

**STRATA COUNCIL MEETING MINUTES  
STRATA PLAN LMS1447 – "THE ROSEMONT"  
2271 BELLEVUE AVENUE  
WEST VANCOUVER, BC**

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Held Tuesday, January 30, 2007  
In suite 405, thanks to Shirley Curtis

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**PRESENT:**

Dennis Cressey	<i>President</i>	Unit 402
Ian Henley	<i>Vice-President</i>	Unit 101
Shirley Curtis	<i>Treasurer</i>	Unit 405
Gaye McLenaghan	<i>Decorating Committee/ Landscaping</i>	Unit 501

**REGRETS:** Bill Kennedy *Building* Unit 201

**MANAGING AGENT:** John Lan, *Senior Strata Agent, Ascent Real Estate Management Corporation*

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**CALL TO ORDER**

The meeting was called to order at 7:15 p.m.

**MINUTES**

There being no errors or omissions, it was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** to adopt the strata council meeting minutes dated December 12, 2006 as circulated.

**BUSINESS ARISING**

1. **Boiler/Mechanical Status Update:** The strata agent advised council that he had received a number of calls from various owners, who indicated they had difficulty turning off the heat inside the units. Consequently, service calls were made to the mechanical company, requesting them to address the various reports of heating problems. It was determined that the zone valve of the units had malfunctioned, requiring replacement. The strata agent advised that a total of six zone valves were replaced in the past couple of weeks.

Council also confirmed that the heat circulating pump was also malfunctioning, resulting in problems as noted by various owners. A service call was made to the mechanical company and the problems have since been solved and repaired and the heating system of the building is now functioning correctly.

2. **Building Security Committee Report:** Council was pleased to note that there has been no known security breach since the last meeting. However, council wishes to remind all owners to continue their security vigilance by reporting any unusual activity either to the council or the strata agent or by contacting the West Vancouver Police Department directly. It was also noted that all exterior building lighting is now functioning properly. In addition, owners are reminded to wait for doors and the overhead gate to close completely prior to leaving the building.

3. **Maintenance Problem on 5<sup>th</sup> Floor:** The strata agent advised the council he had requested Weststar Restoration to follow up on a window maintenance problem reported by an owner on the 5<sup>th</sup> floor. Weststar Restoration was able to respond to the request and has been in contact with the owner to follow up with the necessary repair work.

The contractor also provided a quotation to address some water ingress problems into the hallway and locker of the west building in the amount of \$2,940.00 plus GST. After discussion, it was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** that council authorize the work to proceed.

4. **Installation of Steel Door Plate:** The strata agent advised the council that Vallarta Services has been requested to proceed with the installation of the steel door kick plates. Arrangements have now been made for the work to proceed.

## **FINANCE**

1. **Financial Statements:** The treasurer advised that she has reviewed the financial statement for the month of December 2006 and their supporting documents and found them to be in order and recommended their approval. It was then **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** that council concurred with the treasurer's recommendation to accept and approve the December 2006 financial statement as presented.
2. **Receivables Report:** The strata agent reviewed the status of the accounts receivable to the date of this meeting and advised that there were no outstanding accounts that require council's attention at this time.
3. **Approved Budget 2006/2007:** The strata agent confirmed that the approved budget notice for 2006/2007 has been sent to all registered owners.

## **CORRESPONDENCE**

The strata agent tabled two items of correspondence for council's information as follows:

- report on bathroom repair work
- water ingress and various e-mail exchanges

In discussion of the above, council agreed on the following matters:

1. **Report on Bathroom Repair Work:** Council reviewed a letter received from the owners of Unit 201 with regard to the repair work on the bathroom done by Koman Restoration. After discussion, it was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** that council authorize payment to the owner of \$920.26 for cost incurred by the owner relating to the bathroom repair work.

It was further **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** that council would defer payment to Koman Restoration for the bathroom repair work until Mr. Kennedy's return from his trip.

Council indicated that this is necessary in order to fully assess the problem and settle the repair work with the contractor.

## **NEW BUSINESS**

1. **CMW Insurance Services Ltd.:** The strata agent confirmed with council that CMW Insurance Service Ltd. has indicated that the building insurance premium has increased, due to the increased building value coverage because of the higher appraised value. This is necessary due to the requirement of the *Strata Property Act*.
2. **Luis and Paul Landscaping:** The strata agent presented a proposal from Luis and Paul Landscaping providing their recommendations for improvement to the landscaped areas. After discussion, council agreed that the Landscape Committee will be in touch with the landscape contractor in order to determine which recommendations to proceed with, based on the current landscaping budget.
3. **Decorating Committee:** The Decorating Committee provided a report to the council with regard to the recent discussions on how to proceed with building decorating. This is resulting of the recent Annual General Meeting in which the majority of owners agreed that certain improvements to the building lobby and common areas are necessary.

