

**STRATA COUNCIL MEETING MINUTES
STRATA PLAN VR 122 - "CYPRESS PLACE"
2424 CYPRESS STREET, VANCOUVER, BC**

Held Wednesday, October 25, 2006
Unit #105

| | | |
|------------------------|---|---------------------|
| PRESENT: | Donna Sheehan | President |
| | Sharon Newman | Vice-President |
| | Aidan Cope | Secretary/Treasurer |
| | Kurt Penner | Member at Large |
| | Paul Van Werkhoven | Member at Large |
| | Ryan Cheney | Member at Large |
| REGRETS: | Wendy St. Marie | Member at Large |
| MANAGING AGENT: | Ann Benoit , <i>Strata Agent, Ascent Real Estate Management</i> | |

CALL TO ORDER:

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

APPROVAL OF PREVIOUS MINUTES:

It was moved, seconded and carried unanimously to approve the minutes of the September 27, 2006 council meeting with the following amendments:

Page 3: Amended Bylaw: An owner, tenant or occupant shall permit its pet to interfere with any other person or pet in a physically aggressive manner friendly or otherwise, should read: No owner, tenant or occupant shall permit its pet to interfere with any other person or pet in a physically aggressive manner friendly or otherwise.

Page 4: The word "*months*" was omitted from bylaw 11 (vi), and will now be included.

FINANCIAL:

1. **Financial Statements:** The treasurer recommended approval of the July and August 2006 financial statements. The September 2006 financial statement was provided at the meeting.
2. **Receivables Report:** It was moved, seconded and carried unanimously to provide written communication to all owners who are currently in arrears.

BUSINESS ARISING:

1. **Membrane Concerns:** Steelhead Contracting submitted quotations for membrane concerns near units 101/102 and 107 and for the pony wall torch-on cap membrane flashings near units 105 and 106. After discussion, it was moved, seconded and carried unanimously to approve the quotes.
2. **Decorating Update:** The remaining decorating funds will be used to purchase additional wall sconces (light fixtures). Council would like to thank Paul Van Werkhoven, as he has volunteered for this task.

The remaining paint from the recent redecorating is currently being housed in the electrical room, but will be moved to the VR122 Storage Room.

3. **Fence Painting:** The painting of the fence has been completed.
4. **Parkade and Storage Room lighting:** The installation of lighting in the parkade near stalls 12/13 and 22/23 and within the storage rooms has been completed.
5. **Annual General Meeting (AGM) preparation:** The strata agent presented the Notice of Call for the AGM. It was moved, seconded and carried to proceed with the notice of call. Council requested some budget changes.

The Annual General Meeting is scheduled for Wednesday, November 29, 2006

6. **Common Area Re-Keying:** Keys will be distributed to all owners at the AGM, with the building being re-keyed the following day. Each owner will be given three new keys. There will be a \$10 charge for any additional key. **If you require keys prior to the AGM date, please contact the strata agent to make arrangements.** Notices will be posted in advance to remind all owners.
7. **Water Leak:** A water leak was recently reported, originating from a detached tube in the toilet tank of unit #204. Blue Mountain Services was called to make the necessary repairs. It was moved, seconded and carried unanimously that the owner should be responsible for the cost of repairs, as the leak originated from a component belonging exclusively to that strata lot.

All owners are reminded that running toilets should be repaired as soon as possible.

NEW BUSINESS:

1. **Hazardous Waste:** Old paint cans have been found discarded in the parkade and electrical room. Council member, Ryan Cheney, has volunteered to dispose of them correctly. Council would like to remind all owners that hazardous waste is not permitted to be stored on common property. Council would also like to thank Ryan Cheney for his valuable time.

2. **Irrigation Concerns:** The lawn area on the west side of the building is exhibiting drainage concerns. Council directed the agent to obtain quotes.
3. **Council's Role:** All owners are reminded that council members are volunteers. Please ensure that all inquiries and concerns are forwarded to the strata agent.

Ann Benoit
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4. **Boiler:** Council directed the strata agent to contact Blue Mountain Services to obtain information concerning the eventual replacement of the boiler.
5. **Garage Gate:** It was moved, seconded and carried unanimously to have plexi-glass installed on both sides of the garage gate, in order to deter any possible break-ins.

All owners are reminded to ensure that they do not allow unidentified people into the building. When entering in through the garage gate, please allow the car in front of you to enter and the gate to completely close. Once this is complete, the waiting vehicle is free to activate the gate. When entering in through the front door politely remind individuals that you are not allowed letting them in.

6. **Enterphone Panel:** Council directed the agent to obtain quotes for an updated enterphone panel.
7. **Elevator Pads:** Council directed the agent to obtain a quote for elevator padding to be used during move-ins and move-outs.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:10 pm.

The next meeting is the Annual General Meeting on November 29, 2006.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of Owners' Strata Plan VR 122



Ann Benoit
Strata Agent
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**ANNUAL GENERAL MEETING MINUTES
STRATA PLAN VR 122
2424 CYPRESS STREET, VANCOUVER, BC**

HELD: Wednesday , November 29, 2006
PLACE: Front Lobby - 2424 Cypress Street, Vancouver, BC
MANAGING AGENT: *Ann Benoit, Strata Agent, Ascent Real Estate Management Corporation*

| | | |
|-----------------|--------------------|---------------------|
| Present: | Donna Sheehan | President |
| | Sharon Newman | Vice President |
| | Aidan Cope | Secretary/Treasurer |
| | Paul Van Werkhoven | Member at large |
| | Ryan Cheney | Member at large |
| | Wendy St Marie | Member at large |
| Absent: | Ann Benoit | Strata Agent |
| | Kurt Penner | Member at large |

CALL TO ORDER

The meeting was called to order at 7:00 p.m.

