

**COUNCIL MEETING OF STRATA PLAN LMS 2379 HELD AT #206 - 675 W. 7<sup>TH</sup>, VANCOUVER, BC  
ON TUESDAY, JANUARY 13, 2009 AT 6:45 PM**

**PRESENT:**

|                |                |                              |
|----------------|----------------|------------------------------|
| Moreen Cobb    | President      | #206 – 675                   |
| Mike Carston   | Vice President | #107 – 669                   |
| Scott Venn     | Treasurer      | #204 – 675 (arrived 7:05 PM) |
| Donna Ashman   |                | #102 – 675                   |
| Robyn Mcdowell |                | #207 – 657                   |
| Jeremy Kis     |                | #107 – 685                   |
| Ron Downs      |                | #202 – 655                   |

**ALSO IN ATTENDANCE:**

Jarvie Way, Strata Agent  
Century 21 Prudential Estates (RMD) Ltd.

**1. CALL TO ORDER:**

The meeting was called to order by Council President, Moreen Cobb at 6:50 pm

**2. ADOPTION OF PREVIOUS MINUTES**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the minutes of the December 2, 2008 Council meeting as circulated.

**3. FINANCIAL REPORTS**

**a) Financial Statements**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the November 2008 financial statements.

**b) Owners Arrears/ Strata Maintenance Fees**

Council reviewed the owner's arrears report. Owners are reminded to ensure you keep your account up to date; all fees are due and payable on the first of every month. Late payments are subject to fines and interest.

*Any owner with questions or concerns regarding their maintenance fee account should contact the Accounts Receivable Department of Century 21 Prudential office at 604-273-1745. All owners are advised that Century 21 does not send out reminder letters regarding maintenance fees. Please ensure your account is current.*

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Building Repair - Phase 2**

After further follow up, it appears that the building portion facing the alleyway has indeed been painted. There is just one window deficiency left to remedy and there will be a final walk around with Edenvale to ensure everything has been completed to the utmost satisfaction of the Strata Council.

**b) Trees**

*With the extreme winter weather we have been experiencing, the tree replacements have been delayed in the second and third courtyards. However, it is expected that the tree replacements will occur at the end of January - weather permitting!*

**c) Awnings**

The Strata Council is still awaiting quotes for awning repair and maintenance. *The Strata Agent will follow up with the companies who are to provide quotes.*

**5. CORRESPONDENCE****a) Chargeback**

*An owner wrote detailing concerns about charge backs they had received on their account. The Strata Agent will follow up to resolve these concerns.*

**6. NEW BUSINESS****a) Noise**

*The Strata Council would like to remind all residents that you do live in a strata complex and therefore sounds do carry. These sounds can carry not only to your immediate neighbors' units, but also to other units in the complex. Please keep this in mind when you are doing repairs or renovations to your unit.*

**b) Thank You**

*The Strata Council would like to thank all owners who generously helped to remove snow and ice from the courtyards, the alley and the front sidewalks.*

**c) Garage Room**

*The Strata Council directed the Agent to obtain a quote to have a trough installed in the garbage room so the water can drain better.*

**d) Sign**

*The Strata Council directed the Strata Agent to obtain a quote for installing a wrought iron signpost near the front of the complex. The purpose of this signpost would be for when a unit is for sale, a generic sign stating something like "Luxury Unit For Sale" can be placed on the post.*

**7. ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:00 PM.

The next meeting will be in unit #206 – 675 W. 7<sup>th</sup> on **March 2, 2009** at 6:45 PM.

Respectfully Submitted

Jarvie Way, Property Agent

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

Administrative Assistant: Donna Bossert

Service Department: Greg Dunphy

Telephone 604-273-1745 (9:00 a.m. to 5:00 p.m. & 24 Hour Emergency)

Fax 604-273-9021

IT HAS BECOME A STANDARD PRACTICE IN THE REAL ESTATE INDUSTRY THAT OWNERS PROVIDE TWO (2) YEARS OF COUNCIL AND GENERAL MEETING MINUTES TO POTENTIAL PURCHASERS. PLEASE RETAIN YOUR MINUTES FOR TWO YEARS AS THERE IS A FEE TO OWNERS WHO REQUIRE ADDITIONAL COPIES OF THE MINUTES.

UNDER THE STRATA PROPERTY ACT, PROPERTY MANAGERS WORK FOR THE OWNERS OF THE STRATA CORPORATION. UNDER THE STRATA PROPERTY ACT AND THE PRIVACY ACT, WHEN SELLING YOUR UNIT THE PROPERTY MANAGER MAY ONLY COMMUNICATE WITH THE OWNER OR THE SELLER'S AGENT UPON PRESENTATION OF THE WRITTEN VERIFICATION OF SUCH A RELATIONSHIP. THE PROPERTY MANAGER 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.

**COUNCIL MEETING OF STRATA PLAN LMS 2379 HELD AT #206 - 675 W. 7<sup>TH</sup>, VANCOUVER, BC  
ON MONDAY, MARCH 2<sup>ND</sup>, 2009 AT 6:45 PM**

**PRESENT:**

|                |                |                               |
|----------------|----------------|-------------------------------|
| Moreen Cobb    | President      | #206 – 675                    |
| Mike Carston   | Vice President | #107 – 669                    |
| Scott Venn     | Treasurer      | #204 – 675                    |
| Donna Ashman   |                | #102 – 675                    |
| Robyn Mcdowell |                | #207 – 657                    |
| Jeremy Kis     |                | #107 – 685                    |
| Ron Downs      |                | #202 – 655 (departed 8:00 pm) |

**ALSO IN ATTENDANCE:**

Jarvie Way, Strata Agent  
Century 21 Prudential Estates (RMD) Ltd.

**1. CALL TO ORDER:**

The meeting was called to order by Council President, Moreen Cobb at 6:50 pm

**2. ADOPTION OF PREVIOUS MINUTES**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the minutes of the January 13th, 2009 Council meeting as circulated.

**3. FINANCIAL REPORTS**

**a) Financial Statements**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the December 2008 and January 2009 financial statements.

**b) Owners Arrears / Strata Maintenance Fees**

Council reviewed the owner's arrears report. Owners are reminded to ensure you keep your account up to date; all fees are due and payable on the first of every month. Late payments are subject to fines and interest.

*Any owner with questions or concerns regarding their maintenance fee account should contact the Accounts Receivable Department of Century 21 Prudential office at 604-273-1745. All owners are advised that Century 21 does not send out reminder letters regarding maintenance fees. Please ensure your account is current.*

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Building Repair - Phase 2**

Scott Venn will continue to follow up with BC Building Science to coordinate with Edenvale the completion of a final inspection to ensure that all the deficiencies from the project have been remedied.

**b) Trees**

The replacement trees have now been planted in the two courtyard. New topsoil has been added to all our complexes' planted areas.

**c) Awnings**

The Strata Council is awaiting proper quotes for awning repair and maintenance. One quote was received and was rejected by the strata council. The Strata Agent will follow up to obtain additional quotes.

**d) Real Estate Sign**

The Strata Council is in receipt of a quote from Sign-O-Rama to provide a universal sign stating, "**Luxury Units For Sale – Please Contact Your Local Realtor.**" This sign will be hung on a permanent black metal post only when there is a unit for sale in our complex. The post will be located in the middle front of The Ivys.

**5. CORRESPONDENCE**

**a) Chargeback**

An owner disputed a chargeback for plumbing work within a unit. The Strata Council reviewed this owner's request, and the report provided by the plumber, and found that it was indeed the owner's responsibility to pay the plumbing bill.

**6. NEW BUSINESS**

**a) Mailboxes**

As residents are aware the mailboxes were compromised. Canada Post stopped delivering the mail until the mailboxes were upgraded and more secure. The Strata Council has since had Lock Rite Security replace the lock of each block of mailboxes with an interlocking device and reinforce all the clips along the inside of the tops of the boxes. This will hopefully make it far more difficult to pry the boxes open.