After a lengthy discussion, it was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** that council agree to reimburse the cost of the light fixture purchased by the Decorating Committee in the amount of \$237.03 for the lobby area. It was further **MOVED, SECONDED** and **CARRIED** that council set aside a budget of \$500.00 for the Decorating Committee to further investigate and report back to council on their next proposal.

## **ADJOURNMENT**

There being no further business, the meeting was terminated at 9:30 p.m. The next meeting is scheduled for Tuesday, March 13, 2007 at 7:00 p.m. in Suite 501.

Ascent Real Estate Management Corporation  
Managing Agents  
On Behalf of the Owners' Strata Plan LMS1447

John Lan  
Senior Strata Agent

JL/lis



### **PLEASE NOTE**

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**PLEASE BE ADVISED THAT EFFECTIVE MAY 1, 2006 THE ASCENT STRATA  
EMERGENCY NUMBER HAS CHANGED.  
**THE NEW NUMBER IS 604-293-2459****

*Ascent Real Estate Management Corporation – 2176 Willingdon Avenue, Burnaby, BC V5C 5Z9  
Phone: 604-431-1800 Fax: 604-431-1818 Email: [ascent@ascentpm.com](mailto:ascent@ascentpm.com) Website: [www.ascentpm.com](http://www.ascentpm.com)*

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2271 BELLEVUE AVENUE  
WEST VANCOUVER, BC**

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Held Tuesday, March 13, 2007  
In suite 501, thanks to Gaye McLenaghan

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<b>PRESENT:</b>	Dennis Cressey	<i>President</i>	Unit 402
	Ian Henley	<i>Vice-President</i>	Unit 101
	Shirley Curtis	<i>Treasurer</i>	Unit 405
	Gaye McLenaghan	<i>Decorating Committee/ Landscaping</i>	Unit 501
<b>REGRETS:</b>	Bill Kennedy	<i>Building</i>	Unit 201
<b>GUEST:</b>	Patricia Bice		Unit 505
<b>MANAGING AGENT:</b>	John Lan, <i>Senior Strata Agent, Ascent Real Estate Management Corporation</i>		

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**CALL TO ORDER**

The meeting was called to order at 7:10 p.m.

**GUEST BUSINESS**

The owner would like to address council regarding two issues:

1. **Damaged Door:** Due to extreme weather conditions in late December of last year, the patio door was damaged and the owner would like to know whether the strata corporation is responsible for the repair to the damaged door. Council advised that if the door is still the original unit, then the strata corporation would be responsible for the repair. The owner confirmed that the door is the original door and council requested the owner to provide an estimate for the necessary repair and present back to the strata council.
2. **Noise:** The owner indicated that there is noise constantly coming from the ceiling in her unit and council suggested that the noise may be related to the mechanical system of the building. After discussion, council requested that the strata agent follow up with Pacific Rim Air Conditioning to check the building's system for proper operation.
3. **Window Cleaning:** The owner also wants to find out when the exterior windows of the building will be cleaned. Council advised that this will be dependent on the weather conditions; however, the strata agent will try to arrange the cleaning for late April or early May.

The owner thanked council for their time to address her concerns and excused herself from the meeting at 7:25 p.m.

## **APPROVAL OF PREVIOUS MINUTES**

There being no errors or omissions, it was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** to adopt the strata council meeting minutes dated January 30, 2007 as circulated.

## **BUSINESS ARISING**

1. **Boiler/Mechanical Status Update:** Council noted that a number of owners have reported having problems regulating the heat inside their suites which has resulted in a number of service calls being made to the mechanical company. Almost all the problems were related to the malfunctioning of the zone valves that regulate the heat and the problems were rectified after the zone valves were replaced.

Council also reviewed a quotation from the mechanical company for replacement of the ignitor and cleaning of the heat exchanger for proper operation and also to replace the corroded burner assembly unit in the amount of \$3,386.42 + GST. After discussion, council would like to obtain a cost breakdown for the quoted amount and directed the strata agent to follow up with the contractor and report back to the council at the next meeting. In the meantime, council believes that as the weather temperature is getting warmer, this could be deferred to the next meeting for follow-up.

