

CEDARBROOKE VILLAGE

555 West 28th Street, North Vancouver, BC V7N 2J7

Newsletter

February 2006

2006 Council Members

Harry Carruthers - 412

Ginny Martin - 306

Bruce Morris - 216

Vicki Parton - 701

Maria Malcolm - 803

Keith Blyth - 404

Michael Fortney - 508

President

Vice President

Treasurer

Secretary

To the Owners of Cedarbrooke Village,

Please be advised that as of March 1st, 2006 we will be changing property management companies and entering into a contract with Baywest Management Corporation.

The Council felt that with the notice of increased fees for 2006 and a desire to ensure that we were receiving the best value for our money that we should explore the available options.

The hub of the strata corp's business is the Property Manager and is also the consistent presence with staff and owners: and as council can change each year, our focus was placed on the items that require this consistency and continuity. A committee was created to define and review the services required to best utilize the time and experience of both the Property Management firm, the Property Manager and the volunteer Council members.

A comparison of services was done of the six Property Management firms who were asked to submit proposals (Stratawest was included in this comparison) and a short list of three was arrived at. We conducted one hour interviews with a principal of each company and the Property Manager that they would assign to Cedarbrooke, if awarded the contract. The services were prioritized and then weighted in order to arrive at a fair and objective decision.

The committee recommended Baywest Management Corporation and arranged for a second interview for the Council to meet with the Property Manager and determine if this was a good fit for Cedarbrooke Village.

At a special council meeting, a motion to hire Baywest Property Management was agreed to unanimously.

Each owner will be receiving a package of information from Baywest. This will include some forms to be filled out and returned to Baywest. Please ensure all your information is complete and returned quickly to ensure a smooth and timely transition.

Ms. Tanya Millage has been assigned to our property and will be meeting with council during the first week in March and will be attending her first council meeting on March 15, 2006.

All contacts remain the same until the end of February.

Cedarbrooke Village Strata Council

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What's Happening...	We are experiencing some drainage problems with the constant down pouring of rain and are in the process of determining the best way of addressing these leaks.
Welcome to:	Mr. & Mrs. Steed (Larry and Susan) - Unit #601
Reminders	<p>Garbage Once again a reminder that NO garbage should be left outside of the dumpster or blue boxes. Items not placed in the dumpster will not be picked up and will clutter up the garbage area.</p> <p>This also applies to garden clippings – put them in the dumpster please.</p> <p>Would the individual who left the bar-b-que at the 200 block garbage area, please dispose of it appropriately.</p> <hr/> <p>Windows: A number of windows have been replaced in various Strata Lots and the grapevine indicates that the natives are very satisfied. In conversation with an owner it was brought to my attention that we have negotiated an excellent price, as 6 years ago a previous owner replaced 2 windows and a patio door for approximately \$4,500.00! If you have the Low E windows installed, you may be eligible for a small rebate from BC Hydro under the Window Rebate Program.</p> <p>If you have had your windows replaced, let us know what you think. I know that I am warmer (no drafts), no more rattles, less dust and looks sooo much cleaner.</p> <p>Owners wanting their windows replaced, at their own expense, are reminded that a 30% deposit is required with a completion date of 2-3 weeks.</p> <p>Contact: Rob Webb, V.P.W. Ltd at 604.534.0651</p>
Classifieds	Do you have something for sale? Let us know and we will advertise it for you.
Of Interest....	<p>The North Shore Emergency Management Office is offer the following free emergency preparedness workshops:</p> <p>1. Emergency Preparedness Begins with you:</p> <p>Tuesday, February 7 – 7:00pm to 9:30pm WV Community Learning Centre OR Wednesday, February 8 – 7:00pm – 9:30pm North Shore Continuing Education</p>

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	2. Disaster Response And You: Tuesday, February 14 – 7:00pm – 9:00pm WV Community Learning Centre OR Wednesday, February 15 – 7:00pm – 9:00pm North Shore Continuing Education OR Tuesday, February 28 – 7:00pm – 9:00pm West Vancouver Library	
Letters:	By Derek, age 9 of the 400 block. Before Christmas I was noticing that our Christmas lights were decreasing each day. Somebody must have stolen them and whoever did took 30 special lights, 8 regular lights and 6 miniature lights coming to a total of 44 lights costing over \$30.00. My mom and I enjoyed decorating our area of the complex and we would like the person or persons responsible for spoiling our Christmas display to think how mean-spirited they were.	
Cedarbrooke Planned Events:	<u>DATE</u>	<u>EVENT</u>
February:		Valentines Day
March:		St. Patrick's Day
April:	Friday, April 21 Saturday, April 22 Saturday, April 29	Large Dumpster arrives Community Clean-up Day Garage Sale
May:	Monday, May 1 Saturday, May 20	Dumpster picked up Pool Opening
June:	Friday, June 30	Last Day of School – Kids Pool Party
July:		Canada Day
August:		BC Day
September	Sunday, September 24	Pool Closing
October:		Thanksgiving
November:		
December:		Christmas
All Year:	Every Friday night is Pub night at the Recreation Centre – 5:00 – 11:00pm	

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Contacts:

For Routine Maintenance or Emergencies:

During office hours
(8:00 am-4:30pm)

CEDARBROOKE OFFICE:
Phone: (604) 988-6010

After Hours
Emergency Service:

STRATAWEST MANAGEMENT LTD.
Phone: (604) 904-9595

Requests, suggestions, concerns, compliments and information for Council discussion and/or decision should be addressed to:

Stratawest Management Ltd.
#202 – 224 West Esplanade
North Vancouver BC V7M 1A4

Attention: Mr. Duncan Fairfield, Property Manager

Fax: (604) 904-2323
Email: dfairfield@stratawest.com

Correspondence received will be included in the next Council meeting agenda and a response will be forwarded following the meeting.

Storage Room Contacts:

Contact	Block	Phone
George Pateman - 309	300	(604) 929-6457
Nancy Smith - 407	600	(604) 986-6787
Barb Moi - 206	200	(604) 980-7774
Leila Macpherson - 207	200	(604) 986-0154
Vicki Parton - 701	700	(604) 984-2442
Robin Henderson - 507	500	(604) 984-0998
Keith Blyth - 404	600	(604) 985-4543
	(and bike lockers)	

Block Captains:

Contact	Blocks	Phone
Maria Malcolm:	100, 800, 900	(604) 988-6426
Vicki Parton:	500/1100, 600, 700/1200, 1000	(604) 984-2442
Ginny Martin:	200, 300, 400	(604) 980-4313

Block Captains fulfill the following roles:

- as representatives for the Property Manager in an emergency or special project;
- as an owner's contact for non-maintenance related inquiries; and
- as an on-site contact for new owners

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Presidents Report

On behalf of Council I would like to welcome Tanya Millage of Baywest Management as our new property manager. As you are no doubt aware by now Cedarbrooke did not renew our property management contract with Stratawest as of February 28th. It is often a difficult and confusing time during a transition from one property manager to another and we ask everyone's patience throughout this process. It will take Tanya some time to become familiar with all the 'ins and outs' of the property, the owners, our staff and our processes. The learning curve will be steep but we are confident that Tanya will prevail.

As reported in recent minutes, Council has met with the members of the Social Club to discuss the issues raised with the transfer of the liquor licence. We had a good meeting and discussion and as a result we are in the process of applying for some changes to the terms of the liquor licence. These changes will allow us to operate the Pub on a regular basis, hold special functions AND allow the Social Room to be used for other purposes without contravening the terms and conditions of the liquor licence. On a personal note I was very pleased with the outcome of the meeting and I believe that we will be able to serve the needs of all owners wanting to use the Social Room.

In the first months of 2006 we have again been forced to deal with some drainage issues on the east side of the complex. This area appears to be the most prone to drainage issues as it is the lowest part of the property and natural drainage is most difficult in this area. Anyone living close to the meadow can attest to this. The meadow, and therefore the 200 and 300 blocks, appear to be the catchment area for rainwater from higher elevations in Cedarbrooke and possibly the adjacent school. We don't always know where the water came from; we only know where it is ending up.

At the last AGM, money was approved for the replacement of stairs in the 200, 500 and 900 blocks. We have engineered specifications for the replacement stairs and Tanya has been assigned the job of getting quotes from several contractors for this work. Hopefully this work will commence in the near future. We also got approval to have the roofs evaluated and have received quotes from three companies to perform this work. Tanya will be asked to make recommendations for selection of the appropriate company and this work should start in late spring when the roofs are relatively dry.

One big task for Council over the next couple months is to determine the maintenance work to be done throughout the complex, keeping within the approved budget. We know that we cannot do everything that we would like to; we just have to make sure that we do the most important things and to ensure the safety of the owners.

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What's Happening...

To keep you informed of what Council has been busy with:

- The drawings for the stair replacements are ready so we can now request quotes for the replacement work.
- The garbage contract has been re-negotiated for the remainder of the current contract plus one additional year.
- The Coinamatic contract options for renewal was reviewed and we decided to continue with the same options – it was not economically advantageous to upgrade the equipment.
- Quotes have been reviewed and options discussed for remediation of leaks and drainage issues in the 200 and 300 blocks. A decision was made to implement the economic solution.
- Quotes have been reviewed and decided upon for the stripping, cleaning and inspection of the boilers and heat exchangers as well as on-going annual maintenance.

Community Clean-up Day – April 22nd

We'd like to extend an invitation to all the owners at Cedarbrooke Village to participate in a clean-up day for our community.

Meet us at the Tool Shed/Office area on Saturday, April 22nd at 9:00am to get your "clean" zone! Wear your working clothes, bring gardening gloves, and no open-toed shoes please.

Garage Sale – Saturday April 29th

We are having a garage sale this year !!! This community event is looked forward to by many but it is also an opportunity for each of us to reduce stored items, do some spring cleaning and catch up with neighbours.

Volunteers are required for the following jobs:

- Advertisement in the NS News
- Prepare and distribute Garage Sale Notice
- Collect bookings and \$2 entry fee (sorry, no tables will be provided this year)
- Organize Cedarbrooke table and plan for unsold items to charity
- Night before:
 - put up signs on 28th / Westview and Delbrook/Queens
 - liaise with owners regarding alternate parking to clear carports
- Day of: balloons, no parking entrance signs
- Clean up: take down signs & clean up garbage

Please call me if you'd like to volunteer.

We already have one volunteer – we need many more!