**b) Courtyard Gates - Security**

Due to numerous security concerns the Strata Council feels it is really important at this time to **change the access code on the front security gates.** To help ensure the security of the residents of The Ivy's the new code **will not be given out to the owners.** Notices will provide numerous reminders of the upcoming change, since you will no longer be able to use the code at the gate to gain access. Newspaper delivery will have to be to the front gate only.

**c) Roof Deck Repairs**

The Strata Council is in the process of getting estimates for some roof deck repairs. The council is looking at the most practical and efficient way to prioritize these roof deck repairs to be the most cost effective.

**d) Preventative Maintenance**

The Strata Council is in receipt of a quote from Ashton Service Group advising of the following items that should be attended to as a result of their preventative maintenance investigation:

1. Provide a fire side cleaning to the boiler
2. Replace one broiler that is no longer functioning properly
3. Repair the middle parkade exhaust fan
4. Calibrate the co sensors in the parkade

The Strata Council has elected to move forward with all these items.

**e) AGM**

Residents are to be advised that the Annual General Meeting has been tentatively scheduled for Tuesday, June 23<sup>rd</sup>, 2009 at 7:00 p.m.

7. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:30 PM.

The next meeting will be in unit #206 – 675 W. 7<sup>th</sup> on **Wednesday, April 15, 2009** at 6:45 p.m. in Unit 206 - 675 W. 7<sup>th</sup> Ave, Vancouver, BC.

Respectfully Submitted,  
Jarvie Way, Property Agent  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION  
Administrative Assistant: Donna Bossert  
Service Department: Greg Dunphy  
Telephone 604-273-1745 (9:00 a.m. to 5:00 p.m. & 24 Hour Emergency)  
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**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS  
STRATA PLAN LMS 2379 THE IVY'S HELD ON WEDNESDAY, APRIL 15, 2009  
AT 6:45 PM IN #107- 669 W. 7<sup>TH</sup>, VANCOUVER, BC**

**COUNCIL IN ATTENDANCE:**

|                |                |            |
|----------------|----------------|------------|
| Mike Carston   | Vice President | #107 – 669 |
| Scott Venn     | Treasurer      | #204 – 675 |
| Donna Ashman   |                | #102 – 675 |
| Robyn McDowell |                | #207 – 657 |

**ABSENT WITH REGRETS**

|             |           |            |
|-------------|-----------|------------|
| Moreen Cobb | President | #206 – 675 |
| Jeremy Kis  |           | #107 – 685 |
| Ron Downs   |           | #202 – 655 |

**ALSO IN ATTENDANCE:**

Jarvie Way, Strata Agent  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER:**

The meeting was called to order by Council Vice President, Mike Carston at 6:50 pm

**2. ADOPTION OF PREVIOUS MINUTES**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the minutes of the March 2, 2009 Council meeting as circulated.

**3. FINANCIAL REPORTS**

**a) Financial Statements – February 2009**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the February 2009 financial statements.

**b) Owners Arrears / Strata Maintenance Fees**

Council reviewed the owner's arrears report. Owners are reminded to ensure you keep your account up to date; all fees are due and payable on the first of every month. Late payments are subject to fines and interest.

*Any owner with questions or concerns regarding their maintenance fee account should contact the Accounts Receivable Department of Century 21 Prudential office at 604-273-1745. All owners are advised that Century 21 does not send out reminder letters regarding maintenance fees. Please ensure your account is current.*

**c) Draft Budget**

The Strata Council is currently reviewing and preparing the draft budget to be presented to the owners at the Annual General Meeting.

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Building Repair - Phase 2**

This item was deferred to the next Council meeting.

**b) Awning Quote**

The Strata Council is in receipt of one quote and is awaiting a second quote for the awning repair and maintenance. Upon receipt of the second quote, the Strata Council will discuss and make a decision via email before the next Council meeting so the awning repair can proceed.

**c) Courtyard Gates - Security**

The access code on the front security gates has not been changed for some time. It has been brought to the Strata's attention that the code has likely been given, by residents, to various people (friends, builder's, contractors & sub-contractors etc) over a period of time. The Strata Council feels it is important at this time to change the access code. To help ensure the security of the residents of The Ivy's the new code will not be given out to the owners. Notices will provide numerous reminders of the upcoming change, since you will no longer be able to use the code at the gate to gain access. Newspaper and water delivery will be provided with the code.

**5. CORRESPONDENCE**

**a) Newspaper Delivery**

An owner wrote Council, expressing concerns about the possibility of not providing the courtyard access to newspaper delivery persons. The Strata Council reviewed this owners concern and thought about it further and have since agreed that water delivery and newspaper delivery persons should be allowed to access the courtyard.

**6. NEW BUSINESS**

**a) Boiler**

The Strata Council discussed the aging boilers and amount of money that has been spent to date to maintain and repair them. The Strata Council has since been advised that the boilers are at the end of their life cycle. The Council is in receipt of a quote to repair and replace all four (4) boilers at a cost of \$37, 942.00 + GST. Although there is not the extra amount in the Boiler Fund to date and two (2) boilers are currently in worse condition than the others, the Strata Council is in receipt of a quote to replace two boilers at this time at a cost of \$18,316.50 + GST and have been advised if they are to replace the two boilers now and the other two (2) boilers after the AGM upon approval of the owners, Ashton Mechanical will honor the price of the \$37,942.00 and bill accordingly.

Following further review and discussion, it was

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To move forward with replacing the two (2) boilers at this time. The funds paid to be from the Boiler Fund sitting currently at \$26, 000.00 and the Strata Council will present a resolution at the Annual General Meeting to replace the other two (2) boilers using the remaining boiler funds and approval to spend the shortfall from the Contingency Reserve Fund in the approximate amount of \$5,000.00.

**b) Window Cleaning**

The Strata Council asked the Agent to obtain window cleaning quotes to be performed in the last spring, early summer.

**c) Caretaker**

Donna Ashman has since advised Council that she has sold her unit and will be moving and therefore, no longer able to provide the Caretaker duties as of June 1<sup>st</sup>. It is with great regret

that Donna is departing The Ivy's. The Strata Council thanked her dearly for all the service she has provided over the years.

Any resident interested in pursuing the Caretaker position at The Ivy's are asked to talk to Donna Ashman for further details.

**d) Top Floor Units**

Residents in the top floor units are encouraged to ensure you check the hydraulic lifts for the roof loft access, via your skylights, as once they are making significant noise, they should be replaced. Residents are reminded that the sounds do carry to neighboring units.

Donna Ashman has researched obtaining the hydraulics and found the best location to get them. Please contact the her for further information.