2. **Building Security Committee Report:** Council was pleased to note that there has been no known security breach since the last meeting and wishes to thank all owners for their continued vigilance by reporting any unusual activity, either to the council or the strata agent or by contacting the West Vancouver Police Department directly. Owners should report any malfunctioning exterior building lights to the strata agent so prompt repair can be carried out. In addition, owners are reminded to wait for doors and the overhead gate to close completely prior to leaving the building.
3. **Maintenance Problem on 5<sup>th</sup> Floor:** The strata agent informed council that Weststar Restoration is now looking into the problem of the building stairwell and will follow up on some window problems reported by the owners.
4. **Installation of Steel Door Plate:** Council advised that two doors were missed by the contractor and requested the strata agent to follow up with Vallarta Services to return and install the missing steel door kick plates.
5. **Landscaping:** The strata agent advised that the 2007 landscape contract with Luis & Paul Landscaping has now been confirmed and the contractor has also provided their Work Safe insurance coverage for the strata corporation's record. Gaye McLenaghan provided council with information from the landscape contractor for additional work and it was agreed by council that the cost for adding topsoil appears to be high. After discussion, Gaye McLenaghan agreed to follow up to obtain an additional proposal from the neighbouring complex's contractor and present back to council.
6. **Decorating Committee report:** The decorating committee advised that they will continue to follow up with the decorator and will report back to council by the next meeting.

## **FINANCE**

1. **Financial Statements:** The treasurer advised that she would defer the approval of both the January and February 2007 financial statements to the next meeting and council concurred.
2. **Receivables Report:** The strata agent reviewed the status of the accounts receivable to the date of this meeting and advised that there were no outstanding accounts that require council's attention at this time.

## **CORRESPONDENCE**

The strata agent tabled two items of correspondence for council's information as follows:

- Payment sent to owner for reimbursement
- Invoice chargeback for balcony deck drain cleaning
- water ingress and various e-mail exchanges

In discussion of the above, council agreed to continue deferring the discussion of the bathroom repair to the next meeting.

## **NEW BUSINESS**

1. **Water Leaks in East Building Foyer:** Council noted that there was a leak in the east building foyer and directed the strata agent to follow up on this repair and provide a detailed report of this incident to council.
2. **Intercom Repair:** Council directed the strata agent to follow up on the Intercom repair, as there have been a number of owners complaining that the system is not working properly.
3. **Guest Suite:** Council noted that Fran Mitchell has agreed to act as the back-up to Meta Moore, who is continuing her good work for the Rosemont as the Guest Suite coordinator.

## **ADJOURNMENT**

There being no further business, the meeting was terminated at 9:20 p.m. The next meeting is scheduled for Tuesday, May 1, 2007 at 7:00 p.m. in Suite 501. Council agreed to meet at 6:30 p.m. outside the front area of Bellevue entrance to conduct a building walk-around.

Ascent Real Estate Management Corporation  
Managing Agents  
On Behalf of the Owners' Strata Plan LMS1447

John Lan  
Senior Strata Agent

JL/lis



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NUMBER IS **604-293-2459****

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2271 BELLEVUE AVENUE  
WEST VANCOUVER, BC**

---

Held Tuesday, May 1, 2007  
In suite 501, thanks to Gaye McLenaghan

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<b>PRESENT:</b>	Dennis Cressey	<i>President</i>	Unit 402
	Ian Henley	<i>Vice-President</i>	Unit 101
	Shirley Curtis	<i>Treasurer</i>	Unit 405
	Gaye McLenaghan	<i>Decorating Committee/ Landscaping</i>	Unit 501
	Bill Kennedy	<i>Building</i>	Unit 201

**MANAGING AGENT:** John Lan, *Senior Strata Agent, Ascent Real Estate Management Corporation*

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Prior to the start of the meeting, four members of council along with the strata agent conducted a landscape walk-around of the building's common landscaped areas and identified various landscape maintenance items that need to be addressed. Council agreed to further discuss this during the council meeting. The landscape walk-around commenced at 6:10 p.m. and terminated at 7:45 p.m.

**CALL TO ORDER**

The meeting was called to order at 8:00 p.m.

**APPROVAL OF PREVIOUS MINUTES**

There being no errors or omissions, it was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** to adopt the strata council meeting minutes dated March 13, 2007 as circulated. Council indicated that they would like to receive the minutes in a timely manner, not at the date of the next meeting. The strata agent agreed with council's concern and will have the minutes available in a more timely manner.

**BUSINESS ARISING**

1. **Boiler/Mechanical Status Update:** The strata agent provided the cost breakdown for council's information to replace the corroded burner assembly. After discussion, it was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** that council authorize the work to proceed as per the quoted amount by Carrier Canada. Council indicated that some owners still experienced extra heat inside their suites and agreed that the zone valves will need to be checked by the contractor to ensure proper operation.
2. **Building Security Committee Report:** During the landscape walk-around, Mr. Kennedy informed council that he removed the main gates facing Bellevue entrance for painting; however, due to building security concerns, council agreed that the gates should be put back to prevent trespassing and Mr. Kennedy agreed to have the gates put back in place as requested by the council. Council expressed their appreciation to Mr. Kennedy for all the work he has done around the building for the betterment of The Rosemont.

