

# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING  
TUESDAY, JANUARY 27, 2009

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### A. CALL TO ORDER

The Meeting was called to order at 6: 10 pm, by Steve Stakiw, the President of the Strata Council.

### B. CALLING OF THE ROLL

The Strata Council Members present were: Steve Stakiw, Leigh Walker, Barrie Urquhart, Edwin Birch, Hans Wyngaarden, Jay Surrige, and Janis Suess. The Management Company was represented by Tiit Pikksalu.

### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Janis Suess and seconded by Hans Wyngaarden, it was RESOLVED that the Agenda, with additions under New Business, be approved for use at the meeting.

### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Barrie Urquhart and seconded by Leigh Walker, it was RESOLVED that the Minutes of the previous Council Meeting, held on Thursday, November 27, 2008, be APPROVED as distributed.

### E. APPROVAL OF THE FINANCIAL STATEMENTS AND ARREARS

The Treasurer, Barrie Urquhart had reviewed the Financial Statements for the month of November and upon a MOTION duly made by Barrie Urquhart and seconded by Edwin Birch, it was RESOLVED that the Financial Statements, for the month of November, be APPROVED.

The Treasurer had the following comments:

- The Strata Fee income is slightly behind, as the monthly increase which was approved at the Annual General Meeting, was spread over nine months. It will balance out, as we get closer to end of the fiscal year end.
- Year to date utility expenses are slightly under, however, the large December and January electrical and gas bills have as yet, not been received or paid.
- The expense year to date for the garage is ahead of budget, as the garage wash and re-painting of lines and numbers was done at the beginning of fiscal year.
- The Contingency Fund is almost up to \$100,000.00

- The Capital Expenses for carpets has, as yet, not been authorized, as funds are being collected, with the carpet installation for the last hallway to be done in late spring.

### **Arrears**

The Management Company reported that there were four (4) Owners in arrears in Strata Fees. Letters have been sent to each of these Owners asking that Strata Fees be paid on the first of the month as required under the Strata Property Act of BC. Owners are to be reminded that interest, as provided for under the Act, may be applied at 10%.

## **F. REPORTS**

### **1. Caretaker's Report**

Council member Hans Wyngaarden reported as follows:

- A roof leak was discovered during the heavy snow and rain, with water dripping into the east arm of the fourth floor hallway. Cambie Roofing attended and made the necessary repairs, under their warranty. Thank you to the Council Members who helped empty the collection container, which at one point required action every two hours.
- The air make up unit, on the roof, had a new pulley and new belt installed, with the motor shaft having to be re-aligned.
- With the extra-ordinary amount of snow falling over the last two weeks of December and into January, the caretaker was not able to, on his own, keep up with the snow clearance and several Owners volunteered to help. Thank you very much to the volunteers. A list of volunteers has been assembled by Hans Wyngaarden, for the next heavy snowfall, whenever it may come. If you are interested in helping out, please give your name, suite and phone number to Hans.
- A new Owner had written the Strata Council providing the Strata Corporation with a copy of their home inspection report, which had been prepared prior to purchase of their suite. Thank you.
- An Owner requested permission to install a bolt in the floor in the lower garage near the garage gate, in order to lock up their motorbike. The concrete floor slab at this point is a suspended slab (like a bridge) and holes may not be drilled in the slab as it could affect the structural integrity, if one of the posts tensioning cables or some of the rebar was ruptured. The Management Company was asked to respond to this request.
- The low water cutout valve failed on the hot water boiler. Fortunately it was able to be replaced within a 24 hours period.
- The hot water re-circulation line in the building developed a pinhole, apparently due to electrolysis (two dissimilar metals touching each other). Unfortunately the pinhole occurred in the ceiling of a kitchen in one of the suites, causing considerable water damage. The kitchen had been recently renovated. The Owner's Insurance Company will be replacing the kitchen. The kitchen wall adjoining the hallway will be repaired by the Strata Corporation's Insurance Company and the Strata Corporation will be responsible for the \$2,500.00 deductible.
- **All cardboard boxes must be flattened before they are put into the cardboard recycling container.**

- A unit Owner on the fourth floor has put some bathroom cabinets in the hallway, having replaced the originals. Please be aware that all hallways are considered, by the City of Vancouver Fire Code, as escape routes and nothing is to be stored or kept in the hallway.

## 2. Management Report

The Management Company reported as follows:

- GoodBye Graffiti removed a large tag from the corrugated metal panelling at the east end of the building (cost - \$209.00).
- All Owners are to be reminded that the Strata Corporation is not the official registrar for parking stalls. Each suite, when it was originally purchased, was provided with a parking stall agreement/assignment, which was registered with that suite at the Land Titles office. Only that document and the stall listed on that document provides the legally registered stall number assigned to each suite.
- Metro Vancouver (formerly GVRD) has notified the Strata Corporation, through the garbage disposal company, Superior Disposal Limited, that effective January 1, 2009, the cost of land-fill disposal will increase by \$3.00 per ton, or roughly 4.4%.
- The fire alarm monitoring company has notified the Strata Corporation that the annual monitoring fee will increase by \$10.00, effective March 2009.
- The south elevator has been shutting down quite frequently. The elevator maintenance company, ThyssenKrupp Elevators has been attending and trouble shooting but, has as yet not discovered the specific problem that is causing the shut down. In addition to the regular maintenance personelle, a specialist, experienced in troubleshooting has been assigned to the effort.
- A leak is occurring from a fifth floor bathroom to the bathroom of a fourth floor suite. The Owner in the fifth floor has been asked to make repairs to what appears to be a leak in the area of the toilet in that suite. There appears to be reluctance on the part of the fifth floor Owner to make the necessary repairs. Under the Strata Property Act of BC, each Owner is responsible for repairing and maintaining all fixtures in their suite. The Management Company was asked to inform the fifth floor Owner that repairs must be made by a specified date or the Strata Corporation will have to gain access, make repairs, and charge the cost back to the Owner. If this is not possible and the leak persists, the water supply to the suite may have to be cut off, to stop the damage in the fourth floor Owner's suite.

## 3. Security Report

Steve Stakiw, the Council Member responsible for security, reported as follows:

- Some Owners have reported to the Strata Council or the Management Company that they were not aware of the new Security Rule, which was instituted effective October 22, 2008. Notices were posted on all doors leading to and from the lower garage with the following rule being displayed:

### **NEW SECURITY RULE, EFFECTIVE OCTOBER 22, 2008**

**ANY GARAGE USER FOUND NOT TO BE WAITING AT THE GARAGE GATE WHEN ENTERING OR LEAVING, UNTIL SUCH TIME AS THE GATE IS FULLY CLOSED BEHIND THEM, WILL BE FINED \$50.00, EACH OCCURRENCE.**

**ANY GARAGE USER WHO IS FOUND TO HAVE NOT WAITED AT THE GATE, AND AS A RESULT HAS ALLOWED THE ENTRY OF PERSONS WHO HAVE CAUSED DAMAGE TO COMMON OR PERSONAL PROPERTY, WILL BE FINED \$250.00, EACH OCCURRENCE.**

**EVIDENCE WILL BE BY WAY OF THE VIDEO MONITORING OF THE GARAGE GATE AREA.**

- The Strata Corporation removed material from parking stalls, which were in violation of the City of Vancouver's Fire Code, which does not permit any storage in a parking stall. Nineteen stall Owners had been sent letters on November 4, 2008, asking that the storage in their stall be removed and if not removed, the Strata Corporation would have to remove the illegally stored material.
- Two realtor-type lock boxes were illegally removed from the railing at the mezzanine entry door. The suite Owner for one of the lock boxes has reported the theft to the Strata Corporation and the entry fob, which was located in the box, has been removed from the system.

**THE SECOND LOCK BOX, WHICH PRESUMABLY ALSO CONTAINED AN ENTRY FOB AND A KEY TO A SUITE HAS NOT BEEN REPORTED TO THE STRATA CORPORATION. COULD THE OWNER OF THE SUITE, WHOSE LOCK BOX WAS STOLEN, IMMEDIATELY REPORT THE THEFT TO THE STRATA CORPORATION, VIA THE MANAGEMENT COMPANY'S OFFICE, SO THAT THE FOB CAN BE REMOVED FROM THE SYSTEM AND NOT ALLOW ENTRY TO THE BUILDING. THE BENEFIT OF HAVING A COMPUTERIZED FOB ENTRY SYSTEM IS TO ALLOW THE FOB TO BE REMOVED FROM THE SYSTEM AND NOT ALLOWING ENTRY. TO NOT REPORT THE THEFT, ALLOWS THE THIEVES ENTRY TO THE BUILDING, THEREFORE, IF IT WAS YOUR REALTOR'S LOCK BOX, FOR YOUR SUITE, PLEASE IMMEDIATELY REPORT THE THEFT.**

#### **4. grunt gallery report**

Glen Alteen, of the grunt gallery, attended the Strata Council Meeting and asked that the agreement, which had been entered into, in October 2003, with the Strata Corporation, be terminated, as to the administration of the amenity room.

The agreement allowed for the grunt gallery to rent approximately 200 square feet, extending out 10 feet from the southern wall of the upper mezzanine in the Amenity Room. The grunt gallery pays a rent of \$100.00 per month to the Strata Corporation.

The agreement also allowed for the grunt gallery to administer the use and rental of the Amenity Room, for a fee of \$100.00 from the Strata Corporation to the grunt gallery. This amount covered the cost of booking, overseeing, and the general normal day-to-day repair and maintenance, by way of painting. A schedule is posted facing the lobby, for all residents, showing the room availability. All usage was coordinated and organized through the grunt gallery's administrative efforts.

The Strata Council was agreeable to the proposal and also confirmed that a new agreement would be entered into, whereby the grunt gallery continued to rent the same space on the mezzanine and continues to pay the Strata Corporation \$100.00 per month for the privilege.

One of the Owners in the building has agreed to take over the administration function, from the grunt gallery. Mary-Ann Anderson (Suite #231) will take over these responsibilities.

**If you wish to make use of the Amenities Room, adjacent to the Lobby, please make all arrangements through Mary-Ann Anderson (Suite # 231, phone: 604-873-5157).**

Please remember, as a user, you will be asked to sign a "usage contract". Signing will be accepting liability for use and the repair and maintenance, to return the room to its original condition, if there is damage to the walls (hanging pictures or other art), which requires that the wall be repaired and repainted). The room will not be rented without the user signing a "usage contract".

## **5. Correspondence**

The Strata Council Secretary, Edwin Birch, brought the following correspondence to the attention of the Strata Council.

- An Owner filed a complaint with the Strata Corporation, with respect to a neighbour's suite where the occupants appear to be dragging furniture and dropping heavy objects, on a regular daily basis, particularly after the 11:00 pm. The City of Vancouver's Noise Bylaw provides that there be no excessive noise after 11:00 pm and before 7:00 am. The residents also make use of a sound system, apparently in connection with watching movies, which is frequently on at 1:00am and later, at a very loud level.

Please, all Residents should be aware that under the Strata Property Act of BC, all Residents in the Strata Corporation must live in such a manner as to not unduly disturb others. The Management Company was asked to write a warning letter to the occupants of the suite in question.

- One of the Owners on the fourth floor wrote a letter, bringing to the Strata Corporation's attention, that an Owner on the fifth floor is allowing their dog to urinate on the fifth floor walkway. The dog Owner's then use a sudsy liquid to wash it off, which causes the liquid to flow over the side of the building, down the siding and over the windows of the suites below, with a resultant puddle on the deck of the second floor suite. The Strata Corporation understands that the dog in question is quite old and has a medical problem, however, notwithstanding, this is not considered acceptable. The Management Company will write the Owner of the dog, asking that this practice be terminated.
- A letter was received from one of the Owners, with respect to, what the Owner felt was inadequate snow removal during the extremely heavy snowfall, during the Christmas/New Year's weeks. The Strata Corporation accepts the criticism that the removal was not as good as it could have been, however, the extent of the sidewalks around the building, the ramp and the exit areas from the mezzanine and the lower garage, is extremely large area and with the continuous snowfall, help of the several volunteers was much appreciated. As noted earlier in the Minutes, a list of volunteers is being assembled by Hans.

## 6. Building Committee

The Building Committee Chair, Leigh Walker and Committee Member Janis Suess reported as follows:

- The material stored in parking stalls in the garage was removed by a contractor, at the request of the Building Committee and as designated by the Strata Council.

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- The extra, no longer functioning, fridge in the Amenity Room was also removed.
  
- One of the contractors, who had quoted on washing the exterior surface of the building, has re-quoted with a lower cost, which was acknowledged by the Strata Council. However, the Strata Council is of the opinion that all of the caulking on the exterior of the building needs to be reviewed and repaired/replaced where necessary, prior to a building wash.
  
- The Big Brother's Charity Collection, which was in lobby for several days, was not removed as quickly as it normally is, due to the inability of the collection trucks to make their way around the City during the heavy snowstorms.
  
- The delivery of Yellow Pages to each of the suite doors in the building was not a Strata Corporation permitted activity. Someone let the delivery company into the building and as a result, many of the books have ended up in the elevator lobby, on several of the floors, placed there by residents who were not interested in receiving the book. Please, if you do not want or need the book, do not put it in the elevator lobby on your floor, deposit it in the appropriate recycling container at the back of the building. The caretaker cannot spend all of his time at the building, carting telephone books to the recycling area.
  
- The Strata Corporation Bylaws, and the Strata Property Act of BC, require that all dogs must be kept on a leash, while on common area. The hallways, lobby area, and the mezzanine as well as the garage, are all common areas and dogs must be kept on leash.

Several Residents have been observed allowing their dogs to urinate and defecate in the mezzanine area, while they wait at the building's back door. This is also being observed in the fifth floor roof area, which is also not a dog leash-free area, and if a dog does have an accident, you must clean up after the dog. Please be aware that there is video camera surveillance at all of the back areas of the building and any dog owners being observed allowing this behaviour will be fined. Please consider this as the appropriate warning, required under the Strata Property Act of BC.

- An Owner in the building asked that the Strata Corporation pass a rule and a subsequent Bylaw, allowing for Owners to have more than one dog. A MOTION was made by Leigh Walker and seconded by Barrie Urquhart, to discuss this Rule/Bylaw.

Subsequent to the discussion, the MOTION was withdrawn and did not go to vote, as the Strata Property Act of BC, does not permit more than one dog per Strata Lot.

**G. UNFINISHED BUSINESS**

**1. Energy Efficient Lighting**

- The retrofitting of the hall, garage, mezzanine and emergency lights, has been completed, except for two on the mezzanine, which were unfortunately were overlooked. The installer will be asked to return to change these two, and also investigate four fixtures in the garage area, which no longer appear to be functioning.

**H. NEW BUSINESS**

**1. Carpets, as approved at AGM**

- As noted earlier in the Meeting, once the funds have been collected, the installation will be contracted. This is projected for late spring.

**I. NEXT MEETING**

Upon a MOTION duly made by Steve Stakiw and seconded by Barrie Urquhart, it was RESOLVED that the next Strata Council Meeting would be held:

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**Monday, March 9<sup>th</sup>, 2009**

**@ 6:00 pm**

**IN THE AMENITY ROOM**

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**J. ADJOURNMENT**

There being no further business to transact, and upon a MOTION duly made by Edwin Birch, it was RESOLVED that the Meeting would be adjourned at 7:55 pm.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes. Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:  
**National Pacific Real Estate Services Inc.**  
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# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING  
MONDAY, MARCH 9, 2009

### A. CALL TO ORDER

The Meeting was called to order at 6: 05 pm, by Steve Stakiw, the President of the Strata Council.

### B. CALLING OF THE ROLL

The Strata Council Members present were: Steve Stakiw, Leigh Walker, Edwin Birch, Hans Wyngaarden, Jay Surrige, and Janis Suess, with regrets from Barrie Urquhart. The Management Company was represented by Tiit Pikksalu.

### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Janis Suess and seconded by Leigh Walker, it was RESOLVED that the Agenda be approved for use at the meeting.

### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Edwin Birch, and seconded by Hans Wyngaarden, it was RESOLVED that the Minutes of the previous Council Meeting, held on Tuesday, January 27, 2009, be APPROVED as distributed.

### E. APPROVAL OF THE FINANCIAL STATEMENTS AND ARREARS

- The Treasurer, Barrie Urquhart was not able to attend the meeting and a review of the Financial Statements will be held over to the April Strata Council Meeting.

#### Arrears

The Management Company reported that there were five (5) Owners in arrears in Strata Fees. Letters have been sent to each of these Owners asking that Strata Fees be paid on the first of the month as required under the Strata Property Act of BC. Owners who are in arrears are to be reminded that interest, plus late payment fees are applied and if not paid, a lien will be filed against the Owner of the suite.

#### Noise Complaints:

A delegation of three residents from the second floor visited with the Strata Council to file complaints, relating to excessive and extreme noise from one of their neighbouring suites. Last week, extremely loud music started at approximately 3:00pm on Saturday and lasted until 4:00am on Sunday, accompanied by traffic of at least fifteen people, who were coming and going from the suite. Repeated requests to lower the music, to a reasonable level, including a personal request from the Strata Council President, were to no avail. Requests were met with counter arguments that Mainspace was the type of building where virtually any type of noise is permitted, at anytime.



The Mainspace is a Strata Corporation, which is under the rules and regulations, as established by the Strata Property Act of BC for condominiums, and the Standard Bylaws dictate that all Residents should live in such a manner as to not unduly disturb others. In addition, the City of Vancouver Noise Bylaws, and the Strata Corporation's Bylaws, do not permit noise after 11:00pm and before 7:00am.

At the request of the Strata Corporation, the Management Company has been in contact with the Owner of the suite. Complaints have been filed before and written warnings have been sent to the Owner of the suite, indicating that the noise from the tenants in the suite, is totally unacceptable and that subsequent complaints will result in fines being applied, as per the Strata Corporation's Bylaws. It was unanimously agreed, that fines apply, and the Management Company was asked to forward the Owner a letter indicating that fines have been applied at \$25.00 for the first Bylaw violation, the second violation will draw a \$100.00 fine and a third violation and onwards will draw a \$500.00 fine.

The Management Company had been in contact with the Owner of the suite, who was indicating that he would be processing an eviction notice. Notwithstanding, the fine will apply.

## **F. REPORTS**

### **1. Caretaker's Report**

Council member Hans Wyngaarden reported as follows:

- The caretaker, Jay, is continuing to do a fine job.
- Residents in the building who are having telephone service or cable service installed in their suites have begun to rely upon the Strata Council, as represented by Hans Wyngaarden, to handle the installation for them, rather than as required, being responsible for their own installation. Keys to the telephone/electrical room will not be handed out, however, access is available through the building's caretaker, or through Hans. However, arrangements must be made in advance, for a specific time, as neither the caretaker or Hans can be expected to spend hours waiting and making phone calls on behalf of a resident, who, for whatever reason, is not able to attend at the building for the installation.

The caretaker attends at the building for a limited number of hours, to clean and maintain the common areas. Arrangement can be made with the caretaking company, to have the caretaker meet a telephone or cable company technician at a specific hour. The caretaking company's telephone number can be provided through the Strata Corporation's Management Office @ 604-685-8830. Similarly, installation of telephone or cable service is not a service provided by the Strata Corporation to Owners /Tenants. It is the responsibility of each Owner to make individual arrangements. (All Owners who have tenants in their suite are to be reminded that the enterphone list at the front door will only receive the tenant's name if the landlord has not provided the Strata Corporation with a form 'K' (Notice of Tenants Responsibility) and the move-in/move-out fee, provided for in the Strata Corporation's Bylaws.

### **2. Management Report**

The Management Company reported as follows:

- Roofing repairs which were made on December 30, 31 and on January 5, and 8<sup>th</sup>, have now been invoiced. The Management Company is following up with the roofing company, as most of the

cost should be charged to the Roofing Company's Warranty Program. A small portion is to be paid by the Strata Corporation, for a minor repair on the fifth floor roof.

- If you are communicating with the Management Company, with respect to security, door fobs, or other issues, please identify your suite number and name of building.
- A letter was received from the Recycling Company, explaining at great length why fuel surcharges are still relevant even though the cost of oil has reduced dramatically.
- For information of the residents in the building: If plumbing work is to be done in a suite, which requires that common areas/building (either cold or hot water) valves need to be turned off, or if it affects more than one suite, the Strata Corporation requires that this be done by a plumber assigned by the Strata Corporation. If the repairs are done inside a suite and do not affect any building plumbing or valving, the repairs can be done by a licensed plumber who is properly insured and registered with Work Safe BC (formerly WCB). Some plumbing work in suites has resulted in several Strata Corporation's expenses, which have been, and will continue to be, charged back to the Owner.
- The Management Company is continuing to follow up a water leak situation between a fifth floor and a fourth floor suite. Owners are to be reminded that if there are plumbing issues, which result in leaks going to a suite below, it is the responsibility of the Owner of the suite, where the problem emanates to make the necessary repairs as well making good to any damage to the suite below. If there is no common property or common plumbing between suites, it is not a Strata Corporation's expense, unless the piping is serving more than one suite.

### **3. Security Report**

Steve Stakiw, the Council Member responsible for security, as well as Leigh Walker, who have observed the video coverage of the garage gate, are noting that the requirement to stop at the gate, both when entering and exiting, is being adhered to by most Residents. Please remember, that you must stop at the gate and allow the gate to close fully behind you. If you do not wait, there is a fine applicable and if a person is allowed to enter who does damage to cars in the garage, a serious fine will apply (\$250.00).

### **4. Grunt gallery report**

If you wish to make use of the Amenity Room, adjacent to the lobby, please make all arrangements through MaryAnn Anderson (suite 231, phone 604-873-5157).

### **5. Correspondence**

The Strata Council Secretary, Edwin Birch, brought the following correspondence to the attention of the Strata Council.

- A letter had been received by the Strata Corporation, from one of the Owners, who had been asked by the Strata to make repairs in their bathroom toilet, which was causing water to enter the suite below. The Owner had sent the Strata Corporation a cheque for \$300.00, asking that the Strata Corporation "find the source of the water and make the necessary repairs." As discussed earlier in the meeting, any repair of this nature is the responsibility, under the Strata Property Act of BC, of the Owner of the suite, as the property needing repair is the property of the Owner of the suite and in the Owner's Strata Lot and not Strata Corporation common property. The Management Company was asked to return the cheque to the Owner.