**7. ADJOURNMENT**

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

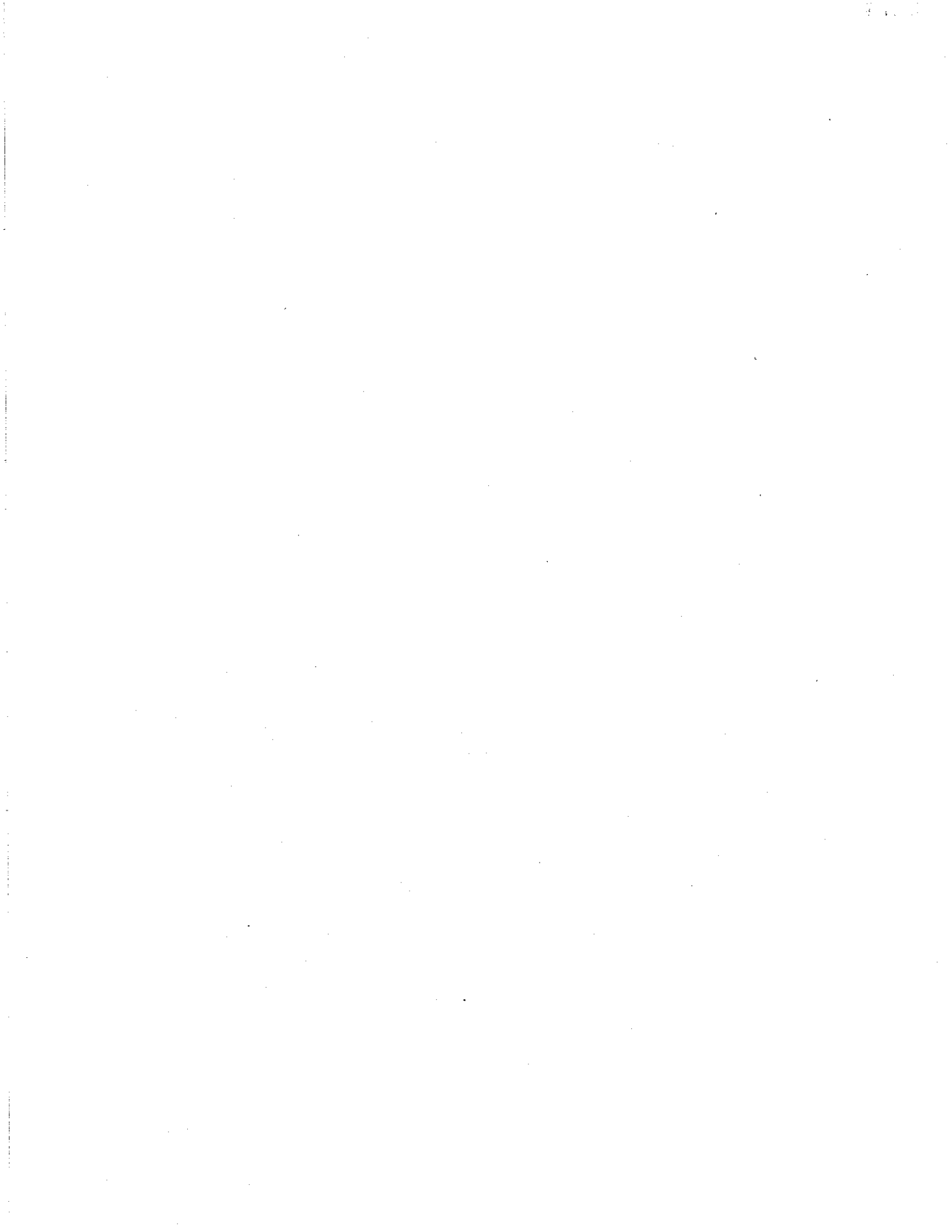
The next meeting will be in unit #206 – 675 W. 7<sup>th</sup> on Tuesday, May 19, 2009 at 6:45 p.m. in Unit 206 - 675 W. 7<sup>th</sup> Ave, Vancouver, BC.

Respectfully Submitted,  
Jarvie Way, Property Agent  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION  
Administrative Assistant: Donna Bossert  
Service Department: Greg Dunphy  
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**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS  
STRATA PLAN LMS 2379 THE IVY'S HELD ON TUESDAY, MAY 19, 2009  
AT 6:45 PM IN #206-675 W. 7<sup>TH</sup>, VANCOUVER, BC**

**COUNCIL IN ATTENDANCE:**

|                |           |            |
|----------------|-----------|------------|
| Moreen Cobb    | President | #206 – 675 |
| Scott Venn     | Treasurer | #204 – 675 |
| Donna Ashman   |           | #102 – 675 |
| Robyn McDowell |           | #207 – 657 |

**ABSENT WITH REGRETS**

|              |                |            |
|--------------|----------------|------------|
| Mike Carston | Vice President | #107 – 669 |
| Jeremy Kis   |                | #107 – 685 |
| Ron Downs    |                | #202 – 655 |

**ALSO IN ATTENDANCE:**

Jarvie Way, Strata Agent  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER:**

The meeting was called to order by Council President, Moreen Cobb at 6:55 pm

**2. RESIGNATION**

The Strata Council was in receipt of the resignation from Jeremy Kis as he is no longer a resident at The Ivy's. The Strata Council had accepted the resignation and thanked Jeremy for his generous contribution to the Strata Council.

**3. ADOPTION OF PREVIOUS MINUTES – April 15, 2009**

It was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to adopt the minutes of the April 15, 2009 Council meeting as presented.

**4. FINANCIAL REPORTS**

**a) Financial Statements – March and April 2009**

It was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to adopt the March & April 2009 financial statements.

**b) Owners Arrears / Strata Maintenance Fees**

Council reviewed the owner's arrears report. Owners are reminded to ensure you keep your account up to date; all fees are due and payable on the first of every month. Late payments are subject to fines and interest.

*Any owner with questions or concerns regarding their maintenance fee account should contact the Accounts Receivable Department of Century 21 Prudential office at 604-273-1745. All owners are advised that Century 21 does not send out reminder letters regarding maintenance fees. Please ensure your account is current.*

**c) Draft Budget**

The Strata Council is currently reviewing and preparing the draft budget to be presented to the owners at the Annual General Meeting on Tuesday, June 23, 2009

**5. BUSINESS ARISING FROM PREVIOUS MINUTES****a) Building Repair - Phase 2**

The Strata Council has provided Edenvale the final list of deficiencies and they have agreed to remedy them as soon as possible.

**b) Awning Maintenance Quote**

The Strata Council had received a second quote for awning repair maintenance. There are some questions regarding the quote that need to be clarified and the Strata Agent will follow up. Due to a significant discrepancy between the amount of the two original quotes Strata Council asked the Strata Agent to obtain a third awning maintenance quote.

**c) Window Cleaning Quote**

The Strata Council was in receipt of two quotes for window cleaning.

Following a thorough review and discussion, it was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to award the contract to Elbow Grease Enterprises.

**Residents are to be advised that Elbow Grease will be on site starting on June 10, 2009 at courtyard at 653 West 7<sup>th</sup>, the next courtyard on June 11th and finally the last courtyard on June 12th to wash all inaccessible exterior windows and skylights. Please ensure your windows are closed during this time.**

**d) Caretaker**

As reported last Council meeting Donna Ashman's last day of service as The Ivys Resident Caretaker will be on June 30, 2009. Donna, as our Caretaker, is going to be very difficult to replace. Not only did Donna bring her wide breadth of knowledge about all things to do with The Ivys to this position; but also, Donna so generously gave of her time and expertise which went way beyond her part-time Caretaker's job description. Therefore, Strata Council agreed that some discussion and time needs to be given to developing a new Caretaker job description. Donna has assured Council that the summer months are less demanding for this position and so the decision has been made to wait until the fall to hire a new Caretaker. Meanwhile we ask the residents of each courtyard to share the responsibility of basic maintenance of their common areas.

**6. CORRESPONDENCE****a) Landscaping**

An owner wrote expressing concerns about the condition of the landscaping in the courtyards and suggested there should be new vegetation put in place. At the same time the Strata Council was in receipt of a quote from our landscapers, Para Space Landscaping, to upgrade the landscaping in all three courtyards. These landscaping upgrades were budgeted for when the Special Levy 1 Landscaping Upgrades and Building Repairs was approved at last year's AGM. \*Plants that are going to be pulled out have been yellow tagged and owners are encouraged (if they really like the plant) to dig up any of these tagged plants to transfer to their unit's patio or deck. \*

After a thorough review and discussion, it was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to move forward with all the proposals

**7. NEW BUSINESS****a) Catch Basin**

The Strata Council was in receipt of a quote from Ashton Mechanical Services to clean and remove all debris from the five parkade catch basins and the one trough at the parkade entrance.

It was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to move forward with the proposal.

**b) Skylights**

Residents on the second floor are to be advised in regard of the skylight list to enter your rooftop loft deck, if a very small amount of WD40 applied to the struts on the skylights will reduce the noise and may not have to be replaced unless they will not support your skylight. The WD40 can be purchased at Home Depot or Canadian Tire. If it is required to replace the struts, please contact the Strata Agent for information on where to obtain these struts.