3. **Locker Room Maintenance Work:** The strata agent advised that Weststar Restoration has completed the maintenance work to the locker room and also to the suite on the fifth floor. Mr. Kennedy provided more detailed information to council on what actually was done by the contractor outside the side entrance to the west building relating to the locker room maintenance work.
4. **Installation of Steel Door Plate:** Council reminded the strata agent of the need to ask the handyman to return to install the steel door plate to the two doors that were missed.
5. **Landscaping:** The strata council discussed the various landscape maintenance items resulting from the landscape walk-around and Gaye McLenaghan agreed that she will be following up with the landscape contractor to ensure all the items are attended to. Arrangements have also been made to bring in 15 yards of topsoil to be spread on all the common lawn surface areas for around \$900.00 by another landscape supplier next week.
6. **Decorating Committee Report:** The decorating committee advised that they have had the carpets shampooed.

## **FINANCE**

1. **Financial Statements:** The treasurer advised that she would recommend approval of both the January and February 2007 financial statements as circulated. It was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** to approve the January and February financial statements as presented.

The treasurer recommended deferring the approval of the financial statement for the month of March 2007 to the next meeting. It was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** to defer approval of the financial statement to the next meeting.

2. **Receivables Report:** The strata agent reviewed the status of the accounts receivable to the date of this meeting and advised that there were no outstanding accounts that require council's attention at this time.

## **CORRESPONDENCE**

The strata agent tabled various items of correspondence for council's information as follows:

- new addition to the family
- windows leaks problem
- outside condition of west building
- sewage backup inside toilet
- invoice chargeback
- heating problem/enterphone problem
- windows problem
- seepage problem
- various e-mail exchanges amongst council

In discussion of the above, the following actions were taken by council:

1. **New Addition to the Family:** Whilst travelling in the USA, Bill Kennedy (101 – Council VP) rescued a 4 month old neutered yellow Lab. His friend's neighbour (a semi-retired doctor) bought the dog for his wife who has MS and it was bred and was to be trained as a service dog for her. Tragically he was involved in a fatal auto accident and the dog went back to the boutique pet store when they heard about him. Andrea and her girlfriend went to see him and called Bill and pretty much the rest is history. Bill and Andrea adopted Walter and brought him back. Walter has been bred for service work and Bill's intention is to train him as a companion dog that can visit hospitals and retirement homes as he grows up. They have had a lot of experience with dogs and are responsible pet owners.

They recognize that with the current regulations a dog over 20 lbs. is not permitted and if necessary they may be forced to move. They would prefer to stay, although this would require a bylaw change. Council does not have the power to grant an exception.

After considering the situation and all the circumstances, including Bill's continuing and extraordinary service on behalf of the owners, council unanimously agreed to put forward an amendment to strata bylaws to provide for situations in which Bill finds himself. An amendment to the bylaws will be drafted for the next meeting for submission to a Special General Meeting or AGM.

The owner excused himself from the meeting during discussion of this matter.

2. **Sewage Backup:** Council discussed an incident involving an owner calling out a plumbing company to clear a blocked sewer drain inside her strata lot. As it turns out, the blockage was located in the common line of the building, rather than within the strata lot boundary. As such, council agreed that the cost to clear the blockage should be the responsibility of the strata corporation. Council also wants to use this opportunity to remind all owners that they should not put paper towels into their toilets, as it will clog the drain lines of the building.

## **NEW BUSINESS**

1. **Backflow Prevention Assembly Test:** Council noted that Steven Plumbing has completed the backflow prevention assembly testing and has forwarded the test report to West Vancouver Fire Department for their records.
2. **Intercom Repair:** Council indicated that there are still a number of owners having problems with their Intercom and requested the strata agent make proper arrangements with the contractor to rectify the problem for those owners.
3. **Window Washing:** Council requested that the strata agent arrange with the window washing as soon as possible. Notices to be sent to owners informing them when the windows will be washed, once a date is confirmed.

## **ADJOURNMENT**

There being no further business, the meeting was terminated at 9:20 p.m. The next meeting is scheduled for Tuesday, June 5, 2007 at 7:00 p.m. in Suite 405.