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	<p>Vicki Parton (604) 984-2442 Or email: info@cedarbrookevillage.com</p> <p>In conjunction with the Garage Sale we will have a large dumpster available to assist in de-cluttering!! The dumpster will be delivered Friday, April 21st and will be picked up 10 days later on Monday, May 1st. Lots of time to do that Spring cleaning.</p> <p>We would also like to have a "paint" dump for all those old or almost empty cans of paint. In order to do this we need someone with an appropriate vehicle to volunteer to transport the cans to the transfer station. If you would like to assist with this, please let Vicki know.</p>
Facilities	No report.
Maintenance <i>Bruce Morris</i>	<p>Drainage A large portion of Maintenance labour was spent in controlling the leaks under the 200 and 300 building. In addition to ensuring the build up of water was kept to a minimum we were having drainage contractors in to take a look at our problem and to suggest solutions and costing them out. The contractors we had visit the site were ones used by both Stratawest and Baywest. These contracts will be gone over by council tonight and it is hoped we can come to a conclusion so the work can be finished shortly.</p> <p>In addition we had drainage pipes clogged in the 400 and pool buildings. We are trying to arrange to have the drains around these buildings cleaned and a preventative maintenance program establish so as to avoid large unexpected emergency repairs.</p> <p>Heating The number of heat calls we received this year were reduced from 2 per week last year to one this year with the exception of the power outage at BC Hydro. To keep this level of service we have had several heating companies on site to examine our system and recommend necessary changes and a preventative maintenance program.</p> <p>Power washing With the arrival of the spring we will be commencing power washing of the sidewalks and roadways to try and get rid of the green slime reminder of winter.</p> <p>Basements The insurance company report last year recommended that protective casings be put around all lights in the basement areas including the laundries,, storage areas We are also installing energy efficient lights. Even so we can still increase our savings if the basement lights are turned off when you leave the space</p>
Treasury	

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<i>Bruce Morris</i>	No report.
Gardening <i>Maria Malcolm</i>	<p>February and March saw the completion of the pruning of the rhododendrons and cleanup of the meadow area. The spring tune up (lawn care - i.e. power raking, aeration, lime and fertilizer application and moss control) is underway and will proceed as the weather permits.</p> <p>Lawnhoppers has also completed applying bark mulch to the rose bed (in the 500 block) and weeding in and around the pool area. They will work on the garden beds on the east side of the complex, as well as replacing any dead rhodos or filling holes in the rhodo gardens (such as by the 1000 block or behind the 400 to 600 block) with the rhodos from the garden area by the office. We have managed to get 6 or 7 larger bushes for free from a garden that was being redesigned and will be planting some of those bushes in the east garden bed for the time being, (after cleaning it up).</p> <p>Lawnhoppers will also be starting the regular routine of mowing and weeding of the garden beds and fertilizing of shrubs. After the lawn care is completed, top dressing of any bare areas with soil and seed (such as behind the 400 block, by the 200 block and in front of the 805) will occur. When the lawn area has had two cuttings, weed control will begin (weather permitting again) with residents being notified if this is to occur.</p> <p>On a bit of a disappointing note, someone has now stolen two more rose bushes from our little entrance garden by the Cedarbrooke sign, as well as tearing up the mulch and the fabric. This now makes 6 rose bushes which have been dug up and taken since last summer when they were planted. If you see anybody doing any 'suspicious' gardening, please do alert one of the Council members. For the time being, I will ask Lawnhoppers to clean it up and will reconsider the best options for that garden area on the left hand, as it is starting to look unkempt and often full of litter.</p> <p>Please forward any gardening requests or suggestions for improving our gardens to me via email or place it in the brown mailbox on the tool shed. Lawnhoppers and I look forward to receiving them ☺.</p>
Storage <i>Keith Blyth</i>	No report
Communications <i>Ginny Martin</i>	<p>Anyone interested in becoming our Cedarbrooke Webmaster (on a volunteer basis), please apply to info@cedarbrookevillage.com with some description of experience and a sample of work if applicable.</p>

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Cedarbrooke Planned Events:

<u>MONTH</u>	<u>DATE</u>	<u>EVENT</u>
April:	Friday, April 21 Saturday, April 22 Saturday, April 29	<ul style="list-style-type: none">• Large Dumpster arrives• Community Clean-up Day • Garage Sale
May:	Monday, May 1 Saturday, May 20	<ul style="list-style-type: none">• Dumpster picked up • Pool Opening• Barbeque <i>(Whistler) Sat. 20.</i>
June:	Friday, June 30	<ul style="list-style-type: none">• Last Day of School – Kids Pool Party
July:	Saturday, July 1 Saturday July 15	Canada Day <ul style="list-style-type: none">• Barbeque <ul style="list-style-type: none">• Golf Tournament
August:	Monday, August 7	BC Day
September	Saturday, September 2 Monday, September 4 Sunday, September 24	<ul style="list-style-type: none">• Barbeque Labour Day <ul style="list-style-type: none">• Pool Closing
October:	Monday, October 9 Saturday, October 28	Thanksgiving <ul style="list-style-type: none">• Halloween Party
November:	Saturday, November 11	Remembrance Day
December:	Saturday, December 16 Saturday, December 31	<ul style="list-style-type: none">• Christmas Dinner • New Years Party
All Year:	Every Friday night is Pub night at the Recreation Centre – 5:00 – 11:00pm	

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Phone: (604) 988-6010

After Hours
Emergency Service:

BAYWEST MANAGEMENT CORPORATION
Phone: (604) 257-0325

Requests, suggestions, concerns, compliments and information for Council discussion and/or decision should be addressed to:

Baywest Management Corporation.
#300 – 1700 Burrard Street
Vancouver, BC V6J 3G7

Attention: Ms. Tanya Millage, Strata Manager

Phone: (604) 714-1530
Fax: (604) 592-3694
Email: tmillage@baywest.ca

Correspondence received will be included in the next Council meeting agenda and a response will be forwarded following the meeting.

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Contact	Block	Phone
George Pateman - 309	300	(604) 929-6457
Nancy Smith - 407	600	(604) 986-6787
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(and bike lockers)

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Contact	Blocks	Phone
Maria Malcolm:	100, 800, 900	(604) 988-6426
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2006 Committee Chairs

Maintenance	Bruce Morris
Gardening	Vicki Parton
Communications	Ginny Martin
Storage	Keith Blyth
Social Committee	Michael Fortney

What's Happening...

Ginny Martin

Council Updates:

- We have selected the contractor to replace the stairs and work should commence as soon as the revised drawings are delivered and the permit is obtained.
- Coinamatic has installed the new washer and dryers. They take Loonies for both washer and dryer.
- The boilers and heat exchangers have been stripped, cleaned and inspected over the last couple of weeks as provided by the new maintenance contract.
- The drains in the complex have been inspected and cleaned out, and all crawl spaces are dry.

Good News & Bad News:

Well, the good news is that Maria Malcolm is making a big and exciting change in her life - and the bad news is that she will be leaving Cedarbrooke Village - and the Council.

She has been a pleasure to work with over the past 2 years and we will all miss her cheerfulness, her "let me understand" questions, her diplomacy, optimism and her infectious smile.

This will be Maria's last Gardening report.

Additional good news is that Vicki Parton has agreed to take on the Gardening Committee Chair.

Community Clean-up Day - April 22nd

The purpose of this clean-up day was to spruce up our 'Village' and take advantage of the arrival of the dumpster. The participation was voluntary and not a Council responsibility but I have to say that attendance of owners was dismal to say the least.

Thanks go out to the following residents who helped with the Community Clean

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<i>Vicki Parton</i>	<p>up day :</p> <p>Vicki P, John S, Darcy C, Doug O, Zdena D, Ginny M, Barb M</p> <p>All in all, the day was declared a success!</p> <hr/> <p>Garage Sale – Saturday April 29th</p> <p>The day for the Garage Sale was cold and miserable. We did manage to make \$75 from the Cedarbrooke table - but most importantly – cleansed ourselves of unwanted items.</p> <p>The money was spent on the NS News ad; a small thank you to John S for smashing the heck out of the stuff overflowing in the dumpster; signage; and trucking down 110 cans of paint to the transfer station.</p> <p>I would like to recognize the following people for their contribution of time and effort:</p> <p>Deb A – for setting out the parking notices</p> <p>Gayle L – for placing the ad in the NS News</p> <p>Bruce M – for picking up the Garage Sale packs</p> <p>Michael H – for handling the Garage Sale signage</p> <p>Dagney S & Darcy C– for setting up and manning the Cedarbrooke table (with help from Joan B, Robin H and Elaine O)</p> <p>Ralph E – for BBQing the muchly desired sustinence (Hot Dogs and Hamburgers)</p> <p>Barb M and Leila M – for helping with the clean up</p> <p>John S – for smashing down the loaded up dumpster</p> <p>Francine T – for getting us a sweet deal from Smithrite for the big dumpster</p> <p>Mr. P (my Dad) – for taking the leftovers to the SallyAnn</p> <p>My thanks also to those who donated items for the sale and to those 200/300 block residents who made alternate parking arrangements Friday night and Saturday morning.</p>
Maintenance <i>Bruce Morris</i>	No report.
Treasury <i>Bruce Morris</i>	No report.
Gardening <i>Maria Malcolm</i>	<p>Lawnhoppers completed the following work in April:</p> <ul style="list-style-type: none">• the spring tune up (lawn care - i.e. power raking, aeration, lime and

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	<p>fertilizer application and moss control);</p> <ul style="list-style-type: none">• applying bark mulch to the rose bed by the pool;• planted the free shrubs and weeded in the garden bed on the east side of the complex;• replaced the dead rhododendron by the 1000 block;• removed the shrub damaged by the motor vehicle accident, and• weeding around the complex. <p>And in May:</p> <ul style="list-style-type: none">• plant the rhodos from the garden area by the office in the 400 to 600 back garden rhodo beds;• help the gardening committee with getting the pool garden and planters ready for the pool season;• continue work on the east garden beds;• top dress any bare areas with soil and seed (such as behind the 400 block, by the 200 block and in front of the 805);• prune and trim shrubs and trees as needed, and• weeded, weeded and more weeding ☺. <p>Lawnhoppers will also be working on regular maintenance tasks of mowing and weeding of the garden beds and once the lawns have had two cuttings, weed control will begin (weather permitting) with residents being notified when this is to occur.</p> <p>A big thanks to all the gardeners in the complex who help us keep the complex beautiful. Please forward any gardening or volunteer requests via email or place it in the brown mailbox on the tool shed by the office.</p> <p>Maria Malcolm Gardening Committee Chair</p>
Storage <i>Keith Blyth</i>	<p>Please remember that the communal storage rooms are for seasonal or short term storage use and items that you may require on a regular, or short notice, should be stored where you have control of access.</p> <p>If you require access to the storage room, please bear in mind that you may have to wait for the storage room contact to be available. The storage room locks have been changed so that any storage room contact can access all of the storage rooms – so you are not limited to just the contact in your building.</p>
Social Committee <i>Michael Fortney</i>	<p>This committee has been established to co-ordinate events and use of the Recreation Centre.</p>
Social Club <i>Ralph Erickson</i>	<p>We would like to thank everyone who helped us celebrate Canada Day at the BBQ. The turn out was extraordinary.</p>

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	<p>Special thanks to Darcy, and Tula for their help setting up. We hope everyone enjoyed themselves. We served over 100 Hot dogs, Chickenburgers, Hambrgers, Steakbrugers and or Veggie Burgers.</p> <p>Out next event is the Golf Tournament July 22, entry forms will be sent out shortly.</p> <p>Ralph, Lesley and Estelle</p>
Welcome to	<p>Emma Cheyenne has joined her new parents Sharon and Michael. A beautiful and happy addition to our community.</p>
Reminders	<p>I'm getting quite tired of saying this:</p> <p>DO NOT LEAVE <u>ANYTHING</u> OUTSIDE OF THE DUMPSTER – it will not get picked up !!</p> <p>-----</p> <p>Summer's here ... and it's barbeque season! Please remember that the Bylaws state: No barbeque other than electric or propane is permitted providing they are not a nuisance to other strata lot owners.</p> <p>-----</p> <p>Tempting as it is when the good weather is here, do remember that recreational activities are not permitted on grass areas, with the exception of the playground and picnic areas. Also, grass areas may not be used as pedestrian walkways.</p>
Classifieds	<p>Do you have something for sale? Let us know and we will advertise it for you.</p> <p>-----</p>
Volunteer Corner <i>Vicki Parton</i>	<p>Thank you to the volunteers who came out and assisted in planting the pool planter flowers Tuesday night: Dagney, Leila, Ginny and Sharon.</p> <p>-----</p>
News....	<p>It is with great sadness that I report the passing of Dillon, son of Pramonika and Andrew. He was a valiant little soldier and despite his difficult battle, was a cheerful soul. Our sincerest sympathies.</p>
Miscellaneous	<p><i>I want to say Thank You to the Council for researching the windows for the residents. I love my fabulous windows. My suite takes on a modern feel now. They were installed in no time. Double Glazing is the way to go. I don't hear the kids at recess anymore, or the school bell, and I don't hear the loud cars zipping around the driveway late at night, And the warmth</i></p>

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issue - I can leave my heat turned lower and my guests notice that when sitting by the dining room windows, there is no draft coming through anymore. They are worth every penny I feel. Gaile, 315. -

Updated Window Prices.

