correspondence was received.

7) **NEXT MEETING**

The next Council Meeting is scheduled for **Tuesday, January 12, 2016, at 6:30 p.m.**

Preliminary Council Meeting Dates:

March 15, 2016

May 10, 2016

June 21, 2016 – Annual General Meeting

8) **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 7:50 p.m.

**Away From Home**

If you are planning to be away from home, please leave keys for your unit with a neighbour, 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 the installation date on the water tank, this way new Owners are aware of the age of the tank.

**Homeowners Insurance**

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

**Fire Alarm**

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

**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**

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**Website: [www.pacificquorum.com](http://www.pacificquorum.com)**

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

**IMPORTANT INFORMATION** Please have this translated  
**RENSEIGNEMENTS IMPORTANTS** Prière de les faire traduire  
**INFORMACIÓN IMPORTANTE** Busque alguien que lo traduzca  
**CHỈ DẪN QUAN TRỌNG** Xỉa nhờ người dịch hộ

**重要資料 請找人為你翻譯**

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。

**알려드립니다** 이것을 번역해 주십시오

**सबुती महत्वाची** विषय बबते विने बोलें हिया दा हुलेंबा बबबाट

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.