Ascent Real Estate Management Corporation  
Managing Agents  
On Behalf of Owners' Strata Plan LMS1447

John Lan  
Senior Strata Agent  
JL/lis



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**STRATA COUNCIL MEETING MINUTES  
STRATA PLAN LMS1447 – "THE ROSEMONT"  
2271 BELLEVUE AVENUE  
WEST VANCOUVER, BC**

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Held Tuesday, June 5th, 2007  
In suite 405, thanks to Shirley Curtis

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<b>PRESENT:</b>	Dennis Cressey	<i>President</i>	Unit 402
	Ian Henley	<i>Vice-President</i>	Unit 101
	Shirley Curtis	<i>Treasurer</i>	Unit 405
	Gaye McLenaghan	<i>Decorating Committee/ Landscaping</i>	Unit 501
	Bill Kennedy	<i>Building</i>	Unit 201

**MANAGING AGENT:** John Lan, *Senior Strata Agent, Ascent Real Estate Management Corporation*

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**CALL TO ORDER**

The meeting was called to order at 7:08 p.m.

**APPROVAL OF PREVIOUS MINUTES**

It was agreed to defer the approval of the strata council meeting minutes dated May 1st, 2007 to the next meeting due to their late arrival.

**BUSINESS ARISING**

1. **Boiler/Mechanical Status Update:** Council indicated that some owners still experienced heating problem inside their suites and agreed that the zone valves will need to be checked by the contractor to ensure proper operation. In the meantime, council directed the strata agent to follow up with the mechanical maintenance contractor to ensure the building ventilation system has been switched from the "winter" to "summer" mode.

Council would also like the strata agent to follow up with Steven's Plumbing to sort out the newly installed hot water tanks warranty matter and report back to the strata council.

Council further suggested that the strata corporation should also keep a record of all the zone valves that were replaced in the last year to keep a record for budgeting purposes.

2. **Building Security Committee Report:** Council was generally pleased that there was no known security breach since the last meeting. However, council would like all the owners to continue their vigilance and to maintain their high alert regarding building security.
3. **Installing Steel Door Plate:** Due to lack of response from the handyman, Mr. Kennedy agreed to follow up to install the additional steel door plates to the door surfaces where applicable.

3. **Landscaping – Status Update:** The landscape committee advised that additional topsoil has been added to the common ground surface as per approval by the council from the last meeting. Instruction was also given to the landscape contractor to perform various tasks within the buildings and the landscape committee will continue to work with the contractor to ensure all the necessary work is performed.
4. **Decorating Committee Report:** The decorating committee advised that they have had the carpets shampooed in the lobby area and recommended the rest of the building carpet be cleaned. It was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** to approve the David Smith Carpet Cleaning quote for \$575.00 + GST to clean hallway carpets.
5. **Windows and Power Washing:** The strata agent informed council that he has arranged for the window cleaning to proceed on June 11 and 12 and follow up with power washing all the common concrete walkways and sidewalks within the east and west buildings. After discussion, council agreed that the window cleaning should proceed as scheduled. However, it was suggested that the strata corporation could purchase a pressure washer of its own and volunteer owners could use the machine to power wash the common areas. It was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** that the strata corporation purchase a pressure washer of their own for an amount not to exceed \$1,000.00.

The strata agent advised council that he will prepare notices to inform the owners of the upcoming window cleaning next week.

6. **Enterphone:** Council directed the strata agent to arrange with the enterphone repair contractor to contact Mr. Kennedy to follow up on the enterphone repair.

## **FINANCE**

1. **Financial Statements:** The treasurer advised that she would recommend approval of both the March and April 2007 financial statements as circulated. It was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** to approve the March and April financial statements as presented.

The treasurer recommended deferring the approval of the financial statement for the month of May 2007 to the next meeting. It was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** to defer approval of the financial statement to the next meeting.

2. **Receivables Report:** The strata agent reviewed the status of the accounts receivable to the date of this meeting and advised that only one strata lot carries an outstanding balance and a reminder letter has been sent to the owner asking for payment.

Council agreed that owners should all be signed up for the pre-authorized payment plan to pay their strata fees to avoid delays or missed payments.

## **CORRESPONDENCE**

The strata agent tabled various items of correspondence for council's information as follows:

- Lost key
- Rodent concerns
- Window problem
- Various e-mail exchanges amongst council

In discussion of the above, the following actions were taken by council:

1. **New Addition to the Family:** Council agreed that a Special General Meeting should be called to present a bylaw amendment to address the dog issue and it was agreed that prior to the next council meeting, owners will be asked to attend the Special General Meeting to vote on the bylaws amendment. Council directed the strata agent to prepare the meeting agenda and send to all the owners.
2. **Rodent Concern:** Council discussed an incident involving an owner discovering there was evidence of rodent droppings in the attic area. It was determined that this might be from sometime back and for health and safety reasons, council agreed to follow up on the owner's concern and have the attic area properly treated and cleaned up.
3. **Window Problems:** Council reviewed a letter from Unit 503 regarding some ongoing window problems experienced by the owner. After discussion, council directed the strata agent to have Weststar Restoration contact Mr. Kennedy, who has agreed to follow up and oversee the window repair.