All prices include GST and screens:

6040 xo	\$434.00	smart glass add \$73.83
8040 xoo	\$572.00	smart glass add \$99.51
8040 xox	\$612.00	smart glass add \$99.51
5030 xo	\$350.00	smart glass add \$44.94
4016 xo	\$250.00	smart glass add \$12.84

A quote is required for patio doors. Approx cost: \$1,000.00 - \$1,650.00

Call Rob: VP Windows: 534-0651

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	Saturday July 15	<ul style="list-style-type: none">• Golf Tournament
August:	Monday, August 7	<i>BC Day</i>
September	Saturday, September 2	<ul style="list-style-type: none">• Barbeque
	Monday, September 4	<i>Labour Day</i>
	Sunday, September 24	<ul style="list-style-type: none">• Pool Closing
October:	Monday, October 9	<i>Thanksgiving</i>
	Saturday, October 28	<ul style="list-style-type: none">• Halloween Party
November:	Saturday, November 11	<i>Remembrance Day</i>
December:	Saturday, December 16	<ul style="list-style-type: none">• Christmas Dinner
	Saturday, December 31	<ul style="list-style-type: none">• New Years Party
All Year:	Every Friday night is Pub night at the Recreation Centre – 5:00 – 11:00pm	

CEDARBROOKE VILLAGE

555 West 28th Street, North Vancouver, BC V7N 2J7

Newsletter

June 2006

Contacts:

For Routine Maintenance or Emergencies:

During office hours
(8:00 am-4:30pm)

CEDARBROOKE OFFICE:
Phone: (604) 988-6010

After Hours
Emergency Service:

BAYWEST MANAGEMENT CORPORATION
Phone: (604) 257-0325

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#300 – 1700 Burrard Street
Vancouver, BC V6J 3G7

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Email: tmillage@baywest.ca

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(and bike lockers)

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2006 Council Members

Harry Carruthers - 412
Ginny Martin - 306
Bruce Morris - 216
Vicki Parton - 701
Michael Fortney - 508

President
Vice President
Treasurer
Secretary

2006 Committee Chairs

Maintenance	Bruce Morris
Gardening	Vicki Parton
Communications	Ginny Martin
Storage	
Social Committee	Michael Fortney

Presidents Report

In the last months Council has been served notice of the resignation of two Council members. Maria Malcolm (Garden Committee chair) and Keith Blyth (Storage Committee chair) have both left Cedarbrooke and therefore have resigned their Council positions. I would like to thank both Maria and Keith for their volunteering for these positions and the work and dedication they have provided Council and Cedarbrooke. It has been decided by Council not to fill these two Council positions so we will have a five member Council until the next AGM. Vicki Parton has volunteered to assume the position of Garden Committee chair and we have not yet filled the Storage Committee Chair position.

Well, after many long months of preparing the two holding companies for sale, the sale is complete and the monies have been deposited into the operating fund, as approved at the Special General Meeting. Both the Liquor Licence and the property at the entrance on 28th Street have been transferred into the Strata Corporation.

At the AGM in November 2005 the owners approved expenditures from the Contingency Reserve Fund (CFR) for two capital projects; namely an evaluation of the roofs at Cedarbrooke and for stair replacement/repair in the 200, 500 and 900 block breezeways.

Roofs:

We have engaged RoofTech Consultants Ltd. to conduct the roof assessments of the cedar roofs. The architectural duroid roofs that were replaced in recent years have been excluded in this review. RoofTech is the same consulting company that did the earlier work for Cedarbrooke when the roofs were evaluated and repaired. Not only do they have a good history with our roofs, they were also a lowest bidder for the work. They have completed their site work and have prepared a detailed report on the condition of each building roof together with recommendations for maintenance and repairs. The report recommends considerable work on the roofs, therefore, Council will be meeting with RoofTech to outline a replacement/repair plan for the next few years. After this meeting Council will prepare a summary of the report and meeting and make it available to all owners.

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Stairs:

We have been in contact with the City of North Vancouver with respect to the replacement/repair of stairs in the 200, 500 and 900 blocks. According to a previous area building inspector, we require a building permit for this work and the new stairs would have to be brought up to new code. This causes us some concern, as the new code would require closed risers and new (higher) handrails. Closed risers would block a large portion of light into the breezeways and may then require us to upgrade the lighting for the lower breezeways. New railings would be expensive and we could not easily match our existing design. Cedarbrooke would look even more like patchwork repair. I have had discussions with the Building Department with the aim of getting some form of relief of the Building Code requirements. Under one clause in the Building Code, there is a possibility that we may be able to repair our stairs using the same design. For safety purposes of the residents and guests as well as liability issues for the owners and Council, it is imperative that the City of North Vancouver approves our repairs and/or changes. This is why the repairs have not yet started. If we can keep our present design, it will improve the appearance of Cedarbrooke over the short time and will reduce the repair costs so that more stairs can be done. I will keep you informed of any progress on our designs.

Decks:

As you have seen in recent Council minutes the issue of decks has raised some concern. In a very brief summary I will try to explain the issues have been recently raised over the lower and well as the upper decks.

Firstly, let me clarify that it is Council's responsibility to repair and maintain both Common Property and Limited Common Property for repairs that occur less often than once per year.

As I understand it, and I may be incorrect, the issue of expanding lower decks started while Cedarbrooke Village was a co-op. Many of the decks were expanded at that time without any documentation and without any liability transfers to the owners.

When we went Strata, it would appear that the property was not properly surveyed to reflect the actual size of the decks that existed throughout the complex. Therefore, there is a possibility that the strata plan was not accurate and did not reflect the actual size of the decks that could have been considered LCP. I am not exactly sure on this point, but will explore it further.

Since we have gone Strata, more decks have been expanded and repaired. What is interesting and surprising is the fact that the Strata did not require the owners of the new decks to accept responsibility for the upkeep.

So what we appear to have now is a number of decks that were expanded by the present owners, either when a co-op or Strata and we have a number of expanded decks that existed at the time the present owners purchased their units. Strata has contributed to the problem by allowing decks to be expanded, building certain decks and maintaining many of the existing decks. These decks have a combination of financing arrangements. Some were paid for and built by the Strata, some were paid for by the owners and some had cost sharing between the owner and the Strata. Historically there is very little, if any, documentation on the arrangements for the various decks.

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We have been informed that the enlarging of the decks practically increases the size of the LCP for the owner of the deck. While the Strata Plan has not been changed, the fencing in of an enlarged deck area effectively excludes use of the Common Property by the remainder of the owners. This informally creates a new LCP for the owner. We have also been informed that the enlarging of the LCP at one time does not change the legal description of the LCP and it does not bind the Strata Corporation into continuing with this arrangement.

This Council does not want owners with enlarged decks to worry about a possible reduction in their deck size. What Council is concerned about is formalizing the deck sizes and developing a policy for the funding of continuing maintenance of these decks. Several of the lower expanded decks need repair, either to the deck surface or the railing, or both.

It must be pointed out that the construction and maintenance costs of an enlarged deck are more expensive than those of a smaller deck. It must also be pointed out that all 132 owners will contribute to these expenses through their maintenance fees. With this in mind it is important that all owners agree to pay for the maintenance costs for these decks. This agreement may be as simple as a $\frac{3}{4}$ vote at our next AGM to ratify the size of the existing decks and to agree to pay the costs of maintenance and repair out of the Strata maintenance budget. This would take care of the past and give Council consistent direction for the future.

To add to the deck issue, I have been contacted by an owner of an upper deck inquiring whether or not it is possible to structurally increase the size of upper decks to give upper owners the same benefit as many of the lower owners. This owner knew the answer before asking the question. The fact is, the upper decks could reasonably easily be expanded in both width and length. This has not been done to date and Council has not yet been asked for a decision on this matter. Again, a discussion item for the next AGM.

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A Financial Overview

Michael Fortney

With eight months of 2006 behind us, I'm sure many residents of Cedarbrooke would be interested in seeing how we are performing with the operating budget. As you may be aware, a significant portion of our operating expenses are set by contract at the start of the year (for instance, insurance premiums, waste removal, employee wages, landscaping, etc). Therefore, there isn't any significant variation in these expenses to report. The areas of the budget that are subject to variation, however, are repairs and maintenance and natural gas.

With respect to the maintenance, the budget for 2006 is \$24,000. By July 31, 2006, \$16,743 of this budget was spent. Below is a list of the larger maintenance and repair costs that have been incurred. This leaves us with roughly \$7,000 to cover unexpected maintenance issues as we head into the fall and winter months.

Month Paid	Description of Work	Total Cost
Jan 2006	Pool pump repair	\$ 875.90
May 2006	Emergency flood repair for 300 block	\$ 5,922.03
	Augering and pressure jetting of pool house and 400 block	\$ 1,324.44
July 2006	Boiler servicing and repairs	\$ 8,614.94

With respect to natural gas, the budget for the year was \$125,000. By July 31, 2006, we had incurred \$81,974 in gas costs. This represents 66% of the budget and at this current rate of use, gas expenses are projected to exceed budget by between \$10,000 to \$15,000.

On a more positive note, Cedarbrooke received the \$20,000 payment for the sale of its shares in the holding companies, which residents approved during the special meeting held June 13, 2006. As detailed in the motion, the proceeds will be included in the operating budget for the current year and should assist in offsetting the projected short-fall for natural gas.

Gardening

Vicki Parton

Lawnhoppers is working on shrub pruning and shearing - in a counter-clockwise direction around the property. There have been a couple of inquiries as to garden beds - and whether or not they are included in the 'contract'. Garden beds are included - and, in the past, I remember that some owners wish to maintain some areas themselves - but this has not been documented. If an area seems to be 'left out' by the gardeners - please bring it to my attention. Bark mulch is still on the plan for the following areas: behind the 400 and 600 blocks and the hill in the meadow in front of the 1100 block.

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Welcome!	<p>A warm welcome to our new neighbours!</p> <p>Carol Brown - 407 Wayne Barry Orr - 408 William Johnson and Sara Beaton - 803 Nahid Delfani and family - 1208</p>
Reminders	<p>We have had a few complaints regarding the disregard of the By-laws – the Pet By-law (8) in particular, so here is a reminder of the main infractions:</p> <p>-----</p> <p>(4) An Owner, tenant, occupant or visitor must ensure all animals are leashed or otherwise secured when on the Common Property or on land that is a common asset.</p> <p>(5) An Owner, tenant, occupant or visitor must ensure any fecal droppings by his or her pet on any area within the Strata Plan are picked up, tied in a plastic bag and deposited in the garbage.</p> <p>(6) No pet shall be permitted upon the playground area.</p> <p>-----</p>
Classifieds	<p>Do you have something for sale? Let us know and we will advertise it for you.</p> <p>-----</p> <p>FOR SALE:</p> <ul style="list-style-type: none">• Lt.oak computer desk with roll-out printer shelf. 36WX20DX30H.... \$35• Pine cabinet. 43WX16DX28H...\$25• Blue cotton Ikea chair-folds out to sgl.bed. \$20• Brass dbl. headboard...\$20 <p>All in good condition.</p> <p>Phone: 604-980-8139</p>
News.... Fall Cleanup:	<p>A dumpster will be delivered Friday, October 13th for 4 days – pickup on Tuesday, October 17th.</p> <p>As usual, no appliances, batteries, gyproc or green waste allowed. Just household items.</p>

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Pool:	<p>-----</p> <p>The pool will be closing Sunday, October 1st.</p> <p>As a safety requirement by the pool inspector @ North Shore Health, the pool will be emptied and stair lines will be painted this fall.</p>
Miscellaneous	<p>We have had a problem with cars visiting houses on 28th Street parking in our entrance driveway, as well as several people dumpster diving for bottles throughout the complex.</p> <p>We have placed two 'No Trespassing' signs at the front entrance to inform people that Cedarbrooke Village is private property and they should not park, canvas, solicit or scavenge.</p> <p>Please phone the non-emergency police number to report any infractions at 604-985-1311</p> <p>-----</p>
Volunteer Corner Clean-Up Council Members	<p>We will be removing items from common areas as directed by the recent annual inspection by the Fire Dept. and would appreciate some assistance with this chore. Notice with details to be posted.</p> <p>-----</p> <p>It's almost AGM time again - and we should give some consideration to volunteering for the Strata Council, or at the very least, consider who you would wish to have represent you.</p> <p>Individual owners who volunteer to be strata council members have always done so to ensure that their complex is properly run for the benefit of all of the owners and to also protect their own investment. Being a council member means meeting on a regular basis to discuss anything that has to do with the well being of the development. Among other things, this means addressing correspondence from owners, dealing with maintenance matters, and interpreting and enforcing the bylaws of the corporation. However, in accomplishing all of these matters, consideration of duty of care, accountability, and potential conflicts must play a role in order to demonstrate to not only the ownership, but also to potential owners, that everything</p>