**c) Courtyard Gate Security**

The entrance gate code will be changed this month of June 2009. It has been brought to the Strata's attention that the code has been given, by residents, to various people (friends, builders, contractors, delivery persons, etc.) over a period of time. To help ensure the security of the residents of The Ivys the new code will not be given out to every owner. Newspaper and water delivery will be given the code. Notices will provide numerous reminders of the upcoming change, since residents will no longer be able to use the code at the gate to gain access.

**8. ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:30 PM.

**The next meeting will be the Annual General Meeting on Tuesday, June 23, 2009 in the visitor's parkade.**

Respectfully Submitted,  
Jarvie Way, Property Agent  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION  
Administrative Assistant: Donna Bossert  
Service Department: Greg Dunphy  
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**MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS  
STRATA PLAN LMS - 2379 HELD ON TUESDAY, JUNE 23, 2009 AT 7:00 P.M.  
WITHIN THE PARKADE, 653-689 WEST 7<sup>TH</sup> AVENUE, VANCOUVER, BC**

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**1. CALL TO ORDER**

There being a quorum present, the meeting was called to order at 7:00 PM by Council President Moreen Cobb, who acted as chair for the meeting, introductions were made and the meeting commenced.

**2. CALLING OF THE ROLL AND CERTIFYING OF PROXIES**

The Strata Agent advised there were twenty-five (25) owners present either in person or by proxy and the requirements of the Strata Property Act have been met and the meeting was declared competent to proceed with business at hand.

**3. FILING PROOF OF NOTICE OF MEETING**

It was, **MOVED SECONDED AND CARRIED UNANIMOUSLY** that the notice of the Annual General Meeting dated June 2, 2009 as proper notice to approve the agenda.

**4. ADOPTION OF PREVIOUS GENERAL MEETING**

There being no errors or omissions noted, it was **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to adopt the minutes of the September 16, 2008 Annual General Meeting as previously circulated.

**5. REVIEW OF STRATA CORPORATION INSURANCE**

As per section 149 for the Strata Property Act, the Strata Corporation must obtain and maintain property insurance on the common property including buildings shown on the Strata Plan, common assets and any fixtures built or installed on the Strata lot by the developer as part of the original construction of that Strata lot. In addition, the Strata Corporation must maintain insurance against liability for property damage and bodily injury as per the Act, every year the Strata Corporation must review the adequacy of the coverage and report it to the Owners at the AGM. Attached to the notice of the meeting, was a copy of the certificate of insurance issued by BFL Canada Insurance Services.

Owners who have made improvements to their strata lots, such as flooring upgrades, appliance upgrades, cabinet upgrades, or the installation of other fixtures or chattels, must ensure that all of these are reported to their homeowner insurers, that they have coverage to allow for these improvements to be restored in case of a major loss. Owners should look at obtaining loss assessment coverage to "buy down" the Strata Corporation's insurance deductibles (which can be a significant amount) to the level of their homeowner's insurance deductible. A number of homeowner's insurance policies do not provide this coverage as a matter of course, and this should be specifically requested.

**6. PRESIDENTS REPORT**

Moreen Cobb spoke briefly to the owners advising what had transpired over the year. Such as the drains being cleaned out for the very first time. The Council has determined to clean the dryer vents every other year. The mailboxes have had an internal upgrade to make them more secure. The Strata Council is looking at obtaining a preventative maintenance plan for the parkade doors. And finally it was discussed the need for Century 21 to have each owners emergency contact info as there has been occurrences this past year with break ins and leaks that have occurred to a unit and they are unable to get a hold of the owner. Please find attached the Emergency Information Update form to these minutes and return it to Century 21. Thank you.

**7. ADOPTION OF THE PROPOSED OPERATING BUDGET EFFECTIVE JULY 1, 2009**

The proposed budget was presented to the owners for their review following discussion; a **MOTION** was made, and **SECONDED** to vote on the budget as presented, it was **CARRIED UNANIMOUSLY**.

**8. CONSIDERATION OF ¾ VOTES****RESOLUTION # 1 – BOILER REPLACEMENT**

**BE IT RESOLVED** as a ¾ Vote Resolution of THE OWNERS, STRATA PLAN LMS 2379 (the "Strata Corporation") at this Annual General Meeting held on Tuesday, June 23<sup>rd</sup>, 2009 hereby resolves by a ¾ vote of the owners present and eligible to vote, to expend the amount of \$9,840.00 from the Contingency Reserve Fund to pay for the boiler replacement.

Following discussion, a **MOTION** was made to vote on the resolution as presented the Motion was **SECONDED AND CARRIED UNANIMOUSLY**.

At this point in the meeting, another owner arrived and signed in, therefore bringing the quorum up to twenty six (26) people.

**RESOLUTION # 2 - BYLAW AMENDMENT**

**BE IT RESOLVED** as a ¾ Vote Resolution of THE OWNERS, STRATA PLAN LMS 2379 (the "Strata Corporation") at this Annual General Meeting held on Tuesday, June 23<sup>rd</sup>, 2009 that the owners hereby amend bylaw Division 8 – Miscellaneous Matters with the following:

***Division 8 – Miscellaneous Matters***

*A non-refundable move-in and move-out fee of fifty dollars (\$50.00) is to be charged to an owner of any strata lot when there is a change in the occupancy of that strata lot. Where the change in occupancy is due to a change in the ownership of the strata lot, the charge will be assessed to the new and previous owner(s) of the strata lot.*

After discussion, a **MOTION** was made to vote on the resolution as presented the Motion was **SECONDED AND CARRIED UNANIMOUSLY. 22 IN FAVOUR, 4 OPPOSED, 0 ABSETENTIONS**

**RESOLUTION # 3 – DEFICIT RECOVERY**

**BE IT RESOLVED** as a ¾ Vote Resolution of THE OWNERS, STRATA PLAN LMS 2379 (the "Strata Corporation") at this Annual General Meeting held on Tuesday, June 23<sup>rd</sup>, 2009 hereby resolves by a ¾ Vote of the owners present and eligible to vote, to charge off the deficit from the fiscal year ending June 30, 2009, to the Contingency Reserve Account.

Following discussion, a **MOTION** was made to vote on the resolution as presented the Motion was **SECONDED AND CARRIED UNANIMOUSLY**.

**9. ELECTION OF COUNCIL**

Council for 2008 / 2009 automatically retired from their positions pursuant to the Strata Property Act. The floor was opened for nominations for Council for 2009 / 2010. The following owners were nominated for Council

|                  |           |
|------------------|-----------|
| Michael Carston  | 107 – 669 |
| Moreen Cobb      | 206 – 675 |
| Vicki Leung      | 205 – 669 |
| Jamie Maxwell    | 101 – 657 |
| Jennifer Rollins | 203 – 685 |

There being no further nominations, the owners nominated were declared elected by acclamation.

**10. NEW BUSINESS****a) Storage Lockers**

Residents are reminded not to store any items on top of the storage lockers, as this is against the fire regulations. Any resident who has stored anything on top of their locker are asked to remove said items as soon as possible or they will be removed by the Strata Council.

**b) Security**

Security and the keys for the building were discussed and the possibility of having a fob system was suggested that the new Council look into.

**c) Rooftop Decks**

The Strata Council suggested the next main project to be looked at is the repair and maintenance of the rooftop decks and if any resident has noticed any problems or sees any part of their deck in disrepair are to advise the Strata Agent in writing.