### **NEW BUSINESS**

1. **Annual Fire and Safety Inspection:** Council reviewed a proposal from DNA Fire Doctor Inc. in the amount of \$1,040.00 + GST plus related costs to perform annual fire and safety inspection. After discussion, it was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** that council approve and authorize the work to proceed. Council reminded the strata agent to send out notices to notify all the owners, once a service date is confirmed.
2. **Window Washing:** Council requested that the strata agent arrange for the window washing as soon as possible. Notices to be sent to owners informing them when the windows will be washed, once a date is confirmed.
3. **Drainage:** Council directed the strata agent to ask Weststar Restoration to return to address the drainage along Marine Drive, as there are still some deficiencies that need to be followed up upon.

### **ADJOURNMENT**

There being no further business, the meeting was terminated at 9:35 p.m. The next meeting is scheduled for Tuesday, July 17, 2007 at 7:00 p.m. in Suite 402.

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On Behalf of the Owners' Strata Plan LMS1447

John Lan  
Senior Strata Agent  
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**STRATA COUNCIL MEETING MINUTES  
STRATA PLAN LMS1447 – "THE ROSEMONT"  
2271 BELLEVUE AVENUE  
WEST VANCOUVER, BC**

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Held Tuesday, July 17, 2007  
In suite 402, thanks to Dennis Cressey

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<b>PRESENT:</b>	Dennis Cressey	<i>President</i>	Unit 402
	Ian Henley	<i>Vice-President</i>	Unit 101
	Gaye McLenaghan	<i>Decorating Committee/ Landscaping</i>	Unit 501
	Bill Kennedy	<i>Building</i>	Unit 201
<b>REGRET:</b>	Shirley Curtis	<i>Treasurer</i>	Unit 405
<b>GUEST:</b>	Edna Smith		Unit 503
<b>MANAGING AGENT:</b>	John Lan, <i>Senior Strata Agent, Ascent Real Estate Management Corporation</i>		

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**CALL TO ORDER**

The meeting was called to order at 7:35 p.m.

**GUEST BUSINESS**

Mrs. Smith indicated to council that she felt frustrated that the window problem at her suite has still not been repaired, as this has been going on for some time now. Council advised that Weststar Restoration has been requested to look for a solution to repair the windows and an estimated cost of \$1,000 to \$1,200 has been given. After discussion, council directed the strata agent to confirm with the contractor whether their estimated cost is for one or two windows and report back to council. Council further agreed that they will have the contractor to make an effort to have the window problem properly fixed as soon as possible and apologize for the delay in getting the windows repaired. Mrs. Smith thanked council for their time and excused herself from the meeting at 7:45 p.m.

It was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** that council authorize Weststar Restoration to proceed with the window repair work for Unit 503, and provide a detailed report on what is performed by the contractor.

**APPROVAL OF PREVIOUS MINUTES**

There being no errors or omissions, it was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** to approve the strata council meeting minutes dated June 5, 2007 as presented.

## **BUSINESS ARISING**

1. **Boiler/Mechanical Status Update:** The strata agent advised council that there are still a few owners experiencing heating problem inside their suites and Carrier Canada has been requested to make the necessary repairs. Council noted that the problem is related to the zone valves of the unit.
2. **Building Security Committee Report:** Council was pleased that there was no known security breach since the last meeting. However, council would like to remind the owners that they should observe the posted speed limit within the parkade area, especially coming down from the upper ramp exiting the parkade. Council has observed some residents speeding down the ramp in an attempt to exit the building before the overhead gate closes.
3. **Installing Steel Door Plate:** Mr. Kennedy advised that he will follow up to install the additional steel door plates to the door surfaces, where applicable.
4. **Landscaping – Status Update:** Council noted that the topsoil improvement work has now been completed and agreed that some other areas could use additional topsoil. After discussion, council agreed that this could be addressed in next year's budget.
5. **Decorating Committee Report:** The decorating committee chair provided an update to council on their efforts to obtain quotations for various interior building improvements, including lobby upgrades and tile and carpet installation. The committee agreed to continue to sort out the quotations in order to provide council with a more accurate amount on the overall cost for the work being proposed. After discussion, it was agreed that this will be further discussed by the council at the next meeting.
6. **Pet Bylaw Amendment:** Council noted that the owners have just approved the proposed pet bylaw amendment and council reminded the strata agent to registered the newly amended bylaw with the Land Title Office. Mr. Kennedy will now only require to have  $\frac{3}{4}$  of the owners sign the application to support him keeping his pet dog.
7. **Enterphone:** Council confirmed that the enterphone contractor has been in contact and would like to obtain a list on what needs to be repaired. Council has posted a sign-up sheet in the lobby asking the owners to provide information on exactly what is wrong with their enterphone system. This list will than be passed on to the contractor in order to allow them to follow up.
8. **Annual Fire and Safety Inspection:** Council confirmed that DNA Fire Systems was on site on July 3, 2007 to perform the fire and safety inspection and will return to replace most of the malfunctioning emergency lights within the building. Council was pleased with the service provided by the contractor.
9. **Exterior Windows Cleaning:** Council noted that the exterior windows were cleaned on June 11 and 12, 2007 and was pleased with the results.
10. **Hallway Carpet Cleaning:** Council was pleased with the results of the hallway carpet cleaning carried out by David Smith Carpet Cleaning.