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	<p>is done above board and cleanly.</p> <p>Council membership can be quite rewarding. It allows owners to participate in the management and administration of their development for the benefit of all of the owners. Any owner who has the time and desire to serve on council should run for office. He or she will then find out the difficult, and sometimes unpopular; decisions that have to be made. However, keep in mind the statutory responsibilities that the Strata Property Act puts on each member.</p>
Misc. Information re Stratas	<p><u>What are BYLAWS of the strata?</u></p> <p>Many strata's create bylaws that are unique to their complex. These bylaws can include things like restrictions on Pets, Noise, Rentals etc. For any restrictions or fines to be adopted, a formal bylaw must be placed on an agenda for an Annual General Meeting or Emergency General Meeting, voted on and passed in the same manner that budgets are approved. Once the bylaw is approved, it is then registered on title.</p> <p><u>What are Special Levies and Contingency Reserves?</u></p> <p>On occasion, the Strata complex may encounter an extra-ordinary expense that has not been foreseen, and therefore not included in the annual budget. In these instances, the funds can be raised by a Special Resolution being passed at an Extra-Ordinary Meeting, or if time permits, at the AGM. It's important to note that funds raised by these levies are due and payable by the owner on the day they are passed. The Contingency Reserve is an amount of money set aside by law to equal not less than 5% of the annual budget.</p> <p><u>What is included in Strata Fees?</u></p> <p>Strata Fees are monthly assessments that provide the income to maintain the entire common area of the complex in which you have an interest. These fees cover the costs of common area Hydro Charges, Snow Removal, Building Maintenance, Landscaping, Garbage Removal, and Management Fees. Other costs may be included, depending on the particular complex.</p> <p><u>What about Insurance?</u></p> <p>The Strata Corporation maintains insurance on the common area of the buildings for fire, flood and miscellaneous damage, as well as "third party liability". You must arrange your own coverage for your contents. These policies are often referred to as "Condo Contents Packages".</p> <p><u>What is Unit Entitlement?</u></p> <p>The concept of Unit Entitlement serves to allocate ownership of the common property among the owners of the individual strata lots. The unit entitlement of a strata lot indicates the share of its owner in the common property, common facilities, and other assets of the Strata Corporation. It is also the basis for calculating the owner's contribution to the common expenses or maintenance fees of the Strata</p>

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Corporation. By this means, each strata lot can be charged a share of the maintenance and repair of the property.

What is a Strata Council?

The Strata Council usually consists of 3 to 7 members who are individual owners of units within the Strata Complex. All owners at the Annual General Meeting elect them. The Council meets from time to time to discuss and resolve issues pertaining to the Strata Complex.

What is an Annual General Meeting?

The AGM is held by law, once every year. Its purpose is for the owners to review the happenings of the past year, to approve a budget for the coming year, to vote on any Special Resolutions and to elect a new Strata Council to run the affairs of the Strata for the coming year.

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Cedarbrooke Planned Events:

<u>MONTH</u>	<u>DATE</u>	<u>EVENT</u>
September	Saturday, September 2	• Barbeque
	Monday, September 4	<i>Labour Day</i>
October:	Sunday, October 1	• Pool Closing
	Monday, October 9	<i>Thanksgiving</i>
	Saturday, October 28	• Halloween Party
November:	Saturday, November 11	<i>Remembrance Day</i>
December:	Saturday, December 16	• Christmas Dinner
	Saturday, December 31	• New Years Party
All Year:	Every Friday night is Pub night at the Recreation Centre – 5:00 – 11:00pm	

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2006 Committee Chairs

Maintenance Bruce Morris
Gardening Vicki Parton
Communications Ginny Martin
Storage
Social Committee Michael Fortney

Presidents Report

It is unfortunate, but we have been served notice that our present property manager, Tanya Millage will be assuming other duties at Baywest Management and will no longer be working as the property manager for Cedarbrooke. Her replacement will be Jack Foo. Jack has been working with Tanya becoming familiar with the property and it is expected that the turn-over will take place after our AGM, in early December. Both Tanya and Jack will be attending our AGM. In the meantime, they will be working together to make as smooth a transition as possible.

We have received our report from our roofing consultant and Council has met with the president of the company to discuss the condition of the roofs and to explore options for roof maintenance and repair over the next few years. It was made clear that further work on the roofs to shim, etc. is highly inadvisable, as the present condition of the roofs would not tolerate anyone walking on them to do the repairs. The shingles are so warped and brittle that walking on them would do significant further damage. This would defeat the purpose of repairing them. Council will be proposing two special resolutions for consideration at the upcoming AGM. These recommendations are for roof replacement options. There was a comment made to Council that, at present, the roofs are not leaking and therefore do not need replacement. The option of not dealing with the roofs until they were actually leaking was rejected by the majority of Council. It appeared to us not to be in the owner's best interests to wait for leaking roofs. Waiting would not put us in control of our schedule and would increase the cost of the roof replacement by the costs for the water damage repair to the insulation in the attics and possible damage in the units below. Also if we were waiting for leaks, we would probably have to do the roof repair work in inclement weather.

As an attachment to the AGM notice of meeting, we will be forwarding to all owners a history of the roof work to date and a copy of the consultant's report text (together with some of the many photographs).

We have approval to repair the exterior stairs in the same design that they are now, with the possible exception of the railings. We have been in contact with the contractor and he has informed us that the work will commence in late October or early November. By the time of the AGM we should have new stairs in-place in the 200, 900 and 500 blocks. The City has asked us to have the first staircase replacement inspected in order that they may make possible recommendations for improvement. This we will do.

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October 2006

Year in Review

Some of the 2006 Expenditures:

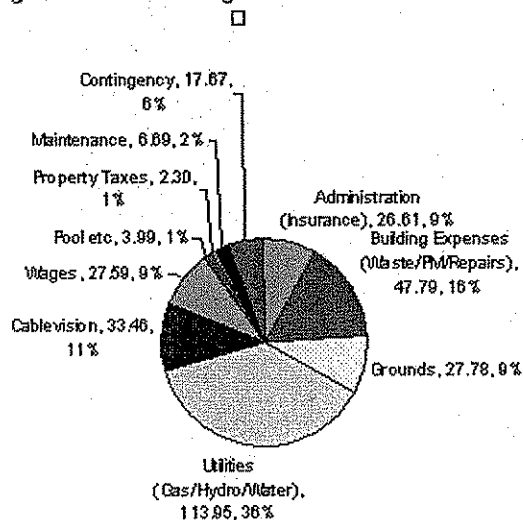
Boiler Repairs - Sept	\$ 1,250.00
Boiler Cleaning - June	7,020.00
Boiler annual maintenance - Sept	995.00
200/300 Auger & Flush	3,000.00
300 South Annex flood	5,788.84
400/pool/driveway Drain clearing	399.96
Pool Shower stall repair	1,450.00
Sauna heater replacement	1,200.00
Dryer Vent Cleaning	725.00
Pool painting	1,360.00
804 Stair & walkway repair	4585.00
900/200 drainage repair	3,600.00

Total: \$31,373.80

There will always be unexpected expenses – but they do eat into the budget and prevent the ability to get to all the items on “the list” – including your requests and maintenance projects.

A Snapshot of How our money is Spent

Budgeted Costs -Average/unit/month = \$307.84



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Community Watch	<p>It is unfortunate and disappointing to have to report that a rose bush has been stolen from the 900 block – this was given to an owner in her husband's memory.</p> <p>If anyone sees suspicious activity at any time of the day or night, call the police at 985-1311.</p>
Recycling	<p>For the children of tomorrow, know your recycling can and cannots - do's and don'ts. See attached pamphlet recently sent to us by North Shore Recycling.</p> <p>On going bottle drive: if you'd like to donate your refundable bottles and cans to the sport of youth climbing - please call me for more details: Vicki. 984-2442. If you'd like to know more about this sport - have a look at www.competitionclimbingcanada.com or www.edgeclimbing.com. Monies raised go directly to travel expenses for local and international competitions.</p>
Pool	<p>Pool lines now complete.</p> <p>We were required by the North Shore Community Health Department's May 2006 pool inspection, to have the black lines re-painted on the stairs into the pool. Eco Circuit was contracted to complete this job for us. They arranged a lab test of the existing paint to determine the best paint adhesion compatibility and wearability. This work was completed Friday the 13th. Cleaning of the pool's fiberglass liner will be completed Friday the 20th and it will then be ready for re-filling.</p>
Water Main Leak	<p>For the third time in three years we experienced a leak in the meadow between the 200 and 900 blocks, The water bubbled to the surface near the same place as the other leaks and we assumed that it would be a similar situation. The leak turned out to be in the four inch water main. The hole in the pipe was found on Tuesday but they were unable to completely fix it. In order to prevent a larger problem they could not turn the water on full force which accounts for the low water pressure on Wednesday morning. The Main is back in full service and the hole is being filled with gravel and fresh topsoil.</p> <p>The leak originally spilled a large amount of water into the crawl space of the 200 block however, the drainage work we did in the spring was able to handle the water keeping the crawl space comparatively dry.</p>
Reminders	<p>The colder weather is here so a couple of reminders:</p> <ul style="list-style-type: none">• The hot water heating units need to be bled when we put our thermostats up at the start of the cold weather. The valve is found at the left end of the heaters and needs to be turned open to release the built-up air. When water starts spurting out then close the valve – but please be careful, the water is <u>very</u> hot.• Remove, drain and store any personal hoses used outdoors.

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Attention: Ms. Monica Dare, Strata Manager

Phone: (604) 714-1538
Fax: (604) 592-3689
Email: mdare@baywest.ca

Correspondence received will be included in the next Council meeting agenda and a response will be forwarded following the meeting.

Storage Room Contacts: (Please note that the contacts can open all storage rooms.)

Contact	Block	Phone
Darcy Cummins - 312	300	(604) 980-1989
Barb Moi - 206	200	(604) 980-7774
Leila Macpherson - 207	200	(604) 986-0154
Vicki Parton - 701	700	(604) 984-2442
Robin Henderson – 507	500	(604) 984-0998 (and bike lockers)

Block Captains:

Contact	Blocks	Phone
Vicki Parton:	500/1100, 600, 700/1200, 900, 1000	(604) 984-2442
Ginny Martin:	100, 200, 300, 400, 800	(604) 980-4313

Block Captains fulfill the following roles:

- as representatives for the Property Manager in an emergency or special project;
- as an owner's contact for non-maintenance related inquiries; and
- as an on-site contact for new owners

CEDARBROOKE VILLAGE

555 West 28th Street, North Vancouver, BC V7N 2J7

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Cedarbrooke Planned Events:

<u>MONTH</u>	<u>DATE</u>	<u>EVENT</u>
May	May 11, 12, 13 Saturday, May 20 Monday, May 21	Clean-up – Dumpster available • Pool Opening <i>Victoria Day</i>
June		
July	Sunday, July 1	<i>Canada Day</i>
August	Monday, August 6	<i>BC Day</i>
September	Monday, Sept. 3 Monday, Sept. 23	<i>Labour Day</i> • Pool Closing
October:	Monday, October 8 Saturday, October 27	<i>Thanksgiving</i> • Halloween Party
November:	Sunday, November 4 Sunday, November 11	<i>Daylight Savings Ends</i> <i>Remembrance Day</i>
December:	Saturday, December 15 Monday, December 31	• Christmas Dinner • New Years Party
All Year:	Every Friday night is Pub night at the Recreation Centre – 5:00 pm–11:00 pm	