(Questions and concerns raised at the AGM will be addressed by the Strata Agent at the next council meeting.)

QUORUM REPORT

A quorum was achieved as 20 owners participated (16 in person, 4 by proxy).

PROOF OF NOTICE

The proof of notice was delivered in accordance with the provisions of the *Strata Property Act of British Columbia*. There being no comments to the contrary, notice was duly filed.

APPROVAL OF MINUTES OF PREVIOUS SPECIAL GENERAL MEETING

It was moved and seconded that the minutes of the meeting dated June 28, 2006, be adopted as distributed.

INSURANCE COVERAGE REPORT

An owner expressed concern that the \$100,000 deductible for earthquake insurance was a considerably large amount compared to a previous deductible of 5%. The owner questioned whether it would be possible to increase premiums in order to decrease the deductible.

***** It is highly recommended that residents have the proper insurance coverage for their suites. *****

BUDGET APPROVAL:

Special Resolution #1:

The budget for 2007 was presented to owners with a proposal to increase maintenance fees (Option B). Owners **voted unanimously** to accept the proposal.

An owner questioned an amount of \$7500 entered in the Accounts Receivable.

BYLAW AMENDMENTS:

Special Resolution #2:

Use of Property

- (8) No owner, tenant or occupant shall permit its pet to interfere with any other person, pet or object, or permit its pet to disturb any other owner, tenant or occupant with uncontrolled barking or howling.

BE IT RESOLVED by a $\frac{3}{4}$ vote of the Owners, Strata Plan VR 122, Cypress Place, pursuant to Section 128(1) of the *Strata Property Act (British Columbia)* that the current pet bylaws of the strata corporation are hereby replaced with the following bylaws:

- (8) No owner, tenant or occupant shall permit his/her pet to interfere with any other person, pet or object, or permit his/her pet to disturb any other owner, tenant or occupant with uncontrolled barking or howling. Pets are not permitted in the laundry room. No owner, tenant or occupant shall permit his/her pet to interfere with any other person or pet in a physically aggressive manner, friendly or otherwise. If a complaint is received, council may require that your dog be leashed or muzzled - **Accepted unanimously**

Special Resolution #3:

Move In / Move Out Bylaws - **Accepted unanimously** (1 abstained), with the following amendments:

35.2 Changed sentence to read as follows:

"Upon receipt of the fee specified in bylaw 35.6, specific days must be requested for that move, and the move must be completed within those designated days".

35.7 **Removed** from bylaws

35.8 **Removed** from bylaws

NEW BUSINESS:

An owner reported that salt is needed for the walkways in the event of more snow.

***** Council would like to thank everyone who pitched in to help maintain the trees and keep the sidewalk clear during the snowy weather. Special thanks to Kurt Penner for his dauntless effort! *****

An owner reported a crack in the ceiling of the parkade, through which water was draining during the recent heavy rainfall.

Owners expressed concern that since the new lighting was installed in the hallways, an unusually large number of lights have continued to burn out quickly each week, as many as 4-5 per week.

An owner reported that the outside light in the Ivy bed (west side) has been out for at least 20 days. This light was not previously reported.

An owner reported that damages to the wall inside the elevator and the area surrounding the elevator on the third floor are still in need of repair.

An owner reported that the fan in the air vent on the third floor is very noisy. It was requested that:

- a) the timer is adjusted to start the fan at a later time.
- b) the reason for the excessive noise be investigated.

An owner reported that the washing and drying machines in the laundry room are often left dirty, both inside and outside.

***** Residents are reminded that they must leave the laundry room washers and dryers clean for the next user. *****

Owners reported that when the gardener uses his leaf blower to clear the leaves from the grounds, he neglects to dispose of the leaves. Subsequently the leaves are blown back onto the grounds by the wind. It was also noted that the noise from the leaf blower is extremely loud. It was requested that the strata agent investigate the possibility of hiring a so-called "Silent Gardener".

It was requested that the strata agent provide all owners with a list of responsibilities for both StrataKleen and the gardener.

It was reported that the sycamore trees and the cedar hedge on the south side of the building are in need of trimming.

The owner of #305 reported dampness and possible water ingress at his bedroom window. The owner will monitor the area during rain, to determine if there is a breach in the window frame.

It was requested that the roof be checked for any possible deficiencies, and specifically the condition of a special reflective paint which requires attention every 5 years.

ELECTION OF STRATA COUNCIL

As per the Strata Property Act Regulations, the council stepped down and a new council was nominated or volunteered. The current council members are as follows: Ryan Cheney, Aidan Cope, Marc Gagnon, Sharon Newman, Donna Sheehan, Wendy St Marie, Paul Van Werkhoven.

***** Owners are reminded that all strata related concerns must be submitted directly to the Strata Agent in writing. *****

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:45, at which time council met briefly in suite #206 to allocate council positions. The next council meeting will be held at 7:00 pm, January 9, 2007 in suite #105.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of Owners' Strata Plan VR 122

Ann Benoit
Strata Agent

AB/mv

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**STRATA COUNCIL MEETING MINUTES
STRATA PLAN VR 122 - "CYPRESS PLACE"
2424 CYPRESS STREET, VANCOUVER, BC**

Held Tuesday, January 16, 2006- 2007
Unit #105

PRESENT:

| | |
|-----------------|---------------------|
| Donna Sheehan | President |
| Aidan Cope | Secretary/Treasurer |
| Sharon Newman | Member at Large |
| Marc Gagnon | Member at Large |
| Wendy St. Marie | Member at Large |
| Ryan Cheney | Member at Large |

REGRETS: Paul Van Werkhoven Vice President

MANAGING AGENT: Ann Benoit , *Strata Agent, Ascent Real Estate Management*

CALL TO ORDER:

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

APPROVAL OF PREVIOUS MINUTES:

It was moved, seconded and carried unanimously to approve the minutes of the October 25, 2006 council meeting.