- A letter was received from an Owner, indicating that water had come down into the Owner's suite, from the suite above, without any warning. The Owner is asking that if a Resident is having a problem with an overflow or other type of blockage, please immediately notify the Resident below, so that precautionary measures can be taken.
- One of the Owners would like to bring to the attention of Residents in the building, that a fellow Owner, higher up in the building, observed a break-in into the Owner's car, which was parked on the north side of East 2<sup>nd</sup>, called 911 and the police were able to catch the criminal. The Owner is urging all Residents in the building, to speak to and write to all elected politicians, asking that action be taken, to put some of these criminals away. The person, who was caught, had been caught over 50 times before and was continuing to cause havoc on the streets.

## 6. Building Committee

The Building Committee Chair, Leigh Walker and Committee Member Janis Suess reported as follows:

- The Management Company was asked to follow up with the new landscaping company, to insure that the spring aeration and seeding is being scheduled, when appropriate.

Janis Suess had spoken City Hall, which resulted in a visit to the building, to view the extensive grass area at the front of the building, which is City of Vancouver property. The City indicates that there is very little that can be done as the land does not drain well and there are not sufficient funds available to re-do the whole of the area. The end result appears to be "what you see is what you get". The Strata Corporation will continue to try to maintain the area.

- The Strata Council will be taking an inventory of air conditioning units, since installation of exterior mounted units is not permitted by the Strata Corporation.
- The Management Company was asked to provide a quotation, to the building committee, to refinish the lobby floor as well as a separate cost to refinish the Amenity Room floor.
- **All ground floor unit Owners are being asked to please clean up their respective areas at the front of the building. All ground floor Owners are to be informed that extensive renovations to the common area, at the front of the building, is not permitted without specific permission from the Strata Corporation.**
- For the information of Owners who are selling their suite – For Sale signs are not permitted in windows of the suites.
- Repairs will be made to the 4<sup>th</sup> floor concrete in front of the elevator.
- All Owners are to be reminded that the wax seal, which is seated under each toilet, tends to wear out over time, and needs to be replaced. If not replaced, leaks can occur to the suite below
- Move-out/move-ins apparently have taken place in several suites and there has been no form 'K' (Notice of Tenants Responsibility) provided to the Strata Corporation and move-in/move-out fee has been paid, as per the Strata Corporation's Bylaws. The Management Company was asked to follow up.

**G. UNFINISHED BUSINESS**

**1. Carpet for the 3rd floor hallway, as approved at the AGM**

- The funds, which had been approved at the Annual General Meeting, are collected on a month-to-month basis through the Strata Fees; the installation should be ready to go by late spring.

**H. NEW BUSINESS**

**1. Water Treatment**

- The Strata Council is reviewing possible preventative measures, which would help to reduce the on-going wear on the copper piping in the building. Water treatment systems are available which extend the life of the pipes, by several decades. The treatment also provides a much healthier and better quality of water.

**I. NEXT MEETING**

Upon a MOTION duly made by Steve Stakiw and seconded by Edwin Birch, it was RESOLVED that the next Strata Council Meeting would be held:

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**Tuesday, April 14<sup>th</sup>, 2009**

**@ 6:00 pm**

**IN THE AMENITY ROOM**

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**J. ADJOURNMENT**

There being no further business to transact, and upon a MOTION duly made by Edwin Birch, it was RESOLVED that the Meeting would be adjourned at 8:05 pm.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes. Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:

**National Pacific Real Estate Services Inc.**

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# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING  
TUESDAY, APRIL 14, 2009

### A. CALL TO ORDER

The Meeting was called to order at 6: 15 pm, by Steve Stakiw, the President of the Strata Council.

### B. CALLING OF THE ROLL

The Strata Council Members present were: Steve Stakiw, Leigh Walker, Barrie Urquhart, Edwin Birch, Hans Wyngaarden, Jay Surrige, and Janis Suess. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Leigh Walker and seconded by Edwin Birch, it was RESOLVED that the Agenda, with additions under New Business, be approved for use at the meeting.

### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Leigh Walker and seconded by Edwin Birch, it was RESOLVED that the Minutes of the previous Council Meeting, held on Monday, March 9, 2009, be APPROVED as distributed.

### E. APPROVAL OF THE FINANCIAL STATEMENTS AND ARREARS

The Treasurer, Barrie Urquhart had reviewed the Financial Statements for the months of December, January and February and had found them in good order, with comments that Expense items on the energy side are up, however, the numbers should balance out with the warmer weather coming. On a total basis, the expenses are below budget, however two major items, insurance and carpets for the third floor have as yet, not been expensed. The insurance renewal is at the end of April and the third floor carpets will be installed in late May.

Upon a MOTION duly made by Barrie Urquhart and seconded by Leigh Walker, it was RESOLVED to APPROVE the Financial Statements for December 2008, January and February, 2009.

#### Arrears

The Management Company reported that there were six (6) Owners in arrears in Strata Fees. There are two Owners in arrears where move-out/move-in charges, as per the Strata Corporation's Bylaws, have not been paid. Two Owners have, as yet, not paid their monthly gas levy, which is charged against those suites where gas appliances (fireplaces, cook-tops or stoves) are being used. Appropriate letters have been sent to all Owners in arrears, asking that outstanding amounts be paid on the first of the month, as required under the Strata Property Act of BC.

The Management Company was asked to follow up with two suite Owners where there has been a turn over of tenancy. The Strata Corporation's Bylaws require that a fee of \$100.00 be paid to the Strata Corporation by the Owner of a suite, where a move-in/move-out takes place. Owners are also to be reminded that if they rent out their suite, the Strata Property Act of BC requires that within two weeks a form 'K' (Notice of Tenants Responsibilities) shall be provided to the Strata Corporation, having been signed to by the Tenant and the Landlord signifying that the tenant has been provided with Bylaws and Rules of the Strata Corporation, with the tenant's signature and acknowledgment that they will abide by these Bylaws and Rules.

## **F. REPORTS**

### **1. Caretaker's Report**

Council member Hans Wyngaarden reported as follows:

- Further repairs are required, to the roof area on the fourth floor roof where repairs had been attended to, during the heavy snow/ice in December. The fourth floor roof is still under warranty and Cambie Roofing is attending to the work.

### **2. Management Report**

The Management Company reported as follows:

- A large six-inch cold water feed pipe had developed a small leak at a mechanical joint. Water had to be shut down to the building to install a new joint.
- A letter was sent to an Owner to remind them that there is to be no storage in parking stalls, per the City of Vancouver Fire Code. There has been no reply and the Management Company was asked to follow up.
- The Management Company was asked to follow up with the caretaking company, relating to what appears to be dog poo on the carpet in the fourth floor hallway, which has not been properly removed. Pet Owners are to be reminded that if there is a dog accident, it is the responsibility of the pet owner to thoroughly clean up after their animal.
- Terasen Gas reports that starting April 1, 2009, there will be a decrease in natural gas commodity rates with a slight decrease in the delivery rate, for a total of an approximately 15% decrease.
- The window wash has been quoted and upon a MOTION duly made by Barrie Urquhart and seconded by Steve Stakiw, it was RESOLVED that all exterior, inaccessible windows, including sky lights on the fifth floor, as well as the canopy glass, will be contracted for cleaning; approximate scheduling will be mid-May.
- An Owner inquired from the Strata Corporation, about short-term rental for a furnished unit. The Management Company was asked to respond that Civic Bylaws do not permit rentals of less than 30 days, as it would be considered transient/hotel rental. The Owner of the suite must supply a form 'K' to the Strata Corporation and the \$100 move fee must be paid on each turnover.

- Owners who are requesting copies of the Certificate of Insurance for the Strata Corporation's Insurance coverage are to be reminded that a certificate is attached to every year's annual general meeting invitation.
- Steve Stakiw, the President of the Strata Council, signed the application form for the Director's and Officers Liability Policy coverage, which is purchased by the Strata Corporation in an amount of \$2,000,000,000.00 to provide liability insurance for Council Members. This is a requirement of the Strata Property Act of BC.

### **3. Security Report**

Steve Stakiw, the Council Member responsible for security, informed the Council that there had been no significant incidents, which needed to be brought to the attention of the Council.

### **4. grunt gallery report**

- If you wish to make use of the Amenity Room, adjacent to the lobby, please make all arrangements through MaryAnn Anderson (suite 231, phone 604-873-5157). The booking of the Amenity Room is no longer handled by the grunt gallery.
- The Management Company was asked to send a letter to the grunt gallery, asking the gallery to please provide a cigarette butt container outside the door of the gallery and to please remind the gallery that under the City of Vancouver Bylaws, no smoking is permitted within six meters (twenty feet) of any opening into a building.

### **5. Correspondence**

- The Strata Council Secretary, Edwin Birch, brought to the attention of the Strata Council two pieces of correspondence, one which was unsigned and one which had an apartment number identifying the renter. Both pieces of correspondence referred to noise issue complaints; one owner to the other. Residents are encouraged to work out such issues amongst themselves. Please also be reminded that any correspondence that is not identified by a suite number and signed cannot be considered for discussion or action.

### **6. Building Committee**

The Building Committee Chair, Leigh Walker and Committee Member, Janis Suess reported as follows:

- All residents are reminded to tidy up their balconies and ground floor patios now that Spring appears to have finally arrived.
- A fifth floor resident had allowed their cat to use the planters on the fifth floor deck, as a littler box. The Owner of the cat was asked to clean out the planters so that the gardening group could proceed with their Spring planting. The Owner of the pet has done so. Thank you.
- Janis Suess has been in contact with several departments at City Hall in order to have the City rehabilitate and maintain the large grass area at the front of the building, which is City of Vancouver property. After much discussion, the bottom line is that the City "has no money" and it

was suggested that the Strata Corporation look after the “grass”. The Strata Corporation’s gardener has over seeded in an effort to try to encourage the grass to grow. The area is in desperate need of new soil and substantial fertilizer. The City will provide a 5 yd truck load, but does not have a truck available.

- The building committee will do an inventory of air conditioning units extending out from suites. Please be reminded that air conditioning units are not to be installed, extending outside the unit with the condensate dripping down onto other suite’s windows or balconies. There are now excellent indoor-type units available.
- One of the ground floor Owners has dumped some gravel at the front of their unit. Please be reminded that the area in front of the ground floor units is common property and any alteration to common property requires the permission of the Strata Corporation. The resident will be asked to remove the gravel, and if not removed the Strata Corporation will have to remove it and the cost will be charged back to the Owner of the suite.

## **G. UNFINISHED BUSINESS**

### **1. Carpet for the 3rd floor hallway, as approved at the AGM**

- The Management Company was asked to proceed with the installation of new carpet tiles in the 3<sup>rd</sup> floor hallway.

## **H. NEW BUSINESS**

### **1. Water Treatment**

- The Strata Council is continuing to review possible preventative measures to help to reduce the on-going wear on the copper piping in the building. Water treatment systems are available which extend the life of the pipes by several decades. This treatment also provides a much healthier and better quality of water.

### **2. Land Remediation – Ministry of Environment**

- The Strata Council reviewed a letter from the Ministry of Environment, Environmental Protection Division, of the Environmental Management Branch, Land Remediation Section. Prior to the construction of Mainspace, the land, which the building rests upon, underwent environmental tests required by the Provincial Government and any remediation required was completed and certified by the professional engineering firm of Golder and Associates. The certification was acknowledged by the Ministry of the Environment.

The Ministry of the Environment is doing a follow up to confirm that there has been no disturbance of the foundation and floor slabs of the building and that landscaping materials below one meter from the surface have not been disturbed. The Strata Corporation requested that the Management Company reply to the Ministry, that the permitted use, a development comprising of a five story artist live/work studio building, provided for in the development permit, has not been altered and is still the same. The Strata Corporation will also confirm that the integrity of the concrete floor slab and the building foundation, on visual observation, remains unimpaired and there has not been any excavation or penetration below the surface coverage of the balance of the lands, to a depth greater than one meter.



The Strata Corporation can also confirm that the original gas monitoring ports and ground water monitoring wells have not been disturbed and are intact and available for inspection by the Ministry at any time.

### 3. Air make-up unit

- The Management Company was asked to provide a cost estimate to the Strata Council to have a mechanical design engineer or equivalent, inspect the air make up unit on the roof to insure that it is operating as it should, and make repair or maintenance recommendations, if so required.

### I. NEXT MEETING

Upon a MOTION duly made by Steve Stakiw and seconded by Leigh Walker, it was RESOLVED that the next Strata Council Meeting would be held:

---

**Thursday, May 14, 2009**

**@ 6:00 pm**

**IN THE AMENITY ROOM**

---

### J. ADJOURNMENT

There being no further business to transact, and upon a MOTION duly made by Barrie Urquhart, it was RESOLVED that the Meeting would be adjourned at 8:05 pm.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes. Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:

**National Pacific Real Estate Services Inc.**

Suite 210 - 1575 West Georgia Street, Vancouver, B.C., V6G 2V3

T: 604-685-8830 F: 604-685-1423

Email [natpac1@intergate.ca](mailto:natpac1@intergate.ca)

# MAINSPLACE

Strata Plan LMS2039

350 East 2nd Avenue, Vancouver, B.C. V5T 4R8

April 20, 2009

RE: **MAINSPLACE LMS 2039**

**INSURANCE DEDUCTIBLE**

**WATER DAMAGE \$5,000 (was \$2,500)**

Dear Owners:

The Strata Corporation's Insurance Policy was renewed on April 19, 2009 and the insurance company, due to several water damage losses in the building, required that the water damage deductible be increased from \$2,500 to \$5,000, per occurrence.

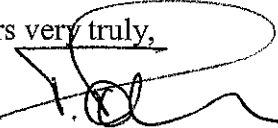
The Strata Corporation has a Bylaw (Bylaw attached), whereby the deductible portion of any claim against the building insurance shall be recovered from the Owner of the strata lot, from which the cause of the claim originated. The deductible portion of any such claim against the Owner's insurance, as it pertains to the strata lot, shall also be borne by the Owner.

**Please contact your insurance broker or insurance company and inform them that effective April 19, 2009, the Strata Corporation's Insurance Policy carries a \$5,000 water damage deductible and that you want your insurance company to make sure that you have coverage for this amount, in case there is a claim, which originates in your suite.**

If you have not purchased a condominium homeowner's insurance policy, we strongly advise you to do so, as that insurance policy can cover the amount of this deductible if you are put in a position where you are required to make payment.

If you or your insurance company has any questions, please have them contact our office at 604-685-8830 or e-mail [natpac1@intergate.ca](mailto:natpac1@intergate.ca)

Yours very truly,



Tiit Pikksalu, P. Eng,  
President

National Pacific Real Estate Services Ltd.  
Strata Property Managers for Strata Plan LMS 2039

Encl:

pt

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NATIONAL PACIFIC REAL ESTATE SERVICES INC.  
210 - 1575 WEST GEORGIA STREET, VANCOUVER, BC V5G 2V3  
T: 604-685-8830 F: 604-685-1423  
EMAIL: [natpac@intergate.ca](mailto:natpac@intergate.ca)

*Strata Property Act*  
**FORM I**  
**AMENDMENT TO BYLAWS**  
*(Section 128)*

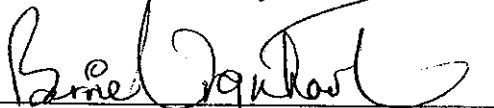
The Owners, Strata Plan LMS 2039 - Mainspace certify that the following or attached amendments to the bylaws of the strata corporation were approved by a resolution passed in accordance with section 128 of the Strata Property Act at an annual or special general meeting held on Saturday, September 10, 2005 \*:

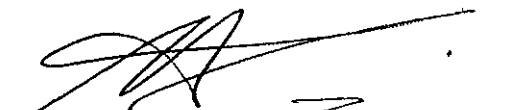
**SPECIAL RESOLUTION #3 - Insurance Deductible**

WHEREAS the Strata Council is concerned about the possibility of drawing down the Strata Corporation's Contingency Funds in an excess manner due to the Strata Corporation's Insurance Policy's, \$2,500.00 deductible having to be applied against the Strata Corporation in case of any insurable incident. There was recently an insurable incident by way of water damage to more than one dozen suites, as well as three hallways;

BE IT RESOLVED that the Strata Corporation shall not be financially responsible to an owner for any loss, damage or expenses to the owner for overflows or leakage of water arising from the strata lot or any adjoining strata lot where such a leakage or overflow results from the wrongful act or negligence of an owner/tenant, or the failure of pipes, wires, cables, chutes, ducts, fixtures for the time being existing wholly or partially within the strata lot and not capable of being used in connection with the enjoyment of more than one strata lot. The owner of the strata lot is fully responsible for the deductible portion of the Strata Corporation's Policy for any such leakages or failures, and shall be responsible for the deductible portion or any loss as a result of failure to repair and maintain the owner's property within the owner's strata lot as provided for under the Strata Property Act.

TO FURTHER CLARIFY, the deductible portion of any claim against the building's insurance shall be paid by the owner of the strata lot from which the claim originated, and the deductible portion of any claim against ~~the owner's~~ insurance as it pertains to their strata lot, shall be borne by the owner.

  
Signature of Council Member

  
Signature of Second Council Member (not required if council consists of only one member)

\* Section 128 (3) provides that an Amendment to Bylaws must be filed in the land title office within 60 days of the amendment being approved.

# MAINSPACE

## Strata Plan LMS 2039

### MINUTES OF THE STRATA COUNCIL MEETING THURSDAY, MAY 14, 2009

#### **A. CALL TO ORDER**

The Meeting was called to order at 6: 05 pm, by Steve Stakiw, the President of the Strata Council.

#### **B. CALLING OF THE ROLL**

The Strata Council Members present were: Steve Stakiw, Leigh Walker, Barrie Urquhart, Edwin Birch, Hans Wyngaarden, Jay Surrige, and Janis Suess. The Management Company was represented by Tiit Pikksalu.

#### **C. APPROVAL OF THE AGENDA**

Upon a MOTION duly made by Janis Suess and seconded by Edwin Birch, it was RESOLVED that the Agenda, with an addition under New Business, be APPROVED for use at the meeting.

#### **D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING**

Upon a MOTION duly made by Janis Suess and seconded by Barrie Urquhart, it was RESOLVED that the Minutes of the previous Council Meeting, held on April 14, be APPROVED as distributed.

#### **E. APPROVAL OF THE FINANCIAL STATEMENTS AND ARREARS**

The Treasurer, Barrie Urquhart had reviewed the Financial Statements for the month of March and had found them in good order, with the comments that the energy expenses were levelling out, however maintenance, particularly the mechanical and heating equipment, is creeping over the year-to-date budget. The Management Company will forward the missing page from one of the invoices.

Upon a MOTION duly made by Barrie Urquhart and seconded by Hans Wyngaarden, it was RESOLVED that the Financial Statements for March 2009, be APPROVED.

##### **Arrears**

The Management Company reported that there were four (4) Owners in arrears in strata fees and two Owners who have not paid the move in fees as required under the Strata Corporation's Bylaws.

The Management Company sent appropriate letters.

#### **F. REPORTS**

##### **1. Caretaker's Report**

Council member Hans Wyngaarden reported as follows:

- It was discovered that a break in a water line in one of the suites, feeding an outdoor tap on the suite's patio, cracked during the cold season and when turned on, caused water to come in to the fourth floor hallway. The situation was discovered by the roofing installation company who were asked to come and investigate a possible roof leak.
- Additional ballasts and lights have been delivered to the building, for installation of the balance of the energy efficient lighting, plus replacement of some units, which were installed and are not functioning.
- Thank you to Hans for properly securing several of the locks in the building, which have come loose due to wear and tear.

## 2. Management Report

The Management Company reported as follows:

- The roofing company will investigate a possible small leak, which was discovered during heavy rain. This is a warranty issue.
- If your garage fob is malfunctioning, please alert Steve Stakiw (604-873-5157) or Leigh Walker (604-874-7666), or inform the Management Company @ 604-685-8830 or [natpac1@intergate.ca](mailto:natpac1@intergate.ca).
- The annual window wash is presently in progress. All inaccessible windows, as has always been the case, are being washed including the glass canopy.

It was unanimously agreed by Council that for the next year's budget, the window wash line item will be increased to allow for washing of all windows, not only the inaccessible.

- The Management Company replied to the Ministry of the Environment, Environmental Protection Division of the Environment Management Branch, Land Remediation Section, as requested by the Strata Council, as was discussed at the April Council Meeting
- The original invoice from the roofing company, relating to repairs during the Christmas/New Year's season, was re-negotiated, from \$1,998.30 to \$1,452.30, as the Strata Corporation felt that a warranty item had been included in the hourly charge when the company was doing repairs on the roof.

## 3. Security Report

Steve Stakiw, the Council Member responsible for Security reported that subsequent to the small house at the end of the lane burning down, by possible arson, a CD from the building's security camera was provided to the City of Vancouver Police Force.

## 4. grunt gallery report

There was no grunt gallery report, however, a new Manager has been appointed and will be attending future meetings.

## 5. Correspondence

The Strata Council Secretary, Edwin Birch, reported as follows:

- There was a note in the mail box relating to the reduced water pressure, however it was not signed or dated. Unless signed, correspondence will not be not receive attention.
- Thank you to Reg Daggitt and Hans Wyngaarden for repairing the exterior hose, which feeds the taps at the front of the building. Cost of parts is being reimbursed to Reg Daggitt.
- The Management Company is being provided with suite numbers where apparently move-ins have taken place and have not been reported, by way of a form 'K', for tenanted suites, as well as no move-in fee payment. The Management Company will follow up.

