



**OCEAN VISTA
STRATA PLAN VR 992**

**STRATA COUNCIL MEETING MINUTES
TUESDAY, JANUARY 12, 2016, 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
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 6:31 p.m.

 - 2) **ADOPTION OF PREVIOUS COUNCIL MEETING MINUTES – NOVEMBER 3, 2015**
It was:
MOVED/SECONDED
To adopt the Minutes of the Council Meeting held on November 3, 2015, as previously circulated.
CARRIED

 - 3) **FINANCE**
 - a) **Financial Statements**
It was:
MOVED/SECONDED
To approve the Financial Statements for October and November 2015, as circulated.
CARRIED

 - b) **Arrears**
Two Owners will receive reminder letters regarding the outstanding balances on their accounts.

 - 4) **BUSINESS ARISING**
 - a) **City of Vancouver**
The Property Manager requested information from the City of Vancouver regarding the parking restrictions in the north alleyway in the spring when the window cleaning takes place. The City has yet to respond.

 - b) **Parkade Cleaning**
The parkade cleaning was completed in mid-November 2015.

- c) **Annual Fire Inspection**
The Annual Fire Inspection was completed on November 16, 2015.
- d) **Garage Gate**
Overhead Door has been contacted, and a quote for the quarterly maintenance has been provided.
- e) **Holiday Food Bank Drive**
Pacific Quorum collected 209 boxes, which totaled 4,180 lbs. of food. The Property Manager would like to extend a warm thank-you to all residents who participated in the food donation this year.
- f) **Parking Allocation**
The Property Manager will review the allocation of the parking stalls in the Common Property and Limited Common Property areas.

5) **NEW BUSINESS**

a) **Annual Fire Inspection Deficiencies**

It was:

MOVED/SECONDED

To approve a quote in the amount of \$1,898.00 plus tax to complete the fire inspection deficiencies.

CARRIED

b) **New Landscaping Company**

A volunteer from Council obtained three quotes. Upon Council's review,

It was:

MOVED/SECONDED

To approve a quote provided by Harbour View Landscaping.

CARRIED

The Property Manager will contact Harbour View Landscaping for their references and possible start dates.

c) **Balcony Drains**

Balcony drains are part of the patio, which is Limited Common Property, and therefore, the responsibility of the Owner. Please make sure to clean the patio drains periodically throughout the calendar year.

6) **CORRESPONDENCE**

No correspondence was received for this meeting.

7) **NEXT MEETING**

The next Council Meeting is scheduled for **Wednesday, March 9, 2016, at 6:30 p.m.**

Preliminary Council Meeting Dates:

May 10, 2016

June 21, 2016 – Annual General Meeting

8) **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 7:47 p.m.

Outdoor Drain Maintenance

Owners are reminded to periodically clean any outdoor drains that they may have on their property. This will prevent unnecessary backups and potential flooding.

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
Tel: (604) 685-3828 / Fax: (604) 685-3845
Direct: 604-638-1966
Email: akunova@pacificquorum.com
Website: 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 이걸을 번역해 주십시오
ਬਹੁਤੀ ਜ਼ਰੂਰੀ ਖ਼ਬਰਾਂ ਬਾਰੇ ਬਿਨੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉੱਲਝਾ ਕਰਵਾਓ

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.