FINANCIAL:

1. **Financial Statements:** The treasurer recommended approval of the October, November and December 2006 financial statements.
2. **Receivables Report:** It was moved, seconded and carried unanimously to provide written communication to all owners who are currently in arrears.
3. **Accounts Receivables Other:** The \$7500 contained in the financials was deposited by Van City into the strata corporation's account accidentally and has now been removed, thus resulting in the financial statement line item.

BUSINESS ARISING:

1. **Tree Maintenance:** The strata agent provided council with a quote from Davey Trees for the trimming of the London Planes bordering Blockbuster, and trimming of the cedar hedge. The cost for both was \$2370 plus GST. An additional quote has not yet been received as tree companies are currently not quoting due to the recent wind storms. Council directed the agent to have the quote amended as part of the London Planes do not require trimming.

2. **Elevator Cab Repairs:** A quote is pending from KONE for necessary repairs to the elevator cab that resulted from a move. It was moved, seconded and carried to have the paint damage to the exterior walls near the elevator repaired.
3. **Bylaw Registration Form:** The strata agent provided the bylaw registration form for council review and signature. The form must be registered at Land Titles.
4. **Re-keying of common locks:** The re-keying of common locks has been completed. Keys have been / will be provided to the building's contractors and service providers.
5. **Irrigation Concerns:** The lawn area on the west side of the building is exhibiting a drainage problem. Council directed the agent to obtain quotes.
6. **Balcony Enclosure:** A window on an enclosed balcony was damaged during the recent wind storm. The owner contacted the strata agent to inquire as to who is responsible for repairing it. After discussion, council decided that because the bylaws pertaining to this issue had never been amended, the strata corporation was responsible for the repairs. The strata agent advised the council that most strata corporations amend this particular bylaw when items that are not original to the building - such as skylights and balcony enclosures - are installed. The strata council will be addressing the issue at the next Annual General Meeting.
7. **Mouse:** The mouse reported in suite #204 has been caught.

NEW BUSINESS:

1. **Roof Repairs:** Three separate minor roof leaks have occurred. Council reviewed quotes for permanent repairs. It was moved, seconded and carried to defer these repairs pending review of the entire roof to ascertain the roof's condition.
2. **Chimney Repairs:** Repairs are necessary in suite #108, where water ingress is present. Quotes have been requested from two contractors.
3. **Patio Drainage Concern:** The owner of suite #105 reported that water is evident under her patio stones, and is not draining properly. Steelhead has been contacted to investigate.
4. **Boiler:** Council directed the strata agent to obtain quotes for the eventual replacement of the boiler.
5. **Tree replacement:** It was moved, seconded and carried to replace the tree that was removed as a result of damage from the wind storms. The tree replacement will occur in the early spring.
6. **Landscape Provider:** Council directed the agent to obtain two quotes for landscaping services. Council also directed the agent to investigate the cost of The Silent Gardener. A list of the landscape duties is not available as the previous management company did not have a contract with the current provider.

7. **Janitorial Provider:** As requested by the owners at the recent Annual General Meeting, a list of the janitorial provider's services is below. The janitorial provider is only on site one day each week. StrataKleen is paid \$200 plus GST/month. Council directed the strata agent to obtain a quote for an additional service day.

All hallway and stairwell carpeted areas to be vacuumed wall to wall weekly.
All carpet stains will be spot cleaned.
All accessible railings and flashings to be either wiped down and/ or dusted.
Entrance glass and lobby mirror to be kept clean.
Mailboxes to be wiped down and stainless steel polished applied.
Tiled floors swept with dust mop and damp mopped.
Dust all ledges and fire extinguisher boxes.
Spot cleaning of walls, baseboards and doors (if possible without spoiling general appearance).
Pick up and dispose of all litter to the dumpster area.
Elevator - To be vacuumed, all tracks to be cleaned weekly, walls wiped down.
Stainless steel polish applied to bright work each visit.
Recreation rooms - Furniture to be dusted and carpet vacuumed
Elevator lobby - to be vacuumed and damp mopped, all glass to be cleaned
All kick marks removed from doors.
Light fixtures to be dusted and bulbs changed as required.
All Storage rooms to be swept and dusted monthly.
All Mechanical rooms to be swept monthly.
Parkade - To be kept clear of litter weekly.
Perimeter of building to be patrolled and all litter picked up.
Minor repairs (door mechanisms adjusted etc.) to be carried out by STRATAKLEEN.
Entrance's to be swept or power blown.
Premises to be secured upon leaving.
Laundry room to be cleaned.
To install/remove elevator pads as required.
To meet trades and contractors on-site during regular days of service.
Inspect and clear debris from the roof top drains.