## 6. Building Committee

The Building Committee Chair, Leigh Walker and Committee Member, Janis Suess reported as follows:

- Several residents have raised the water pressure issue, at Mainspace. There has been no adjustment in the building of any water supply valves; however, it appears that the City of Vancouver is doing extensive work near the corner of Main and 2<sup>nd</sup> Avenue, which seems to be causing water pressure fluctuations.
- A large piano was moved in the front door of the building. All moves must take place from the loading dock.
- A resident in one of the fourth floor suites, is leaving bags of garbage at their suite door and not bringing it to the garbage container on a daily basis. This is a very unsanitary practice. The management Company was asked to inform the Owner of the suite, to immediately cease this practice.
- Some of the carpet tiles, in the fourth floor hallway, have been stained and will be replaced.
- **There will be a Building Committee Meeting within the next week or two. Please watch for Notices.**
- There are several parking stalls with storage; two with a substantial number of car parts. The City of Vancouver Fire Code does not permit any storage. The Management Company was asked to write a letter to the Owners of the parking stalls, to have all of these materials removed, or they will be removed and taken to the dump.
- The bike storage area, off to the side of the lower parking, is again collecting a lot of storage. Please be reminded that the bike storage is only for storage of bikes; it is not a storage area for any other material. The City of Vancouver Fire Marshall's Office makes impromptu visits and requires that all non-bike material be removed immediately. Please, if you have stored anything in the bike area, thinking that it is a storage area, have it removed before it is taken to the dump.

- A window appears to have been broken in a second floor suite, apparently from the inside. The Management Company was asked to write to the Owner of the suite, to have the window repaired.
- The Mainspace building is aging and appears to be in need of more and more repair and maintenance type work, which cannot be accomplished by the present part-time caretaker. To allow for the building's maintenance needs to be taken care of on an on-going basis, the Strata Council will be increasing the caretaking budget line item, which will be proposed to the Owners at the forthcoming Annual General Meeting, to allow for a caretaker to attend at the building from 8:00am to 5:00pm- five days per week.
- The building's exterior surface is beginning to show the many years of dust and dirt, which has accumulated on the metal cladding. The Strata Corporation will put forth a Special Resolution at the Annual General Meeting, to have the exterior cladding of the building washed, including the red railings. The Management Company will provide a quotation to the Strata Council.
- The Management Company was asked to provide a quotation to paint the red railings subsequent to the washing.

## **G. UNFINISHED BUSINESS**

### **1. Carpet Replacement - 3rd floor**

- The carpet has been ordered and will be installed in early July. Carpet tile has become very popular and the product will not be available until July.

### **2. Water Treatment**

- The Strata Council will be proposing, to the Owners, at the forthcoming Annual General Meeting, that a water treatment system be installed, as this will reduce the ongoing wear on the copper pipes in the building. This water treatment also provides a much healthier and better quality of water.

## **H. NEW BUSINESS**

### **1. Insurance Deductible**

- **The Strata Corporation's Insurance Policy was renewed on April 19, 2009. The Insurance Company required that the water damage deductible be raised from the insurance policy's blanket deductible of \$2,500.00 to a separate water damage deductible of \$5,000.00, per occurrence. Notices were sent to the Owners, requesting that the Owners contact their Insurance Broker or Insurance Company to inform them that effective April 19, 2009; the Strata Corporation's Insurance Policy carries a \$5,000.00 water damage deductible. The Owners need to ask their Insurance Company to provide the coverage up to this amount, in case there is a claim, which originates in the Owner's suite, and as per the Strata Corporation's Bylaws, is required to be covered by the Owner of the suite.**

**A COPY OF THE NOTICE IS BEING ATTACHED TO THESE MINUTES.**

## 2. Filming on Common Property

- It appears that a tenant in one of the fifth floor suites, on three occasions, used the common roof deck area, in front of the fifth floor suite, as well as the roof deck on top of the fifth floor suites, for extensive filming with heavy equipment being rolled and placed on the roof surface, as well as a considerable amount of foot traffic. This is not permitted under the Strata Corporation's Bylaws.

The fifth floor roof is a membrane type roof, which is easily damaged. The Management Company was asked to send a letter to the Owner of the suite informing them that permission was not provided by the Strata Corporation and that Bylaw 16.3 was violated on all three occasions (no one is permitted to walk on any section of the roof, that is not covered with roof top tiles and no one is permitted to walk on sections of the roof covered with protective rocks. The roof will be inspected and the cost will be charged back to the Owner of the suite. There are also liability issues, which would have accrued to the Strata Corporation.

**All residents should be reminded that there is to be no filming in any common area of the building, without specific written permission from the Strata Corporation, with proper insurance coverage and liability waivers having been provided and signed. Fines can be levied as provided for under the Strata Property Act of BC and the Strata Corporation's Bylaws.**

It was unanimously agreed that an additional horizontal section will be added on to the gate on the roof ladder, which is presently locked, preventing access to the roof. However since this was bypassed, further security measures are apparently required.

### I. NEXT MEETING

Upon a MOTION duly made by Steve Stakiw and seconded by Barrie Urquhart, it was RESOLVED that the next Strata Council Meeting would be held:

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**Tuesday, June 23, 2009**

**@ 6:00 pm**

**IN THE AMENITY ROOM**

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### J. ADJOURNMENT

There being no further business to transact, and upon a MOTION duly made by Barrie Urquhart, it was RESOLVED that the Meeting would be adjourned at 8:10 pm.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes. Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:

**National Pacific Real Estate Services Inc.**

Suite 210 - 1575 West Georgia Street, Vancouver, B.C., V6G 2V3

T: 604-685-8830 F: 604-685-1423

Email [natpac1@intergate.ca](mailto:natpac1@intergate.ca)



# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING  
TUESDAY, JUNE 23, 2009

### A. CALL TO ORDER

The Meeting was called to order at 6: 10 pm, by Leigh Walker, the Vice President of the Strata Council, acting as Chair.

### B. CALLING OF THE ROLL

The Strata Council Members present were: Leigh Walker, Hans Wyngaarden, Jay Surrige and Janis Suess, with Steve Stakiw joining the meeting at 6:30. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Janis Suess and seconded by Jay Surrige, it was RESOLVED that the Agenda, be APPROVED for use at the meeting.

### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Hans Wyngaarden and seconded by Janis Suess, it was RESOLVED that the Minutes of the previous Council Meeting, held on Thursday, May 14, 2009, be APPROVED as distributed.

### E. APPROVAL OF THE FINANCIAL STATEMENTS AND ARREARS

The Treasurer, Barrie Urquhart unfortunately was not able to attend the meeting and the review and approval of the Financial Statements will be held over to the next Council Meeting.

#### Arrears

The Management Company reported that there were five (5) Owners in arrears in Strata Fees plus two Owners who have not paid fines which were applied due to By-law violations. Appropriate letters have been sent.

### F. REPORTS

#### 1. Caretaker's Report

Council member Hans Wyngaarden reported as follows:

- Two carpet tiles on the 4<sup>th</sup> floor have been replaced, eliminating the two large stains, however two adjacent tiles still need replacement. In the same hallway, it appears that ink or paint of some sort has been dribbled over about a 20 foot stretch, the affected tiles also need to be replaced.

- A P-trap from a 2<sup>nd</sup> floor bathtub drain is leaking into the mezzanine garage. Management was asked to write a letter to the Owner of the suite to have the bathtub drain/pea trap repaired.
- The building's air make up unit (HVAC) is intermittently emitting a howling noise. Management was asked to have the mechanical maintenance contractor attend and investigate/repair.

## **2. Management Report**

The Management Company reported as follows:

- A return line on the domestic hot water system developed a leak, it was repaired.
- Management has written a letter to one of the Owners on the 2<sup>nd</sup> floor facing north asking that the window be replaced, which apparently was broken from the inside.
- The inaccessible windows were washed the 2<sup>nd</sup> and 3<sup>rd</sup> week of May, the awning was also washed.
- The Management Company wrote a letter to one of the Owners whose tenant is allowing a cat to wander freely on the 5<sup>th</sup> floor roof deck. The Strata Corporation's By-laws and the Standard By-laws in the Strata Property Act of BC do not allow pets, dogs or cats to wander freely on common property. The cat has on several occasions entered other suites, to do so in the middle of the night, can be unsettling. The Owner was informed that the tenant must keep the cat indoors or fines will apply as provided for under the Strata Property Act of BC.

## **3. Security Report**

Steve Stakiw, the Council Member responsible for Security reported that cars in the street have been broken into, fortunately none in the garage or on the mezzanine.

## **4. Correspondence**

The Strata Council Secretary, Edwin Birch, was not able to attend the meeting, however Council Member Jay Surridge presented the following correspondence for Council review.

- One of the Owners asked that the Strata Corporation review the water seepage in the lower garage, next to the garage door. This water seepage has been taking place since the building was built. The Strata Council on an appropriate timetable will again have a structural engineer review the situation.

The Owner was interested in reviewing the file on the land remediation, which took place prior to the Mainspace building being built. The consulting firm of Golder & Associates were responsible for the remediation and the monitoring. After 5 years of monitoring Golder signed off and informed the appropriate environmental authorities that no further monitoring is required. The file is available in the Management Company's office for any Owner wishing to review the file.

- Several written complaints have been filed with the Strata Corporation with respect to feeding of wild birds from the Strata Corporation's balconies and windows. By-law 8.2 provides that there will be no feeding of wild birds. The bird droppings, particularly from pigeons being feed from the building, is causing a considerable mess on balconies, railings and patios below. Droppings also carry disease and thus the By-law to reduce the mess when wild birds are feed.

Management was asked again to send a letter to the Owner of the suite where it appears birds are being feed on a regular basis. It will be explained to the Owner that if this practice continues, the Strata Corporation will levee fines on an ongoing basis. If the violation of a By-law does not cease, the Strata Corporation can issue a fine every 7 days.

- One of the Owners brought to the attention of the Strata Corporation information, which had been supplies to the public at a recent neighbourhood forum requesting input with respect to planning and zoning by the City.

It appears that a possible relocation of the transit line will result in a station at the corner of Brunswick and East 2<sup>nd</sup>, with entries on the green space in front of the building and from the old foundry property. In addition to the construction noise and dust, it would eliminate the green space in front of the building. The public input was that the green space has an option, it could be used for public art sculptures, like those available at English Bay and Coal Harbour, and should be done on a rotating basis to reflect the artist live/loft community.

The Management Company was asked to send a letter to the City indicating that the residents at Mainspace were strongly opposed to the idea of a rapid transit station entry/exit, right at the front of the building.

## 5. Building Committee

The Building Committee Chair, Leigh Walker and Committee Member, Janis Suess reported as follows:

- A door lock is not functioning properly on the 3<sup>rd</sup> floor east end, Management was asked to have a locksmith attend.
- Management was asked to follow up with two suites where move ins have taken place, to ensure that a Form "K" (**NOTICE OF TENANTS RESPONSIBILITIES**) has been filed with the Strata Corporation and that the move in/move out fees have been paid.
- A big thank you to the three ground floor unit Owners west of the front entry, an excellent gardening effort has taken place. Please all ground floor unit Owners be aware that any changes to that area, for structures or any other such installations require the Strata Corporation's permission as it is common property and has not been designated for exclusive use of the ground floor units. Again thank you for the nice display.
- Please all residents be reminded that window type air conditioning units which stick out from the building are not permitted.

- Graffiti has appeared on the lane side of the concrete wall next to the garage ramp. Management will solicit for quotations and have the graffiti taken off.
- **All residents should be aware that the City of Vancouver, No Smoking By-law, requires that there be no smoking within six meters of any door, window or entry to the building. This applies to the roof top patio area, this is a NO SMOKING AREA. By the extensive number of cigarette butts on the patio and areas adjacent to the patio, it is quite evident that smoking is taking place. Your cooperation is greatly appreciated.**
- A building committee meeting will take place on June 24<sup>th</sup>.

## **G. UNFINISHED BUSINESS**

### **1. Carpet Replacement - 3rd floor**

- The carpet tiles are arriving in Vancouver on the 26<sup>th</sup> of June and installation will be on Monday, Tuesday and Wednesday, June 29, to July 1<sup>st</sup>. As it is not a noisy installation, the Strata Corporation is permitting installation on July 1<sup>st</sup>. It is a fixed price contract so there is no overtime issues.

### **2. Water Treatment**

- The Strata Council Members have had good feedback for this type of system. The Strata Council will be recommending the installation at the forthcoming Annual General Meeting in September. The company doing the installation and who will continue to maintain the system on a monthly basis will be available at the Annual General Meeting to answer any questions. Hytec Water Management Ltd, has done dozens of these installations in Strata Corporation buildings and for those who have questions and would like to resolve these prior to the AGM, the Principal of the company is Richard Lobb and he is available at 604-628-2421, email: [hytecwater@shaw.ca](mailto:hytecwater@shaw.ca).

The installation of the system will result in reducing the possibility of having to replace all of the copper pipes in the building, as the system is designed to improve water quality by eliminating copper and lead leeching from the plumbing, the leeching results in pinholes. The system also makes for a better quality of water.

### **3. Filming of Common Property**

- The Management Company has sent a letter to the Owner of the suite, whose tenant unilaterally, without permission used the upper roof top above the 5<sup>th</sup> floor as well as the roof area in front of the 5<sup>th</sup> floor units for filming, with heavy equipment being pulled, dragged and rolled over the roof membrane.

Management was asked to again write a letter, as there was no response to the original letter, informing the Owner that the Strata Corporation will be hiring a roofing company to review the condition of the roof. The cost of the inspection will be to the account of the Owner of the suite and if there are any repairs required, that will also be to the account of the Owner of the suite. The Owner will be informed accordingly.

**H. NEW BUSINESS**

**1. 12<sup>th</sup> Annual Yard Sale**

- **The 12<sup>th</sup> Annual Yard Sale will take place on Sunday, July 12<sup>th</sup> from 10:00 am to 3:00 pm (weather permitting).**

**It is advertised in the Sun and the Province as well as on Craig's List, bring your stuff out and sell it on the grassed area in front of the building.**

**I. NEXT MEETING**

Upon a MOTION duly made by Steve Stakiw and seconded by Leigh Walker, it was RESOLVED that the next Strata Council Meeting would be held:

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**Wednesday, July 22, 2009**

**@ 6:00 pm**

**IN THE AMENITY ROOM**

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**J. ADJOURNMENT**

There being no further business to transact, and upon a MOTION duly made by Hans Wyngaarden, it was RESOLVED that the Meeting would be adjourned at 8:05 pm.

**The Annual General Meeting of the Strata Corporation is scheduled for 10:00 am Saturday, September 26, 2009.**

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes. Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:

**National Pacific Real Estate Services Inc.**

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# MAINSPLACE

## Strata Plan LMS 2039

### MINUTES OF THE STRATA COUNCIL MEETING WEDNESDAY, JULY 22, 2009

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#### A. CALL TO ORDER

The Meeting was called to order at 6: 10 pm, by Steve Stakiw, the President of the Strata Council.

#### B. CALLING OF THE ROLL

The Strata Council Members present were: Steven Stakiw, Leigh Walker, Hans Wyngaarden, Edwin Birch and Jay Surridge, with regrets from Janis Suess. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

#### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Jay Surridge and seconded by Edwin Birch, it was RESOLVED that the Agenda, be APPROVED for use at the meeting.

#### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Edwin Birch and seconded by Leigh Walker, it was RESOLVED that the Minutes of the previous Council Meeting, held on Tuesday, June 23, 2009, be APPROVED as distributed.

#### **Presentation by Owner:**

Owner, John Novak, attended the Strata Council Meeting to respond to a letter having been sent by the Strata Corporation, relating to alleged invitation and feeding of pigeons. John Novak, very strongly, opposed the allegations, informing the Strata Council that a pigeon, which was born on his balcony, keep returning to that location, however he was not feeding or in any way aiding or abetting the subsequent visits to the suite. In an effort to reduce the bird droppings below, John has installed a shield on the railing of the balcony, as the visits most often take place during times when John is not in attendance in the suite.

#### E. APPROVAL OF THE FINANCIAL STATEMENTS AND ARREARS

The Treasurer, Barrie Urquhart, unfortunately was not able to attend the meeting and the review and approval of the Financial Statements will be held over to the next Council Meeting.

#### *Arrears*

The Management Company reported that there are eight (8) Owners in arrears in Strata Fees and fines owing. Appropriate letters have been sent, asking that all monies owing to the Strata Corporation be paid on the first of the month, as required under the Strata Property Act of BC. Interest, as applicable under the Act, and fines, as provided for in the Bylaws, are being applied.

## F. REPORTS

### 1. Caretaker's Report

Council member Hans Wyngaarden reported as follows:

- The carpet tiles have been replaced on the 4<sup>th</sup> floor. The benefit of carpet tiles is that they can be removed, replaced with new tiles and the stained tiles can be cleaned and reused.

### 2. Management Report

The Management Company reported as follows:

- The Roofing Association of BC, Guarantee Corporation had forwarded a scheduled second anniversary re-inspection of the roofing application and had found that there were no deficiencies.
- The cardboard recycling container is emptied on Mondays and Thursday, except if Monday is a holiday.
- Through the efforts of Hans Wyngaarden and the Management Company, one of the garbage containers, which had one of its wheels broken off, has been replaced and all dumpsters were thoroughly cleaned by power washing and were re-painted.
- The graffiti on the lane side of the garage ramp wall was contracted to be cleaned by Goodbye Graffiti Inc.
- The Management Company, at the request of the Strata Council, sent the following letters:
  - a) A letter to Strategic Transport Planning, advising that all 124 Owners at Mainspace are strongly opposed to the long range plan of locating a rapid transit system station in the triangular lawn area in front of Mainspace.
  - b) A letter to an Owner on the 2<sup>nd</sup> floor, whose bathtub drain needs repair, as it is leaking into the mezzanine garage. It is the responsibility of each Owner to repair and maintain fixtures located in their suite.
  - c) An Owner on the 5<sup>th</sup> floor was informed by the Strata Corporation that use of the 5th floor unit roof area, for filming, including heavy equipment and bypassing the locked staircase, with potential damage to the roof, is the responsibility of the Owner of the suite, notwithstanding that the action was taken by the Owner's tenant. Any costs associated with inspection and potential repair will be charged back to the suite.
- The same suite Owner was informed that the tenant has several cats in their suite and is permitting the cats to wander freely on the rooftop, using other Owner's planted pots as their sandbox and entering suites at will, where doors have been left ajar. The Owner has been asked to inform the tenant that this is not acceptable and if not curbed, continuous fines will apply (the tenant has been requested by the Owner, to install some type of fencing to prevent the cats from using the whole rooftop).

### 3. Security Report

Steve Stakiw, the Council Member responsible for Security is happy to report that there were no known incidents to bring to the Council's attention.

### 4. Correspondence

The Strata Council Secretary, Edwin Birch, provided the following correspondence to the Strata Council.

- An Owner in the building expressed concern about Owners above not using trays under their pots. This also applies to the pots and planters along the 5<sup>th</sup> floor walkway. The Strata Corporation is asking that all those who have potted plants or planters of some sort, have drip trays, as the water, including some soil runs down the side of the building and drips onto windows and onto balconies below. This also applies to 2<sup>nd</sup> floor balconies, where there are cars parked below, which are, in some cases being inundated with potting soil and water. Please, those of you who do not have drip trays, stop upsetting your neighbours below. Thank you for your cooperation.
- An Owner, on the 3<sup>rd</sup> floor, asked the Strata Council if the bike storage locker could not be provided with a self-closing lock, as many users are not engaging the bolt lock. The Management Company was asked to advise the Owner that self-closing locks are quite easily opened and bolt locks are much more secure. A sign will be placed on both bike storage area doors, to remind Owners to bolt the door behind them.

The Owner is part of the roof gardening team and have discovered that the hose nozzle is leaking and are asking the Strata Corporation to replace the nozzle. The Management Company was asked to respond that the gardening group is a self-sustaining enterprise and should be replacing its' own hose nozzle.

A Notice was posted, with no suite number or name attached; this type of correspondence cannot be addressed by the Strata Corporation. Owners should not be posting notices at will. If there are issues, please contact the Strata Council or the Management Company. Issues should be handled through this channel.

### 5. Building Committee

The Building Committee Chair, Leigh Walker reported to the Strata Council items, having been brought up at the Building Committee Meeting last month.

- It is recommended, by the Committee, that the lobby plants be reduced to two major plants, and with Council in agreement, Hans Wyngaarden agreed to handle the removal.
- The Committee recommends that the bulletin boards, which are on the south wall to the left of the elevators, be removed and placed around the corner in the hallway, directly in front of the elevators, as they are quite unsightly when entering the lobby. The Strata Council agreed. The Building Committee will ask the handyman to move the boards.
- The enterphone has become quite sticky from the numerous courier messages, which are stuck to the front surface of the phone. The Management Company will ask the caretaker to provide a thorough cleaning.



- The Committee reviewed the colour scheme of the red railings, as the colour tends to fade more quickly than other colours, however, there was no consensus and the status quo will remain.
- The Committee also strongly recommends that the Strata Council put forward a Bylaw, which ~~would allow nothing to be attached to balcony railings.~~ The Strata Council agreed that this issue could be put forward along with storage on balconies, as a proposed new Bylaw at the forthcoming Annual General Meeting.
- The common area, in front of the building's easterly ground floor suites, has taken on a very attractive look and it was agreed that the volunteer efforts of those individuals could be extended to the area immediately east and west at the front door, extending past the grunt gallery area.
- The Committee discovered that a window in one of the suites is missing. The Management Company will ask the suite Owner to have the window replaced, as it appears to have been removed totally from the enclosing frame.
- It was noted that the ivy at the east end of the building may be encroaching into the building's metal cladding through joints. It was recommended that the ivy be cut back. The Strata Council concurs.
- Recommendations had been made for the placement of a garbage can outside the front door. After discussion by the Committee and by the Strata Council, it was agreed that a garbage can at this location would become much more of a nuisance than a help.
- Storage on balconies and partitions on balconies has started to seriously encroach on the visual impact of Mainspace. The Committee recommends, and the Strata Council concurs that the issue should be taken to the Owners at the forthcoming Annual General Meeting. A Bylaw will be proposed, for the Owners to vote on, which would only permit barbeques, bicycles and potted plants to be placed on balconies.

## **G. UNFINISHED BUSINESS**

### **1. Carpet Replacement - 3rd floor**

- The carpets have been replaced on the 3<sup>rd</sup> floor, with excellent results.

### **2. Water Treatment**

- The Strata Council will be recommending to the Owners, at the forthcoming Annual General Meeting, that a water treatment system be installed for the building's water. The installation of the system will reduce the possibility of having to replace all of the copper pipes in the building, as the system is designed to improve water quality by eliminating copper and lead leaching from the plumbing. The leaching results in pinholes. The system also makes for a better quality of water. The Owner of the company who would be doing the installation will be attending the Annual General Meeting, to answer any questions. The principal, Richard Lobb, can be reached at 604-628-2421 or e-mail: [hytecwater@shaw.ca](mailto:hytecwater@shaw.ca).