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Classifieds	<p>FOR SALE: (1) dining room table, 40" by 67" bevelled glass top on pedestal with 6 off-white padded chairs, \$150 o.b.o; (2) 2 torchiere floor lamps, \$50 for the pair; (3) IBM Selectric typewriter, free (4) 9' by 9' black leather sectional sofa, now of rec. room quality, offers. Items (1) to (3) available now, sofa by end of May.</p> <p>Tom, 604-904-0815</p>
More Changes	<p>We have a new Strata Manager, Monica Dare and her assistant Wilson Munoz. You will find her contact information on the last page of the Newsletter. Say "hello" if you see them in the complex.</p>

CEDARBROOKE VILLAGE

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Communications:	<p>As you have read in the Council Minutes, the Cedarbrooke Village web site has been discontinued – sorry but I did not have the time to keep it current.</p> <p>We have a new email address for you to contact Council – to be used for classifieds; questions not applicable for Council Meetings; recreation room rental requests; gardening requests.</p> <p><u>Cedarbrooke.Village@GMail.com</u></p>										
Welcome:	<p>There are several new faces around Cedarbrooke – and I hope I haven't left anyone out!</p> <table><tr><td>303</td><td>Irene Schiller and her son Noah</td></tr><tr><td>404</td><td>Robert McGrenera</td></tr><tr><td>911</td><td>Helen/William/John/Judith Rees/Pritchard</td></tr><tr><td>916</td><td>Filomena and Anna Antonio</td></tr><tr><td>1202</td><td>Angelo & Karin Loperfido</td></tr></table>	303	Irene Schiller and her son Noah	404	Robert McGrenera	911	Helen/William/John/Judith Rees/Pritchard	916	Filomena and Anna Antonio	1202	Angelo & Karin Loperfido
303	Irene Schiller and her son Noah										
404	Robert McGrenera										
911	Helen/William/John/Judith Rees/Pritchard										
916	Filomena and Anna Antonio										
1202	Angelo & Karin Loperfido										
Our Sympathy	<p>Cedarbrooke recently lost a neighbour Evelyn MacLachlan who lived here for many years. She loved the pool and visited with neighbours at the ladies' tea. Her smiling face will be missed. Our sincerest sympathy to her 2 sons and granddaughter.</p>										
Reminders: (As per LMS 531 ByLaws)	<p>With the nice weather almost upon us – some Bylaws to keep in mind:</p> <p>No barbeque other than electric or propane is permitted providing they are not a nuisance to other strata lot owners.</p>										
	<p>Recreational activities are not permitted on grass areas with the exception of the playground and picnic areas. Grass areas may not be used as pedestrian walkways. Dedicated walkways are for pedestrian use only.</p>										
	<p>... any object which in the opinion of the strata council either detracts from the exterior appearance of the building or poses a hazard, a strata lot owner shall remove such object from their balcony or patio.</p>										
	<p>No plant, pot, planter or decoration shall be placed on a balcony railing or on a breezeway railing unless such object is secured thereto in such a manner as to prevent it from falling. Nor shall articles be placed in or on breezeway or common property so as to create a hazard for access to or from a strata lot.</p>										
	<p>No oil changes or mechanical repairs to vehicles is permitted in any parking stall or on common property within strata plan LMS 531.</p>										
	<p>No camperized vehicle or trailer is to be parked on the common property unless it can be parked in a covered parking stall, or unless otherwise authorized by the strata council</p>										

CEDARBROOKE VILLAGE

555 West 28th Street, North Vancouver, BC V7N 2J7

Newsletter

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New Garbage Collection

We have a new waste management company – Smithriteand they have given us some guidelines for items NOT allowed in the garbage bins:

- Medical waste,
- aerosol cans,
- kitty litter,
- furniture,
- dead animals,
- PCB's
- paint cans,
- tires,
- batteries,
- carpet,
- drywall/gypoc,
- construction waste,
- refrigerators/freezers,
- creosote lumber,
- dirt/concrete,
- ballac,
- oil,
- toxic waste.

We have had a couple of incidents already.....

- an open container of oil was deposited in the dumpster. This caused oil to spill on the cab of the truck and on the driveway. This is not safe. No oil of any kind if allowed.
- cement was put in the dumpster – this also is unsafe.

Please adhere to these guidelines – if we don't it will cost us more for waste removal.

Spring Clean-Up

There is a dumpster ordered for the weekend of May 11, 12, 13 & 14 so make some time to collect those unwanted items – and THROW AWAY !!!

A station will be set up near the office for depositing paint cans for recycling.

This would also be a good time to clean decks/patios and items in the Storage rooms – following is an excerpt from the Storage Room Rules to assist in decisions to turf!

- no flammables, i.e. oil based paint, thinners, propane, gas, etc.
 - no upholstered furniture, no bed mattresses, etc.
 - no carpets or underlay.
 - no empty boxes; boxes can be flattened and stored in lockers.
 - large boxes must be filled and sealed.
 - all items to be clearly labelled with owners name and unit number.
 - only owners/residents who live in Cedarbrooke may have items stored.
 - the strata council or storage committee reserves the right to limit space, allotment, length of time certain items are to be stored.
-

CEDARBROOKE VILLAGE

555 West 28th Street, North Vancouver, BC V7N 2J7

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Financial	<p>A couple of items regarding the special assessment for the roofs:</p> <p>There are some outstanding March 1st payments due and the next instalment is due June 1st. To avoid any confusion, direct payment is not available. Payment must be made by cheque. Please mail directly to Baywest – the office mailbox is not secure for correspondence with money or time sensitive material.</p> <p>By the end of this week we will be approximately 1/3 complete (6 out of 18 roofs) and a payment to Broadway Roofing is due. In order to cover our obligations and avoid late payment charges we will need the outstanding moneys deposited as soon as possible.</p>
Nuts & Bolts	<p>The Maintenance Committee has been busy these past few months!</p> <ol style="list-style-type: none">1. We made it through December without a major drainage problem - just!! On January 1st we had a swimming pool at the SE corner of the 300 block (where the car wash area is) – the drains on the school ground were plugged and the water found a way down over the wall on the east side in such a volume that our drains could not handle it. This created a backwash into the 300 block storage room. <p>The City was called and they unplugged the school yard drains which alleviated the problems experienced at Cedarbrooke.</p> <ol style="list-style-type: none">2. Another plumbing crisis - close to the entry of the water main onto the Cedarbrooke property we had a significant leak in the 6-inch main water line. This leak 'floated' the pavement in the parking area for the 600 Block and flooded the basement.3. Shortly after this leak was being addressed, we discovered at least one more leak in the area of the 800 Block. Unfortunately the leak at the 600 Block was so significant that we were forced to shut off the water to the entire property without notice. <p>We try to avoid such shut-offs, but in this case it was absolutely necessary. As part of these repairs 3 water-line shut-offs were installed. These shut-offs will help in the future to isolate buildings so that entire Cedarbrooke water shut-downs may not be required.</p> <ol style="list-style-type: none">4. The grassy area repair in the meadow (destroyed during the plumbing repairs) is finally in progress. Weather (freezing temperatures and the high amount of rain we've had) has postponed this work to date. Lawnhoppers will be doing most of the work to get the area back to green space: the dirt has been levelled and still needs to be tamped down. Soil will be delivered May 2nd and grass seed will be sown the same day. Thanks for your patience.
Playground	<p>We will be replacing some of the playground equipment shortly –baby swing; swings and a trapeze for the use of our younger residents. Further improvements are planned in the near future.</p>

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555 West 28th Street, North Vancouver, BC V7N 2J7

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Stairs:

At long last the stairs in the 900 block have been removed for replacement. Penguin Contracting is now on site and will be installing the new stringers and treads over the next couple of weeks. Once the 900 block is complete the 500 and 200 stairs will be finished. When we took down part down part of the 200 block breezeway covering we were surprised and pleased to note that the damage to the upper level of the breezeway appears to be a problem with the stair header, not the actual stairs. We may be able to fix the header without the major expense of a complete stair replacement.

Roofs:

As is very evident to the residents in the 400, 600 and 700 blocks, the roof replacement contractor (Broadway Roofing) is well underway with the roof replacement. The 600 block is almost complete and they are now working on the two annexes of the 400 block. The 500/1100 block will follow shortly. As Broadway is working their way through Cedarbrooke we will have to design, build and install new breezeway covers. An inspection of the existing covers to date has shown that they are too deteriorated to remove and reuse. With the exception of the large cover over the 500 block, it would appear that most of the breezeway covers will have to be newly constructed. We are looking for a far better cover than the corrugated fibreglass that is presently on the covers.

CEDARBROOKE VILLAGE

555 West 28th Street, North Vancouver, BC V7N 2J7

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<u>2007 Council Members</u>		<u>2007 Committees</u>	
Harry Carruthers - 412	President	Facilities:	Paul Robson
Ginny Martin - 306	Vice President		Barb Moi
Michael Fortney - 508	Treasurer	Maintenance &	Harry Carruthers
Barb Moi - 206	Secretary	Capital Projects:	Wes Pretty
Vicki Parton - 701			Vicki Parton
Wes Pretty - 1207		Gardening:	Ginny Martin
Paul Robson - 708		Communications:	Ginny Martin

Presidents Report

As you are all aware, Tiberiu Kosa's (Tibi) last day of employment at Cedarbrooke Village was April 18th. This decision was not easy and not done without lengthy evaluation. We understand that there are many people, including Council, who are sad to see this happen and who will miss his presence at Cedarbrooke. We wish him well on all his future endeavours.

We are pleased to announce that the Maintenance Staff position has been filled. The new Maintenance Staff person is Mr. Rory Forbes. Rory comes to us with over seventeen (17) years of maintenance and contractor experience. For nine years Rory owned and operated a renovation contractor company and for the last eight years has been a self-employed contractor doing such work as:

- Finishing carpenter
- Interior painting and decorating
- Tile work
- Fencing, deck and patio construction
- General handyman
- Garden design and construction

Over the next few weeks Rory will become familiar with the systems at Cedarbrooke and will be undertaking a training program on the hot water systems and pool maintenance. This training will be similar to that given to Tibi.

It is anticipated that Rory will be undertaking a much more proactive role in determining and performing the many upcoming maintenance requirements at Cedarbrooke. Please help Rory feel welcome to Cedarbrooke.

CEDARBROOKE VILLAGE

555 West 28th Street, North Vancouver, BC V7N 2J7

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Newsletter

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<u>2007 Council Members</u>		<u>2007 Committees</u>	
Ginny Martin – 306	President	Facilities:	Paul Robson
Vicki Parton – 701	Vice President		Barb Moi
Michael Fortney – 508	Treasurer	Maintenance &	Vicki Parton
Barb Moi - 206	Secretary	Capital Projects:	Wes Pretty
Wes Pretty - 1207		Gardening:	Ginny Martin
Paul Robson - 708		Communications:	Ginny Martin

Pool Rules

Presidents Report

It is with regret that I report that Harry Carruthers has resigned, for personal reasons, as President of the 2007 Council. Harry has served on Council for several years and as President for the past 3. He has spent many hours looking after 'our business' and his presence, experience and expertise will be sorely missed.

Ginny Martin will fill this position for the remainder of the year.

It has been a busy week as I take over as President – we have received a letter from our Property Management firm terminating our contract. They have found it difficult to deal with the residents of Cedarbrooke Village as they have found us to be uncooperative, and our communication lacking in courtesy and respect. This obviously does not pertain to all residents but there have been enough incidents that they do not wish to work with us any longer. I am attaching their letter for your information.

Council is in the process of selecting a new Property Management firm.

Roofs:

The roofs have moved along very quickly and are almost finished – we are on the last building, well ahead of what we had planned. They have done an excellent job and Rory has been kept busy with the hoarding (covering the balconies and bushes) as they moved to the next area. They will be doing a final clean-up at the end of the job and I'd like to thank the people who have collected the debris into small piles which will make it easier to see that we get it all! As we are ahead of schedule, it is imperative that all special assessment payments are up-to-date and that the last payment is made by September 1st.

The work on the breezeway covers will commence in the next month.



