

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 le traduzca

알려드립니다 이것을 번역해 주십시오

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

चुकी जानकारी विचार करके विमो लेते हिस का सुलोक बदवादि



**MINUTES OF THE STRATA COUNCIL MEETING STRATA PLAN
LMS 1447 ROSEMONT HELD ON WEDNESDAY, JANUARY 7, 2009 at
3:30 PM AT 405W, 2271 BELLEVUE AVENUS, WEST VANCOUVER.**

PRESENT: Marion Whiffin President
Ida Gildemeister Secretary
Gay McLenaghan Landscaping
Shirley Curtis Treasurer

Strata Agent: Susan Shearsmith Dodwell Strata Management

CALL TO ORDER

The meeting was called to order at 3:40 p.m. by Marion Whiffin, Council Chairperson.

APPROVAL OF AGENDA

It was **MOVED / SECONDED / CARRIED** (Shirley Curtis / Gay McLenaghan) to approve the Agenda with additions.

APPROVAL OF PREVIOUS STRATA COUNCIL MEETING MINUTES:

It was **MOVED / SECONDED / CARRIED** (Shirley Curtis / Gay McLenaghan) to approve the minutes of the December 12, November 24, and November 18, 2008 Council meeting minutes with one amendment to the November 24 meeting – Ida was not present.

TREASURER'S REPORT

The Treasurer, Shirley Curtis, reported that the financials to November 30 2008 were in order. The switch to the new property management program and to H.S.B.C bank for the Pre-Authorized Payments has been completed and up to date.

Invoices:

- Marine roofing was on site to clear the moss and flush the roof drains. Some painting of vents had been recommended but was not needed; an adjustment to the invoice is required.
- Capilano Glass replaced a broken window and hinge in 406W from the heavy winds in December, please ensure that windows are kept closed in heavy winds. Two windows in the stairwell were also replaced for \$648 including flashing.
- A settlement was approved with Council and Aristico Painting for half payment of the extras outside of the contract price.
- Gay and Frances provided a quote for a new mattress from Sleep Country for \$804.00.

It was **MOVED / SECONDED / CARRIED** (Ida Gildemeister / Marion Whiffin) to purchase the new mattress for the guest suite.

- Revenue from the guest suite was \$385 for 11 days in December.
- Snow-Pro was hired to clear the sidewalks in the heavy snowfall. It was noted that they might need to shovel at unusual hours to accommodate all customers. Approximately \$500 was spent on snow clearing to date.

It was **MOVED / SECONDED / CARRIED** (Shirley Curtis / Gay McLenaghan) to approve the financials statement as of November 30, 2008.

BUILDING MAINTENANCE ITEMS:

1. **Underground Parkade** – The parkade sealant was quoted on by Natural Solutions for \$3300. This repair is to seal two sections on two floors.
2. **Hot Water Tanks** - There was a report of a leak on one of the hot water tanks. These tanks were installed by Stephens Plumbing and are still covered under the two-year warranty for this repair.
3. **Balcony Drains** - There was a report of a leak into the first floor hallway at the ceiling on Level 1E. It was suspected that with all the snow on the balconies, the drains might be plugged or overflowing. The drains will be checked at the balcony area. **Owners are again reminded to keep their balcony drains clear.** Marine Roofing was called to inspect the area.
4. **Suite Repairs** – Priority for repairs to two suites has been given for #306# and #404E. Several areas are being looked into by Marine Roofing.
5. **Fire Plan** – Scamblers was asked to confirm a day for their monthly fire alarm testing and to record all testing in the Fire Plan log book. Scamblers performs the monthly fire alarm testing at a cost of \$600 per year. Council is calling for volunteers to do this testing. The West Vancouver Fire Department recently completed their annual inspection; the following items were noted:
 - A lock was installed on the fire panel as per.
 - The Fire Department also requested that no items be stored the hallways; this includes plants on the floor and rugs, anything that may become a tripping hazard in the event of an emergency.
 - Also no wedges are permitted in the doors that would keep the door ajar, and no paint in the mechanical room.
 - Any owners who may require assistance in the event of an emergency please fill in the information on the Owner information sheet.
 - The sprinkler pipe has been damaged by the garbage bin hitting it; DNA Fire Protection Services will quote on this repair. DNA was also on-site to complete some deficiencies from their annual testing.

6. **Intercom** – Two repairs were made on the intercom; there is one suite needing repair and the volume on the East building needs to be turned up. Two names are to be updated on the entry doors; Scambler was requested to do this.
7. **Boiler Warranty** – The boiler was purchased in October 2007 and has a ten year warranty with Carrier. Carrier sub-contracts the quarterly maintenance to Ashland for \$750 per year and \$298 for annual water treatment.
8. **Elevator** – The elevator service is with Eltec Elevators; the elevator is a hydraulic system.
9. **Carpet** – The carpet was replaced by Floor Works under warranty from the manufacturer.
10. **Garden lighting** – A quote to repair the garden lighting and garage door was \$300; this is on hold.

NEW BUSINESS

1. **Parking** – All parking stalls are common area on the Strata Plan.
2. **Moving** – Owners moving any appliances or furniture are required to request the key to the double doors to unlock these to provide room to move otherwise the front door lock will break again.
3. **Spring Party** – It has been tentatively scheduled for March 17, further notice will be provided.

ADJOURNMENT

Our next Committee Meetings are scheduled for February 18th 2009 and March 18th 2009 at 3:30 pm with Management.

There being no further business, the President terminated the meeting at 5:00 pm.

THE OFFICE HOURS FOR **DODWELL STRATA MANAGEMENT LTD.**
IS 8:30 A.M. TO 5:00 P.M., MONDAY TO FRIDAY.

FOR AFTER-HOUR **EMERGENCIES ONLY**, PLEASE CALL 604-699-5255 AND THE ANSWERING SERVICE WILL PROVIDE REQUIRED ASSISTANCE.

PLEASE FORWARD GENERAL INQUIRIES, CONCERNS OR COMPLAINTS TO
DODWELL STRATA MANAGEMENT LTD.

APPROVED _____
BY
COUNCIL: _____

DATE: _____