## **FINANCE**

1. **Financial Statements:** In the absence of the treasurer, it was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** to defer the approval of the May and June 2007 financial statements to the next meeting.
2. **Receivables Report:** The strata agent reviewed the status of the accounts receivable to the date of this meeting and advised that only one strata lot carries an outstanding balance and arrangements have been made with the owner to send in their payment.

## **CORRESPONDENCE**

The strata agent tabled various items of correspondence for council's information as follows:

- a) Request for reimbursement
- b) Invoice chargeback
- c) Apologies for error
- d) Various e-mail exchanges amongst council
- e) Various notices sent to owners regarding window cleaning, annual fire inspection, window condition survey, carpet cleaning and special general meeting.

In discussion of the above, the following actions were taken by council:

1. **Request for Reimbursement:** Council reviewed a request from unit 305 requesting reimbursement for plumbing work related to a blocked drain and pest control treatment related to rodents. After discussion, It was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** that council agree to the owner's request and directed the strata agent to arrange to send a cheque in the amount of \$464.17 to the owner.
2. **Window Condition Survey:** Council reviewed a summary list of the window condition survey results and noted that not all the owners have returned their survey form to the strata agent. After discussion, council would like to remind the owners that if they do not return their survey form, council will conclude that those owners have no window problems to report.

## **NEW BUSINESS**

1. **Insurance Appraisal:** It was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** that council agree to renew the three years' insurance appraisal program with Normac Appraisal Ltd. in the amount of \$500.00 + GST.
2. **Car Wash:** Council requested the owners to use the designed area for car washing to wash their vehicles, as this will prevent water ponding on the surface in other areas of the parkade.
3. **Door Hinges:** Council directed the strata agent to follow up on repairing a door hinge for a unit in the west building.

Owners are asked to contact the strata agent (direct line: 604-293-2402) if they are having problems with suite door hinges, so that repairs can be arranged.

## **ADJOURNMENT**

There being no further business, the meeting was terminated at 8:25 p.m. The next meeting is scheduled for Wednesday, September 5, 2007 at 7:00 p.m. in Suite 501.

Ascent Real Estate Management Corporation  
Managing Agents  
On Behalf of the Owners' Strata Plan LMS1447

John Lan  
Senior Strata Agent  
JL/lis



### **PLEASE NOTE**

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2. Store your minutes electronically, easy retrieval.
3. Print your hard copy only when needed.
4. Saves strata corporation some costs of distribution.
5. Emailed as a secure PDF file.

To arrange for your minutes to be emailed to you, provide your name, strata corporation number or building name, your unit or strata lot number, to Linda at [lsloan@ascentpm.com](mailto:lsloan@ascentpm.com) or call Linda at 604-431-1800.

PLEASE BE ADVISED THAT THE ASCENT STRATA AFTER HOURS EMERGENCY NUMBER IS  
**604-293-2459**

*Ascent Real Estate Management Corporation – 2176 Willingdon Avenue, Burnaby, BC V5C 5Z9  
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STRATA PLAN LMS1447 – "THE ROSEMONT"  
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Held Wednesday, September 5th, 2007  
In suite 501, thanks to Gaye McLenaghan

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<b>PRESENT:</b>	Ian Henley	<i>Vice-President</i>	Unit 101
	Gaye McLenaghan	<i>Decorating Committee/ Landscaping</i>	Unit 501
	Shirley Curtis	<i>Treasurer</i>	Unit 405
<b>REGRET:</b>	Dennis Cressey	<i>President</i>	Unit 402
	Bill Kennedy	<i>Building</i>	Unit 201

**MANAGING AGENT:** John LAN, *Senior Strata Agent, Ascent Real Estate Management Corporation*

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**CALL TO ORDER**

The meeting was called to order at 7:12 p.m.