Bylaws & Rules:

There seems to be an inordinate amount of people ignoring the Cedarbrooke Village Bylaws & Rules. These Bylaws are meant for everyone - not everyone except you. These Bylaws were voted on and accepted by the owners and are given to every new owner prior to the purchase of a home in Cedarbrooke Village, this would mean that you all accept them and intend to abide by them. Please reacquaint yourselves with the Bylaws & Rules and if you have any questions, please ask for clarification.

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The Council does not wish to be policing everyone for Bylaw infractions, but when infractions are reported or observed we are obligated to address the issues.

We would like your input – if you have any opinions regarding the Cedarbrooke Village bylaws or rules – new or changes, please let us know.

The information you should include is:

- name
- what is the purpose
- description
- benefits and/or consequences

Facilities	<p>Pool - Rules</p> <p>A combination of an aging undersized boiler and our cold start to the summer season has created a challenge in obtaining our desired 80 degree water temperature. It appears the warm weather may now be with us and the setback may now be under control, but we will be looking at a replacement boiler for next year for a more consistent and cost effective heating alternative.</p> <p>As the summer progresses, so does the pool usage as does the complaints regarding the violations of the pool rules. Please refresh your familiarity with the rules so that the pool can be enjoyed by all.</p> <p>Majority of complaints are regarding:</p> <ul style="list-style-type: none">• loud and aggressive behaviour,• use of pool toys,• excessive guests and• guests who are not accompanied by the owner or tenant of Cedarbrooke. <p>Absolutely NO GLASS is allowed in the pool or pool area. Shattered glass is hard to clean up. Think of all the children in bare feet. Also if glass were to get in the pool, the pool would have to be shut down and drained. This would incur a significant cost and inconvenience.</p> <p>Every child younger than 14 must be accompanied by an adult at all times.</p> <p>These rules have been written to provide for the protection and benefit of all. Failure to comply with them is cause for loss of pool privileges or other disciplinary action.</p> <p>Please be considerate of your neighbours and abide by the rules, as council members would also like to enjoy the pool without having to take the roll of the "rule police".</p> <p>You will find a copy of the Pool Rules attached.</p> <p>Signage</p> <p>Numerous comments have been received regarding the replacement of the vandalized map at the entrance to the complex. New signage has been ordered and we are awaiting delivery.</p>
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CEDARBROOKE VILLAGE

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	<p>Parking</p> <p>We are sorry it has come to this, but several vehicles continue to park at their own discretion despite numerous letters from the management company. An account has been established with Harold's (Payless) Towing, and those who continue to violate the parking bylaws will be towed with no further warning. Should you be missing your illegally parked vehicle when you return to it, please contact Harold's (Payless) at 604-988-4176 prior to contacting the police or a council member</p> <p>Garbage</p> <p>During the summer we tend to see much more litter on pathways and in the bushes –we should all do our part to keep it looking clean & tidy. So please pick it up and place it in the garbage – be a good example to the children at Cedarbrooke Village.</p> <p>Oh yes.....one more time - DO NOT LEAVE YOUR OLD JUNK BESIDE THE DUMPSTER! If you think someone else might find it usable then call one of the organizations below – they have free pickup:</p> <p>Big Brothers: Canadian Diabetics:</p> <p>Recreation Room Rental:</p> <p>The information and form for renting the recreation centre is attached.</p> <p>Bookings should be made with the Strata Council – Paul Robson for July & August and Barb Moi for September.</p>
Gardening	<p>Two truckloads of bark mulch have been spread on the gardens around the 400 & 600 blocks. Bark mulches are natural products from the forest. They control weeds without the use of herbicides, conserve water, moderate soil temperature and reduce erosion. Each installation will be effective for about 2 or 3 years.</p> <p>The plan is to cover the gardens with mulch in a three year cycle</p> <p>We also need to give some attention to the trees on the property, they have been neglected over the past few years. We requested a quote from several tree companies and have received 2 quotes based on their arborist's assessment.</p> <p>Property values, in many cases, are often significantly affected by the size and health of trees on the property. The plan will be to have the pruning done on a 3 year cycle starting next year.</p>
Clean-Up	<p>Further to the discussion of Bylaws:</p> <p>The breezeways are common property – not your personal storage area and should be kept clean and tidy. .</p> <p>We do not care what your housekeeping habits are as long as they are contained within your walls and behind your door. We do not wish to see a mess when we enter or leave our premises so as a guideline – if your neighbours can see it then it's probably common property and you should move your stuff inside.</p>

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	<p>Council hopes that any violations to this Bylaw are cleaned up by July 20th.</p> <p>Regarding decks: as we have several decks needing repair, we'd like to take this opportunity to advise that it is your responsibility to maintain the decks so that they are not damaged beyond the normal wear and tear – this means keeping them clean and tidy and ensuring that any flower pots have room for air flow underneath in order that the wooden floorboards do not rot.</p>
Communications:	<p>We have a new email address for you to contact Council – to be used for classifieds; questions not applicable for Council Meetings; recreation room rental requests; gardening requests.</p> <p><u>Cedarbrooke.Village@GMail.com</u></p>
Reminders: (As per LMS 531 ByLaws)	<p>Bylaws to keep in mind:</p> <p>No barbeque other than electric or propane is permitted providing they are not a nuisance to other strata lot owners.</p>
	<p>Recreational activities are not permitted on grass areas with the exception of the playground and picnic areas. Grass areas may not be used as pedestrian walkways. Dedicated walkways are for pedestrian use only.</p>
	<p>... any object which in the opinion of the strata council either detracts from the exterior appearance of the building or poses a hazard, a strata lot owner shall remove such object from their balcony or patio.</p>
	<p>No plant, pot, planter or decoration shall be placed on a balcony railing or on a breezeway railing unless such object is secured thereto in such a manner as to prevent it from falling. Nor shall articles be placed in or on breezeway or common property so as to create a hazard for access to or from a strata lot.</p>
	<p>No oil changes or mechanical repairs to vehicles is permitted in any parking stall or on common property within strata plan LMS 531.</p>
	<p>No camperized vehicle or trailer is to be parked on the common property unless it can be parked in a covered parking stall, or unless otherwise authorized by the strata council</p>
Volunteer Corner	<p>Thanks:</p> <p>To John & Darcie for assisting Wes in painting the speed bumps – they are now much more visible. Let's hope that it might help reduce the speed slightly!</p>
	<p>Needed:</p> <p>People to turn on and move the sprinklers in several locations around the property. We can water Thursdays & Sundays from 4:00am to 9:00am and 7:00pm to 10:00pm.</p> <p>Please contact Ginny or email if you would like to assist keeping us green!</p>

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Cedarbrooke Planned Events:

<u>MONTH</u>	<u>DATE</u>	<u>EVENT</u>
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August	Monday, August 6	BC Day
September	Monday, Sept. 3	Labour Day
	Monday, Sept. 23	• Pool Closing
October:	Monday, October 8	Thanksgiving
	Saturday, October 27	• Halloween Party
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	Sunday, November 11	Remembrance Day
December:	Saturday, December 15	• Christmas Dinner
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All Year:	Every Friday night is Pub night at the Recreation Centre – 5:00 pm–11:00 pm	

CEDARBROOKE VILLAGE

555 West 28th Street, North Vancouver, BC V7N 2J7

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Contacts:

For Routine Maintenance or Emergencies:

During office hours
(8:00 am-4:30pm)

CEDARBROOKE OFFICE:
Phone: (604) 988-6010

After Hours
Emergency Service:

BAYWEST MANAGEMENT CORPORATION
Phone: (604) 257-0325

Requests, suggestions, concerns, compliments and information for Council discussion and/or decision should be addressed to:

Baywest Management Corporation.
#300 – 1700 Burrard Street
Vancouver, BC V6J 3G7

Attention: Ms. Monica Dare, Strata Manager

Phone: (604) 714-1538
Fax: (604) 592-3689
Email: mdare@baywest.ca

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Robin Henderson – 507	500	(604) 984-0998 (and bike lockers)

Block Captains:

Contact	Blocks	Phone
Vicki Parton:	500/1100, 600, 700/1200, 900, 1000	(604) 984-2442
Ginny Martin:	100, 200, 300, 400, 800	(604) 980-4313

Block Captains fulfill the following roles:

- as representatives for the Property Manager in an emergency or special project;
- as an owner's contact for non-maintenance related inquiries; and
- as an on-site contact for new owners

CEDARBROOKE VILLAGE

SOCIAL ROOM / POOL RENTAL AGREEMENT

The following rental rules are applicable when a resident wishes to use the Social Room / Pool at Cedarbrooke for private functions. Remember that renting the Social Room and / or pool is a privilege. Please respect your property and other owners/tenants.

1. Non-refundable rental fee is \$20. A refundable damage deposit of \$100 is also required. Cheques are acceptable, but subject to additional fees for non-sufficient funds. Cheques should be made payable to Strata Plan LMS 531.
2. Rental will only be provided to owners and tenants unless otherwise agreed upon by the Strata Council. Notice of the function will be posted on the Social Room and pool gate, as necessary, by the Strata Council.
3. The Social Room closes at 11:00 PM and this applies to rentals. Barbeques and the use of the deck area to the West of the Social Room must cease after 8:30 PM.
4. The pool can be rented for children's parties only. **ALL** other activities are restricted to the Social Room unless otherwise agreed upon by the Strata Council (see additional conditions for licensed activities on page 2).
5. The pool, including the surrounding deck area, can be rented for a maximum of 1 hour between the hours of 11:00 AM and 3:00 PM. Children's parties should then move into the Social Room.
6. Pool rental is for non-exclusive use. Consideration for other owners, tenants, occupants, and their guests is expected. The Cedarbrooke pool rules still apply and should be respected.
7. The maximum number of guests for rental of the Social Room is 25 unless the pool is part of the rental. Where the pool is part of the rental, the maximum number of guests is 8.
8. The key will be given no sooner than 12 hours prior to use by the Strata Council, schedule permitting. The key will be returned to the Strata Representative at an agreed upon time.
9. The person who signs this rental agreement is responsible for preventing any damage to walls, carpets, ceilings, tables, chairs, kitchen, bathroom, equipment, pool facilities, windows, doors, and any other common assets and common property. Any damage resulting from your rental will result in partial or complete loss of your damage deposit. Future rental privileges may also be denied.
10. All garbage must be removed from the Social Room and pool area receptacles and disposed of in the nearby dumpsters.
11. Any cleaning that the Strata Council has to address as a result of your rental will result in partial or complete loss of damage deposit.
12. When leaving, ensure the men's and women's washroom doors are locked, all windows are locked, drapes are closed, front and interior doors are locked, and the lights and fans are off.
13. Two week advance notice required for booking the Social Room / Pool. Payment of rental fee and damage deposit to be provided at that time.

CEDARBROOKE VILLAGE
SOCIAL ROOM / POOL RENTAL AGREEMENT

Additional Rules for Licensed Activities:

1. No alcohol is to be served unless the renter satisfies one of the following conditions:

- a) The renter has applied for a Special Occasion Licence through the British Columbia Liquor Control & Licensing (information for applying for a special occasion licence can be found at www.pssg.gov.bc.ca/lclb). Please advise the Strata Council if this option is selected so the Cedarbrooke club license can be suspended during the period of your rental;

OR,

- b) The renter is a member of the Social Club, as well as being an owner or tenant of Cedarbrooke Village, and arranges for his/her activity to operate under the Cedarbrooke club license. In this case, the renter is responsible for contacting the Social Club to arrange for a server to attend their function. The Cedarbrooke license cannot be used without the presence of a qualified server.

2. All alcohol is to be consumed inside the Social Room.

Please note: The Strata Corporation retains the right to impose fines and penalties under the Cedarbrooke Bylaws as a result of bylaw or rule infractions which may occur during your rental activity.