8. **Laundry Room Etiquette:** Council would like to remind all owners to ensure that they leave the laundry room tidy after each use. Please do not leave your clothes in the washer and dryer for extended periods of time.
- 9 **Rental Parking Stalls:** When the management change occurred, Ascent was not aware that some owners in the building were renting additional parking stalls at \$15.00 per month. The two owners who paid for the rental stall that they share will be reimbursed as council decided to not retroactively collect from those owners who did not pay as they were not notified. Council believes that there are currently three stalls rented. Owners who have been renting stalls will be assessed the \$15/month by pre-authorization commencing January 1, 2007.
- 10 **Parkade Pressure Washing:** Council directed the strata agent to obtain a quote for the pressure washing of the parkade.

- 11 **Common Areas:** Council would like to remind all owners that the lobby should not be used for entertaining guests, and to keep noise to a minimum when in common areas.
- 12 **Parkade Cement Crack:** Council directed the agent to have Steelhead Contracting investigate a possible crack near parking stalls 35/36.
- 13 **Earthquake Deductible:** The strata corporation's earthquake deductible which is 10% or \$100,000 (whichever is greater) is the current industry standard and cannot be amended.
- 14 **Hallway Air Fan:** It was moved, seconded and carried to have the fan on the third floor serviced, as it is very noisy.
- 15 **Lights:** All owners are reminded to report any burnt out lights to the strata agent. This is essential with exterior lights, as the janitorial provider is only on site during the daytime hours, so cannot determine if they are burnt out. The janitorial provider has purchased energy efficient lights for the interior sconces. The current lights will be replaced with the new standard as they burn out.

****** Owners are reminded that all strata related concerns must be submitted directly to the Strata Agent in writing. ******

ADJOURNMENT:

There being no further business, the meeting adjourned at 9:05 pm.

The next council meeting is February 28, 2007, suite 105.

The next council meeting with the Strata Agent is March 28, 2007.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of Owners' Strata Plan VR 122


Ann Benoit

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**STRATA COUNCIL MEETING MINUTES
STRATA PLAN VR 122 - "CYPRESS PLACE"
2424 CYPRESS STREET, VANCOUVER, BC**

Held Wednesday, March 7, 2007
Unit #105

| | | |
|-----------------|--------------------|---------------------|
| PRESENT: | Donna Sheehan | President |
| | Paul Van Werkhoven | Vice President |
| | Aidan Cope | Secretary/Treasurer |
| | Sharon Newman | Member at Large |
| | Ryan Cheney | Member at Large |
| | Wendy St. Marie | Member at Large |
| REGRETS: | Marc Gagnon | Member at Large |

CALL TO ORDER:

The meeting was called to order at 7:05 p.m.

APPROVAL OF PREVIOUS MINUTES:

It was moved, seconded and carried unanimously to approve the Minutes of the January 16, *2007 council meeting.

** Please note an error in the date recorded in the previous Minutes.
January 16, 2006 should be January 16, 2007.*

FINANCIAL:

- Financial Statements:** The Treasurer approved the December 31, 2006 financials. January 31, 2007 financials are currently under review.
- Accounts Receivables:** Statements have been sent to all owners who are currently in arrears.

***** Owners are reminded that all strata related concerns must be presented directly to the Strata Agent. This includes complaints, reports, and all monetary transactions. *****

BUSINESS ARISING:

Tree Maintenance: It had been recommended that the trees and hedges be pruned in the fall; however, council is considering having the work done sooner, as it has been put off for quite some time. Another evaluation is pending.

Elevator Interior/Exterior Repairs: Touch-ups have been made to the damages which resulted from a move. A small portion of the damage within the elevator could not be repaired without a major undertaking. Council agreed that the completed repairs are acceptable.

Bylaw Registration Form: The strata agent has submitted the updated Bylaws to the Land Titles Office. Copies will be distributed to owners shortly.

Recycling Program: An extra bin for containers has recently been acquired. It was noted that some residents have been discarding items which should not be included into the recycling bins. An updated recycling brochure has now been delivered to each unit. It was noted that the pickup date of recyclables has not been consistent. The strata agent has been asked to investigate.

***** Notice to All Residents *****
***Please read your updated copy of the Recycling Program,
as some rules have changed since the program began.***

Irrigation Concerns: A recently reported drainage problem on the southwest grounds was surveyed by Blue Mountain Plumbing. It was advised that the area must be dug up, but that it should be done in dry weather. It was moved, seconded and carried unanimously to postpone the task until weather permits.

Patio Drainage Concern: Steelhead Contracting determined that the water build-up beneath the patio stones at unit #105 would likely not pose a threat, and that it was a result of the unusually heavy rains. Although the water is not draining, it has pooled at an acceptable distance from the suite's perimeter, and will dry up when the weather changes.

Landscape Provider: A new landscaper, "Rakes and Ladders" has been contracted, and will tend the grounds every 10 days. Their contract begins April 1st 2007. The situation will be continually monitored in order to determine whether or not the grounds may need attention more often than every 10 days.

Janitorial Provider: Council received a quote for increasing the number of visits per week from StrataKleen. It was moved, seconded and carried unanimously to continue with the once-a-week service provided by StrataKleen.

Pressure Washing Parkade: A quote was received for pressure washing the parkade. Council has directed the Agent to obtain two more quotes, and to include in the quotes the removal of moss on the south sidewalk and stairs leading to the parkade.

Obtaining Quotes: Council has advised the Agent that the Strata Corporation requires three quotes from potential contractors, whenever possible.

Water Buildup on Grounds: There is a buildup of water near the gate at the north side of building, apparently due to an excess of traffic. The Agent has been asked to call Blue Mountain to assess the situation.

Exterior Painting: Council discussed the possibility of having the exterior of the building painted, and a quote has been requested. If the quote is reasonable and within our budget, this item may be included at the next AGM.