**d) Pets**

The Strata Council would like to remind all owners of the pet bylaw 3(4):

**3 (4)** *An owner of a dog or cat shall attach a collar to the pet with a tag identifying the owner. No pet shall be allowed to roam at will, causing it to be a nuisance to neighbours. Pets should be on a leash while on common property.*

*(a) An owner of a pet shall not permit the pet to defecate on the common property, and if any pet does defecate on the common property, the owner shall immediately and completely remove all of the pet's waste from the common property and dispose of it in a waste container or by some other sanitary means. If the pet owner does not have prudent control over their pet when on common property and a recurrence of defecation happens, the pet owner will be given seven day's notice by the strata council to permanently remove the pet from the property.*

*(b) An owner, tenant or occupant whose guest or invitee brings an animal or pet onto the common property shall ensure that the guest or invitee complies with all requirements of these bylaws as they relate to animals and shall perform all of the duties and obligations with respect to that animal or pet as set out in these bylaws. Pets accompanying guests or invitees are not permitted to stay within a strata lot, limited common property or common property longer than twenty-four hours. Boarding of pets is not permitted.*

*(c) 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.*

*(d) The strata council may, from time to time on behalf of the strata corporation, enact such rules with respect to the keeping of pets as the strata council, acting reasonably, deems necessary or desirable, provided that, in the event of any conflict between these bylaws and any such rule, the provisions of these bylaws will prevail.*

*(e) If any owner, tenant or occupant violates any provision of these bylaws or if the strata council on reasonable grounds considers a pet to be a nuisance the strata council may, by written notice to such owner, tenant or occupant cause such owner, tenant or occupant to have the pet removed from the strata lot within thirty days of receiving such*

**e) Renovations**

The Strata Council would like to remind all residents to be courteous to your neighbours when undertaking renovations as these units are adjacent to one another and sounds do carry. Please ensure you undertake renovations at reasonable hours.



**f) Thank You**

The owners thanked the outgoing Council and the current Council for all their hard work and dedication throughout the year.

**g) Bicycles**

It appears there are several old and unused bicycles in the bike storage area and new bicycles that are currently being used that don't have a place to be stored in the storage. A notice will be posted shortly advising of a due date to tag and mark your bike, otherwise any bike found after the date in the locker that is not tagged will be disposed of by the Strata Council.

**h) Agent Contact Information**

Any resident who has any questions or concerns at any time in regard of the Strata, please contact the Strata Agent via email at [jarvie.way@century21pel.com](mailto:jarvie.way@century21pel.com).

**11. ADJOURNMENT**

There being no further business, a motion was made to adjourn the meeting at 8:35 PM. The next meeting of Council will be called sometime in July by the new Strata Council.

RESPECTFULLY SUBMITTED, on behalf of the owners LMS 2379.

PROPERTY AGENT: Jarvie Way, Property Manager

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

7320 Westminster Highway, Richmond, B.C. V6X 1A1

TELEPHONE: (604) 273-1745 (9:00 A.M. TO 5:00 P.M. & 24 Hour Emergency)

FAX: (604) 273-9021

ADMINISTRATIVE ASSISTANT: Donna Bossert

SERVICE DEPARTMENT: Greg Dunphy

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**STRATA PLAN L.M.S. 2379 - THE IVY'S  
CONFIDENTIAL EMERGENCY CONTACT SHEET**

This information is for use by the Strata Corporation in the event of an emergency and will not be released to any individual for any other purpose. The information will be maintained by the Council President and the Property Management Company. It is both for your safety, the protection of your property and that of others. Please fill out form with as much information as possible and return it to Century 21 Prudential Estates (RMD) Ltd., 7320 Westminster Highway, Richmond, B.C. V6X 1A1, or place it in the management mailbox.

DATE: \_\_\_\_\_

UNIT # \_\_\_\_\_

NAME(S) \_\_\_\_\_

TEL # \_\_\_\_\_ (h)

\_\_\_\_\_ (w) \_\_\_\_\_ (w)

PARKING STALL # \_\_\_\_\_

LOCKER # \_\_\_\_\_

**EXTRA KEY WITH:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_ (h) \_\_\_\_\_ (w)

IN MY ABSENCE AND IN THE EVENT OF AN EMERGENCY, PLEASE CONTACT:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_ (h) \_\_\_\_\_ (w)

OTHER: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**REMINDER:** In case of an emergency, which requires that your suite be entered in your absence, it is important that we have a contact who has a key. Otherwise, a locksmith would get called in or the door would be broken down and costs charged to you.



**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS  
STRATA PLAN LMS 2379 THE IVY'S HELD ON MONDAY, JULY 13, 2009  
AT 6:45 PM IN #206- 675 W. 7<sup>TH</sup>, VANCOUVER, BC**

**COUNCIL IN ATTENDANCE:**

|                  |            |
|------------------|------------|
| Moreen Cobb      | #206 - 675 |
| Mike Carston     | #107 - 669 |
| Jamie Maxwell    | #101 - 657 |
| Jennifer Rollins | #203 - 685 |
| Vicki Leung      | #205 - 669 |

**ALSO IN ATTENDANCE:**

Jarvie Way, Strata Agent  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER:**

The meeting was called to order by interim Council President, Moreen Cobb at 6:50 pm

**2. ELECTION OF OFFICERS**

It was, **MOVED, SECONDED AND CARRIED** to elect the following officers:

|                |                |
|----------------|----------------|
| • Moreen Cobb  | President      |
| • Mike Carston | Vice President |
| • Vicki Leung  | Treasurer      |

**3. ADOPTION OF PREVIOUS MINUTES – April 15, 2009**

It was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to adopt the minutes of the May 19th, 2009 Council meeting as presented.

**4. FINANCIAL REPORTS**

**a) Financial Statements – May 2009**

It was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to adopt the May 2009 financial statements.

**b) Owners Arrears / Strata Maintenance Fees**

Council reviewed the owner's arrears report. Owners are reminded to ensure you keep your account up to date; all fees are due and payable on the first of every month. Late payments are subject to fines and interest.

*Any owner with questions or concerns regarding their maintenance fee account should contact the Accounts Receivable Department of Century 21 Prudential office at 604-273-1745. All owners are advised that Century 21 does not send out reminder letters regarding maintenance fees. Please ensure your account is current.*

5. BUSINESS ARISING FROM PREVIOUS MINUTES

a) Building Repair - Phase 2

This item was deferred to the next Council meeting.

b) Awning Maintenance Quote

The Strata Council is in receipt of three separate quotes to undertake awning maintenance. It was **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to move forward with the quote from "24 Hour Glass".

c) Window Cleaning

Elbow Grease had been on site and completed the window cleaning without any deficiencies.

d) Caretaker

The Strata Council will meet to review and revise The Ivys' caretaker's job description. As mentioned in the previous minutes the caretaker's position will be advertised in the early fall in hopes that there will be a new caretaker for The Ivys in September, 2009. Meanwhile, if owners in each courtyard can please share the responsibility for maintaining their courtyard and the common areas until a new caretaker is in place.

6. CORRESPONDENCE

a) Parking

The Council received a letter from an owner requesting permission to rent an extra parking stall. The Strata Council has put this owner in contact with another owner who has an extra parking space available for rent.

7. NEW BUSINESS

a) Parkade Door Preventative Maintenance Quote

The Strata Council is in receipt of a proposal from Precision Door Services to provide preventative maintenance on the parkade gates four times a year at a cost of \$125.00 per visit. It was **MOVED, SECONDED AND CARRIED** to move forward and arrange for Precision Door & Gate Services to attend four times per year to provide a preventative maintenance service on the gates.

b) Security

The Council discussed the security suggestions of some owners at the Annual General Meeting. This has since been followed up and the Council was advised that the garbage area lock is keyed for 2 different keys and the recyclers'/garbage pickup's keys will not open any of our common area locks. Research was done on the possible installation of the suggested key fob system and Council has been advised that it is not cost feasible to do so for a courtyard complex.

**Please Note: The Strata Council will be changing the gate code. Watch for a notice regarding the new code number and date of code change.**

c) Roof Top Deck

The next main project for The Ivys is the repair and maintenance of the rooftop decks. The Strata Council has directed the Agent to contact a company to inspect all the roof decks and to provide

quotations and recommendations for the repair and maintenance of the roof decks. Council will then prioritize these deck repairs. The goal for this project is to repair several decks each year, in priority order, as part of an ongoing maintenance program.

d) Windows

**RESIDENTS WHO HAVE FAILED WINDOW SEALS IN THEIR UNIT ARE TO ADVISE THE STRATA AGENT VIA EMAIL AT [jarvie.way@century21pel.com](mailto:jarvie.way@century21pel.com)**

**THE STRATA COUNCIL WILL BE HAVING A CONTRACTOR COME ON SITE IN THE NEAR FUTURE TO REPLACE THE FAILED WINDOW SEALS WITHIN THE CURRENT YEAR'S BUDGET. THE MORE WINDOWS THAT ARE REPLACED AT ONCE WILL BE A COST SAVINGS TO THE STRATA.**

e) Bike Locker

**Bike Locker**

**The Strata Council would like to remind all owners again that if you have a bike in the locker area you must identify your bike(s) by putting your unit number or name on it. Any bike that does not have an identifying mark on it by September 15<sup>th</sup>, 2009 will be removed permanently from the bike locker area.**

8 NEXT MEETING

The next meeting will held on **Monday, September 21st, 2009** in Unit #206-675.