**APPROVAL OF PREVIOUS MINUTES**

There being no errors or omissions, it was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** to approve the strata council meeting minutes dated July 17th, 2007 as presented.

**BUSINESS ARISING**

- Boiler/Mechanical Status Update:** The strata agent advised council that arrangement has been made with Pacific Rim – Carrier Canada to proceed with the boiler maintenance work on Thursday, September 13<sup>th</sup>, 2007. The contractor has also been requested to provide a list of suites that have replaced zone valves in the last two years. Council believes this information will be useful to assist in budget preparation. Council indicated that they would like to clean up the boiler room by keeping the needed items only.
- Building Security Committee Report:** Council was pleased that there was no known security breach since the last meeting. However, council reminded the owners that they should have someone guarding the door at all times during moving in and out, as recently, council noted that the building door was propped open with no one monitoring the door.
- Installing Steel Door Plate:** Mr. Kennedy will continue to follow up on this matter.
- Landscaping – Status Update:** Council noted that an owner suggested that the hedge, located on the west end of the strata corporation, between the two properties, be topped. After discussion, council agreed to look into this matter with the neighbouring building. In the meantime, the landscape committee will be following up with the landscape contractor on the required fall pruning and trimming of the trees and hedges within the common area.

5. **Decorating Committee Report:** The decorating committee chair provided an update to council on the quotation for various interior building improvements, including lobby upgrades and tile and carpet installation. Council noted that the estimated cost is around \$45,000.00. After discussion, council indicated that they are in favour of the recommended improvement by the decorating committee and it was agreed that this will be further discussed by the council at the next meeting. In the meantime, council thanks the committee for their hard work.
6. **Pet Bylaw Amendment:** The strata agent confirmed that the amended strata corporation pet bylaws have now been registered with the Land title Office on August 21<sup>st</sup>, 2007 under registration number BB169698.
7. **Enterphone:** Council noted that a new panel has been installed to the enterphone by the contractor. Any owner who might still experience problem with their enterphone should notify the strata agent directly for follow up.

## **FINANCE**

1. **Financial Statements:** The treasurer advised that she has reviewed the financial statements and their supporting documents and found them to be in order and recommended their approval. It was **MOVED, SECONDED** and **CARRIED UNANIMOUSLY** that council approve the June, July and August 2007 financial statements as presented.
2. **Receivables Report:** The strata agent reviewed the status of the accounts receivable to the date of this meeting and advised that there is no outstanding account that requires council's attention at this time.
3. **Draft Budget for 2007/2008:** The strata agent informed council that he is in the process of gathering information in order to assist the treasurer to prepare the draft budget for the next fiscal year for council review and discussion by the next meeting.

## **CORRESPONDENCE**

The strata agent tabled various items of correspondence for council's information as follows:

- a) Notice of sale and various building matters
- b) Suggestion of building caretaker/kitchen window problem
- c) Rude behaviour
- d) Window repair
- e) Various email exchanges amongst members of council.
- f) Various matters

## **NEW BUSINESS**

1. **Insurance Renewal:** The strata agent confirmed that the strata corporation insurance coverage has now been renewed with CMW Insurance Services Ltd for another year from August 1<sup>st</sup>, 2007 to August 1<sup>st</sup>, 2008 at an annual premium amount of \$11,092.

The strata agent indicated, however, that there is one major change reflected in the new policy; the water damage deductible has increased from \$2,500.00 to \$5,000.00 effective August 1<sup>st</sup>, 2007. Owners should check with their home insurance policy provider to ensure they are properly

protected in the event that the owner is responsible for the insurance deductible. This means that the owner is to ensure their home insurance policy is able to fully cover the strata corporation's insurance deductible up to the new limit of \$5,000.00.

2. **Fire Panel Incident:** Council discussed the recent problem related to the fire panel and the delay to ratify the problem by DNA Fire Services. The council agreed that the contractor should provide a detailed explanation, outlining the reason for the delay in resolving the problem.
3. **Garbage Room Door:** Council indicated that the garbage room door needs repair.
4. **Planning For the Annual General Meeting:** Council agreed to finalize all the necessary materials and information for the upcoming annual general meeting by the next meeting.

### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:15 p.m. The next meeting is scheduled for Thursday, October 9th, 2007 at 7:00 p.m. in Suite 405.

Ascent Real Estate Management Corporation  
Managing Agents  
On Behalf of the Owners' Strata Plan LMS1447

John Lan  
Senior Strata Agent  
JL



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