Elevator Fan: It was noted that the fan in the elevator has a considerable buildup of dust. StrataKleen will be asked to tend to this. KONE will also be contacted to repair the elevator fan.

Balcony Enclosure: The balcony enclosure at unit #309, which was damaged during the winter storms, has been repaired by the strata corporation. The work was performed by Best Glass and Doors.

Heat Concerns: The heat register in unit #306 was replaced with a new one by Blue Mountain Services, as the owner had been experiencing ongoing heating problems.

Water Ingress: Unit #108 had reported water ingress from their chimney. Attempts to apply a sealant to the area have been unsuccessful. AllStar Waterproofing will be examining the area and providing recommendations to council.

Hall Fan: The hall fan on the third floor has been repaired by Blue Mountain Services. The fan was loud and negatively affecting surrounding units.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:05 pm.

The next council meeting is scheduled for March 28, 2007, suite 105.

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**STRATA COUNCIL MEETING MINUTES
STRATA PLAN VR 122 - "CYPRESS PLACE"
2424 CYPRESS STREET, VANCOUVER, BC**

Held Wednesday, April 25, 2007
Unit #105

| | | |
|-----------------|--------------------|---------------------|
| PRESENT: | Donna Sheehan | President |
| | Paul Van Werkhoven | Vice President |
| | Aidan Cope | Secretary/Treasurer |
| | Sharon Newman | Member at Large |
| | Ryan Cheney | Member at Large |
| | Wendy St. Marie | Member at Large |
| REGRETS: | Marc Gagnon | Member at Large |

CALL TO ORDER:

The meeting was called to order at 6:30 p.m.

APPROVAL OF PREVIOUS MINUTES:

The Minutes of the March 28 2007 council meeting were not approved, as 2 items are incorrect:

1. Under Correspondence, Item 1 is incomplete; it should have read:
 1. Council reviewed a letter from an owner requesting permission to rent their unit. Permission has been granted as the strata corporation has not exceeded the approved rental amount. Correspondence will be sent to the owner referencing the rental bylaws.
2. The last page attached to the minutes (re: bylaw amendments) should be the official form submitted to the Land Title Office.

Council will request the strata agent to include corrections for the above in the Minutes of the next council meeting.

FINANCIAL:

Financial Statements: The financial statements were unavailable at the time of the meeting, so will be reviewed at a later date.

BUSINESS ARISING:

Tree Maintenance: Council approved a quote from Davey Tree to trim four London Plane trees on the south side.

Elevator Fan Repair: A quote is pending from Kone.

Lawn Drainage: A second quote is pending, regarding the drainage problem on the southwest grounds.

Pressure Washing Parkade: A second quote has been received, and one more is pending.

Exterior Painting: One quote has been received and another is pending.

Unite #108 Chimney Repairs: Quotes are under review regarding options and costs.

Boiler Quotes: Quotes are still pending for the eventual replacement of the boiler.

NEW BUSINESS:

Maintenance Contract: A maintenance contract has been signed with Blue Mountain Services effective May 1st, 2007.

Blockbusters Dumpster Issue: It was reported that the dumpster area behind Blockbusters Video has been increasingly frequented by transients and young people. The strata agent has been directed to contact the property manager of that building to discuss possible measures that might discourage loitering in the area.

***** Council notes that Stratakleen has been doing a great job! ***
Thanks, Stratakleen!**

ADJOURNMENT:

There being no further business, the meeting adjourned at 7:20 pm.

The next council meeting is scheduled for 7:00 pm June 6, 2007, suite 105.

Ascent Real Estate Management Corporation
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**STRATA COUNCIL MEETING MINUTES
STRATA PLAN VR 122 - "CYPRESS PLACE"
2424 CYPRESS STREET, VANCOUVER, BC**

Held Wednesday, June 6, 2007
Unit #209

PRESENT:

| | |
|-----------------|---------------------|
| Donna Sheehan | President |
| Aidan Cope | Secretary/Treasurer |
| Sharon Newman | Member at Large |
| Wendy St. Marie | Member at Large |

REGRETS:

| | |
|--------------------|-----------------|
| Paul Van Werkhoven | Vice President |
| Marc Gagnon | Member at Large |
| Ryan Cheney | Member at Large |

MANAGING AGENT: Corinne Campbell, *Strata Agent, Ascent Real Estate Management Corporation*

CALL TO ORDER:

The meeting was called to order at 7:01 p.m.

APPROVAL OF PREVIOUS MINUTES:

It was **MOVED** and **SECONDED** to approve the minutes of the April 25, 2007 council meeting, as distributed. **MOTION CARRIED UNANIMOUSLY.**

FINANCIAL:

1. **Financial Statements:** The treasurer recommended approval of the March and April 2007 financial statements. The May 2007 financial statements were provided at the meeting.
2. **Receivables Report:** It was **MOVED** and **SECONDED** to provide written communication to all owners who are currently in arrears. **MOTION CARRIED UNANIMOUSLY.**

BUSINESS ARISING:

1. **Tree Maintenance:** Davey Tree is to proceed with trimming the London Plane tree on June 7, 2007.
2. **Elevator Cab Repairs:** The strata agent is to follow up with Kone regarding the servicing of the elevator fan.
3. **Landscaping:** A patio window at suite #101 was damaged during a recent visit by the landscapers. The cause is believed to be from a rock that was picked up by the lawn mower. The landscaper voiced concerns about the amount of small rocks on the lawn in that area. The damaged window was repaired the same day. The responsibility for the cost of the repair will be discussed with the landscaper.