## H. NEW BUSINESS

### 1. Annual General Meeting

The Annual General Meeting of the Strata Corporation has been scheduled for Saturday, September 26<sup>th</sup> @ 9:30am. The invitation and the material required to be distributed to Owners will be forwarded the required 20 days prior to the meeting.

- The Council discussed some of the issues which would arise at the Annual General Meeting:
  - It is going to be proposed to the Owners that hours of the building's caretaker be extended from the present four hours per day to a full day, from 9:00am – 5:00pm, five days per week. This would double the present annual expenditure of approximately \$22,500.00 to \$ 45,000.00. This would allow the caretaker to take on various handyman duties, which are presently being contracted out to various services, as well as more time to keep the building in top shape.
  - With several other budget items needing an increase, an overall increase in Strata Fees being proposed would be approximately 20%.
  - It is a strong recommendation of the Building Committee that a Special Assessment will be put forward for acceptance of the Owners, to wash the whole of the building's exterior surface. Four quotations are being solicited and the chosen quotation will be used as the amount for the Special Resolution, thought to be approximately \$15,000.00. This amount would be divided on a unit entitlement basis and paid on a specific designated date, by all unit Owners.
  - A Bylaw will be proposed for the Owners vote, which would permit only barbeques, bikes and potted plants on Juliet and 2<sup>nd</sup> floor balconies.

## I. NEXT MEETING

Upon a MOTION duly made by Steve Stakiw and seconded by Leigh Walker, it was RESOLVED that the next Strata Council Meeting would be held:

**TUESDAY, AUGUST 25, 2009**

**@ 6:00 pm**

**IN THE AMENITY ROOM**

## J. ADJOURNMENT

There being no further business to transact, and upon a MOTION duly made by Hans Wyngaarden, it was RESOLVED that the Meeting would be adjourned at 7:30 pm.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes. Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:

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# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING  
TUESDAY, AUGUST 25, 2009

---

**A. CALL TO ORDER**

The Meeting was called to order at 6: 10 pm, by Steve Stakiw, the President of the Strata Council.

**B. CALLING OF THE ROLL**

The Strata Council Members present were: Steven Stakiw, Barrie Urquhart, Hans Wyngaarden, Edwin Birch and Jay SurrIDGE, with regrets from Janis Suess and Leigh Walker. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

**C. APPROVAL OF THE AGENDA**

Upon a MOTION duly made by Hans Wyngaarden and seconded by Barrie Urquhart, it was RESOLVED that the Agenda, be APPROVED for use at the meeting.

**D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING**

Upon a MOTION duly made by Hans Wyngaarden and seconded by Edwin Birch, it was RESOLVED that the Minutes of the previous Council Meeting, held on July 22, 2009, be APPROVED as distributed.

**E. APPROVAL OF THE FINANCIAL STATEMENTS AND ARREARS & PROPOSED BUDGET 2009/2010**

The Treasurer, Barrie Urquhart, had reviewed the Financial Statements for the months of April, May, June & July and upon a MOTION duly made by Barrie Urquhart and seconded by Edwin Birch, it was RESOLVED that these Financial Statements be APPROVED.

*Arrears*

The Management Company reported that there were two (2) Owners in arrears; one in Fines and one in Strata Fees. The Management Company has been in contact with the Owner owing Strata Fees and arrangements have been made to make full payment by the end of the month.

*Proposed Budget 2009/2010*

The Management Company and Treasurer had put together a draft budget for the new-fiscal year, August 1, 2009 to July 31, 2010.

The proposal was reviewed by the Strata Council on a line-by-line basis for the income items and all of the expenses. The budget will propose a 20% increase in Strata Fees, to balance the expected expenses. The major items on the expense side are a proposed increase in caretaker hours, from four hours per

day to seven hours per day, five days per week and a water treatment system, which will reduce the possibility of having to replace all of the copper pipes in the building, as the system being proposed is designed to improve water quality by eliminating copper and lead leaching, which results in pin holes. It also makes for a better quality of water.

Upon a MOTION duly made by Edwin Birch and seconded by Barrie Urquhart, it was RESOLVED to take the proposed budget to the Owners for their approval, at the forthcoming Annual General Meeting on Saturday, September 26, 2009. All of the relevant budget information and all other matters to be discussed at the Annual General Meeting will be forwarded by way of an invitation, under separate cover, to all Owners.

The Strata Council also agreed to add a recommendation by the Building Committee, to wash the exterior surface of the building, at an approximate \$15,000.00 cost, to be raised by way of a Special Assessment. This item will be voted upon by the Owners at the Annual General Meeting.

## **F. REPORTS**

### **1. Caretaker's Report**

Council member Hans Wyngaarden reported as follows:

- One of the Owners on the fourth floor has placed an air conditioning unit on their balcony. The Strata Corporation does not permit exterior type air conditioners. The Management Company was asked to communicate with the Owner.
- During a move in on Sunday, August 23, at approximately 4:00pm, the moving truck broke the garage ramp mirror, at the top of the ramp at the mezzanine level. The Management Company was asked to write a letter to the Owner of the suite, asking that the mirror be replaced.
- The fridge, presently in the Amenity Room, is not being used and will be disposed of. It works fine. Who needs a fridge?
- Several of the elevator call buttons on various floors have burned out bulbs. The Management Company was asked to follow up with the elevator maintenance company to have the bulbs replaced.
- Several of the lights on the front edge of the second floor parapet, over the mezzanine parking area, have burned out light bulbs. The Management Company was asked to have all of the bulbs replaced, including one of the hallway light fixtures on the ground floor, west wing.
- The locking mechanism on the east staircase stairwell, leading to the mezzanine parking, has been damaged and needs either replacement or repair. The Management Company will make the arrangements.
- All of the residents should be aware that the Strata Property Act of BC Bylaws do not permit more than one dog and one cat per Strata Lot.

- Unfortunately, a tenant on the fifth floor took it upon themselves to pressure wash part of the fifth floor walkway, adding bleach to the pressure washing effort. The dirty water, containing bleach rained down upon the second floor resident's balconies. This is totally unacceptable. If residents in the building are concerned about the condition of common areas, please contact the Strata Council or the Management Company with the concerns.

- The same tenant in a fifth floor suite has decided to store construction and other material on the roof surface, in front of their fifth floor suite patio. The material was dragged along the roof surface, from the elevator. Storage is not permitted in common areas, including the roof surface and no resident is to transport anything over the roof surface, which could be damaged. The Management Company was asked to communicate with the Owner of the suite.

## 2. Management Report

The Management Company reported as follows:

- A leak is occurring from one of the suites on the second floor into the mezzanine garage area. The Management Company is following up with two of the Owners, one of whose suite appears to be the source of the leak. All residents should be aware that appliances and plumbing fixtures located in the suite, which leak, are the responsibility of the Owner to repair and maintain.
- As requested by the Strata Council, the Management Company has forwarded letters to Owners whose parking stalls contain storage of various kinds. Under the City of Vancouver Fire Code and the Strata Corporation's Bylaws, storage is not permitted in parking stalls.
- For the information of all Owners, the parking stalls in the building were assigned to each suite on the original purchase, by the Developer, by way of a 99-year lease. The Strata Corporation is not a signator to that document and has no legal authority to confirm parking stall assignments.
- The Management Company, at the request of the Strata Council, had written a letter to the Office of the Mayor, City of Vancouver, with respect to the proposed construction of a rapid transit station entrance at the front of the building, on the southwest corner of Brunswick Street and East 2<sup>nd</sup> Avenue.

A reply was received from the City of Vancouver, Strategic Transportation Planning Department. Apparently there are three studies, for the extension of the rapid transit line, from its present Clark Street location, which will influence the decision, which has yet not been made. Information is available on the City of Vancouver or the Translink websites.

- An Owner had inquired about any Strata Corporation restrictions on subletting of rental suites. This is strictly an issue between the Owner of the suite and the renter.
- As requested by the Strata Corporation, the Management Company issued a fine to one of the residents of the building, who has been found speeding through the garage gate, without stopping and waiting for the gate to close. This has occurred on multiple occasions. The resident was warned and previously fined, however, has persisted in not following the Strata Corporation's Rule, which requires all those residents using the parking garage, to wait at the gate, for the gate to fully close behind them before proceeding. This is a very important security issue, as there have been several break-ins with the perpetrators having been able to sneak into the garage through the open

gate. If the video surveillance system confirms that break-ins did take place, due to a resident not stopping at the gate, there is an automatic \$250.00 fine.

- The Management Company was asked to have the towing company for the building's common areas, presently Unitow, changed to the nearby towing company, Buster, as Unitow has not been able to service the Strata Corporation's requirements, without extensive delays of five or six hours or more.

### **3. Security Report**

Steve Stakiw, the Council Member responsible for Security reported as follows:

- The lock to the refuge area, at the east end of the building at the mezzanine level, needs to be repaired. The Management Company is following up.
- An illegal garage gate entry was observed on the video surveillance system. The garage gate structure has been further enhanced, in order to try to prevent this type of entry.

### **4. Correspondence**

The Strata Council Secretary, Edwin Birch, provided the following correspondence to the Strata Council.

- An Owner, whose car is parked in the mezzanine area, partially out beyond the edge of the second floor balconies, had written to the Strata Council asking that the Strata Corporation please intervene and ask the Owner above, on the second floor, to use drip trays under their potted plants and to not dump potting soil and other debris over the edge of the balcony, onto the car parked on the mezzanine level. The Management Company will follow up.

### **5. Building Committee**

The Building Committee Council Members Leigh Walker and Janis Suess were not able to attend the meeting and there was no formal Building Committee Report.

## **G. UNFINISHED BUSINESS**

### **1. Water Treatment System**

- The Strata Council will be recommending to the Owners, at the forthcoming Annual General Meeting, that a water treatment system be installed for the building's water supply. The installation of this system will reduce the possibility of having to replace all of the copper pipes in the building, as the system is designed to improve water quality by eliminating copper and lead leaching from the plumbing. The leaching results in pinholes. The president of the company to do the installation, Richard Lobb, will attend the Annual General Meeting to answer any questions. If there questions that residents have prior to the AGM, please contact Richard Lobb @ 604-628-2421 or e-mail: [hytecwater@shaw.ca](mailto:hytecwater@shaw.ca).

## H. NEW BUSINESS

### 1. Annual General Meeting

The Annual General Meeting of the Strata Corporation has been scheduled for Saturday, September 26<sup>th</sup> @ 9:30am. The invitation and the material required to be distributed to Owners will be forwarded the required 20 days prior to the meeting. Please make sure that you attend the Meeting as an Owner, or provide your proxy so that your vote can be considered for the budget approval and the proposed Special Assessment.

## I. NEXT MEETING

The date of the next Strata Council Meeting will be chosen by the new Strata Council, to be elected at the forthcoming Annual General Meeting.

## J. ADJOURNMENT

There being no further business to transact, and upon a MOTION duly made by Hans Wyngaarden, it was RESOLVED that the Meeting would be adjourned at 7:45 pm.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes. Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:

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# MAINSPLACE

## Strata Plan LMS 2039

~~MINUTES OF THE ANNUAL GENERAL MEETING~~  
SATURDAY, SEPTEMBER 26, 2009

### A. CALL TO ORDER

The Meeting was called to order at 10:30 am by Steve Stakiw, the President of the Strata Council.

### B. CALLING OF THE ROLL & CERTIFICATION OF PROXIES

The Council Members present were: Steve Stakiw, Barrie Urquhart, Janis Suess, Jay SurrIDGE Leigh Walker, with regrets from Edwin Birch, and Hans Wyngaarden. The Management Company was represented by Geoffrey Rosen.

The Management Company reported that there were twelve (12) proxies present and eligible to vote, plus twenty six (26) Owners who had registered for a total of thirty eight (38) votes. Forty two (42) votes are required for a quorum.

As there was no quorum present at the called meeting hour of 10:00 am, the Strata Corporation's By-Law came into effect "if within one half (1/2) hour from the time appointed for a General Meeting, a quorum is not present, the Meeting shall proceed, and the persons entitled to vote present, shall be a quorum".

Having waited the required half hour (1/2) the Meeting was competent to proceed.

During the wait from 10:00 to 10:30 the Owner of Hytec Water, Richard Lobb, gave a presentation on the benefits of the Water System being proposed in the Budget.

### C. PROOF OF NOTICE OF MEETING

In compliance with *the Strata Property Act of BC*, which states that twenty (20) clear days notice must be given to all Owners eligible to vote, the Management Company confirms that the notices had been sent out to all Owners, to comply with *the Act*, on September 4, 2009.

### D. APPROVAL OF THE MINUTES OF THE LAST ANNUAL GENERAL MEETING HELD ON SATURDAY, OCTOBER 6, 2008

Upon a MOTION duly made by Leigh Walker and seconded by Janis Suess, it was resolved that the Minutes of the Last Annual General Meeting held on Saturday, September 27, 2008, be approved as distributed.



**E. APPROVAL OF THE 2009/2010 BUDGET**

The Chair, Steve Satkiw, asked the Treasurer, Barrie Urquhart to please present the Treasurer's Report and to present the Proposed Budget for approval.

**Report from the Treasurer – Barrie Urquhart**

“Thank you Steve:

We had another productive year without too many issues. Again we had a proactive council that cares about our 14 year old building.

As of July 31 our fiscal year end we had \$9,777.98 in operating cash that will be carried forward to the new year. In our Contingency Fund we had \$ 98,789.28. This is very close to the amount I personally think we should maintain - \$100,000.00. This Contingency Fund is mandated by the Strata Property Act for emergency work or unforeseen items that need to be addressed to keep our building and our investment in reasonable condition such as roofing or major plumbing issues.

This year to keep up with rising costs & the demands of an older building the Council has agreed to recommend to you the Owners that we raise the strata fees by 20%. The main reasons for this are our recommendation of more caretaker services and the installation of a water treatment system. Both of these items we can discuss in a few minutes during the discussion part of the meeting. As a Council we assure you that we still will have fees as low as any of the buildings in this area. We recommend this proposed budget to you the owners.

Thank you for your attention and I now move that the proposed new budget as submitted be approved the total amount being \$273,723.33.”

Respectfully submitted  
Barrie Urquhart  
Treasurer”

A MOTION was made by Barrie Urquhart and seconded by Leigh Walker, that the Budget as proposed with total expenses at \$273,723.33 and a 20% increase in Strata Fees be APPROVED.

***Discussion***

There were a number of questions regarding the budget, some questions related to building cleaning and if the new budget is approved that an annual cleaning schedule should be drafted to ensure the building is fully cleaned every year. The Council also clarified that part of the extended Caretaker hours would deal with issues like minor repairs, painting, etc.

Upon a vote being taken all votes present, thirty eight (38), were in favour of approving the Proposed 2008/2009 Budget, thus the Budget was unanimously APPROVED.

F. **SPECIAL RESOLUTIONS**

**SPECIAL RESOLUTION #1 – GARAGE GATE SECURITY BYLAW**

~~BE IT RESOLVED any garage user found not to be waiting at the garage gate, when entering or leaving, until such time as the gate is fully closed behind them, will be fined \$100.00, each occurrence.~~

BE IT RESOLVED that any garage user who is found to have not waited at the gate, and as a result has allowed the entry of persons who cause damage to common or personal property, will be fined \$250.00, each occurrence. Evidence will be by way of the video monitoring of the garage gate area.

A MOTION was made by Leigh Walker and seconded by Barrie Urquhart that the Resolution as having been read be APPROVED.

There was no discussion, upon a vote being taken, all votes present, thirty eight (38), were in favour of approving Special Resolution #1, thus the Resolution was unanimously APPROVED.

**SPECIAL RESOLUTION #2 - ADDITIONAL BYLAW 6.6 - EXTERIOR APPEARANCE AND ALTERATIONS**

WHEREAS the Juliet balconies and the larger balconies on the second floor, in many instances, have become storage areas, they detract considerably from the appearance of the building;

BE IT RESOLVED that storage on balconies be limited to gas barbeques, patio furniture, bicycles, and potted plants with proper drip trays. Nothing is permitted to be attached to balcony railings.

A MOTION was made by Leigh Walker and seconded by Janis Suess, that the Resolution as having been read be APPROVED.

***Discussion***

There was considerable discussion about the implications of the motion and that the resolution needs further work before it should be voted on. The concern focused around trellises on balconies and whether they should be a single design for the entire building.

A MOTION to amend the motion was made by Janis Suess and seconded by Leigh Walker.

The following amendment was made to the motion:

BE IT RESOLVED that storage on balconies be limited to gas barbeques, patio furniture, bicycles, and potted plants with proper drip trays. Nothing is permitted to be attached to the outside of the balcony railings.

There being no discussion on the amendment, the vote was taken, all votes present were in favor.

There being no further discussion, upon a vote on the amended motion being taken, only twenty seven (27) of the present owners were in favour, which was not enough to approve Special Resolution #2, requiring 75%, thus the Resolution failed to be APPROVED.

The Strata Council said they would re-work the motion and present it again at the next AGM.

### **SPECIAL RESOLUTION #3 – WASHING EXTERIOR METAL CLADDING OF THE BUILDING**

WHEREAS the Strata Corporation's building committee has put forward a recommendation to the Strata Council, to wash the whole of the building's exterior metal cladding, the Strata Council is putting the recommendation forward to the Owners as a Special Resolution, requiring the Owners to vote on the acceptance of the Resolution, which would approve an approximately \$15,000.00 Special Assessment to fund the building wash.

WHEREAS the Strata Council will solicit four quotations and pick a bid, which will not exceed \$15,000.00.

WHEREAS a Special Assessment will be collected from the Owner, on the basis of unit entitlement and to be paid on a specific designated date. Owners will be advised accordingly as to the exact amount per suite and the payment date.

BE IT RESOLVED that the Strata Corporation, by way of a Special Assessment, collect from the Owners, based on unit entitlement, an amount not to exceed \$15,000.00, but equal to the quotation chosen by the Strata Corporation, to fund the wash of the building's whole exterior metal cladding.

A MOTION was made by Leigh Walker and seconded by Richard Gierej of Unit 402, that the Resolution as having been read be APPROVED.

#### ***Discussion***

A number of the Owners requested that the Strata Council investigate whether the building needs to be caulked and if so then it should be done in conjunction with the Exterior Metal Cladding wash.

A MOTION to amend the motion was made by Leigh Walker and seconded by Janis Suess.

The following amendment was added to the motion:

WHEREAS the washing of the Exterior Metal Cladding will be done in conjunction with the building caulking.

There being no further discussion on the amendment, upon a vote on the amendment, thirty seven (37) of the present owners were in favour with one abstention of which was enough to approve the amendment to the motion.

~~There was no further discussion, and upon a vote being taken on the amended motion, all votes present, thirty eight (38), twenty nine (29) were in favour of approving the Special Resolution #3, thus the Resolution was APPROVED.~~

## G. REPORT ON INSURANCE COVERAGE

The Management Company was asked to explain that under *the Strata Property Act*, it is required that the Memorandum of Insurance, and the information on the insurance coverage be provided to all owners at the Annual General Meeting. The Certificate of Insurance was included with the Invitation to the AGM so that all owners can provide a copy of this to their insurance broker or insurance carrier to make sure that their condominium insurer is aware of the deductibles and the amounts insured, to allow for proper insurance protection to be carried by owners.

The building's insurance policy is written on a replacement basis, providing full replacement coverage for perils including earthquake. All owners should be aware that the policy covers only what was originally built by the Developer/Builder and any upgrades or replacements, for such items as flooring, kitchen or bathroom cupboards and/or counters, etc. are not covered under this insurance policy and must be covered under the owner's own Strata coverage.

Owners must also be aware that the Strata's Policy carries a \$2,500.00 deductible and the water damage deductible is now \$5,000. The Strata's By-Laws require that an Owner becomes responsible for the deductible if there is an occurrence, which emanates from their suite.

## H. DISCUSSION

- The Chair, Steve Stakiw, asked the Owners in attendance if there were any issues, which Owners wanted to raise for discussion. There were no issues, thus there was no discussion

## I. ELECTION OF STRATA COUNCIL

As required under the *Strata Property Act of BC*, the President, Steve Stakiw, announced that all of the 2008/2009 Strata Council Members are resigning.

All of the assembled Owners thanked the volunteer Council Members by way of a strong applause, for their many hours of conscientious effort as volunteers in running the affairs of the Strata Corporation in a very efficient and economic manner.

The following Owners were nominated for the 2009/2010 Strata Council.

Edwin Birch  
Hans Wyngaarden  
Leigh Walker  
Janis Suess  
Barrie Urquhart  
Steve Stakiw  
Jay Surridge  
Lorne Milne

There being no further nominees put forward, a MOTION was made to cease the nomination.

Eight (8) Owners having been nominated, it requires that the member present vote to determine, as the 2009/2010 Strata Council.

After a voting was completed the following seven (7) Owners were elected to the 2009/2010 Strata Council:

Janis Suess  
Barrie Urquhart  
Steve Stakiw  
Jay Surridge  
Lorne Milne  
Hans Wyngaarden  
Leigh Walker

#### I. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made it was resolved that the meeting would be adjourned at 12:18 p.m.

The Newly Elected Council decided that the **First Strata Council Meeting** would be held on:

**Wednesday, October 14, 2009**  
**@ 6:00 pm**  
**in the Amenities Room**

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.  
Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:  
National Pacific Real Estate Services Inc.  
Suite 210 - 1575 West Georgia Street, Vancouver, B.C., V6G 2V3  
T: 604-685-8830 F: 604-685-1423  
E: natpac1@intergate.ca

# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING

WEDNESDAY, OCTOBER 14, 2009

### A. CALL TO ORDER

The Meeting was called to order at 6:05 pm by Geoffrey Rosen, the Strata Manager.

