

## MINUTES OF COUNCIL MEETING STRATA PLAN LMS 1066

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**HELD:** On August 19<sup>th</sup>, 2008 at 6:00 p.m. in unit 105, 1928 East 11<sup>th</sup> Avenue, Vancouver, B.C.

**PRESENT:**

|              |                    |        |
|--------------|--------------------|--------|
| Nancy Green  | (President)        | S/L 3  |
| Michael Kyle | (Vice – President) | S/L 5  |
| Claire Davis | (Secretary)        | S/L 11 |
| Malcolm Levy | (Member)           | S/L 2  |

**PRESENT:** Joseph Sartorello (Member) S/L 20

**STRATA AGENTS:** Edwin Chung, Pacifica First Management Ltd.

**CALL TO ORDER:** Council President, Nancy Green called the meeting to order at 6:10 p.m.

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1. **MINUTES:**

It was Moved and Seconded to adopt the minutes of the June 18<sup>th</sup>, 2008 Council meeting, as previously circulated. **CARRIED**

2. **FINANCIAL REPORT:**

- a. **Financial Statements:** After discussion, it was Moved and Seconded to adopt the Financial Statements for March to June 2008, as previously circulated.
- b. **Arrears Report:** An updated arrears report was not available. Council directed the Strata Agent to send a letter to all owners (if any) with outstanding amounts owing on their accounts.

3. **BUSINESS ARISING:**

- a. **Suncorp Valuations 2008 Valuation Report:** The Strata Agent reported that a full appraisal report was received from Suncorp Valuations. The total cost of replacement new is \$3,562,000.00.
- b. **Planned Maintenance Report Quote:** The Strata Agent reported that two companies were contacted to provide Council with quotations to prepare a planned maintenance report for the properties of the Strata Corporation. After discussion, Council directed the Strata Agent to request sample planned maintenance reports from the two companies in addition to the quotations.
- c. **Unit 305 – Balcony Railing Repairs – Quotations:** The Strata Agent reported that the repairs were completed by Siho Construction.
- d. **Grass Edger Repair:** Council reported that the grass edger is in need of repairs and will bring it to a repair shop for repairs.

- e. Elevator Unlevel Stopping Deficiency: The Strata Agent reported that the elevator's unlevel stopping deficiency was repaired by West Coast Elevator.
- f. Flower Planting: Council reported that flower planting was complete.
- g. Carpet Cleaning: The Strata Agent reported that the carpet in the common areas was cleaned by Easy Care Restoration.
- h. Deck Repair: Michael Kyle reported that he had completed the required deck repairs.
- i. Fluorescent Light Box Cover: Council reported they were in the process of purchasing new covers for the fluorescent light boxes in the parkade to replace the ones that are missing.
- j. Bike Storage and Locking Equipment Project: Claire Davis reported that she had contacted a bike storage and locking equipment company, who will provide Council with a quotation for the project.

4. **CORRESPONDENCE:**

- a. Request for approval to rent: A letter was received from the owner of SL 7 requesting Council's approval to rent out their unit. The limit of allowable rentals has not been reached and the approval was granted.
- b. Request for approval to rent: A letter was received from the owner of SL 5 requesting Council's approval to rent out the unit. The limit of allowable rentals has not been reached and the approval was granted. The maximum number of three (3) allowable rentals has now been reached.

5. **NEW BUSINESS:**

- a. Renewal of Strata Corporation's Insurance Policy: The Strata Agent reported that the Strata Corporation's Insurance policy for insurance coverage in the amount of \$3,562,000.00, *excluding land*, for the period from August 1<sup>st</sup>, 2008 to August 1<sup>st</sup>, 2009, has been renewed with CMW Insurance Services Ltd. at an annual premium of \$6,102.
- b. Water Ingress near the Fire Alarm Box: The Strata Agent reported that the fire alarm was set off on July 29<sup>th</sup>, 2008. Fire-Pro Fire Protection was on-site to inspect the fire alarm system and found that the alarm was set off due to a ground fault on the system. Upon further investigation of the problem, they found the source was a crack in the concrete slab located in the storage room near parking stall #26. This had allowed water to enter two devices in the room. Fire-Pro water-proofed the devices and put the devices back into proper operation. Council discussed the incident, and upon further inspection of the crack in the concrete slab, will then provide the Strata Agent with further instructions.
- c. Furnace Filter: Council discussed sharing the duty of replacing filter of the building's furnace system and decided to set up a regular calendar for the volunteers to follow.
- d. Vancouver Courier: Council discussed their numerous attempts with Vancouver Courier to cancel newspaper delivery to the site but with no success. Council directed the Strata Agent to write to Vancouver Courier to advise them that newspaper delivery to the site should be cancelled immediately.

- e. No Soliciting: Council decided to install a "No Soliciting" sign on the front door of the building.
- f. Hedge: Malcolm volunteered to obtain a quotation from a landscaping contractor to restore the health of the hedge.
- g. Pilot Light:

**Reminder to Residents**

**Natural Gas is the fuel which is used for the fireplaces at Lakeview Court and this expense is a budgeted item which is paid for through the strata fees which are collected. During the spring and summer months, these costs can be reduced by resident's turning off their pilot lights when the fireplace is not in use. Council would like to advise Owners to turn off their pilot lights as a cost- and energy-saving measure for the Strata Corporation.**

- h. Items being flushed in the toilet and down the kitchen drains:

**Reminder to Residents**

**Residents should be aware of the limitations of the drainage system. Council would like to advise Owners that they should refrain from flushing grease or hard objects (hair or cat litter) down the toilet and kitchen drains, otherwise, the build up and blockages may result in future plumbing emergencies.**

- i. Free to Claim items: Council noted that resident's have been leaving items in the common areas for others to claim.

**Reminder to Owners**

**If Owners wish to leave items in the common areas for others to claim, they must also leave and indicate on the items, their names, unit numbers, and the dates when the owners will remove the items if they are unclaimed.**

**6. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 7:21 p.m.

**7. NEXT MEETING**

The next Council meeting has been scheduled for October 22, 2008 at 6:00 p.m. in Unit 103 – 1928 East 11<sup>th</sup> Ave, Vancouver, BC.

**ATTENTION**

Please keep these minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either minutes or bylaws will be at the expense of the owner, not the Strata Corporation.

Under the *Strata Property Act*, Strata Agents work for the owners of the Strata Corporation. Under the *Strata Property Act* and the *Privacy Act*, when selling your unit the Strata Agent may only communicate with the owner or the seller's agent upon presentation of the written verification of such a relationship.

The Strata Agent can not communicate information about the Strata Corporation or your strata lot with purchasers or the agent for the purchaser without written authorization from the owner. All questions or concerns should be directed to the owner of the unit or the owner's agent.