4. **Painting:** An exterior painting quote has been received from Remdal Painting. This item will be deferred for consideration for next year's budget.
5. **Parkade Pressure Washing:** The strata agent provided the quotations for the pressure washing of the parkade. A member of council has requested the psi of the pressure washer to be used prior to a decision being made.
6. **Lawn Drainage:** As previously minuted, the lawn area on the west side of the building is exhibiting a drainage problem. Blue Mountain has observed the area and reported that the lawn requires removal so that gravel, soil and then grass can be layered in the area to improve drainage. The cost for this is approximately \$5,000.00. Exploration of the area with a camera placed in the two white caps, in the front of the building to determine where the lines go, is required prior to undertaking the layering: The cost for this service would be \$450.00.

It was **MOVED** and **SECONDED** to proceed with the exploration of the area for \$450.00. The strata agent is to co-ordinate with Blue Mountain Services. **MOTION CARRIED.**

7. **Chimney Repairs - Suite #108:** After reviewing the quotations, it was **MOVED** and **SECONDED** to proceed with the quotation received from All-Star. The strata agent is to co-ordinate with the contractor. **MOTION CARRIED.**
8. **Mechanical Systems Maintenance Contract:** The first inspection and report has been completed and presented to council. Council instructed the strata agent to obtain a quotation for the recommended work contained in the report.
9. **Blockbuster Parking Lot / Dumpster Issues:** The strata agent is in the process of locating the Property Management Company of Blockbuster Video, to discuss possible solutions to the increased presence of transients in that area. Residents who observe transients causing disturbances are encouraged to report the incidents to the police department.
10. **Parking Stall Rental:** The council reported that parking stall #35 has been rented out. The signage at that stall will be changed shortly.

OWNERS ARE REMINDED THAT COUNCIL MEMBERS
CANNOT AND WILL NOT ACCEPT CASH PAYMENTS OF ANY KIND FROM THE OWNERS.
ALL CASH PAYMENTS MUST BE MADE BY THE OWNER DIRECTLY TO ASCENT.

NEW BUSINESS:

1. **Landscaping:** Rakes and Ladders has provided one option for replacement of the tree approved to be removed as a result of damage from the windstorms. As the landscaper is new to the property, council requested the strata agent schedule a walk around with Rakes and Ladders to review the landscaping.

It was **MOVED** and **SECONDED** to once again, provide the Landscaping Committee with funds to purchase bedding plants and supplies. **MOTION CARRIED.**


2. **Appraisal:** The annual insurance appraisal update has been received from Normac Appraisal and the strata corporation's insurance company has amended the insurance policy to reflect the increased building value as per the appraisal.
3. **Boiler:** The strata agent is in the process of obtaining preliminary quotes for the eventual replacement of the boiler. Council discussed the potential challenges with replacing the boiler such as the need to shut off the water and heat during the replacement. Boiler replacement will be discussed in further detail at a future council meeting when more information is available.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:20 pm.

The next council meeting is scheduled for July 25, 2007 in suite 105.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of Owners' Strata Plan VR 122



Corinne Campbell
Strata Agent

Direct Line: 604-293-2419
Email: ccampbell@ascentpm.com

CC/

RECEIVE YOUR MINUTES BY EMAIL!

BENEFITS

1. Receive minutes fast and convenient.
2. Store your minutes electronically, easy retrieval.
3. Print your hard copy only when needed.
4. Saves Strata Corporation some costs of distribution.
5. Emailed as a secure PDF file.

To arrange for your minutes to be emailed to you, provide your name, strata corporation #, or building name, unit #, or strata lot #, to Jackie Bowen at jbowen@ascentpm.com.

**SPECIAL GENERAL MEETING MINUTES
STRATA PLAN VR 122
2424 CYPRESS STREET, VANCOUVER, BC**

HELD: Thursday, September 20, 2007

PLACE: Front Lobby - 2424 Cypress Street, Vancouver, BC

MANAGING AGENT: Ann Benoit, *Strata Agent, Ascent Real Estate Management Corporation*

CALL TO ORDER

The meeting was called to order at 6:31 p.m.

QUORUM REPORT

The Strata Agent advised that there were nineteen (19) owners in attendance or represented by proxy which constituted a quorum. The meeting was therefore competent to proceed with the business at hand.

PROOF OF NOTICE

The proof of notice was mailed in accordance with the provisions of the *Strata Property Act of British Columbia*. There being no comments to the contrary, notice was duly filed.

SPECIAL RESOLUTIONS

#1 - \$20,000 SPECIAL LEVY BOILER REPLACEMENT

The special resolution as outlined in the Notice of Call, was moved by Unit #101, seconded by Unit #307, and opened for discussion.

WHEREAS the Owners Strata Plan VR 122 wish to replace the existing boiler,

BE IT RESOLVED to authorize an expenditure not exceeding \$20,000 for such purpose, such expenditure to be charged as a special levy upon the owners in proportion to the unit entitlement of their respective strata lots. Please see attached levy schedule.

Subject to Sections 108(5) and (6) of the Strata Property Act, in the event that the actual cost of the proposed project is less than the special levy amount, the remaining funds shall be transferred to the Contingency Reserve Fund. Interest earned on funds raised pursuant to this resolution will be allocated to the special levy fund.

This special levy of \$20,000 shall be assessed on September 20, 2007, and shall become due and payable in full immediately on the passing of this resolution by the owners on title as at the end of that day and any owner who sells, conveys or transfers his/her title, or remortgages, before payment of this special levy is made in full, shall then pay the full amount outstanding.