### B. CALLING OF THE ROLL & ELECTION OF OFFICERS

The Strata Council Members present were: Steve Stakiw, Barrie Urquhart, Janis Suess, Leigh Walker, Hans Wyngaarden and Lorne Milne with regrets from Jay SurrIDGE. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

#### Election of Officers 2009/2010

President:	Steve Stakiw
Vice-President:	Leigh Walker
Treasurer:	Barrie Urquhart
Secretary:	Lorne Milne
Building & Maintenance:	Hans Wyngaarden
Security Committee:	Steve Stakiw & Leigh Walker

### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Leigh Walker and seconded by Barrie Urquhart, it was RESOLVED that the Agenda, be APPROVED for use at the meeting.

### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Leigh Walker and seconded by Hans Wyngaarden, it was RESOLVED that the Minutes of the previous Council Meeting, held on August 25, 2009, be APPROVED as distributed.

### E. APPROVAL OF THE FINANCIAL STATEMENTS & ARREARS

The Treasurer, Barrie Urquhart, had reviewed the Financial Statements for the month of August and upon a MOTION duly made by Barrie Urquhart and seconded by Leigh Walker, it was RESOLVED that these Financial Statements be APPROVED.

The Strata Council also discussed it will be more diligent in collecting Move-In/ Move-Out fees. As there have been questions raised by some Owners as to whether the fees are being collected from everyone.

### *Arrears*

The Management Company reported that there were seven (7) Owners in arrears in Strata Fees. ~~The Management Company was asked to write letters advising Owners that Strata Fees are due and payable on the first of the month, as per the Strata Property Act of BC.~~

## **F. REPORTS**

### **1. Caretaker's Report**

- The Strata Management Company presented a quote for building cleaning services, which had been forwarded to Council by way of one of the Owners.
  - The Council asked the Management to investigate the quote and report back at the next Strata Council Meeting.
- The Management Company reported they had contacted an Electrician to replace the burnt out light bulbs on the South Side of the Building.
- The Strata Council will be working on developing an annual Maintenance Schedule.
- The Management Company reported that a Plumber has investigated a leak from a bathtub drain in the Mezzanine Parkade.
  - Plumber was unable to find the problem and the Suite Owner has called in their own Plumber which appears to have solved the problem.
- The exterior Water Lines on the North Side of the Building have been winterized (shutdown) until spring.
- The Council asked the Management Company to write a letter to the grunt gallery to remove their boxes from the Emergency Exit Hallway in the Amenity Room.

### **2. Management Report**

- Management reported that there is a vehicle without insurance in the Lower Parkade. A letter will be sent with a warning that there will be a fine on November 1 if the vehicle isn't insured, as several requests have not had responses.
- There were complaints about a Pirate Flag on one of the Balconies, the Strata Council asked the Management Company to send a letter, asking the flag be removed, as it affected the visual impact of the building.

### **3. Security**

- An Owner reported that their Car Window had been smashed, in the Mezzanine Parkade.
- Some of the Mail Boxes in the Lobby had been damaged on October 9, 2009.
  - o The Management Company checked the Security Footage and the problem was the result of metal fatigue.
  - o The Management Company has had the Mail Boxes repaired and contacted Canada Post to re-attach lock and to begin delivering mail again.

### **4. Correspondence**

- None received

### **5. Building Committee**

- a) There has been no meeting so far this fiscal year.
- b) The Management Company will be getting an assessment of the Building Caulking for long-term planning

## **G. UNFINISHED BUSINESS**

### **1. Water Treatment System**

- The Management Company reported that the new Water Treatment System has been installed into the Building's water system.

### **2. Fire Inspection**

- The Fire Inspection occurred on Saturday October 3<sup>rd</sup>, 2009. The Management Company is expecting the report in week or so.
- The Strata Council would like to thank Edwin Birch for all his help during the Fire Inspection.

## **H. NEW BUSINESS**

### **1. Bathtub Drainage**

- Lorne Milne one of the Strata Council Members reported that some of the Units on the Main Floor have slow drains and asked the Management Company to investigate.



## 2. Web Site

- The Strata Council asked the Management Company to investigate the costs in setting up a Website for Mainspace.
- Steve Stakiw had already registered Mainspace.ca

## 3. Rental of Storage Spaces

- The Building has two Storage Spaces that it currently rents on an annual basis. A number of Owners have contacted Steve Stakiw regarding rental.
  - o Steve will be arranging Showings of the Storage Spaces
- The Council also decided rental of the Storage Spaces will be auctioned to the highest bidder.
  - o The details will be discussed at the next Strata Council Meeting.
- If any Owners interested in renting either of the Storage Lockers, please contact Steve Stakiw at 604-873-5157

## I. NEXT MEETING

The next Strata Council Meeting will be held on:

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**Wednesday, November 25, 2009**  
**@ 6:00 pm**  
**in the Amenities Room**

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## J. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made it was resolved that the meeting would be adjourned at 8:26 p.m.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.  
Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:  
National Pacific Real Estate Services Inc.  
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# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING  
WEDNESDAY, NOVEMBER 25, 2009

### A. CALL TO ORDER

The Meeting was called to order at 6:09 pm by Steve Stakiw, the President of the Strata Council.

### B. CALLING OF THE ROLL

The Strata Council Members present were: Steve Stakiw, Leigh Walker, Barrie Urquhart, Lorne Milne, Hans Wyngaarden, Janis Suess and Jay Surrige. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Janis Suess and seconded by Barrie Urquhart, it was RESOLVED that the Agenda, with additions under New Business be APPROVED for use at the meeting.

### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Jay Surrige and seconded by Barrie Urquhart, it was RESOLVED that the Minutes of the previous Council Meeting, held on Wednesday, October 14<sup>th</sup> 2009 be APPROVED with the following amendment. Under the Election of Officers 2009/2010 the following addition "Members at Large – Janis Suess and Jay Surrige".

### E. APPROVAL OF THE FINANCIAL STATEMENTS & ARREARS

The Treasurer, Barrie Urquhart, had not had the opportunity to review the Financial Statements and it was unanimously agreed to hold the review and approval over to the next Council Meeting.

#### *Arrears*

The Management Company reported that there were five (5) Owners in arrears in Strata Fees, one Owner in arrears as a result of fines relating to By-Law violations and one Owner who has not paid the required Move-in/Move-out fee. Letters have been sent asking that Strata Fees and all other monies owing to the Strata Corporation be paid on the first of the month as required under the Strata Property Act of B.C.

## F. REPORTS

### 1. Caretaker's Report

Hans Wyngaarden, the Strata Council member responsible for Care-taking and building maintenance led the following discussion.

- As requested at the October Council Meeting The Management Company had investigated the quotation having been presented to the Council from one of the Owners relating to a cleaning contract proposal.

Upon a motion duly made by Jay Surrige and seconded by Lorne Milne it was unanimously resolved that Pacifico Cleaning Services be awarded a contract effective January 1, 2010 to provide cleaning/janitorial services to Mainspace on a four (4) hour per day, five (5) days per week schedule, at a same annual contract price presently being paid by the Strata for the cleaning contract.

The Management Company was asked to make the proper arrangements with the present cleaning company and the new company for a smooth transition and ask the new cleaning company to make Saturday one of the five (5) days of attendance at the building.

- The hose bib at the east end of the Mezzanine car parking area is being shut off for the winter in order to prevent pipe breakage.
- The large make up fan on the roof of the building which provides air to the hallways and exit staircases has a small gas fired furnace which heats the air entering the building, needs to have the motor and fan for the heater replaced
- Hans Wyngaarden presently changes the filters in the air make up unit on an approximately six (6) week basis alternating with the mechanical contractor. Jay Surrige agreed to help Hans with this task.
- The two (2) large air vents in the wall of the boiler room on top of the elevator shaft, will have rain protective hoods installed and the two (2) vent stacks for the boilers will need repairs as rain water during the heavy storms has gained entry to the boiler room and from there into the elevator shaft..
- Steve Stakiw agreed to volunteer to undertake the water treatment monthly testing. The water treatment supply company visits on a monthly basis and also tests. This will provide two (2) tests per month.

## 2. Management Report

The Management company reported as follows.

- ~~A maintenance company inspected the intercom however did not find any of the numbers on the panel sticking. Council member Leigh Walker was able to confirm that the number one (1) does stick on occasion, the maintenance company will have to revisit.~~
- The landscaping company, Silver Landscaping Ltd. has provided the Strata Corporation with their year 2010 landscaping and grounds maintenance service contract. It was unanimously agreed to renew the contract which runs from March 1 – November 30 at a monthly cost of \$550.00, which is an increase from the year 2009.
- Caulking has been applied to penetration points for two (2) south facing balconies however it was agreed that Management will have a contractor perform further investigation to the sliding door framework on one of the suites.
- B.C. Hydro, Power Smart division, had forwarded to the Strata Corporation a letter extolling the benefits of the Power Smart incentive program. The Strata Corporation has already taken advantage of this program in changing out all of the common area lighting with energy efficient technology.
- The Strata Corporation had been forwarded an invoice of \$127.20 from the management company responsible for one of the Owner's tenanted suites asking for a reimbursement for the plumbers invoice in connection with a garburator blockage. The plumber had indicated on the invoice a building main drain had been blocked approximately 20 feet below the suite. As there are several suites on the same stack (the drain) and no blockage was reported from any other suites on the same stack the invoice was deemed to be responsibility of the suite Owner. The blockage could not have been in a building main pipe as there would have been blockage issues with other suites.
- A leak had taken place into a fourth floor suite from the gray water line of the suite above. It appears that the leak emanated from a deteriorated wax seal under a toilet. It can happen that some seals deteriorate after several years of usage and may require replacement. If replacement is required it is the Strata Corporations requirement that the replacement be done by a licensed plumber.

Stains on the ceiling below as well as required replacement of the pipe insulation are the responsibility of the suite Owner with the leaking toilet. The Owner has been informed and has been asked to expedite repairs. (All plumbing fixtures in a suite are the responsibility of the Owner to repair and maintain and any resultant damages are also the responsibility of the Owner.)

- The management company is continuing to follow up with one (1) of the Owners who has had a turn over in tenancy and has not provided a Form K "Notice of Tenants Responsibility" and the required move in fee to the Strata Corporation.

All Owners who have rental suites are to be reminded that a Form K is required under the Strata Property Act of B.C., the Form indicates that the Owner has provided the tenant with the By-Laws, Rules and Regulations of the Strata Corporation and the tenant by signing the Form along with the Owner acknowledges that they have been provided with this material and they have agreed to abide by the By-Laws and Rules. A Move in fee is a Strata Corporation By-Law and is required to be paid to the Strata Corporation on all move ins/outs. Tenants will not be provided with an enter-phone listing until such time as a Form K and the move in/move out fee have been delivered to the Strata Corporation.

- Remedial work was done to a drain line under the east wing ground floor suites.
- As requested by Council, Management had forwarded a letter to one of the ground floor owners who had persisted in storing garbage on their patio. The situation has now been remedied avoiding any potential rodent issues as well as detracting from the buildings appearance.
- Owners should be reminded that keys to individual post office boxes for each suite, are only available to suite Owners, the Strata Corporation is not permitted under Federal legislation to have keys to individual boxes. The loss or replacement of keys is thus the responsibility of the suite Owner.
- An Owner who presently lives away from the building and whose suite is rented, who also was a former Strata Council member had sent a letter of thanks and appreciation for the volunteer time, hard work and commitment of the Strata Council members looking out for the interest and maintenance of the building on behalf of all of the Owners. The Council very much appreciated the letter.

## **2. Security Report**

Steve Stakiw reported as follows.

- Several door fobs were lost and/or stolen and have been removed from the entry system.
- Management was asked to investigate with result that the installation of fob readers on all of the doors in one of the exit staircases cost \$8,000. Council elected not to proceed at this time.
- Management was asked to have a mirror installed at the east end staircase so that residents would be alerted to itinerants who occasionally are found sleeping in the refuge area at the bottom of the stairs. The door can not be locked as it is a fire code requirement and as it will allow people in the garage area an alternate escape route.

#### **4. Correspondence**

- A key with a fob attached was found in the mailbox. The fob can be used to identify the suite. Please make sure that if you have lost your fob you immediately report it to either Steve Stakiw or Leigh Walker so that it can be taken out of the system.

Several sets of keys have also been found in the booking envelope for the Amenity Room, if you have lost your keys please contact Steve Stakiw at 604-873-5331.

#### **5. Building Committee**

Leigh Walker and Janet Suess reported as follows

- At the Annual General Meeting the By-Law having been proposed by the Building Committee for balcony storage did not pass and the Building Committee is putting together a new proposal for review by the Strata Council.

### **G. UNFINISHED BUSINESS**

#### **1. Rental of Storage space**

- The Building has two (2) storage spaces, which are currently rented on an annual basis. A number of Owners have come forward and asked for an opportunity to rent one or both of the spaces.

Those who have indicated interested will be contacted and an auction will be held whereby the highest bidder will be able to rent one or both of the spaces. The auction will take before December 1<sup>st</sup> for a projected March 1, 2010 rental start.

#### **2. Proposed Web site**

- Management at the request of Council has investigated the costs in setting up a website, Steve Stakiw has already registered Mainspace.ca.

There are several options however the most economical option appears to be a \$500.00 set-up fee and a \$100.00 per month charge plus administrative costs for management to enter and maintain material on the site. A one (1) year contract would have to be signed with a 90- day cancellation clause.

It was unanimously agreed to defer a decision pending one of the Management companies other buildings completing their website. Based on experience Council would revisit this expenditure.

## H. NEW BUSINESS

### 1. Air make up unit

- ~~There is a possibility that the large air make-up unit on the roof is causing a vibration which~~ sent through the concrete and steel structural members in the suites in the building. Management will work with the mechanical maintenance company to evaluate the installation and to bring recommended medial measures and associated costs back to Council.

### 2. Dryer Duct Cleaning

- One of the Owners Reg Daggitt, as previously, has organized a duct-cleaning contractor to attend the building in early 2010. The larger the participating group of Owners the more economical it will be per suite. Please watch for notices.

### 3. Road Construction

- Council member Lorne Milne reported that in discussion with the City of Vancouver Engineering Supervisors, there will be an extensive pipe installation which will bring construction on Scotia and on 2<sup>nd</sup> towards Mainspace.

Management was asked to contact the City of Vancouver Engineering Department to request a time frame for replacement of the sidewalk at the east and back of the building, which was demolished by B.C. Hydro in one of their construction jobs. The Strata Corporation by way of each individual Owner's tax bill is paid for sidewalk improvements.

### 4. Community Meetings

Council Member Lorne Milne reported that he has been attending the City sponsored Community meetings which are used by the City for input from the neighbourhood. A rather substantial portion of area around Mainspace is being planned for changes over the next five (5), ten (10), 20 (20) years. There are many things being planned and it would be advisable to attend these Community meetings and provide your input, giving individuals an opportunity to participate in long term planning of the neighbourhood.

### 5. Awning Cleaning

- With the leaf falling almost completed, Management was asked to provide a quotation for cleaning the glass awning at the front of the building. Cleaning should be done within the next two (2) or three (3) weeks.

**I. NEXT MEETING**

The next Strata Council Meeting will be held on:

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Wednesday, January 13, 2009  
@ 6:00 pm  
in the Amenities Room

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**J. ADJOURNMENT**

There being no further business to transact, upon a MOTION duly made it was resolved that the meeting would be adjourned at 8:40 p.m.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.  
Please retain these Minutes provided to you, for further reference, replacement copies will be subject to payment of a fee.

Minutes prepared by:  
National Pacific Real Estate Services Inc.  
Suite 210 - 1575 West Georgia Street, Vancouver, B.C., V6G 2V3  
T: 604-685-8830 F: 604-685-1423  
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# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING

WEDNESDAY, JANUARY 13, 2010

### A. CALL TO ORDER

The Meeting was called to order at 6:05 pm by Steve Stakiw, the President of the Strata Council.

### B. CALLING OF THE ROLL

The Strata Council Members present were: Steve Stakiw, Leigh Walker, Barrie Urquhart, Lorne Milne, Hans Wyngaarden, and Jay Surrige with regrets from Janis Seuss. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Hans Wyngaarden and seconded by Barrie Urquhart, it was RESOLVED that the Agenda, with additions under New Business be APPROVED for use at the meeting.

### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Barry Urquhart and seconded by Jay Surrige, it was RESOLVED that the Minutes of the previous Council Meeting, held on Wednesday, November 25<sup>th</sup>, 2009 be APPROVED as distributed.

### E. APPROVAL OF THE FINANCIAL STATEMENTS & ARREARS

The Treasurer, Barrie Urquhart, had reviewed the Financial Statements for the months of October and November, 2009 and found them to be in good order. The Treasurer led the Council through a review of the year-to-date Actuals versus Budget with the bottom line being well under budgeted.

Upon a motion made by Barrie Urquhart and seconded by Leigh Walker, it was unanimously resolved to approve the Financial Statements for the months of October and November.

#### *Arrears*

The Management Company reported that there were seven (7) Owners in arrears in Strata Fees, one Owner in arrears as a result of fines relating to By-Law violations. Letters have been sent asking that Strata Fees and all other monies owing to the Strata Corporation be paid on the first of the month as required under the Strata Property Act of B.C. A charge back against one of the suites related to in-suite plumbing issue in the amount of \$89.25 has been paid to the Strata Corporation.

- A letter having been sent to one of the ground floor unit Owners relating to storage of garbage on the patio, resulted in immediate removal. Thank you.
- Letters were sent to suite Owners whose suites were not able to be entered during the Annual Fire Inspection on Saturday, October 3rd. Annual Fire Inspection includes the testing of the smoke detector in each suite, as a courtesy, by the Strata Corporation. The smoke detector in each suite is not connected to the buildings fire alarm system, and is a first line of defence in each suite. Each Owner must ensure that their smoke detector functions. This is an important safety feature.
- A thank you to residents for their consideration and cooperation during the hot and cold water shutdown on Friday, December 11<sup>th</sup>, to allow for repairs to the re-circulating line in the building.

## **2. Security Report**

Steve Stakiw reported as follows.

- A mirror, as was recommended by one of the Owners, has been installed in the refuge area at the east end of the building allowing residents to scan the area through the window door prior to entering the area. It seems to work well.
- Two (2) of the entry doors, also at the east end exit staircase, have had closers replaced/repared.

## **4. Correspondence**

- There was no correspondence addressed to the Strata Council, which needed Council review.

## **5. Building Committee**

Leigh Walker reported as follows

- As there is a two (2) times per year window cleaning schedule, the first cleaning should be reserved for early April. The April cleaning will include all windows, not only accessible windows.
- Management will follow up on the request, by the Committee, to investigate the noise level of the motor driving the gate on the lower parking area entry.

## **G. UNFINISHED BUSINESS**

### **1. Rental of Storage space**

- The Building has two (2) storage spaces. An auction was held for the opportunity to rent. The winning bidders received a one (1) year permission to rent at \$325.00 for one and \$375.00 for the other, per month.

### **2. Proposed Web site**

- As had been previously agreed, the Strata Corporation is following up with a review of the website presently being completed for another building. Based on their experience, Council will revisit the expenditure and the establishment of a website.

## **H. NEW BUSINESS**

### **1. Loading dock-towing of violating vehicles**

- Residents should be aware that the loading dock is not a visitors or residents parking area and is for loading and unloading purposes only, as noted on the signage. Busters Towing has a contract with the Strata Corporation to tow violators. There are a few repeat offenders. The Strata Corporation is asking for your cooperation as it makes life difficult for the majority of residents in the building who need to use for the loading/unloading area for its intended purpose.

### **2. Community issues**

Council member, Lorne Milne reported that he had been attending city sponsored community meetings and that the proposed Translink station entry off the front lawn at Mainspace is not a City of Vancouver issue and is strictly under the control of Translink. Translink will be holding public hearings for the residents who are interested in input and they should be on the look out for notices in the media.

There are several new projects that have either been approved or are being proposed for the immediate area. One is at the Burger King site on Main and another is at Fraser and Broadway and there are others in the planning stages. These projects are various types of housing, by either the City or the Provincial Government. Residents who would like to have input should be keeping an eye on notices in the media for public hearing dates, or contact the City of Vancouver for more specific information.

**I. NEXT MEETING**

Upon a motion duly made by Steve Stakiw and seconded by Lorne Milne, it was resolved that the next meeting of the Strata Council will be on

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Wednesday, March 3, 2010  
@ 6:00 pm  
in the Amenities Room

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**J. ADJOURNMENT**

There being no further business to transact, upon a MOTION duly made it was resolved that the meeting would be adjourned at 7:35p.m.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.  
Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:  
National Pacific Real Estate Services Inc.  
Suite 210 - 1575 West Georgia Street, Vancouver, B.C., V6G 2V3  
T: 604-685-8830 F: 604-685-1423  
E: [admin@nationalpacific.ca](mailto:admin@nationalpacific.ca)

# MAINSPACE

## Strata Plan LMS 2039

### MINUTES OF THE STRATA COUNCIL MEETING

WEDNESDAY, MARCH 3<sup>rd</sup>, 2010

**A. CALL TO ORDER**

The Meeting was called to order at 6:10 pm by Steve Stakiw, the Strata President..

**B. CALLING OF THE ROLL**

The Strata Council Members present were: Steve Stakiw, Barrie Urquhart, Janis Suess, Leigh Walker, Hans Wyngaarden and Lorne Milne with regrets from Jay SurrIDGE. The Management Company was represented by Geoffrey Rosen.

**C. APPROVAL OF THE AGENDA**

Upon a MOTION duly made by Leigh Walker and seconded by Hans Wyngaarden, it was RESOLVED that the Agenda, be APPROVED for use at the meeting.

**D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING**

Upon a MOTION duly made by Leigh Walker and seconded by Hans Wyngaarden, it was RESOLVED that the Minutes of the previous Council Meeting, held on January 13<sup>th</sup>, 2010, be APPROVED as distributed.

**E. APPROVAL OF THE FINANCIAL STATEMENTS & ARREARS**

The Treasurer, Barrie Urquhart, had reviewed the Financial Statements for the months of December and upon a MOTION duly made by Barrie Urquhart and seconded by Leigh Barrie, it was RESOLVED that these Financial Statements be APPROVED.

Barrie went over the year-to-date budget with the Council and explained that the Building's revenue was on track for the year and the Utilities lines item was considerably under budget, as a result of the mild winter.

*Arrears*

The Management Company reported that there were eight (8) Owners in arrears; three for Fines and five in Strata Fees. The Management Company will be in contact with the Owners owing Strata Fees and request full payment by the end of the month.