Strata Unit: _____

Name of renter: _____

Date requested: _____

Facilities requested (include times):

Pool (1 hr max. between 11 AM & 3 PM) _____ to _____

Social Room _____ to _____

Licensed activity Yes _____ No _____

Signature of renter: _____

Rules and Regulations of the Strata Corporation LMS 531

Pool Rules

Pool rules

38. (1) Anyone entering the pool area does so at their own risk and must have their pool tag with them.
- (2) An owner's or tenant's guest using the pool must be accompanied by such owner or tenant, and anyone under the age of 14 must be supervised by an adult at all times.
- (3) No person is allowed in the pool unless in proper swimming attire.
- (4) Should length hair must be tied back when in the pool.
- (5) No running, pushing, shouting or fighting is allowed in the pool area.
- (6) No frisbees, balls or inflatable water toys, etc., are to be brought into the pool area.
- (7) Any person using suntan oil must shower before swimming.
- (8) All beverages must be contained in tin cans or plastic containers, and empties must be placed in the garbage cans provided.
- (9) Radios must be used with headphones only.
- (10) Except for guests related to the owner or tenant by blood or marriage, no strata lot shall have more than two (2) guests at the pool at any one time without the consent of a member of the strata council or the Social Committee.
- (11) No smoking, eating or drinking is allowed near the edge of the pool.
- (12) Appropriate shoes should be worn in the pool area.
- (13) No skateboarding, rollerblading, scooters or bicycles are allowed in the pool area.
- (14) The strata council and staff are in authority at all times and have the right to refuse admission or remove persons from the pool area for violating the rules.
- (15) No one is allowed in the pool area before or after pool hours. Any abuse of this rule will result in the withdrawal of pool privileges for the remainder of the season.

- (16) Persons in the pool area should familiarize themselves with safety equipment located around the pool area.
- (17) Children under three (3) years must wear special children's swim pant.
- (18) The pool shall be open during such times as the strata council shall determine and, while open, shall be used as follows:

9:30 A.M. to 11:00 A.M.: adults only
11:00 A.M. to 8:00 P.M.: adults and children
8:00 P.M. to 9:00 P.M. : adults only

June 29, 2007

Council of Strata Plan LMS 531
c/o Ms. Ginny Martin
555 West 28th St.
North Vancouver, BC
V7N 2J7



BAYWEST

300 - 1770 Burrard Street
Vancouver, B.C. Canada V6J 3G7
Phone 604-257-0325
Fax 604-592-3950

Dear Council,

**RE: STRATA PLAN LMS 531 -- CEDARBROOKE ESTATES
TERMINATION OF PROPERTY MANAGEMENT SERVICES**

With regret, we advise that we will be terminating our property management agreement with Cedarbrooke Estates under Section 39(1)(b) of the Strata Property Act and Section 14.2 of the Agency Agreement.

The strata corporation appears to have a number of issues to resolve, some of which involve resident difficulties which have not changed since our management.

As the spirit of cooperation seemed to be lacking from many of the owners and residents in the building, we have decided that we will not be able to work in a successful partnership with the building.

Given the foregoing, we advise that our last day with the strata corporation will be August 31, 2007. We act in good faith and will ensure a smooth transition.

We trust you understand our position and wish you success in the future.

Yours Truly,
BAYWEST MANAGEMENT CORPORATION

A handwritten signature in black ink, appearing to read 'Katie Khoo', written over the printed name.

Katie Khoo
General Manager
Direct Line: 604-714-1525
Email: kkhoo@baywest.ca

CEDARBROOKE VILLAGE

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<u>2007 Council Members</u>		<u>2007 Committees</u>	
Ginny Martin – 306	President	Facilities:	Paul Robson
Vicki Parton – 701	Vice President		Barb Moi
Michael Fortney – 508		Maintenance &	Vicki Parton
Barb Moi - 206	Secretary	Capital Projects:	Wes Pretty
Wes Pretty - 1207		Gardening:	Ginny Martin
Paul Robson - 708		Communications:	Ginny Martin

Presidents Report

To bring you all up to date on what is happening with the Cedarbrooke Liquor Primary Club License and to bring our new residents up to speed here is a short history review:

At one point in time Cedarbrooke Village owned some property (along 28th St.) and a two bedroom unit within the complex. The Council at that time was advised to place these assets into 2 Holding companies – which they did. The Holding companies had administration and income tax requirements attached to them and the properties were gradually sold off to provide cash for projects within the complex. For several years the Holding companies had only the property that is the entrance to the complex and a Liquor Primary Club License in the name of Cedarbrooke Social Room.

In 2002 we started to look at collapsing these 2 holding companies as they were costing us money for filing income tax which was no longer necessary and then we were offered \$20,000.00 for the shells of these companies. In order to take advantage of this offer we had to transfer the ownership of Lot I (the entrance) and the liquor license to Strata Corporation LMS531.

We had a great deal of negotiating to do with the Liquor Control and Licensing Branch in order to accomplish this transfer as ownership of a Primary Club license is not transferable. We eventually managed to get approval and the Liquor Primary Club License is now in the name of Strata LMS531. The requirements of holding a liquor licence are quite onerous and have been discussed in previous reports. One of the requirements of this license is that the Executive of the LMS531 Council must fill out a 'Personal History Summary' and 'Consent for Criminal Record Search'. As the Strata Council executive changes each year, we must file a revised list of officers with the Liquor Control and Licensing Branch immediately after a change occurs. (The cost to file is \$110.00 for each change.)

In researching and preparing information and numbers for the 2008 operating budget, it came to our attention that, although we were informed verbally that LMS531 had a rider for liability of the Holding Company, we could find no evidence of this since the change of Property Management firms from Marpro/Integra to Stratawest. In checking further we were advised that LMS531 is not covered for the operation of a Liquor Primary Club License establishment and were advised by our Insurance Agent to cease operations until LMS531 is covered for this liability. Consequently we have done this.

Council recently had a meeting with the Social Club to determine how to go forward.

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The options we discussed were:

1. Continue with the LMS531 Liquor Primary Club License

- the Social Club, under the Liquor Act and Regulations cannot apply for license as they do not own or lease premises (the recreation centre is common property) therefore the license must stay in the name of LMS531
- Social Club must report the revenue and expenses monthly to Strata LMS531
- Strata LMS531 must obtain Liquor Legal Liability Insurance for the protection of all owners of Cedarbrooke Village

Finding an Underwriter who will insure a Strata complex will be difficult and expensive (The existing Underwriter has asked to be replaced if the License continues as their coverage would not include Liquor Liability.)

- The costs associated with the Liquor Primary Club License are annual renewal of \$275.00 plus the filing of change of 'officers' each year of \$110.00 for a total of \$385.00 excluding additional insurance costs. (A minimum cost would be \$1,000.00)

2. Cancel the LMS531 Liquor Primary Club License

- there is no requirement to have a license as Cedarbrooke Village is private property (the only requirement for a license in this situation is if liquor is sold)
- the Friday Pub night does not have to cease – it can be a BYOB evening (individuals could have their bottles labelled and left/locked up in the recreation room)
- Rules and/or Bylaws would have to be instituted for events with liquor in the recreation centre
- There would be no liability for Strata LMS531

Council's responsibility is to look after the best interests of LMS531 and the owners and as a result of the meeting with the Social Club, the continuation of the Liquor Primary Club License will be on the agenda of the Annual General Meeting. For this reason it is important that you participate with knowledge and understanding of the facts in order to make an informed decision.

Election of Strata Council:

This is another item on the agenda of the AGM that we all should give some thought to. The quality of the condominium development you buy into, and thus the continuing value of your unit, will be significantly influenced by how well the strata council performs its duties. You should be prepared to take an active interest in the affairs of the strata corporation and ensure that the strata council is being properly accountable to the strata unit owners.

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At the AGM, the present Council resigns, and has the option of putting their names up for re-election. Owners in good standing may also put forward their names for election to the new Council. This year we would like to publish in the Newsletter those of you who would like to run for Council and include a short bio as well as what you would hope to accomplish if elected to Cedarbrooke Village Council. As there are many new owners at Cedarbrooke, this would give everyone some idea of who they would like to vote for and why. Please forward to Cedarbrooke.Village@GMail.com

Welcome to:

Muryn Jordan – Strata Agent

Muryn has been with Vancouver Condominium Services for approximately 2 ½ years and is responsible for a portfolio of 10 buildings. Prior to joining VCS Muryn attended the University of British Columbia and completed a Bachelor of Arts degree. Following completion of her degree Muryn worked in advertising and conveyancing at a Westside Real Estate office. She then went on to successfully complete the Real Estate Trading Services Licensing Course through the Sauder School of Business. Muryn worked as a Realtor long enough to realize that it wasn't the career for her! She was then hired at Vancouver Condominium Services and, as a requirement of becoming a Strata Agent, successfully completed the Strata Management Licensing Course also through the Sauder School of Business. Muryn enjoys the diversity and challenge of being a Strata Agent and also appreciates working in a field that enables her to have personal contact people from all walks of life.

When not working Muryn spends much of her time volunteering with Big Sisters of BC Lower Mainland and has been matched with her Little Sister for over 3 years. She has also sat on numerous committees since becoming involved with Big Sisters and for two years was hired as the Camp Coordinator for the annual summer camp for Big and Little sisters.

Muryn looks forward to working with both the council and residents of Cedarbrooke Village over the coming months.

Financial

Michael Fortney

We are now nine months into 2007 and I thought it was a good time to provide a brief summary of the operating fund and roof project as of September 30, 2007. As you are aware, September was a month of transition between Baywest and Vancouver Condominium Services. The transition of the financial records has gone smoothly so far with only a few minor issues to be addressed. These should be addressed within the next few weeks.

That being said, here is a brief summary of the financial results to date.

1. Revenue: Revenue for the Strata corporation is in line with expectation.
2. General & Admin Expenses: Total administration expenses from January 1, 2007 to September 30, 2007 were \$90,953. The budget for the period was \$91,900. Since most of these expenses are fixed costs, administration expenses should be close to budget at year end.
3. Buildings & Grounds Expenses: Total grounds expenses from January 1,

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	<p>2007 to September 30, 2007 were \$287,151. The budget for the period was \$280,674. The two most significant issues with the Buildings & Grounds are gas costs and repairs & maintenance costs.</p> <p>a) Gas expenses: Gas expenses are currently over budget by \$17,962. Approximately \$12,000 of this excess is the result of a missing Direct Energy bill for November 2006. This bill was not received by the property manager until March of this year. The accountant for the Strata corporation has recommended accruing the bill to the 2006 year where it belongs and council has agreed with this recommendation. While this will reduce gas costs for 2007, it is still expected that gas costs for 2007 will exceed budget.</p> <p>b) Repairs & maintenance: General repairs were budgeted to be \$40,500. The Strata corporation has currently spent \$14,521. The remaining budget has been committed to projects during the fall of this year.</p> <p>4. Roof project: The re-roofing has been completed at a total cost of \$471,911. Total roof budget was \$493,000. Interest earned on the roof funds was \$1,513. This leaves approximately \$22,600 which should be sufficient to complete the breezeway covers.</p> <p>Although the final cost to repair the roofs was less than budgeted, a high rate of unpaid special levies meant that the Strata corporation did not have sufficient cash in the Roof Reserve Fund to make the final payment to Broadway Roofing. As a result, the Strata corporation had to draw off the general contingency to make the final payment. While in the short-term this allowed the Strata to avoid unnecessary interest charges from the roofing company, the draw on the general contingency will present challenges next year if the unpaid special levies are not addressed quickly.</p>
<p>Facilities</p> <p><i>Barb Moi</i></p>	<p>Pool</p> <p>The pool closed early in September for the season. The pool equipment requires an overhaul prior to next year pool opening and the 2008 budget will reflect the purchase of the equipment requiring replacement.</p> <p>We will be making arrangements for chimney/fireplace inspections and dryer vent cleaning in the near future. The following information is for your information.</p> <p>PLAYGROUND</p> <p>In September the playground got spruced up a bit. It was painted in nice bright colours, thanks to Doug Misener for donating paint. Thanks also go to Wes Pretty, Vicky Parton, Sharon Fortney, & Estelle Booth for helping with sanding and painting the equipment, and shovelling sand.</p> <p>CHIMNEY CLEANING</p> <p>Chimney cleaning companies suggest that inspection should be done every year. We realize that most owners at Cedarbrooke do not use their fireplaces very often;</p>

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therefore we only schedule cleaning every 2 or 3 years. If the inspector advises that your fireplace chimney should be cleaned, you need to have it done.