9. ADJOURNMENT

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

Respectfully Submitted,

Jarvie Way, Property Agent

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

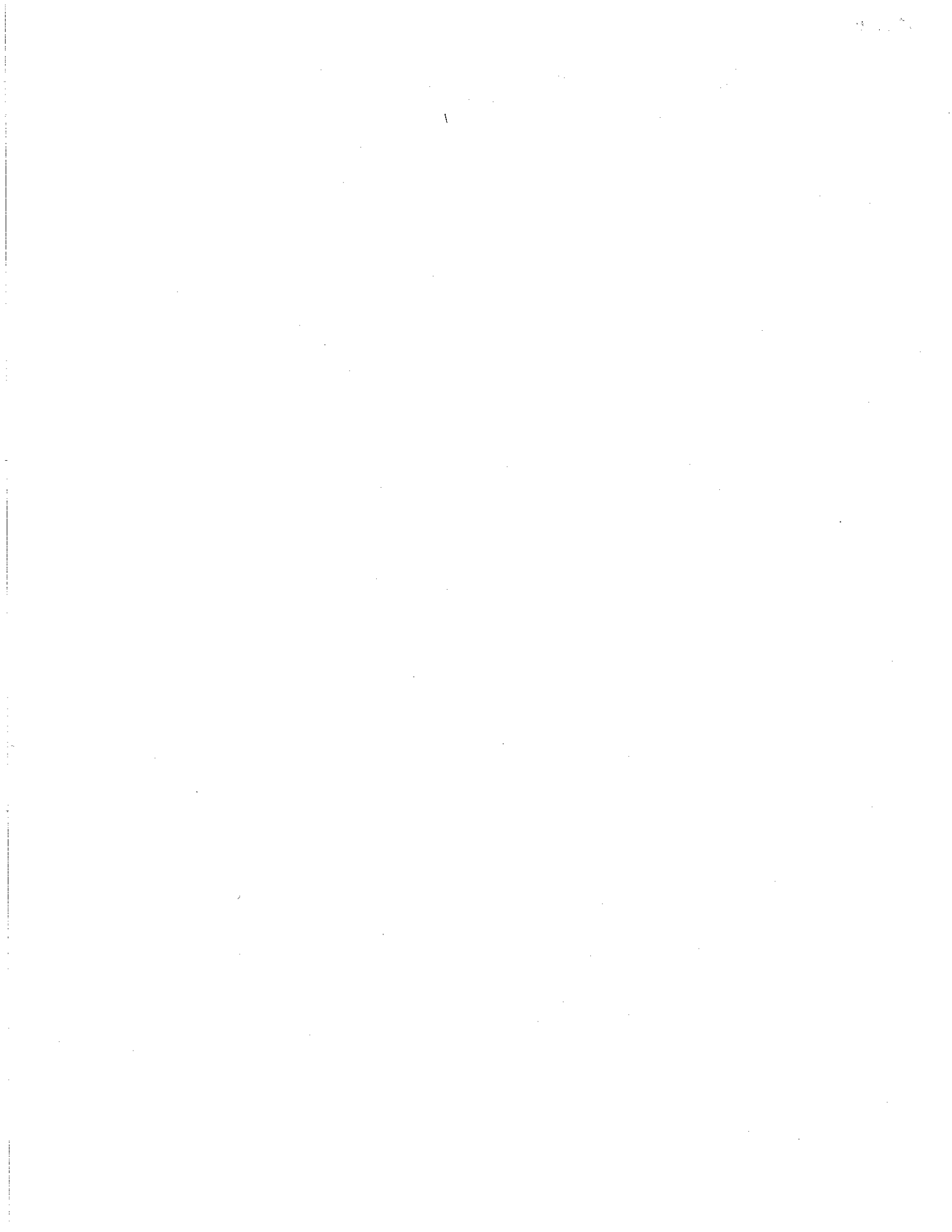
Service Department: Greg Dunphy

Telephone 604-273-1745 (9:00 a.m. to 5:00 p.m. & 24 Hour Emergency)

Fax 604-273-9021

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**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS  
STRATA PLAN LMS 2379 THE IVY'S HELD ON WEDNESDY, SEPTEMBER 23, 2009  
AT 6:45 PM IN #107-689 W. 7<sup>TH</sup>, VANCOUVER, BC**

**COUNCIL IN ATTENDANCE:**

|                              |            |
|------------------------------|------------|
| Mike Carston, Vice President | #107 - 669 |
| Jamie Maxwell                | #101 - 657 |
| Vicki Leung, Treasurer       | #205 - 669 |

**ABSENCE WITH REGRETS**

|                        |            |
|------------------------|------------|
| Moreen Cobb, President | #206 - 675 |
| Jennifer Rollins       | #203 - 685 |

**ALSO IN ATTENDANCE:**

Jarvie Way, Strata Agent  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER:**

The meeting was called to order by Vice President, Mike Carston at 6:50 p.m.

**2. ADOPTION OF PREVIOUS MINUTES-- July 13, 2009**

It was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to adopt the minutes of the July 13, 2009 minutes as presented.

**3. FINANCIAL REPORTS**

**a) Financial Statements – June and July 2009**

It was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to adopt the June and July 2009 financial statements.

**b) Owners Arrears / Strata Maintenance Fees**

Council reviewed the owner's arrears report. Owners are reminded to ensure you keep your account up to date; all fees are due and payable on the first of every month. Late payments are subject to fines and interest.

*Any owner with questions or concerns regarding their maintenance fee account should contact the Accounts Receivable Department of Century 21 Prudential office at 604-273-1745. All owners are advised that Century 21 does not send out reminder letters regarding maintenance fees. Please ensure your account is current.*

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Building Repair - Phase 2**

All outstanding items and deficiencies for the final building repair phase 2 by Edenvale has now been completed to the Councils' satisfaction and this issue is now closed.

**b) Awning Maintenance Quote**

This item was deferred to the next Council Meeting.



c) Caretaker

The Strata Council will be finalizing caretaker's job description and estimating the days and hours the caretaker should be on site. Then it will be taken to obtain proposals for prospective caretaker.

d) Rooftop Deck

The Strata Council is currently working on obtaining revised quotes to undertake the rooftop deck maintenance project.

5. CORRESPONDENCE

There is none.

6. NEW BUSINESS

a) Code Change

Residents are to be advised the code will be changed for the courtyard gate. Please refer to the attached Notice for more information.

b) Parking Stalls

Residents are to be advised that items should not be stored in your parking stall, especially, any hazardous items are not to be stored at any time whatsoever. Please ensure your parking stall remains neat and tidy and if there are any hazardous materials, such as propane tanks or jerry cans, they should be removed immediately.

c) Loft Deck Drains

Residents are reminded, as fall is fast approaching, to ensure you check and clear your roof top deck drain of any debris. As well, if you notice any areas of concern, please report them to the strata agent.

7. NEXT MEETING

The next meeting will held on Tuesday, October 27, 2009, unit to be determined.

8. ADJOURNMENT

There being no further business, the meeting was adjourned at 7.45 PM.