## **Attention Residents**

**If you use the Washer or Dryer in the Building's Laundry rooms you are responsible to leave the machines in a clean condition.**

### **G. UNFINISHED BUSINESS**

#### **1. Rental of Storage Spaces**

- The Rental agreements for the Storage Spaces will be mailed out to the Renters and will take effect April 1, 2010.

#### **2. Web Site**

- A Web site for Mainspace is still being investigated, the Management Company will report back at a future meeting.

### **H. NEW BUSINESS**

#### **1. Amendments to Building's Bylaws that allow for \$200.00 fines**

- The Management Company recommended to the Council that the building should raise it's maximum fine to \$200.00 per bylaw infraction.
- Management further explained to council that it is common practice for a Strata Building to amend their bylaws to allow for higher than standard fines. Most buildings under National Pacific have amended their bylaws to reflect this.
- The Strata Council asked the Management Company to put this amendment on the agenda for the next Mainspace General Meeting.

#### **2. Common Area Usage**

- Members of the Strata Council have received a number of complaints about the inappropriate use of the building's Lobby.
  - A number of Owners passed through the Building's lobby a number of weeks ago and found a resident holding a photo-shoot.
  - If a Resident or Owner wants to use a portion of the building common space for a photo-shot, filming or anything of that nature they must get the Strata Council's permission. This offense is finable under the building's bylaws.

**I. NEXT MEETING**

The date of the next Strata Council Meeting will be Wednesday, April 14, 2010 @ 6 pm.

**I. ADJOURNMENT**

There being no further business to transact, upon a MOTION duly made it was resolved that the meeting would be adjourned at 8:00 p.m.

The next Strata Council Meeting will be held on:

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Wednesday, April 14, 2010  
@ 6:00 pm  
in the Amenities Room

---

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# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING  
WEDNESDAY, APRIL 14<sup>TH</sup>, 2010

### A. CALL TO ORDER

The Meeting was called to order at 6:05 pm by Steve Stakiw, the Strata President.

### B. CALLING OF THE ROLL

The Strata Council Members present were: Steve Stakiw, Barrie Urquhart, Janis Suess, Leigh Walker, and Lorne Milne with regrets from Hans Wyngaarden and Jay SurrIDGE. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Janis Suess and seconded by Barrie Urquhart, it was RESOLVED that the Agenda as amended, be APPROVED for use at the meeting.

### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Janis Suess and seconded by Barrie Urquhart, it was RESOLVED that the Minutes of the previous Council Meeting, held on March 3<sup>rd</sup>, 2010, be APPROVED as distributed with one amendment.

### E. APPROVAL OF THE FINANCIAL STATEMENTS & ARREARS

The Treasurer, Barrie Urquhart, had reviewed the Financial Statements for the months of January and February and upon a MOTION duly made by Barrie Urquhart and seconded by Leigh Walker, it was RESOLVED that these Financial Statements be APPROVED.

The Treasurer reviewed the year-to-date budget with the Council and explained that the Building's revenue was on track for the year and the Utilities, Contract and Maintenance lines item are considerably under budget as a result of the mild winter.

Management explained to the Strata Council that the Buildings Insurance will be up for renewal this month and that the Insurance industry, due to significant water losses and new rules regarding insurance reserves for potential for earthquakes in the Lower Mainland, is going to result in a 20 to 40% increase in annual Insurance Premiums. Management is pursuing multiple quotes to get the best possible Insurance Plan for the Strata Corporation.



Upon a MOTION duly made by Leigh Walker and seconded by Steve Stakiw, it was RESOLVED that the following **Rule is effective immediately:**

The Strata Corporation will no longer be responsible for the repair and maintenance of the patio door rollers and hardware. This is now the responsibility of each Strata Lot Owner to maintain and repair.

### *Arrears*

The Management Company reported that there were thirty (30) Owners in arrears; one for Fines, three for Strata Fees and there are twenty-nine (29) for the Special Resolution Levy, which was due and payable by March 31, 2010. The Management Company will be writing to Owners owing Strata Fees, Fines and the Special Resolution.

## **F. REPORTS**

### ▪ **Caretaker's Report**

- The Strata Council noted their appreciation to Hans Wyngaarden for cleaning up the garbage in the Mezzanine parking area on Good Friday after the Fire Alarm incident.
- The Strata Council noted that a Resident had dragged something heavy along the hallway damaging the floor tiles on the 3<sup>rd</sup> floor. The Owner will be informed that they are responsible for the cost to replace the floor tiles.

### ▪ **Management Report**

- The Management Company has collected a number of outstanding Strata Fees and fines over the last month.
- The Buildings Spring Window Washing is underway this week.
- An email was received from an Owner regarding the cleanliness of the Laundry Machines.
  - The Management Company has contacted the Cleaners and asked them to spend more time keeping the Laundry Room and Machines clean.
- It was reported that a Realtor had attached their key lockbox to the front of the building. This is a violation of the Strata Corporations Bylaws.
  - Leigh Walker reported he had been in contact with the Realtor and the Lock Box has been removed.
- A Postal Lock has been changed on one of the Postal Boxes in the Building's Lobby.

- The Strata Council has asked the Management Company to get a quote to replace all the Lobby Mailboxes.
- Coinmatic has contacted Management proposing that the Laundry Machines be upgraded and the contract renewed.
  - The Contract is up in the Fall and Management will review it at that time, and advise Council.
- The Fire Pull-Station in the back Mezzanine will be moved to inside the Elevator Lobby, to prevent the Fire Alarms to be activated by itinerants.
- **Security**
  - The Fire Pull-Station was triggered in the Mezzanine Parking area on Good Friday at 7:30am.
    - When investigated, the Strata Council found that someone had strewn garbage throughout the Mezzanine Parking Garage and then triggered the Fire Alarm, while attempted to gain entry to the building.
    - The Management Company will contact the building's locksmiths to investigate the possible reinforcing of the door.

**Please do not store anything in parking stalls, it is a violation of the  
City of Vancouver Fire Code.**

- **Correspondence**
  - The Strata Council received a letter from an Owner regarding the insurance of their Strata Unit.
  - An Owner sent a letter regarding storage in another Owners Parking stall, in the lower parkade.
    - The Strata Council asked the Management Company to send a letter to the Owner asking them to remove any flammable material.
- **Building Committee**
  - The Building Committee met and feel there are a number of items that needed to be attended:

- The Mainspace sign light in the lobby needs the bulb replaced.
- Lobby planters need to be moved back to their original locations.
- The entryway in front of the lobby needs to be power-washed as well as the building's foundation wall.
- The Mezzanine area, including the garbage area needs to be power-washed.
- The edge along the 2<sup>nd</sup> Floor Balconies needs to be power-washed
  - This requires that all the Resident cars parked below, be moved so they are not damaged during the cleaning.
  - This will be scheduled for early July and notice will be provided to Residents to ensure their vehicles are moved.
- A panel in the awning at the front of the building needs to be repaired.
- A chain was found attached to one of the columns in the Mezzanine Parking Area:
  - The Strata Council will arrange to have it removed.
- The floor drain in the Car Wash stall appears to be plugged.
  - The Management Company will ask the Cleaners to unplug it.

*\*Lorne Milne leaves the meeting.*

- The Building Committee has been re-drafting the Balcony Storage bylaw.
  - A revised Bylaw will be proposed for approval at the next Annual General Meeting.
- The Strata Council discussed at length the issue of putting locks on the Building's garbage bins; it was decided to attach padlocks with chains to the bins, for a trial period.
  - The bins will have chains attached so as to only allow them to be opened a foot or two.
  - The Padlocks will be keyed with the Common Area key.

## **G. UNFINISHED BUSINESS**

### **1. Web Site**

- A Web site for Mainspace is still being investigated, the Management Company will report back at a future meeting.

## **H. NEW BUSINESS**

### **1. Mount Pleasant Community Meeting Dates**

- Lorne Milne reminded the Strata Council that Owners and Residents should attend the Community Planning meetings to give their feedback to the City regarding the future of the neighbourhood.
- Janis Suess reminded the Strata Council that Owners should also remember that Translink wants to build a Rapid Transit Line station in front of the building and this would be an opportunity to let the City know that the Building is strongly opposed.

#### **Meeting Dates:**

Wednesday, April 21, 4 -8pm – Mount Pleasant Neighbourhood House

Thursday, April 22, 4 – 8pm – Tenth Church

Saturday, April 24, 11am – 4pm – Kingsgate Mall

Tuesday, April 27, 4 – 8pm – Heritage Hall

Thursday, April 29, 4-8pm – Native Education College

### **2. Privacy Rules**

- Barrie Urquhart asked the Management Company about the Federal Rules around Strata Privacy Rules.
  - The Management Company has reviewed the Strata Privacy rules and they have been incorporated into the Management Companies procedures.

### 3. Mystery Wire

- A twisted pair wire has been found running along the ceiling in the 3<sup>rd</sup> Floor.
  - As the Building's Hallways are common property and approval was not granted by the Strata Council, the wire will be removed.

### 4. Duct Cleaning

- Lorne Milne is still investigating a possible group for dryer duct cleaning.
  - If you want to participate and have your Strata Units ducts cleaned please email National Pacific and your contact information will be forwarded onto Lorne Milne.

## I. NEXT MEETING

The next Strata Council Meeting will be held on:

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**Tuesday, May 11, 2010**  
**@ 6:00 pm**  
**in the Amenity Room**

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## J. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made it was resolved that the meeting would be adjourned at 8:00 p.m.

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# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING  
TUESDAY, MAY 12<sup>TH</sup>, 2010

### A. CALL TO ORDER

The Meeting was called to order at 6:05 pm by Steve Stakiw, the Strata President.

### B. CALLING OF THE ROLL

The Strata Council Members present were: Steve Stakiw, Barrie Urquhart, Janis Suess, Leigh Walker, Lorne Milne, and Jay Surridge with regrets from Hans Wyngaarden. The Management Company was represented by Geoffrey Rosen.

### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Leigh Walker and seconded by Janis Suess, it was RESOLVED that the Agenda as presented, be APPROVED for use at the meeting.

### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Leigh Walker and seconded by Janis Suess, it was RESOLVED that the Minutes of the previous Council Meeting, held on April 14<sup>th</sup>, 2010, be APPROVED as distributed.

### E. APPROVAL OF THE FINANCIAL STATEMENTS & ARREARS

The Treasurer, Barrie Urquhart requested that approval of the Financial Statements for March 2010 be tabled to the next Strata Council meeting in May.

#### *Arrears*

The Management Company reported that there were Twelve (12) Owners in arrears; two (2) for Fines, two (2) for Strata Fees and there are nine (9) for the Special Resolution Levy. The Management Company will be in contact with the Owners owing Strata Fees and request full payment by the end of the month. There will be a late fee of \$100.00 charged to those Owners who had not paid their Special Assessment fee by May 1, 2010.

## **F. REPORTS**

### **1. Caretaker's Report**

- The Strata Council discussed that they are happy with the service provided by the buildings Caretakers.
- The Strata Council noted that another carpet burn mark has appeared on the 3<sup>rd</sup> floor.
  - Note to Residents: Please do not drag furniture or heavy objects along the buildings carpets.
- Sometime in the evening of April 23/24 on the 4<sup>th</sup> floor lobby a Resident or Visitor sprayed beer all over the walls and floor.
  - Note to Residents: If you see a mess in the building please take responsibility and help clean it up or contact the Management Company so they can have the Caretakers deal with it.
  - If these types of incidents continue in the building the Strata Corporation may have to install video surveillance throughout the building.
- Reminder: As the North Elevator is still shutdown for repair, Owners and Residents should carry their Common area keys to ensure access to the Common Stairwells.
- The mysterious telephone wire on the 3<sup>rd</sup> floor hallway has been removed.
- The Strata Council noted that during a recent move out the mezzanine door was damaged.
  - The Management Company will arrange to have the door repaired.

### **2. Management Report**

- The Management Company presented quotes they had received for repairs to two balconies.
  - The Strata Corporation approved repairs to both balconies.
- The Management Company provided an update on the Building's elevators.
  - The North Elevator's piston has failed and the Elevator Maintenance Company is arranging to have a new one cast. They have not yet provided an eta for its replacement.
  - While the repairs were being conducted on the Elevator a number of discarded hypodermic needles were found in the elevator shaft.

- The Management Company had to call in a bio-disposal company to remove the needles safely.
- The South Elevator shut down the night of May 10. An elevator technician was dispatched at 8am the following morning and the elevator was operational by 10am.

The Elevator Company reported that part of the Elevator Door Mechanism had failed.

- The Management Company received a request from an Owner to extend a gas line into their suite.
  - The Strata Council does not know if there is sufficient capacity and has asked the Management Company to investigate further.
- The Management Company received an appeal for a Security Gate violation fine.
  - The Council agreed to convert the Fine to Warning, based on the explanation.
- The Management Company is still working with the Garbage Collection company to get new lockable garbage bins.

The Management Company suggested that the locks should have the same key as the common areas and presented a quote for the padlocks.

The Strata Council agreed to purchase the padlocks once the new bins arrive.

- On April 25, 2010 a Suite reported that their sink had backed up into their suite.
  - A Plumbing Company was called to investigate, they found a plug in a common pipe and cleared it.

*Steve Stakiw departs*

- The Management Company reported that they had received an email from the Owner of the suite whose tenants had damaged the carpet on the 3<sup>rd</sup> floor. The tenants have agreed to pay for the replacement of the carpet tiles.
  - The Strata Council was very appreciative of the Owners proactive assistance with this matter.
- The Management Company presented a quote to replace the building's mailboxes.
  - The cost to replace all four mailboxes is approximately \$7,000.00.
  - The new mailboxes would be reinforced with stainless steel rather than aluminium.



- The Council agreed to add the expense as a Capital Expense for the upcoming year's budget.
- The Strata Council discussed the upcoming cleaning of the parkade and decided to defer their decision, until the same date as the building exterior cleaning.

### **3. Security**

- A vagrant was found in one of the building's refugee areas, and an Owner sprayed them with water.
  - If an Owner finds a vagrant in or around the building sleeping, the Strata Corporation asks that they call the Police.
- A visitor or resident of the building has been taking Newspapers from the entrance of the building. Please do not remove Newspapers from the Entrance unless they belong to you. The Strata Corporation has video surveillance.

### **4. Correspondence**

- The Strata Council received a letter from an Owner regarding a burnt out light outside their suite.
  - The Management Company and the Cleaning Company have investigated and determined the problem with the light is a defective ballast.
  - The Supplier of the ballast will be onsite this week to replace it, under warranty.
- Leigh Walker presented a request from an Owner to install a partition in their ground level entryway.
  - The Strata Council will discuss the item further at their next meeting.

### **5. Building Committee**

- The Strata Council further discussed the issue of Partition walls.
  - The committee will investigate options for the building.
  - If Owners are interested two nearby buildings have upgraded their exterior balconies and they present options to be considered.
    - 1060 East Broadway
    - 5<sup>th</sup> & Prince Edward
- The Building Committee requested that the Management Company get quotes to repaint the Juliet Balconies.

- The Strata Council agreed to ask Han Wyngaarden to investigate a new plant for the building's Lobby.
- Lorne Milne is arranging for Air-Wav Services Canada to come to the building to clean the suite dryer ducts.
  - 604- 882 9290 | [www.airvacservices.com](http://www.airvacservices.com) – Contact: Keith Ross
  - The price for individual unit cleaning is \$185.00
  - If the building can get 4-6 units to be cleaned at the same time the price goes down to \$125.00
  - They can do 8 units per day and each unit takes 45 minutes.
  - If you are interested in participating please call Lorne Milne at 604-708-1055

**G. UNFINISHED BUSINESS**

**1. Web Site**

- A Web site for Mainspace is still being investigated, the Management Company will report back at a future meeting.

**H. NEW BUSINESS**

No New business.

**I. NEXT MEETING**

The next Strata Council Meeting will be held on:

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**Wednesday, June 23, 2010**  
**@ 6:00 pm**  
**in the Amenity Room**

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**I. ADJOURNMENT**

There being no further business to transact, upon a MOTION duly made it was RESOLVED that the meeting would be adjourned at 8:00 p.m.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.  
 Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

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# MAinspace

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING  
WEDNESDAY, JUNE 23<sup>rd</sup>, 2010

### A. CALL TO ORDER

The Meeting was called to order at 6:05 pm by Steve Stakiw, the Strata President, however quorum could not meet. Instead the members present proceeded with an information meeting instead.

### B. CALLING OF THE ROLL

The Strata Council Members present were: Steve Stakiw, Janis Suess, and Leigh Walker, with regrets from Barrie Urquhart, Hans Wyngaarden, Lorne Milne and Jay Surrige. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen. Doug Baye and Noel Paiuk from ThyssenKrupp Elevators were present as guests for a discussion on the repair procedures and maintenance.

### C. APPROVAL OF THE FINANCIAL STATEMENTS & ARREARS

#### *Arrears*

The Management Company reported that there were eight (8) Owners in arrears; two for Fines, two for Strata Fees and there are four for the Special Resolution Levy. The Management Company will be in contact with the Owners owing Strata Fees and request full payment by the end of the month. An additional \$100.00 fine will apply to Owners who have not paid their Special Assessment.

### D. PRESENTATION BY THYSSENKRUPP ELEVATOR REPRESENTATIVES

- The representatives from ThyssenKrupp explained that the problem with Elevator 1 began with an oil leak from the piston cylinder through the packing seal. The investigation showed that the piston was scored. The scoring on the piston was repaired and the packing seal on the cylinder was replaced.
- The seal failed again and ThyssenKrupp was unable to determine what was causing the problem. The head was removed from the piston and found that it was an older design. The elevator manufacturer who supplied the elevators to Mainspace no longer exists ThyssenKrupp had a difficult time finding a source, they tried their factory, a local supplier, ITI in Montreal, they finally found a manufacturer in California.

- During the investigation of why the elevator broke-down it was determined that the piston no longer conforms to code and requires replacement as well. The replacement of the piston and head are covered by the elevator maintenance contract with ThyssenKrupp Elevator, so there will be no charge for the replacement parts. The ThyssenKrupp representatives said they would be proceeding immediately with ordering the replacement Head and Piston. It should be 3-4 weeks before the elevator parts arrive and it is functional again.

## **F. REPORTS**

### **▪ Caretaker's Report**

- The gutters on the fifth floor need to be cleaned out this Fall.
- Two P-traps on the Mezzanine level need to have the insulation covers repaired.
- The Caretakers informed a member of the Strata Council that non-residents are searching through the dumpsters for credit card receipts.
- A carpet tile on the 4<sup>th</sup> floor was replaced due to stains and several others may have to be replaced in the future.

### **▪ Management Report**

- An Owner has stored building material on the 5<sup>th</sup> floor outside their suite on the roof surface beyond their patio. The Management Company was asked to send a letter, asking the material to remove from building.
- An Owner's cat was found wandering through common hallways; the Management Company was asked to write a letter to the Owner, advising that this is not permitted under the Pet Bylaw.
- The Fire Pull-Station in the Mezzanine has been removed, to prevent accidental Fire Alarms in the future.
- The new garbage bins with locks should be at the building in the next week. The locks have to be attached to the bins before they can be delivered. The key to the garbage bins will be the building's common area key.
- The Management Company had received a quote to replace the damaged tiles on the 3<sup>rd</sup> floor; however most of the marks have faded so the item will be tabled.
- The new heat exchanger for the roof air makeup unit (supplies air to the halls and staircases) is in the process of being installed and is expected to be operational in the next day or two.

- With the renewal of the Building's insurance in April the building's water deductible is now \$10,000.00. Please be sure to advise your Insurance Company, as per the Notice which was distributed to all the Owners.
  
- **Security**
  - An Owner informed the Strata Council that a burglar tried to climb onto the building's awing to enter a ground floor suite through the top windows. The Strata Council recommends to Owners that if they are not home they should lock their patio doors and windows.
  
- **Building Committee**
  - The Strata Council discussed the proposal by a main floor Owner regarding their request to install dividers in their patio. The ground floor patios are common property, thus permission is required from of the Strata Corporation. The Strata Council wants whatever is going to be installed on the main floor to be consistent, and will suggest to the Main Floor Owners that they need to get together and come up with a joint proposal.

**I. NEXT MEETING**

The date of the next Strata Council Meeting will be July 27 @ 6 pm.

**I. ADJOURNMENT**

There being no further business to transact, upon a MOTION duly made it was resolved that the meeting would be adjourned at 8:00 p.m.

The next Strata Council Meeting will be held on:

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**Tuesday, July 27, 2010**  
**@ 6:00 pm**  
**in the Amenity Room**

---

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Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

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# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING  
TUESDAY, JULY 27<sup>TH</sup>, 2010

### A. CALL TO ORDER

The Meeting was called to order at 6:05 pm by Steve Stakiw, the Strata Council President.

### B. CALLING OF THE ROLL

The Strata Council Members present were: Steve Stakiw, Leigh Walker, Janis Suess, Barrie Urquhart, Hans Wyngaarden, and Lorne Milne with regrets from Jay Surridge. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Leigh Walker and seconded by Janis Suess, it was RESOLVED that the Agenda as amended, be APPROVED for use at the meeting.

### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Leigh Walker and seconded by Janis Suess, it was RESOLVED that the Minutes of the previous Council Meeting, held on May 12<sup>th</sup>, 2010, be APPROVED as distributed.

### E. APPROVAL OF THE FINANCIAL STATEMENTS & ARREARS

The Treasurer, Barrie Urquhart, had reviewed the Financial Statements for the months of March, April, May, and June and upon a MOTION duly made by Barrie Urquhart and seconded by Leigh Walker, it was RESOLVED that these Financial Statements be APPROVED.

Barrie Urquhart reviewed the year-to-date budget with the Strata Council; currently the Strata Council is \$38,000.00 under Budget, mainly because the hours for the Caretaker have not been increased. The Strata Corporations Contingency fund has a balance of \$173,000.00 as of June 30, 2010.

#### *Arrears*

The Management Company reported that there were eight (8) Owners in arrears; five for Fines, one for Strata Fees and there are two for the Special Resolution Levy. The Management Company will be in contact with the Owners owing Strata Fees and request full payment by the end of the month.