As a matter of financial convenience only, the owners may pay this special levy at any time up until November 1, 2007. Notwithstanding the foregoing, this special levy is not considered as an "installment" levy as contemplated by Section 108(3)(e) of the Strata Property Act, and Section 109 of the Strata Property Act therefore does not apply.

Any owner who fails to make any payment(s) in accordance with this resolution shall be assessed a fine of \$50 on each such late payment. The strata corporation may further add interest charges on overdue payments at the rate of 10% per annum compounded annually.

Sections 116, 117 and 118 of the Strata Property Act shall be applicable where an owner fails to make the required payment as authorized by the passing of this $\frac{3}{4}$ vote.

There were 10 (ten) votes in favour, and nine (9) opposed.

MOTION DEFEATED

#2 - \$10,000 - CRF, \$10,000 SPECIAL LEVY BOILER REPLACEMENT

The special resolution as outlined in the Notice of Call, was moved by Unit #101, seconded by Unit #107, and opened for discussion.

WHEREAS the Owners Strata Plan VR 122 wish to replace the existing boiler,

BE IT RESOLVED to authorize an expenditure not exceeding \$20,000 for such purpose. **\$10,000 will be withdrawn from the Contingency Reserve Fund and \$10,000 will be charged as a special levy upon the owners in proportion to the unit entitlement of their respective strata lots. Please see attached levy schedule.**

Subject to Sections 108(5) and (6) of the Strata Property Act, in the event that the actual cost of the proposed project is less than the special levy amount, the remaining funds shall be transferred to the Contingency Reserve Fund. Interest earned on funds raised pursuant to this resolution will be allocated to the special levy fund.

This special levy of \$10,000 shall be assessed on September 20, 2007, and shall become due and payable in full immediately on the passing of this resolution by the owners on title as at the end of that day and any owner who sells, conveys or transfers his/her title, or remortgages, before payment of this special levy is made in full, shall then pay the full amount outstanding.

As a matter of financial convenience only, the owners may pay this special levy at any time up until November 1, 2007. Notwithstanding the foregoing, this special levy is not considered as an "installment" levy as contemplated by Section 108(3)(e) of the Strata Property Act, and Section 109 of the Strata Property Act therefore does not apply.

Any owner who fails to make any payment(s) in accordance with this resolution shall be assessed a fine of \$50 on each such late payment. The strata corporation may further add interest charges on overdue payments at the rate of 10% per annum compounded annually.

Sections 116, 117 and 118 of the Strata Property Act shall be applicable where an owner fails to make the required payment as authorized by the passing of this $\frac{3}{4}$ vote.

There were 19 (nineteen) votes in favour.

MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business, the meeting adjourned at 7:02 p.m.

Ascent Real Estate Management Corporation

Managing Agents

On Behalf of Owners' Strata Plan VR 122


Ann Benoit

Strata Agent

AB/mm

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

**STRATA COUNCIL MEETING MINUTES
STRATA PLAN VR 122 - "CYPRESS PLACE"
2424 CYPRESS STREET, VANCOUVER, BC**

Held Thursday, September 20, 2007
Unit #105

| | | |
|------------------------|--|---------------------|
| PRESENT: | Donna Sheehan | President |
| | Paul Van Werkhoven | Vice President |
| | Aidan Cope | Secretary/Treasurer |
| | Wendy St. Marie | Member at Large |
| | Marc Gagnon | Member at Large |
| | Ryan Cheney | Member at Large |
| REGRETS: | Sharon Newman | Member at Large |
| MANAGING AGENT: | Ann Benoit <i>Strata Agent, Ascent Real Estate Management Corporation</i> | |

CALL TO ORDER:

The meeting was called to order at 7:05 p.m.

BUSINESS ARISING:

1. **Elevator Contract:** ThyssenKrup Elevator was on site September 16th, 2007 to provide a quote for the required monthly maintenance of the elevator. Once the quote is received, the strata council will determine whether they wish to switch service providers.
2. **Parkade Pressure Washing:** ServiceMaster completed the pressure washing of the parkade on September 4, 2007. It was moved, seconded and carried unanimously to defer cleaning of the pathways at this time due to the time of year. It was moved, seconded and carried unanimously to have the janitorial provider pressure wash the cement stairs leading to the parkade.
3. **Chimney Repairs:** All-Star Waterproofing and Restoration Systems has completed the masonry repairs on the south side of the building. Council reports that they are pleased with the repairs.
4. **Boiler:** At the Special General Meeting held prior to the council September 20, 2007, the owners unanimously approved resolution \$10,000 expenditure from the Contingency Reserve Fund and levy for the replacement of the boiler. Blue Mountain Services to perform the boiler replacement which is expected to occur in 2008. **Access to all units is required once the boiler is installed and water is properly flowing. Notices will be posted in advance to residents when in-suite access is required.**

5. **Elevator Damages:** Recent move in/outs have damaged the elevator. Council reviewed a quote from Perfect Line Painting for \$940.00 plus GST to perform the following scope of work: the removal of the existing paint, sanding, filling, priming and one coat of appropriate metal paint for the four floors. A second quote has been requested from Columbia Restoration.
6. **Drain Concern:** Blue Mountain Services has attended to a clogged drain on a first floor patio. Now that the drain has been repaired, the landscaping needs to be restored. It was moved, seconded and carried unanimously to have Rakes and Ladders, the landscape provider, restore the landscaping.
7. **Annual Fire Inspection:** Council reviewed the fire inspection report provided by Elite Fire. Access to four units was not gained during the inspection. It was moved, seconded and carried unanimously to provide a re-inspection date for these units. If these units do not provide access on the re-inspection date, they will be fined and will be responsible for all costs associated with inspecting their unit. Access is mandatory to comply with City of Vancouver bylaws. Access is also mandatory to ensure the safety of all residents at Cypress Place. These four owners will be advised in writing of the re-inspection date.
8. **Membrane Concerns:** All Star Waterproofing will be installing a torch-on membrane and flashing on the south side of the building.