The inspection is for all units with gas or wood fireplaces. If you have had an inspection done on your own in the past year, please submit proof that it has been done.

Wood fireplace chimneys are inspected for the amount of creosote build up. They also inspect the firebox, damper, and other interior & exterior for worn/broken parts. Gas fireplaces are inspected for the condition of the burner, blower, venting, & pilot light. Each time you use your fireplace, the burning wood or fire log leaves a thin layer of flammable creosote. The creosote accumulates to dangerous levels if inspection and cleaning is not done. The other danger is birds/small animals nesting or fallen leaves from large trees that can block a chimney.

With the age of Cedarbrooke, cracks in some of the fireboxes started showing up during the last inspection.

Note: If you have a wood fireplace do not burn cardboard boxes, wrapping paper or other paper products, used microwave popcorn bags with oil/butter residue in them, wood with paint, stain or preservatives on it, and do not use any kind of fire starter such as gas, kerosene, or barbecue starter. We had a fireplace fire in Cedarbrooke just a few years ago.

DRYER VENT CLEANING

In October 2006 we had a company in to clean dryer vents for those who have in suite laundry facilities. The men that were doing the cleaning commented that there were only 15 units on the list. The letter that Baywest sent out, was worded in a way that only suggested that if you wished to have it done then you could sign up for it. There was nothing stating that it should be done, that it can be a fire hazard, and there was no follow up done with all the units that did not have their dryer vents cleaned.

When we had the dryer vents done 4 or 5 years ago, it was the first time in all the years I lived in Cedarbrooke that it was done. At that time, I would say that perhaps 50% or less of the owners had it done. The workmen commented on how bad some of the lint build up was in the townhouses – looked like some of them had not been done in years, if they were ever cleaned. Dryer lint can build up and block the vent. When there is a blockage and you run the dryer for much longer periods you could seriously overheat the dryer. When this happens, the dryer's high heat temperature safety switch will repeatedly cycle on and off. If the safety switch fails, the highly flammable lint can ignite. For the safety of your own unit and neighbours, we all need to have our dryer vents cleaned.

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Clean-Up	<p>FALL CLEAN UP !</p> <p>A Dumpster will be here Friday, November 9th to Tuesday, November 13th and will be located in the parking spaces in front of the children's playground. This is an excellent opportunity to clean up storage lockers and dispose of any household items.</p> <p>Contact your storage committee member for access to your common storage room.</p> <p>(Please do not park in any of the marked uncovered parking slots from Thursday evening.)</p> <p>The following items CANNOT be disposed of in the dumpster:</p> <ul style="list-style-type: none">• Drywall• Paints, pesticides, solvents & gasoline (A separate recycling area will be set up near the office for these items)• Propane tanks• Tires• Large electrical appliances (Cookers, Dishwashers, etc)• Construction materials <p>Please be careful moving heavy or bulky goods to the dumpster; ask a friend or relative for help with moving larger items. Alternatively, contact a member of the storage committee and we will try and help you if we can. When lifting, remember to keep your back straight and bend your knees.</p> <p>QUESTIONS....</p> <p>If you have any questions please contact a member of either the Storage Committee or the Council.</p>
Communications:	<p>email address for you to contact Council – to be used for classifieds; questions not applicable for Council Meetings; recreation room rental requests; gardening requests.</p> <p><u>Cedarbrooke.Village@GMail.com</u></p>
For Your Information:	<p>WHAT YOU NEED TO KNOW ABOUT AN EARTHQUAKE</p> <p>Vancouver Condominium Services</p> <ol style="list-style-type: none">1. You are on your own. Do not count on your strata council or management company for assistance.2. There is not a supply of food, water, blankets or other survival provisions stored anywhere on the property. You are on your own.3. If there is natural gas service to your strata corporation there is no plan for shutting off the gas supply.4. There are no arrangements for alternate living quarters if you are unable to return to your strata lot. You are on your own.5. Depending on the severity of the earthquake, you may not be able to telephone/email the management company for assistance.

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6. The contents of your strata lot, your automobile(s) and other personal property are not insured by the strata corporation. If you have made improvements to your strata lot, such improvements or betterments are not insured by the strata corporation either.
7. The strata corporation is insured for earthquake damage; HOWEVER, there is a deductible which means that there is no coverage for damages within that deductible. Generally the deductible is 10% of the value of the strata corporation although in some instances (ie. Richmond) the deductible could be 15% or 20% of the value of the property. In most cases this will amount to millions of dollars. Your strata corporation does not have reserve funds available to meet such a huge deductible. Repairs will have to be funded by one or more special levies. These could be substantial.
8. There is NO government plan or fund to assist either you or your strata corporation. You are on your own.

While it would be nice to hear that there are plans and that there is a safety net, your strata council and VCS bring you the above information in an effort to alert you to the reality of an earthquake scenario. Accordingly, you need to develop your own personal plans for survival. Like many people, you will not be adequately prepared and that is "human nature". Please remember, however, that "You are on your own" is the only rule that counts.

For further information, visit the following websites:

Ministry of Energy & Mines (Gov. of BC)
<http://www.em.gov.bc.ca/Mining/Geolsurv/Surficial/quake/>

Ministry of Public Safety & Solicitor General
http://www.pep.bc.ca/hazard_preparedness/earthquake_preparedness.html

City of Vancouver Emergency Preparedness
<http://www.city.vancouver.bc.ca/corpsvcs/emerg/prepyourself/earthquaketips.htm>

Neighbourhood Emergency Preparedness Program
<http://www.city.vancouver.bc.ca/corpsvcs/emerg/nepp/NEPPworkshops.htm>

For Your Information:

ASBESTOS IN THE UNITS

Harry Carruthers

I have read the article in the minutes concerning the asbestos containing material (ACM) found in the textured ceiling in one of the units. I understand that the notion of having asbestos in units has caused several owners and residents concern over their health. As an asbestos consultant for industry, I would like to take this opportunity to put people at ease about the presence of asbestos in their homes.

Asbestos is a naturally occurring mineral. Canada is one of the worldwide leading producers of asbestos, and it is still being used in many applications. Asbestos has great heat resistant, chemical resistant, electrical resistant properties as well as the fibres are extremely strong. Thus its desired use for decades.

In 1968, when Cedarbrooke was built, asbestos containing materials were being used in many building products, from linoleum, building paper, gypsum filler, sprayed textured finishes, caulking compounds, ducting tape, etc, etc. It could also be

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	<p>present in many items that you have purchased for your units.</p> <p>The problem with asbestos is that it is a known carcinogen when 'fibres are inhaled and get into the lungs'. That is the danger; asbestos fibres of a very specific size (microscopic) need to be generated and dispersed into the air, where they are breathable. Only these very specific sizes of asbestos are considered hazardous.</p> <p>Are our units dangerous? Under regular use, the units are not hazardous, at all, even if they contain asbestos containing materials. Products that contain asbestos are safe when used for their intended purpose. In most instances asbestos only becomes a hazard when it is disturbed by ripping, cutting, grinding, polishing or other means of mechanical destruction. These processes are normally encountered when the asbestos product already present in your unit is being removed or renovated.</p> <p>In linoleum the asbestos, if any, is contained within the other linoleum materials. Fibres do not get loose. The only problem is when old linoleum flooring is being physically removed, cut or ground (any process that creates dust). Gypsum filler is put in place wet (therefore safe) and when it dries it bonds any asbestos fibres in place (also safe). In addition, painting the wall and ceiling surfaces further protects the products from damage (even safer). Many of the other building products are not in contact with residents; such as building paper. Building paper is usually sandwiched between in the inner and outer wall surfaces and is therefore safe.</p> <p>When am I at risk? Generally, owners and residents will only become at risk when they undertake renovations to their units that involves materials that contain asbestos. Demolition is usually physical and dusty work. The dusts generated MAY contain some asbestos. If you are anticipating a major renovation where flooring, walls and ceilings, in particular, are being removed, pre-sampling for asbestos either by you or your contractor is strongly advisable. No reputable contractor wants to put his workers at risk or the owner at risk by leaving asbestos containing dust laying around the unit when the job is finished. It is usually better to know well before you start a renovation project whether or not there is asbestos. Asbestos removal can be quite expensive and may be a deciding factor in doing the renovation at all.</p>						
Classifieds	Anyone interested in a friendly game of bridge.... Please contact Daphne at (604 988-0180)						
Contest	<p>The Holiday Season is around the corner and to get us into the spirit we are conducting a contest for outdoor Christmas home decorations at Cedarbrooke Village.</p> <p>There will be prizes and Council will vote on the following categories:</p> <table><tr><td>Religious</td><td>• best display with a religious theme</td></tr><tr><td>Nostalgic</td><td>• most old-fashioned, best reminds-me-of-my-childhood display</td></tr><tr><td>Clark Griswold</td><td>(National Lampoon Vacation movies) • excessive use of outdoor lighting and decoration</td></tr></table>	Religious	• best display with a religious theme	Nostalgic	• most old-fashioned, best reminds-me-of-my-childhood display	Clark Griswold	(National Lampoon Vacation movies) • excessive use of outdoor lighting and decoration
Religious	• best display with a religious theme						
Nostalgic	• most old-fashioned, best reminds-me-of-my-childhood display						
Clark Griswold	(National Lampoon Vacation movies) • excessive use of outdoor lighting and decoration						

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	<div>Inside-Out<ul style="list-style-type: none">indoor displays that are visible from the outside</div> <div>Anything Goes<ul style="list-style-type: none">no specific theme, but WOW</div> <div>Martha Stewart Would Be Proud<ul style="list-style-type: none">if she would – you win</div> <div>Neat As A Pin<ul style="list-style-type: none">crisp, tidy, extremely orderly</div> <div>The winners will be announced Saturday, December 22, 2007.</div>

Cedarbrooke Planned Events:

<u>MONTH</u>	<u>DATE</u>	<u>EVENT</u>
November:	Sunday, November 4	<i>Daylight Savings Ends</i>
	Sunday, November 11	<i>Remembrance Day</i>
December:	Saturday, December 15	<ul style="list-style-type: none"><i>Christmas Party</i>
	Tuesday, December 25	<ul style="list-style-type: none"><i>Christmas Day</i>
	Monday, December 31	<ul style="list-style-type: none"><i>New Years Eve</i>
All Year:	Every Friday night is Pub night (BYOB) at the Recreation Centre – 5:00 pm–11:00 pm	

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Contacts:

For Routine Maintenance or Emergencies:

During office hours
(8:00 am-4:30pm)

CEDARBROOKE OFFICE:
Phone: (604) 988-6010

After Hours
Emergency Service:

VANCOUVER CONDOMINIUM SERVICES LTD.
Phone: (604) 684-6291

Requests, suggestions, concerns, compliments and information for Council discussion and/or decision should be addressed to:

Vancouver Condominium Services Ltd.
#400 – 1228 West Georgia Street
Vancouver, BC V6E 3J7

Attention: Ms. Muryr Jordan, Strata Agent

Phone: (604) 684-6291
Fax: (604) 684-1539

Correspondence received will be included in the next Council meeting agenda and a response will be forwarded following the meeting.

Storage Room Contacts: (Please note that the contacts can open all storage rooms.)

Contact	Block	Phone
Darcy Cummins - 312	300	(604) 980-1989
Barb Moi - 206	200	(604) 980-7774
Leila Macpherson - 207	200	(604) 986-0154
Vicki Parton - 701	700	(604) 984-2442
Robin Henderson – 507	500	(604) 984-0998

(For Bike Lockers contact Barb Moi)

Social Room Bookings:

Contact	Phone
Barb Moi	(604) 980-7774
Paul Robson	(604) 985-6656

Block Captains:

Contact	Blocks	Phone
Vicki Parton:	500/1100, 600, 700/1200, 900, 1000	(604) 984-2442
Ginny Martin:	100, 200, 300, 400, 800	(604) 980-4313

Block Captains fulfill the following roles:

- as representatives for the Property Manager in an emergency or special project;
- as an owner's contact for non-maintenance related inquiries; and
- as an on-site contact for new owners