## F. REPORTS

### 1. Caretaker's Report

- The East Stairwell light is obscured by vines; this item will be dealt with by the Strata Council.
- There is a shrub growing in the Transformer cage, The Strata Council asked the Management Company to inform BC Hydro and request they permanently remove it.
- The Strata Council has decided not to replace the potted plant in the Building's Lobby, as it has recovered.
- There is an oil leak in one of the parking spots, a letter will be sent to the Owner.

### 2. Management Report

- The building's Heat Exchanger has been installed and is fully functioning.
- Owner's who had flammable material in their parking spots have removed the items.
- The Strata Council will not provide access to the building's telephone rooms on the weekend.
- The new garbage bins with locks should be at the building in the next week. The locks have to be attached to the bins before they can be delivered. The key to the garbage bins will be the building's common area key.
- The parts to replace the two damaged P-Trap insulation covers on the Mezzanine level, have been ordered and should be replaced in the next week or so.
- Terasen Gas sent the Strata Corporation a letter asking that the plants around the gas meter be trimmed. The Strata Council has already taken steps to trim back the plants.
- **With the renewal of the Building's insurance in April the building's water deductible is now \$10,000.00. Please be sure to advise your Insurance Company.**
- The Strata Council has asked the Management Company to draft a bylaw prohibiting the storage of vehicles in the Building's parkade without insurance. The Bylaw will be placed on the Annual General Meeting Agenda.

### 3. Security

- A car was broken into on the Mezzanine level of the parkade.
- An Owner reported someone had let all the air out of one of their tires.

**Reminder to Residents**  
**Please do not leave anything of value in your  
car.**

**4. Council Secretary (Correspondence)**

- A letter was received regarding overhanging branches at the side of the Building. Lorne Milne has had the Landscapers remove the branches.
- A letter was received regarding storage on the 2<sup>nd</sup> floor balconies. The Management Company explained that these balconies are in fact "common property" and therefore fall under the control of the Strata Council. The Strata Council outlined that the only items allowed to be stored on the 2<sup>nd</sup> floor Balconies are: Patio Furniture, Bikes, BBQ's and Plants. Letters will be sent to the Owners on the 2<sup>nd</sup> floor who have storage on their balcony.

**5. Building Committee**

- Leigh Walker outlined to the Strata Council the proposed Bylaw regarding storage and dividers on the Juliet Balconies. The Bylaw will be included in the upcoming Annual General Meeting Agenda as a Special Resolution.

"No items shall be permitted on the Juliet balconies, except: bicycles, bbq's and planter pots with plants without the approval of the Strata Council.

Existing partitions as of October 1, 2010 shall be permitted if maintained in good condition. Any new partitions must be approved by the Strata Council".

- The Management Company presented the quote for the Washing and Caulking of the buildings., in the amount of \$37,800.00+HST. The Management Company also reported that the walkway on the 5<sup>th</sup> floor needs to be repaired/renewed the estimated cost is \$15,000.00 + HST. The final quote is expected in the next couple of days.

Upon a MOTION duly made by Leigh Walker and seconded by Janis Suess, it was RESOLVED that the building washing, caulking and walkway repair be undertaken at an estimated total cost of \$60,000. \$15,000 will come from the Special Assessment collected for building wash, \$15,000 from the operating budget under building repair, and \$30,000 from the building's contingency fund as the repairs are of the nature requiring action to ensure and prevent loss or damage. The motion was APPROVED unanimously.



- Leigh Walker requested that the Strata Corporation approve \$500.00 from the Caretaking budget to be spent on painting touch-ups around the building. The Strata Council approved the request.
- An Owner has affixed aluminum foil to the inside of their windows, this affects the exterior of the building. Management was asked to inform the Owner that the foil must be removed.

## **G. UNFINISHED BUSINESS**

### **1. Web site**

- Tabled to the next meeting

### **2. Amendment to By-Laws that allow for \$200.00 fine**

- Tabled to the Annual General Meeting

### **3. Dryer Duct Cleaning – Lorne Milne**

- The cleaning company has already cleaned a number of units along with a laundry room. They will be returning on August 10<sup>th</sup> to finish cleaning out the remaining Dryer Ducts and the balance of the laundry rooms. If any Owners want to have their Dryer Ducts cleaned please contact Lorne Milne.

### **4. Elevator Repairs – Update**

- The replacement Piston is currently being manufactured in California. It is expected to be ship to Canada on August 5<sup>th</sup> or 6<sup>th</sup>. Depending on Canadian Customs the new piston will be installed the week of August 16<sup>th</sup>, 2010. Please note that if customs delays the release of the piston there will be a delay in its installation.

## **H. NEW BUSINESS**

### **1. Hytec Water system**

- One of the Council Members was concerned that a green staining has returned to her suites sink and asked the Management Company to contact Hytec Water Systems to ensure that the system is functioning properly.

### **2. Pigeons**

- Some Residents on the North Side of the building are reporting that Pigeons are entering their units. The Strata Council asked that Residents do not feed Pigeons and to keep their windows and sliding doors closed to prevent the pigeons from entering their suites, or have screens installed. If you wish to do so, please contact the Strata Corporation, to ensure that the screen is compatible with the windows.

### 3. City Trees along 2<sup>nd</sup> Avenue

- Lorne Milne informed the Strata Council that the City of Vancouver has planted new trees along East 2<sup>nd</sup> in front of the Building. He asks Owners to please help keep them alive by watering them.

### 4. Owners Presentation

- An Owner briefly met with the Strata Council to discuss repairs in their suite related to an exterior wall.

### 5. Juliet Balcony Dividers

- The Strata Corporation is considering a Special Assessment of \$15,000.00 to install uniform dividers on all Juliet balconies and ground floor patios, this will be present to Owners at the forthcoming Annual General Meeting.

## I. NEXT MEETING

The next Strata Council Meeting will be held on:

**Tuesday, August 24, 2010**  
**@ 6:00 pm**  
**in the Amenity Room**

## J. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made it was resolved that the meeting be adjourned at 8:15 p.m.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.  
Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:  
**National Pacific Real Estate Services Inc.**  
Suite 210 - 1575 West Georgia Street, Vancouver, B.C., V6G 2V3  
T: 604-685-8830 F: 604-685-1423  
E: [admin@nationalpacific.ca](mailto:admin@nationalpacific.ca)

# **MAinspace**

## **Strata Plan LMS 2039**

### **MINUTES OF THE STRATA COUNCIL MEETING**

**TUESDAY, AUGUST 24<sup>th</sup>, 2010**

#### **A. CALL TO ORDER**

The Meeting was called to order at 6:08 pm by Steve Stakiw, the Strata Council President.

#### **B. CALLING OF THE ROLL**

The Strata Council Members present were: Steve Stakiw, Leigh Walker, Janis Suess, Barrie Urquhart, Hans Wyngaarden, and Lorne Milne with regrets from Jay SurrIDGE. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

Rick Barley, Owner of West Coast Coatings attended as a guest for a "question and answer" with Council. West Coast Coatings has just finished the washing and caulking work on the building as well as installing a waterproofing strip and rain flashing along the outer edge of the fifth (5<sup>th</sup>) floor walkway.

#### **C. APPROVAL OF THE AGENDA**

Upon a MOTION duly made by Leigh Walker and seconded by Barry Urquhart, it was RESOLVED that the Agenda as having been presented, be APPROVED for use at the meeting.

#### **D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING**

Upon a MOTION duly made by Barry Urquhart and seconded by Janis Suess, it was RESOLVED that the Minutes of the previous Council Meeting, held on Tuesday, July 27<sup>th</sup>, 2010, be APPROVED as distributed with the change that the contingency fund balance as of June 30, 2010 was \$117,461.50, not \$173,000.00.

#### **INTERVIEW OF GUEST RICK BARLEY**

A Council Member asked Rick Barley to provide an update and recommendations for the ongoing maintenance of the building's envelope. Rick explained as follows:

- There should be no plants along the edges of the building as the run off from the plants is causing deterioration of the siding to the point where many areas of the siding was not able to be thoroughly cleaned, due to deterioration to the painted surface of the metal sliding.

- One of the Owners brought to the attention of the Management Company that they had noticed excessive smell of chlorine in the water supply. After investigation it was discovered that the Science World Main Street corridor, in the last few months, has had several incidents where there is a smell of excessive chlorine. This is outside the control of the Strata Corporation as the domestic water to the building is supplied by Metro Vancouver.
- The Strata Council approved the repair/reinstallation of several p-traps at the ceiling level of the mezzanine as they had fallen apart and deteriorated, allowing winter weather to freeze the water in the traps.
- The Management Company, at the request of the Strata Corporation sent several letters to Owners whose balconies were being used as "storage rooms". The whole issue of balcony storage will be addressed at the forthcoming Annual General Meeting by a new proposed bylaw. **(Make sure you attend so you will have an opportunity for input.)**
- Management has had ongoing dialogue with an Owner in the building and an Insurance Adjusters, relating to a water leak from a kitchen sink tap to the suite below. The Strata Property Act is quite clear in that it requires all Owners to maintain and repair their Strata Lot which extends from the centre of the outside wall to the centre of the hall wall as well as from the centre of the floor to the centre of the ceiling above. All of the fixtures, cabinets, interior walls, floor and ceiling (except for structural defects) is the responsibility of each Owner to maintain and repair.

In addition, if there are leaks from any fixture or pipe servicing only that Strata Lot, the responsibility and liability as well as any damage to the suite or other suites is the responsibility of the Owner of the suite from where the water emanated. The Insurance industry in most cases mistakenly believes that anything that was originally built by the developer/builder is the responsibility of the Strata Corporation to repair and maintain. This is not correct as per the Strata Property Act, notwithstanding that the Strata Corporation has the responsibility to insure those things, which were originally built. As well, with a substantial deductible (in the case of water damage \$10,000.00) the Strata Corporation's bylaws require that the Owner is responsible for any and all costs of repair under the deductible.

All Owners should be aware of the effect of the deductible bylaw and inform their Insurance Broker/Insurance Company, who can then provide coverage for that portion under the building's deductible.

- Please, all Owners should be aware that access to the telephone/electrical room for telephone hook-up needs to be arranged through the Management Company's office who will make arrangements with one of the Council Members. The Council Member has volunteered to be available, however times must be pre-booked and be specific, indicating "some time" during the day is not acceptable. Please do not abuse this kind volunteer effort, if it is withdrawn all Owners will be required to pay the cost for someone to attend.

If a key for the telephone room needs to be borrowed from the Management Company, as a back up plan for the volunteer effort, a \$100.00 cash deposit is required to ensure the timely return of the key.

- Several letters were sent out to Owners who were found to have storage in their parking stall. Please be aware that the City of Vancouver Fire Code does not permit any storage in a parking stall except for tires on rims and hard tops for trucks and convertibles.

### **3. Security**

- The Council Member responsible, Steve Stakiw, informed Council that fortunately there were no incidents needing to be reported.

### **4. Council Secretary (Correspondence)**

The Council Secretary, Lorne Milne, advised Council of the following correspondence.

- An Owner informed the Strata Corporation that their stairwell key did not work at one of the lower doors. As noted earlier in the meeting, please be aware the lower floor doors have FOB access. At those doors the key access is not available.
- An Owner inquired as to the caulking repair work. Council advises that not all of the caulking in the building was replaced, the caulking for the balcony attachments was the main concern. There is a maintenance plan for replacing caulking, as required over time.
- One of the Owners brought to the attention of the Strata Corporation that garbage was being left in the stairwell, this has been attended to and an appropriate letter has been sent to the Resident responsible.

### **5. Building Committee**

Leigh Walker and Janis Sues put forward the following items:

- Landscaping – Management was asked to follow up with the Landscaping contractor with respect to proper trimming of edges as well as catching up, as two of the weekly visits were not able to be completed due to the building wash/caulking.
- It was unanimously agreed to power wash the garage and mezzanine floors in September/October.

When notices of the power wash are posted, please move your car for the day as otherwise the parking stall cannot be cleaned and there is a good possibility that your car will be left a lot dirtier.

- Planter discussion – It was unanimously agreed that the issue of planters will be addressed by way of a bylaw to be voted upon at the Annual General Meeting. Plants are causing the building envelope to have algae growth, numerous unattractive stains, growth of lichen, and corrosion of the painted metal surface. In other words the envelope of the building is being damaged. As an example, the fifth floor walkway was not designed by the Architect for placement of plants. Similarly the metal grill floor of the Juliet balconies are allowing all of the watering to cascade down the side of the building and on to balconies below. Even plants with trays, during rainfall, these can overflow, causing the same effect.

## **G. UNFINISHED BUSINESS**

### **1. Web site**

- Tabled to the next meeting

### **2. Amendment to By-Laws that allow for \$200.00 fines for Bylaw violations**

- Will be proposed as a bylaw amendment at the Annual General Meeting.

### **3. Elevator Repairs – Update**

- The replacement elevator Piston has been installed and Management is following up with the elevator maintenance company on the apparent gouge in the concrete floor and some damage to one of the gyproc walls.

## **H. NEW BUSINESS**

### **1. Annual General Meeting preparation**

- The Bylaw allowing for fines in violations of Bylaws will be amended to \$200.00 per incident.
- A Bylaw will be proposed that all vehicles parked in the garage or on the mezzanine must carry insurance, either for road use or if being stored, storage insurance must be purchased.
- The Rule, which was passed at the April 14<sup>th</sup>, 2010 Council Meeting, providing that effective April 14, 2010 Owners are responsible to maintain and repair patio door rollers and hardware, will be converted to a Bylaw.
- A Special Resolution will be proposed to collect \$20,000.00, by way of a Special Assessment to paint all of the railings on the south side of the building in the summer of 2011, with the Special Resolution due and payable May 1, 2011.
- A discussion item will be added to the Agenda relating to the possible installation of a uniform style of dividers on Juliet and 2<sup>nd</sup> floor balconies, and balcony storage.

**I. NEXT MEETING**

The next Strata Council Meeting will be decided by the new Strata Council to be elected at the

**ANNUAL GENERAL MEETING**

Wednesday, September 29, 2010  
in the Amenity Room

Registration begins at 5:45 p.m.  
Meeting starts at 6:00 p.m.

**J. ADJOURNMENT**

There being no further business to transact, upon a MOTION duly made it was resolved that the meeting be adjourned at 8:35 p.m.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.  
Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:  
**National Pacific Real Estate Services Inc.**  
Suite 210 - 1575 West Georgia Street, Vancouver, B.C., V6G 2V3  
T: 604-685-8830 F: 604-685-1423  
E: [admin@nationalpacific.ca](mailto:admin@nationalpacific.ca)

# NOTICE

## STRATA FEE INCREASE

At the Annual General Meeting (AGM) held on Wednesday, September 29, 2010, Minutes attached, the Owners voted to approve the attached Strata Fee increase. PLEASE SEE MONTHLY STRATA FEE SPREADSHEET ATTACHED and monthly Gas Fees for those who have fireplaces and gas stoves or cook tops.

AS THE FISCAL YEAR STARTS AUGUST 1<sup>ST</sup>, THERE IS A STRATA FEE SHORTFALL FOR AUGUST, SEPTEMBER AND OCTOBER, THIS HAS BEEN ADDED TO YOUR STRATA FEES AND SPREAD OUT OVER THE NEXT 9 MONTHS (PLEASE SEE COLUMN G FOR STRATA FEES DUE FROM NOVEMBER 1, 2010 TO JULY 1, 2011).

For those on the pre-authorized payment system, the amount shown in Column G will be automatically taken out of your account.

For those who pay by cheque, please make sure that your Strata Fees as of November 1, 2010 reflect the amount shown in Column G, from November 1, 2010 to July 1, 2011.

If you have any questions, please contact National Pacific at 604-685-8830.

Your Strata Council  
2010/2011



MAINSPACE --- STRATA PLAN LMS 2039  
 350 East 2nd Avenue, Vancouver, BC  
 Monthly Strata Fee Spreadsheet

Suite	Unit	Nov/09-Oct/10				Nov/10-Oct/11		Aug, Sep, Oct	Nov10-Jul11
NO.	Entitle- ment	Fireplace Charge	Stove Charge	Strata Fee only	Strata Fee with GAS	Strata Fee		Strata Fee with Gas	Strata Fee with Gas
						only	with GAS	Shortfall*	
				A		D	E	F	G
215	65			\$132.90	\$132.90	\$139.54	\$139.54	\$19.93	\$141.76
415	65			\$132.90	\$132.90	\$139.54	\$139.54	\$19.93	\$141.76
315	66			\$134.94	\$134.94	\$141.69	\$141.69	\$20.24	\$143.94
302	67			\$136.99	\$136.99	\$143.84	\$143.84	\$20.55	\$146.12
128	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
206	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
208	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
210	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
212	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
214	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
222	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
224	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
226	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
228	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
230	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
232	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
306	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
308	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
310	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
312	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
314	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
322	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
324	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
326	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
328	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
330	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
332	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
404	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
406	70	\$39.10		\$143.12	\$182.22	\$150.28	\$189.38	\$21.47	\$191.76
408	70	\$39.10		\$143.12	\$182.22	\$150.28	\$189.38	\$21.47	\$191.76
410	70	\$39.10		\$143.12	\$182.22	\$150.28	\$189.38	\$21.47	\$191.76
412	70	\$39.10		\$143.12	\$182.22	\$150.28	\$189.38	\$21.47	\$191.76
414	70	\$39.10	\$20.34	\$143.12	\$202.56	\$150.28	\$209.71	\$21.47	\$212.10
418	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
420	70	\$39.10		\$143.12	\$182.22	\$150.28	\$189.38	\$21.47	\$191.76
422	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
424	70	\$39.10		\$143.12	\$182.22	\$150.28	\$189.38	\$21.47	\$191.76
426	70	\$39.10		\$143.12	\$182.22	\$150.28	\$189.38	\$21.47	\$191.76
428	70	\$39.10		\$143.12	\$182.22	\$150.28	\$189.38	\$21.47	\$191.76
430	70			\$143.12	\$143.12	\$150.28	\$150.28	\$21.47	\$152.66
205	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
207	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
213	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
221	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
223	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02

MAinspace --- STRATA PLAN LMS 2039  
 350 East 2nd Avenue, Vancouver, BC  
 Monthly Strata Fee Spreadsheet

Suite	Unit	Nov/09-Oct/10				Nov/10-Oct/11		Aug, Sep, Oct	Nov10-Jul11
NO.	Entitle- ment	Fireplace Charge	Stove Charge	Strata Fee only	Strata Fee with GAS	Strata Fee		Strata Fee with Gas	Strata Fee with Gas
						only	with GAS	Shortfall*	
				A		D	E	F	G
229	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
305	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
307	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
313	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
321	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
323	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
329	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
405	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
407	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
413	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
421	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
423	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
429	72			\$147.21	\$147.21	\$154.57	\$154.57	\$22.08	\$157.02
504	73	\$39.10		\$149.26	\$188.36	\$156.72	\$195.82	\$22.39	\$198.31
506	73	\$39.10	\$ -	\$149.26	\$188.36	\$156.72	\$195.82	\$22.39	\$198.31
508	73	\$39.10	\$20.34	\$149.26	\$208.69	\$156.72	\$216.15	\$22.39	\$218.64
510	73	\$39.10		\$149.26	\$188.36	\$156.72	\$195.82	\$22.39	\$198.31
209	76			\$155.39	\$155.39	\$163.16	\$163.16	\$23.31	\$165.75
225	76			\$155.39	\$155.39	\$163.16	\$163.16	\$23.31	\$165.75
309	76			\$155.39	\$155.39	\$163.16	\$163.16	\$23.31	\$165.75
325	76			\$155.39	\$155.39	\$163.16	\$163.16	\$23.31	\$165.75
331	76			\$155.39	\$155.39	\$163.16	\$163.16	\$23.31	\$165.75
409	76			\$155.39	\$155.39	\$163.16	\$163.16	\$23.31	\$165.75
425	76			\$155.39	\$155.39	\$163.16	\$163.16	\$23.31	\$165.75
201	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
203	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
211	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
217	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
219	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
227	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
301	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
303	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
311	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
317	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
319	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
327	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
401	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
403	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
411	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
417	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
419	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
427	77			\$157.43	\$157.43	\$165.31	\$165.31	\$23.62	\$167.93
231	78			\$159.48	\$159.48	\$167.45	\$167.45	\$23.92	\$170.11
431	78			\$159.48	\$159.48	\$167.45	\$167.45	\$23.92	\$170.11
234	79			\$161.52	\$161.52	\$169.60	\$169.60	\$24.23	\$172.29

MAINSPACE --- STRATA PLAN LMS 2039  
 350 East 2nd Avenue, Vancouver, BC  
 Monthly Strata Fee Spreadsheet

Suite	Unit	Nov/09-Oct/10				Nov/10-Oct/11		Aug, Sep, Oct	Nov10-Jul11
NO.	Entitle- ment	Fireplace Charge	Stove Charge	Strata Fee only	Strata Fee with GAS	Strata Fee		Strata Fee with Gas	Strata Fee with Gas
						only	with GAS	Shortfall*	
				A		D	E	F	G
334	79			\$161.52	\$161.52	\$169.60	\$169.60	\$24.23	\$172.29
432	79			\$161.52	\$161.52	\$169.60	\$169.60	\$24.23	\$172.29
416	81			\$165.61	\$165.61	\$173.89	\$173.89	\$24.84	\$176.65
524	81	\$39.10		\$165.61	\$204.71	\$173.89	\$212.99	\$24.84	\$215.75
204	87			\$177.88	\$177.88	\$186.77	\$186.77	\$26.68	\$189.74
220	87			\$177.88	\$177.88	\$186.77	\$186.77	\$26.68	\$189.74
304	87			\$177.88	\$177.88	\$186.77	\$186.77	\$26.68	\$189.74
320	87			\$177.88	\$177.88	\$186.77	\$186.77	\$26.68	\$189.74
502	87	\$39.10		\$177.88	\$216.98	\$186.77	\$225.87	\$26.68	\$228.84
516	87	\$39.10	\$ -	\$177.88	\$216.98	\$186.77	\$225.87	\$26.68	\$228.84
518	87	\$39.10	\$20.34	\$177.88	\$237.32	\$186.77	\$246.21	\$26.68	\$249.17
522	87	\$39.10	\$20.34	\$177.88	\$237.32	\$186.77	\$246.21	\$26.68	\$249.17
130	88			\$179.92	\$179.92	\$188.92	\$188.92	\$26.99	\$191.92
520	90	\$39.10	\$20.34	\$184.01	\$243.45	\$193.21	\$252.65	\$27.60	\$255.72
402	91	\$39.10		\$186.06	\$225.16	\$195.36	\$234.46	\$27.91	\$237.56
514	96	\$39.10	\$20.34	\$196.28	\$255.72	\$206.09	\$265.53	\$29.44	\$268.80
526	97	\$39.10		\$198.33	\$237.43	\$208.24	\$247.34	\$29.75	\$250.65
102	98			\$200.37	\$200.37	\$210.39	\$210.39	\$30.06	\$213.73
105	98			\$200.37	\$200.37	\$210.39	\$210.39	\$30.06	\$213.73
106	98			\$200.37	\$200.37	\$210.39	\$210.39	\$30.06	\$213.73
108	98			\$200.37	\$200.37	\$210.39	\$210.39	\$30.06	\$213.73
110	98			\$200.37	\$200.37	\$210.39	\$210.39	\$30.06	\$213.73
112	98			\$200.37	\$200.37	\$210.39	\$210.39	\$30.06	\$213.73
114	98			\$200.37	\$200.37	\$210.39	\$210.39	\$30.06	\$213.73
118	98			\$200.37	\$200.37	\$210.39	\$210.39	\$30.06	\$213.73
120	98			\$200.37	\$200.37	\$210.39	\$210.39	\$30.06	\$213.73
122	98			\$200.37	\$200.37	\$210.39	\$210.39	\$30.06	\$213.73
124	98			\$200.37	\$200.37	\$210.39	\$210.39	\$30.06	\$213.73
126	98			\$200.37	\$200.37	\$210.39	\$210.39	\$30.06	\$213.73
218	104			\$212.64	\$212.64	\$223.27	\$223.27	\$31.90	\$226.81
116	114			\$233.08	\$233.08	\$244.74	\$244.74	\$34.96	\$248.62
202	115			\$235.13	\$235.13	\$246.88	\$246.88	\$35.27	\$250.80
512	121	\$39.10	\$20.34	\$247.40	\$306.83	\$259.77	\$319.20	\$37.11	\$323.33
318	133			\$271.93	\$271.93	\$285.53	\$285.53	\$40.79	\$290.06
	9765	899.32	142.35	19965.45	21007.12	20963.72	22005.39	2994.82	22338.15

# **NOTICE**

## **SPECIAL ASSESSMENT**

At the Annual General Meeting (AGM) held on Wednesday, September 29, 2010, Minutes attached, the Owners voted to approve the attached SPECIAL ASSESSMENT OF \$15,000.00 FOR PAINTING OF THE SOUTH FACING BALCONY RAILINGS.