Respectfully Submitted,

Jarvie Way, Property Agent

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

Service Department: Greg Dunphy

Telephone 604-273-1745 (9:00 a.m. to 5:00 p.m. & 24 Hour Emergency)

Fax 604-273-9021

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**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS  
STRATA PLAN LMS 2379 THE IVY'S HELD ON TUESDAY, OCTOBER 27, 2009  
AT 6:45 PM IN #206- 675 W. 7<sup>TH</sup>, VANCOUVER, BC**

**COUNCIL IN ATTENDANCE:**

|                              |            |
|------------------------------|------------|
| Moreen Cobb, President       | #206 - 675 |
| Mike Carston, Vice President | #107 - 669 |
| Vicki Leung, Treasurer       | #205 - 669 |
| Jennifer Rollins             | #203 - 685 |

**ABSENCE WITH REGRETS**

|               |            |
|---------------|------------|
| Jamie Maxwell | #101 - 657 |
|---------------|------------|

**ALSO IN ATTENDANCE:**

Jarvie Way, Strata Agent  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER:**

The meeting was called to order by Council President, Moreen Cobb at 6:55 p.m.

**2. ADOPTION OF PREVIOUS MINUTES – September 23, 2009**

It was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to adopt the minutes of the September 23, 2009 minutes as presented.

**3. FINANCIAL REPORTS**

**a) Financial Statements – August and September 2009**

It was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to adopt the August and September 2009 financial statements.

**b) Owners Arrears / Strata Maintenance Fees**

Council reviewed the owner's arrears report. Owners are reminded to ensure you keep your account up to date; all fees are due and payable on the first of every month. Late payments are subject to fines and interest.

*Any owner with questions or concerns regarding their maintenance fee account should contact the Accounts Receivable Department of Century 21 Prudential office at 604-273-1745. All owners are advised that Century 21 does not send out reminder letters regarding maintenance fees. Please ensure your account is current.*

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Awning Maintenance**

The Strata Council has been informed that 24 Hour Glass has completed the awning maintenance repairs.

b) Bike Locker

In mid-October 2009, the unclaimed bikes in the bike storage were all removed to one corner of the storage area and will be donated to an organization that will do pick-up (we are researching non-profit organizations).

Thank you very much to Jamie Maxwell and Colin Farrell for volunteering their time to organize this much needed bike storage clean up. Thank you, too, to all owners who did take the time to identify your bikes, etc, before the clean-up deadline.

- b) **\*An important note:** a few of the newer, unclaimed bikes have been put away from the 'to be removed' bikes because Colin and Jamie felt that possibly their owners just forgot to identify the bikes. If you think that you might have a bike in the bike storage that you forgot to identify please do so as soon as possible.

c) Caretaker Replacement

The Strata Council has now finalized the caretaker's job description and estimated the days and hours the caretaker may need to be on site. The Strata Council is now in the process of interviewing and obtaining proposals from off site maintenance/caretaker contractors.

d) Rooftop Decks

As stated in previous Strata minutes, the next proactive project for The Ivy's is the repair and maintenance of the roof decks. Since the roof decks have never had a membrane update/repairs done to them since The Ivy's was built, the Strata Council feels that this is an important proactive project to initiate. This project will be completed over a number of years based on an on-going needs assessment. The decks have been inspected and prioritized for repairs/maintenance based on location and the deck's condition.

**The decks that have wood installed over the vinyl were unable to be properly inspected and assessed. The owners of these decks will be informed that the wood must be removed before the deck can be properly inspected.**

Deck repairs, for a block of decks, will be initiated in November 2009.

e) Code Change

**Reminder to all residents:** As of November 1, 2009, the gate code will be changed to: #1397.

(Notice attached to September 23, 2009 minutes informed all residents of the change)

It is the resident's responsibility to inform their newspaper/ water delivery service of the code change.

5. CORRESPONDENCE

There is none.

6. NEW BUSINESS

a) Garage Door Remote FOBS

In order to ensure the overall security of The Ivy's, we have been advised that we need to update our records for the underground parking garage remote FOBS. Therefore, we will be updating these records and eliminating any unreported and outstanding FOBS from the system. In order to complete this update of the garage remotes we are asking each one of the residents to email your FOB number to Jennifer Rollins at email address [ivystrata@gmail.com](mailto:ivystrata@gmail.com), which has been created just to receive this FOB information. To ensure that the correct number is being sent to us, you will be receiving in the mail a detailed description of what number is required off the back of the remote FOB, what other information you need to include in the email, what to do if your number is no longer visible and how to send Jennifer Rollins the FOB information if you do not have access to a computer. A deadline for reporting your FOB number will be included in that mailing. After that date, all unreported FOBS in the system will be removed.

7. NEXT MEETING

The next meeting will be held on Wednesday, December 2, 2009, unit 206-675 W. 7<sup>th</sup>, Vancouver, BC

8. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:00 p.m.

Respectfully Submitted,

Jarvie Way, Property Agent

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

Service Department: Greg Dunphy

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**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS  
STRATA PLAN LMS 2379 THE IVY'S HELD ON WEDNESDAY, DECEMBER 2, 2009  
AT 6:45 PM IN #206- 675 W. 7<sup>TH</sup>, VANCOUVER, BC**

**COUNCIL IN ATTENDANCE:**

|                              |            |
|------------------------------|------------|
| Moreen Cobb, President       | #206 - 675 |
| Mike Carston, Vice President | #107 - 669 |
| Vicki Leung, Treasurer       | #205 - 669 |
| Jennifer Rollins             | #203 - 685 |
| Jamie Maxwell                | #101 - 657 |

**ALSO IN ATTENDANCE:**

Jarvie Way, Strata Agent  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER:**

The meeting was called to order by Council President, Moreen Cobb at 6:50 p.m.

**2. ADOPTION OF PREVIOUS MINUTES – October 27 2009**

It was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to adopt the minutes of the October 27, 2009 minutes as presented.

**3. FINANCIAL REPORTS**

**a) Financial Statements – October 2009**

It was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to adopt the October 2009 financial statements.

**b) Owners Arrears / Strata Maintenance Fees**

Council reviewed the owner's arrears report. Owners are reminded to ensure you keep your account up to date; all fees are due and payable on the first of every month. Late payments are subject to fines and interest.

**Any owner with questions or concerns regarding their maintenance fee account should contact the Accounts Receivable Department of Century 21 Prudential office at 604-273-1745. All owners are advised that Century 21 does not send out reminder letters regarding maintenance fees. Please ensure your account is current.**

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Caretaker Replacement**

The Strata Council reviewed three proposals from janitorial contractors to provide caretaker janitorial service at the Ivy's. After thorough review and interview of all three prospective bidders,

It was, **MOVED, SECONDED AND CARRIED** to award the contract to TLC Building Maintenance.

Our new caretaker/maintenance service will be on-site one day per week. As of the printing of these minutes Wednesday will be the day each week. If anyone sees something that needs repair or replacement, etc, please notify Jarvie Way at Century 21 (phone number: 604.273.1745) or email: [jarvie.way@century21pei.com](mailto:jarvie.way@century21pei.com)) and the necessary information will be passed onto the maintenance staff person.



b) Rooftop Decks

Columbus has been on site and has completed the necessary updates to a group of rooftop decks. Columbus has completed small repairs to other decks, too. Some wood painting still needs to be completed on the updated decks. This will be done as soon as weather permitting early spring. Since roof deck updates/repairs are a proactive project the Strata Council will continue to research and plan for the next phase of the deck repair.

**\*IT IS IMPORTANT TO NOTE HERE THAT ANY ROOFTOP DECKS THAT HAVE WOOD DECKING ON TOP OF THE ORIGINAL VINYL WERE NOT ABLE TO BE INSPECTED. ALL ROOFTOP DECK OWNERS WILL BE RECEIVING A LETTER INFORMING THE OWNER THAT IF THERE IS WOOD COVERING ON THE FLOOR OF THEIR DECK THAT THE WOOD WILL HAVE TO REMOVED BEFORE THE DECK CAN BE INSPECTED\***

In late November all of the rooftop deck drains were cleaned out by a professional drain cleaning company. There is a 90-day guarantee on this drain cleaning. If you observe any problems with your rooftop deck drain that appears to be related to the drain not be properly cleaned please notify Century 21.