NEW BUSINESS:

1. **Moves:** Council would like to remind all owners that they must have a responsible adult monitor all open doors during any move. Recently a unit moved into the building and left the front door wide open and unattended, thereby compromising the security of all residents.
2. **Door Adjuster:** Council directed the strata agent to have the door closures at the parkade level adjusted by Aberdeen Locksmith, as they appear to not be closing properly.
3. **Visitor Parking:** Council would like to remind all residents that there is a limited amount of visitors parking in the parkade. Residents are not to park in the visitors spots. It appears that misuse is currently occurring. Council will be monitoring the area.

CORRESPONDENCE:

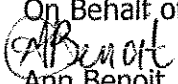
1. Correspondence was received from an owner requesting an additional parking space. Council unfortunately could not approve the request at this time as additional spaces are currently unavailable. Council advised the strata agent to inform the owner that they will keep their unit on a list and advise them when a parking stall is available. If any owner wishes to have an additional stall please forward communication to the strata agent so that a priority list can be generated.

ADJOURNMENT:

There being no further business, the meeting adjourned at 7:45 pm.

The next council meeting is for Annual General Meeting preparation scheduled for 7:00 pm on October 24, 2007 in suite 105.

The Annual General Meeting is scheduled for 6:30pm on November 21, 2007 in the lobby.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of Owners' Strata Plan VR 122

Ann Benoit
Strata Agent

Direct Line: 604-293-2418
Email: abenoit@ascentpm.com

AB/mm

ASCENT'S AFTER HOURS EMERGENCY NUMBER IS 604-293-2459

Ascent Real Estate Management Corporation - 2176 Willingdon Avenue, Burnaby, BC V5C 5Z9
Phone: 604-431-1800 Fax: 604-431-1818 Website: www.ascentpm.com

**STRATA COUNCIL MEETING MINUTES
STRATA PLAN VR 122 - "CYPRESS PLACE"
2424 CYPRESS STREET, VANCOUVER, BC**

Held Wednesday, October 24, 2007
Unit #105

| | | |
|------------------------|--|---------------------|
| PRESENT: | Donna Sheehan | President |
| | Paul Van Werkhoven | Vice President |
| | Aidan Cope | Secretary/Treasurer |
| | Ryan Cheney | Member at Large |
| | Sharon Newman | Member at Large |
| REGRETS: | Wendy St. Marie | Member at Large |
| | Marc Gagnon | Member at Large |
| MANAGING AGENT: | Ann Benoit | |
| | <i>Strata Agent, Ascent Real Estate Management Corporation</i> | |

CALL TO ORDER:

The meeting was called to order at 7:06 p.m.

MINUTES

It was moved, seconded and carried unanimously to approve the September 20, 2007 council meeting minutes as circulated.

BUSINESS ARISING:

1. **Elevator Contract:** ThyssenKrup Elevator provided council with a capital elevator replacement report to be used for budgetary purposes for the eventual replacement of the elevator.
2. **Boiler:** Blue Mountain will commence the replacement of the boiler. Council would like to thank all owners for providing access to their units.

| |
|---|
| The boiler replacement special levy was due on November 1, 2007. All owners are reminded to ensure that they have submitted payment. |
|---|

3. **Elevator Painting:** Recent move ins/outs have damaged the elevator. It was moved, seconded and carried unanimously to proceed with a quote provided by Columbia Restoration for \$800.00 plus GST to perform the following scope of work: the removal of the existing paint, sanding, filling, priming and one coat of appropriate metal paint for the four floors.

that they paid. They were assessed the charge as they did not permit a contractor to perform work as directed by council. Council is currently reviewing the correspondence and will respond.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:42 pm.

The next meeting is the Annual General Meeting scheduled for 7:00 pm on November 21, 2007 in the lobby.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of Owners' Strata Plan VR 122



Ann Benoit
Strata Agent

Direct Line: 604-293-2418
Email: abenoit@ascentpm.com

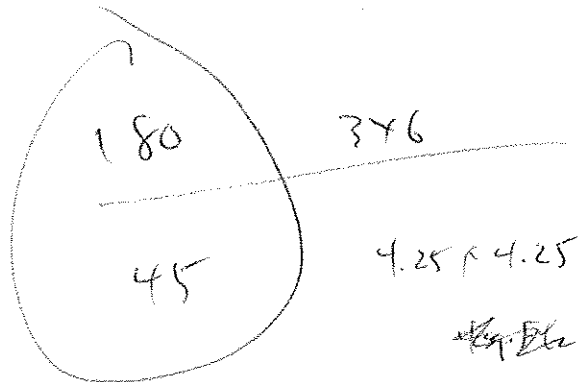
AB/mm

ASCENT'S AFTER HOURS EMERGENCY NUMBER IS 604-293-2459

Ascent Real Estate Management Corporation - 2176 Willingdon Avenue, Burnaby, BC V5C 5Z9
Phone: 604-431-1800 Fax: 604-431-1818 Website: www.ascentpm.com

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+ 12 pieces