5. CORRESPONDENCE

a) An owner wrote requesting permission to remove a railing on the entrance stairwell. The Strata Council will advise the owner that they are not authorized to remove the railing as it is against current building code.

6. THE NEW BUSINESS

a) Strata Council had reviewed the landscaping renewal contract from Para Space landscaping and,

It was, **MOVED, SECONDED AND CARRIED** to renew the Landscaping Contract.

b) Annual Fire Inspection

Residents are to be advised the annual fire inspection has been schedule for January 18<sup>th</sup> and 19<sup>th</sup>, 2009. Please be advised that the fire bell will ring intermittently during this time.

**In suite inspection will commence on Monday, January 18<sup>th</sup>, 2009 between the hours of 4 p.m. and 7 p.m. Please ensure someone is available in your suite to provide access and inspection is mandatory and not voluntary.**

c) Courtyard Gate

The front and back gates for all three courtyards have been adjusted and repaired recently. Apparently it is very hard on the gates' hinges and locks if residents let the gate swing shut. So a gentle reminder to residents to close the gate behind them rather than let it swing shut.

7. NEXT MEETING

The next meeting will be held on **Monday, January 18, 2010**, unit 206-675 W. 7<sup>th</sup>, Vancouver, BC

8. ADJOURNMENT

There being no further business; the meeting was adjourned at 8:15 p.m.

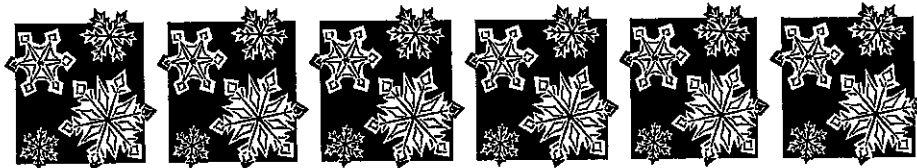
Respectfully Submitted,  
Jarvie Way, Property Agent  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION  
Service Department: Greg Dunphy

Telephone 604-273-1745 (9:00 a.m. to 5:00 p.m. & 24 Hour Emergency)

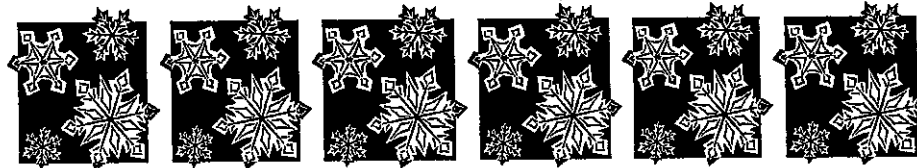
Fax 604-273-9021

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UNDER THE STRATA PROPERTY ACT, PROPERTY MANAGERS WORK FOR THE OWNERS OF THE STRATA CORPORATION. UNDER THE STRATA PROPERTY ACT AND THE PRIVACY ACT, WHEN SELLING YOUR UNIT THE PROPERTY MANAGER MAY ONLY COMMUNICATE WITH THE OWNER OR THE SELLER'S AGENT UPON PRESENTATION OF THE WRITTEN VERIFICATION OF SUCH A RELATIONSHIP. THE PROPERTY MANAGER 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.



**HOLIDAY GREETINGS**



The management and staff of Century 21 Prudential Estates (RMD) Ltd. would like to extend their best wishes during the holiday season and upcoming New Year.

Please note that during Christmas and New Years, any emergency situations can be handled by contacting our 24-hour emergency number at 604-273-1745.

Managers will be checking their voicemail for messages several times a day.

**CENTURY 21'S HOLIDAY HOURS:**

|                                      |                        |
|--------------------------------------|------------------------|
| THURSDAY, DECEMBER 24 <sup>TH</sup>  | CLOSED AT 12:00 (NOON) |
| TUESDAY, DECEMBER 29 <sup>TH</sup>   | CLOSED                 |
| WEDNESDAY, DECEMBER 30 <sup>TH</sup> | CLOSED                 |
| THURSDAY, DECEMBER 31 <sup>ST</sup>  | CLOSED                 |

**There is a mail slot at the back door for Owners wanting to drop off post-dated cheques.**





**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS  
STRATA PLAN LMS2379 THE IVY'S HELD ON MONDAY, JANUARY 18, 2010  
AT 6:45 PM IN #206-675 W. 7<sup>TH</sup>, VANCOUVER, BC**

**COUNCIL IN ATTENDANCE:**

|                        |          |
|------------------------|----------|
| Moreen Cobb, President | #206-675 |
| Jennifer Rollins       | #203-685 |
| Jamie Maxwell          | #101-657 |

**ABSENT WITH REGRETS:**

|                             |          |
|-----------------------------|----------|
| Mike Carton, Vice President | #107-669 |
| Vicki Leung, Treasurer      | #205-669 |

**ALSO IN ATTENDANCE:**

Jarvis Way, Strata Agent  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER:**

The meeting was called to order by Council President, Moreen Cobb at 6:50 p.m.

**2. ADOPTION OF PREVIOUS MINUTES – DECEMBER 2, 2009**

It was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to adopt the December 2009 Financial Statements.

**3. FINANCIAL REPORTS**

**a) Financial Statements**

It was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to adopt the November and December 2009 Financial Statements.

**b) Home Renovation Tax Credit**

Council has been advised that the Home Renovation Tax Credit is available to individual strata lot owners for expenditures relating to common property renovations made by their strata. The Council has been advised that a statement, similar to that prepared for a proposed special levy payment schedule, which indicates the total expenditure for the renovations and the individual strata lot owner's unit entitlement share of that expenditure, is sufficient documentation to support the strata lot owner's claim for this tax credit.

Century 21 has been directed by council to provide this statement of common property renovations completed after January 27, 2009 and before February 1, 2010 to each individual strata lot owner.

**c) Owners Arrears/Strata Maintenance Fees**

Council reviewed the owners' arrears report. Owners are reminded to ensure you keep your account up to date; all fees are due and payable on the first of every month. Late payments are subject to fines and interests.

ANY OWNER WITH QUESTIONS OR CONCERN REGARDING THEIR MAINTENDANCE FEE ACCOUNT SHOULD CONTACT THE ACCOUNTS RECEIVABLE DEPARTMENT OF CENTURY 21 PRUDENTIAL OFFICE AT 604-273-1745. ALL OWNERS ARE ADVISED THAT CENTURY 21 DOES NOT SEND OUT REMINDER LETTERS REGARDING MAINTENANCE FEES. PLEASE ENSURE YOUR ACCOUNT IS CURRENT.

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Rooftop Decks**

The Strata Council agreed to hire Agendum Services to carry out an independent inspection of the interior repair work completed by Columbus Construction. This repair work was necessary after roof deck restoration work by Columbus caused interior damage to 5 of the units. This independent inspection is to ensure that all interior repair work has been completed to the owner's and the Council's satisfaction.

**b) Annual Fire Inspection**

Annual Fire Inspection was being undertaken at the time of meeting. The Strata Council will await the deficiency and missed suite report and review it at the next Council Meeting.

**5. CORRESPONDENCE**

There was None.

**6. THE NEW BUSINESS**

**a) Fireplace Cleaning**

The Strata Council directed the Strata Agent to follow up and obtain a quotation from fireplace cleaning companies to come on site and inspect and if required clean fireplaces. Residents are advised that this would be a mandatory inspection and all costs incurred will be the responsibility of the owners and not the Strata Corporation. However, all owners are encouraged to sign up for this program to ensure proper efficiency of your fireplace and the safety of all residents.

**7. NEXT MEETING**

The next meeting will be held on Monday, March 8, 2010 at unit 206-675 W., 7th, Vancouver, B.C.

**8. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:45 p.m.

Respectfully Submitted,  
Jarvie Way, Property Agent  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION  
Administrative Assistant: Angie Koh  
Service Department: Greg Dunphy  
Telephone 604-273-1745 (9:00 a.m. to 5:00 p.m. & 24 Hour Emergency)  
Fax 604-273-9021

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