**THE SPECIAL ASSESSMENT IS DUE AND PAYABLE BY**

**MAY 1, 2011**

**Special Assessments must be paid by cheque  
made payable to  
Strata Plan LMS 2039, in Trust.**

**Please indicate on the cheque that it is for  
the Special Assessment**

**All late payments of the Special Assessment  
may be subject to a fine.**

If you have any questions, please contact National Pacific at 604-685-8830.

Your Strata Council  
2010/2011

MAinspace --- STRATA PLAN LMS 2039  
 350 East 2nd Avenue, Vancouver, BC  
 Special Resolution For Aug. 2010 to Jul. 2011

Suite NO.	Strata Lot	Special Resolution	Suite NO.	Strata Lot	Special Resolution	Suite NO.	Strata Lot	Special Resolution
102	7	150.54	229	33	110.60	406	84	107.53
105	6	150.54	230	29	107.53	407	107	110.60
106	5	150.54	231	32	119.82	408	83	107.53
108	4	150.54	232	30	107.53	409	108	116.74
110	3	150.54	234	31	121.35	410	82	107.53
112	2	150.54	301	72	118.28	411	109	118.28
114	1	150.54	302	54	102.92	412	81	107.53
116	8	175.12	303	73	118.28	413	110	110.60
118	9	150.54	304	53	133.64	414	80	107.53
120	10	150.54	305	74	110.60	415	111	99.85
122	11	150.54	306	52	107.53	416	87	124.42
124	12	150.54	307	75	110.60	417	103	118.28
126	13	150.54	308	51	107.53	418	88	107.53
128	14	107.53	309	76	116.74	419	102	118.28
130	15	135.18	310	50	107.53	420	89	107.53
201	40	118.28	311	77	118.28	421	101	110.60
202	22	176.65	312	49	107.53	422	90	107.53
203	41	118.28	313	78	110.60	423	100	110.60
204	21	133.64	314	48	107.53	424	91	107.53
205	42	110.60	315	79	101.38	425	99	116.74
206	20	107.53	317	71	118.28	426	92	107.53
207	43	110.60	318	55	204.30	427	98	118.28
208	19	107.53	319	70	118.28	428	93	107.53
209	44	116.74	320	56	133.64	429	97	110.60
210	18	107.53	321	69	110.60	430	94	107.53
211	45	118.28	322	57	107.53	431	96	119.82
212	17	107.53	323	68	110.60	432	95	121.35
213	46	110.60	324	58	107.53	502	117	133.64
214	16	107.53	325	67	116.74	504	116	112.14
215	47	99.85	326	59	107.53	506	115	112.14
217	39	118.28	327	66	118.28	508	114	112.14
218	23	159.75	328	60	107.53	510	113	112.14
219	38	118.28	329	65	110.60	512	112	185.87
220	24	133.64	330	61	107.53	514	118	147.47
221	37	110.60	331	64	116.74	516	119	133.64
222	25	107.53	332	62	107.53	518	120	133.64
223	36	110.60	334	63	121.35	520	121	138.25
224	26	107.53	401	104	118.28	522	122	133.64
225	35	116.74	402	86	139.78	524	123	124.42
226	27	107.53	403	105	118.28	526	124	149.00
227	34	118.28	404	85	107.53			15000.00
228	28	107.53	405	106	110.60			

# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE ANNUAL GENERAL MEETING  
WEDNESDAY, SEPTEMBER 29, 2010

### A. CALL TO ORDER

The Meeting was called to order at 6:16 am by Leigh Walker, the Vice-President of the Strata Council, as Chair.

### B. CALLING OF THE ROLL & CERTIFICATION OF PROXIES

The Council Members present were: Leigh Walker and Janis Suess, with regrets from Steve Stakiw, Barrie Urquhart, Jay Surridge, Hans Wyngaarden and Lorne Milne. The Management Company was represented by Titt Pikksalu and Geoffrey Rosen.

The Management Company reported that there were fifteen (15) proxies present and eligible to vote, plus thirty (30) Owners who had registered for a total of forty-five (45) votes. Forty two (42) votes are required for a quorum.

### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Janis Suess and seconded by Cheryl Jacobson, it was RESOLVED that the Agenda as distributed, be APPROVED for use at this Annual General meeting.

### D. PROOF OF NOTICE OF MEETING

In compliance with *the Strata Property Act of BC*, which states that twenty (20) clear days notice, if mailed must be given to all Owners eligible to vote, the Management Company confirms that the notices had been mailed out to all Owners, on September 3<sup>rd</sup>, 2009.

### E. APPROVAL OF THE MINUTES OF THE LAST ANNUAL GENERAL MEETING HELD ON SATURDAY, SEPTEMBER 26, 2009

Upon a MOTION duly made by Leigh Walker and seconded by Janis Suess, it was resolved that the Minutes of the Last Annual General Meeting held on Saturday, September 26, 2009, be approved as distributed.

### **SPECIAL RESOLUTION #3 - BYLAW - PATIO DOOR REPAIRS**

**WHEREAS** on April 14, 2010 the Strata Corporation instituted a Rule assigning the responsibility of repair and maintenance of patio door rollers and hardware to the Owner of each Strata Lot;

**BE IT RESOLVED** that the Strata Corporation is not responsible for the repair and maintenance of patio door rollers and hardware, this is the responsibility of each Strata Lot Owner to maintain and repair.

A MOTION was made by Laboret Chadwick and seconded by Reg Daggitt, that the Resolution as having been read be APPROVED.

#### ***Discussion***

A number of Owners raised the concern that the building's envelope is the Strata Corporation's responsibility and were concerned that if Owners didn't repair their door rollers then this could result in possible further damage to the doors or allow water ingress.

Upon a vote being taken on the motion, twenty-one (21) were in favour, twenty-two (22) were opposed, and two (2) abstained, thus Special Resolution #3 failed to be APPROVED, not meeting the required 75% to pass.

### **SPECIAL RESOLUTION #4 - SPECIAL ASSESSMENT - PAINTING OF SOUTH FACING RAILINGS**

**WHEREAS** the railings on the Juliet balconies and the second floor balconies have reached the stage where repainting is required;

**BE IT RESOLVED** that the Strata Corporation will fund the painting of the south facing balcony railings by way of a Special Assessment of \$15,000.00, due and payable on May 1, 2011, and based on unit entitlement of each strata lot.

A MOTION was made by Stephen Schecter and seconded by Laboret Chadwick, that the Resolution as having been read be APPROVED.

#### ***Discussion***

There were a number of questions about what color the railing would be painted, the Chair responded that a separate set of meetings would be held to determine the color.

In response to the question if there were any other major expenses in this cost range, the Chair responded that the Strata Corporation needs to further evaluate the potential elastomeric painting of the west wall, which was not included in the 2011 approved budget.

An Owner asked when the north facing railing would be painted; the Chair responded that the painting would be proposed at the next AGM.

Upon a vote being taken on the motion, thirty eight (38) were in favour, five (5) opposed, two (2) abstained, thus Special Resolution #4 was APPROVED.

## G. REPORT ON INSURANCE COVERAGE

The Management Company was asked to explain that under *the Strata Property Act*, it is required that the Memorandum of Insurance, and the information on the insurance coverage be provided to all owners at the Annual General Meeting. The Certificate of Insurance was included with the Invitation to the AGM so that all owners can provide a copy of this to their insurance broker or insurance carrier to make sure that their condominium insurer is aware of the deductibles and the amounts insured, to allow for proper insurance protection to be carried by owners.

The building's insurance policy is written on a replacement basis, providing full replacement coverage for perils including earthquake. All owners should be aware that the policy covers only what was originally built by the Developer/Builder and any upgrades or replacements, for such items as new flooring, kitchen or bathroom cupboards and/or counters, etc. are not covered under this insurance policy and must be covered under the owner's own Strata coverage.

Owners must also be aware that the Strata's Policy carries a \$2,500.00 deductible and the water damage deductible is now \$10,000. The Strata's By-Laws require that an Owner becomes responsible for the deductible if there is an occurrence, which emanates from their suite, please make sure you have insurance to protect you from a possible major payout.

## H. DISCUSSION

- The Chair, Leigh Walker opened the discussion period with an overview of the work done to the building over the past two months. The building had been washed, exterior caulking where necessary, a new membrane has been applied to the edge of the 5<sup>th</sup> floor walkway, and a new flashing has been attached to the 5<sup>th</sup> floor walkway southern edge.
- The contractor who worked on the building made the following suggestions:
  - The West Wall should be evaluated and re-sealed with elastomeric paint if required.
  - No plants should be allowed on the 5<sup>th</sup> floor walkway and on the Juliette balconies, as they are causing damage to the siding and caulking, due to watering and ran water leaching the soil and then running down the side of the building.
- There was a significant discussion as to whether the Strata Corporation should allow plants on the 5<sup>th</sup> floor walkway or Juliette balconies.



- A straw pole indicated there were more Owners in favor of no plants versus more frequent cleanings and re-caulking. The Owners asked that the next Strata Council pursue another opinion as to whether or not plants on the balconies are a potential threat to the building's envelope.
- An Owner raised a question as to whether the 2<sup>nd</sup> floor roof balconies are common property or limited common property. They want to be able to attach a privacy screen to their balcony.
- The Strata Council and the Management Company explained that the Strata Corporation has the power under the Strata Act of BC to determine what can be done to common and limited common property. It was also explained that the Strata Council wants to have consistency regarding privacy screens on 2<sup>nd</sup> floor roof balconies. After additional discussion, the Owners asked that this item be re-examined by the next Strata Council.

## I. ELECTION OF STRATA COUNCIL

As required under the *Strata Property Act of BC*, the Vice-President, Leigh Walker, announced that all of the 2009/2010 Strata Council Members are resigning.

Cheryl Jacobson asked that the assembled Owners thank the volunteer Council Members as there is a significant amount of volunteer time required to service the Strata Council, there was a strong applause of thanks for their many hours of conscientious effort as volunteers, in running the affairs of the Strata Corporation in a very efficient and economic manner.

The following Owners were nominated for the 2010/2011 Strata Council.

Steve Stakiw  
Leigh Walker  
Janis Suess  
Barrie Urquhart  
Lorne Milne  
Cheryl Jacobson  
Laboret Chadwick

There being no further nominees put forward, a MOTION was made to cease the nominations.

Seven (7) Owners having been nominated, there was no requirement for a vote to determine the Strata Council.

Thus all seven (7) nominated owners were elected to the 2010/2011 Strata Council, by acclamation.

## I. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made it was resolved that the meeting would be adjourned at 8:30 p.m.

The Newly Elected Council decided that the **First Strata Council Meeting** would be held on:

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**Wednesday, October 27, 2010**  
**@ 6:00 pm**  
**in the Amenities Room**

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The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.  
Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:  
**National Pacific Real Estate Services Inc.**  
Suite 210 - 1575 West Georgia Street, Vancouver, B.C., V6G 2V3  
T: 604-685-8830 F: 604-685-1423  
E: [admin@nationalpacific.ca](mailto:admin@nationalpacific.ca)

# MAINSPACE

## Strata Plan LMS 2039

### MINUTES OF THE STRATA COUNCIL MEETING WEDNESDAY, NOVEMBER 3<sup>RD</sup>, 2010

#### A. CALL TO ORDER

The Meeting was called to order at 6:07 pm.

#### B. CALLING OF THE ROLL & ELECTION OF STRATA COUNCIL OFFICERS

The Strata Council Members present were: Leigh Walker, Janis Suess, Barrie Urquhart, Lorne Milne and Chadwick Laboret with regrets from Steve Stakiw and Cheryl Jacobson. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

As required under the Strata Property Act, at the first Strata Council meeting after the Annual General Meeting, the Council Members having been elected, elect from amongst themselves the Strata Council Officers. The following Officers were elected.

President	Leigh Walker
Vice President	Lorne Milne
Treasurer	Barrie Urquhart
Secretary	Chadwick Laboret
Security Committee	Steve Stakiw
Building Committee	Janis Suess

#### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Chadwick Laboret and seconded by Janis Suess, it was RESOLVED that the Agenda with additions under New Business be APPROVED for use at the meeting.

#### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Janis Suess and seconded by Lorne Milne, it was RESOLVED that the Minutes of the previous Council Meeting, held on August 24<sup>th</sup>, 2010, be APPROVED as distributed.

#### E. APPROVAL OF THE FINANCIAL STATEMENTS & ARREARS

The Treasurer, Barrie Urquhart, had reviewed the Financial Statements for the month of August, and after resolving a question about duct cleaning expenses (common – laundry room ducts) versus individual Strata Lot dryer ducts, upon MOTION duly made by Barrie Urquhart and seconded by

Lorne Milne, it was unanimously RESOLVED that the Financial Statements for August be APPROVED.

The Council reviewed the September Financial Statements, the first month of the 2010/2011 fiscal year, and upon a MOTION duly made by Barrie Urquhart and seconded by Lorne Milne, it was unanimously RESOLVED to APPROVE the Financial Statements for September.

### *Arrears*

The Management Company reported that there were ten (10) Owners in arrears and appropriate letters have been sent asking that Strata Fees be paid on the first of the month, as required. Owners are to be reminded that under the Strata Property Act there is a 10% interest charged for Strata Fees not paid and there is a monthly fine levied under the Strata Corporation's By-laws.

## F. REPORTS

### 1. Caretaker's Report

Issues discussed were as follows:

- The lobby floors were recently refinished.
- There are stains on the carpet tiles in the forth floor hallway, the caretakers need to be shown which carpet tiles to replace. Leigh Walker volunteered.
- Management was asked to have the caretakers wash down the walls in the elevator lobbies.
- Dog owners should be aware that the building's laundry rooms are not dog grooming areas, appropriate notices will be posted.
- Management was asked to have the caretakers ensure that the concrete walkway and the hallway leading to the elevators on the fifth floor are broomed on a regular basis.
- Leaves are collecting on the rooftop, particularly on the north side of the building, Management will have the appropriate cleanup personnel attend.
- Management was asked to write a letter to one of the fifth floor Owners, as their personal goods have extended beyond the suites rooftop patio, onto the building's roof.
- **A pet owner failed to cleanup after their dog in the west staircase, the dog feces was tracked up and down the stairs and into the halls. This is totally unacceptable, the Strata Corporation's By-laws will be used to levy appropriate fines on the pet Owner.**
- The caretakers have brought to the attention of the Strata Council that some Owners are using the laundry rooms to dispose of household garbage, this is not acceptable as the caretakers end up having to cart the garbage to the containers at the back of the building. Also, in some cases some residents are leaving clothes in the laundry room in the washer or drying machines far too long, sometimes days at a time. Please remember that the laundry rooms are for the use of all residents, please be courteous to your neighbours.

- After discussion it was unanimously agreed, that the bike storage area on the south side of the lower garage needs to have all of the storage, except for bikes, removed (storage of any other material except for bikes is not permitted under the City of Vancouver Fire Code). It was also agreed that bikes will be asked to be removed for a one week period so that the bicycle storage area can be properly cleaned and any bikes not removed will be disposed of by giving them to a worthy charity. It is very probable that there are many bikes presently in the storage area, which have been abandoned by previous resident of the building. The weekly audit will determine which bikes belong to residents in the building.

**NOTICES WILL BE POSTED ASKING THAT ALL ITEMS "EXCEPT FOR BIKES" PRESENTLY STORED IN THE BIKE ROOM, BE REMOVED BY DECEMBER 1, 2010, AFTER WHICH THE STRATA CORPORATION WILL HAVE ALL OF THE REMAINING MATERIAL REMOVED BY "A JUNK REMOVAL COMPANY".**

## **2. Management Report**

The Management Company reported as follows:

- The required Form I, amendment to By-laws, was signed by the Strata Council President and Vice President, for filing at the Land Titles Office. Special Resolution 1 and 2 passed at the Annual General Meeting relating to "schedule of fines" and "prohibition of non-insured vehicles parked on Strata Corporation property".
- A long term Owner who presently is residing outside the country, had mailed a thank you card to the Strata Council as follows:

**" Dear Main'space Strata Council Members, just a note of thanks to you all for your commitment and volunteer time on Strata Council. As an Owner, currently living out of the country, I am pleased to read in the regular meeting minutes about all of your ongoing efforts. Thanks in advance for another productive year."**

- There were complaints from residents with respect to domestic water supply having a brown colour, during and after some heavy rainfall. This is not a Strata Corporation issue, the water is supplied by Metro Vancouver from their two main storage facilities on the North Shore. Heavy rains cause disturbance of water and surrounding landscape, causing a brown tinge in the water. Metro Vancouver confirms that there is no health hazard involved and it takes a few days for the water to settle back to its normal clear condition.
- Neighbours who heard some sort of alarm in a second floor suite on Sunday October 10<sup>th</sup>, are to be informed that the alarm had no association with the building's fire alarm system and was some type of appliance or internal alarm to the suite.
- A broken window was replaced in one of the suites. Cause external and unknown.
- Window cleaning services are on site November 2, 3 and 4 to clean windows on the north side and to remove the "pigeon poop" having been deposited on various Juliet balcony railings and windows. In an attempt to dissuade pigeons from roosting on the decorative awnings, a system of spikes is being installed.

- **Those residents who walk their dogs at the front or back of the building are required under the City of Vancouver By-law to pickup after their dog, there is a \$2,500.00 per occurrence fine from the City per violation.**
- The Strata Corporation based on advise from the building envelope maintenance company, West Coast Coatings, who washed the exterior surface of the building and repaired caulking where necessary, that dead plants and planters are causing considerable long term damage to the building wall panels as well as the window and other joint calking.

**On September 9<sup>th</sup>, 2010 the Strata Corporation asked all potted plants and planters to be removed from the fifth floor walkway by September 30, 2010. Most have. Thank you, however those plants which have not been removed need to be removed immediately as the Strata Corporation will be removing all that is left.**

- It was agreed to hold back the annual cleaning of the glass canopy at the front of the building until the end of November, allowing most of the leave to fall.
- Motorbike parking in the lower garage – Council discussed at length the practice by many of the residents to park their motorbikes in an area presently not designated as a parking stall, immediately behind the roll out garage gate. It was decided that the space will be divided up into approximately five designated and lined parking stalls and the Strata Corporation will be making that space available to Owners with motorbikes, at \$20.00 per bike per month, with a six month prepaid agreement.
- Towing instructions will be reviewed and made available to all Council Members to ensure that there is clarity.
- Management presented the Council with a quotation to supply and install sealant for the cinder block/concrete west wall and to supply and install two coats elastomeric paint over the entire wall. The quotation is for the sum of \$10,200.00 plus HST. This is not an emergency situation, however needs to be completed over the next year or two, as part of normal preventative maintenance building upkeep.
- The Strata Council discussed the possibility of changing out the carpeting on the first floor, as the other three floors have been completed. This will be looked at as a capital expense item for next years budget.
- Council discussed at some length the straw poll having been taken at the Annual General Meeting to eliminate all plants on the fifth floor walkway, the Juliet balconies both north and south side and the second floor mezzanine extensions. The straw poll strongly favored removing all plants versus special assessments, approximately every two years, to clean and wash the building and make caulking repairs where necessary.

**Upon a MOTION duly made by Barrie Urquhart and seconded Janis Suess, it was RESOLVED that all plants must be removed by no later than December 1, 2010 from the fifth floor walkway, all Juliet balconies and the second floor mezzanine extension.**

Plants not removed, will be removed and the Owner of the plants will be charged for the cost of cleaning the siding and any repair work necessary to the caulking, this is estimated at approximately \$1,000.00 a day, as boom lift would be required.

- **After a lengthy discussion and taking Owners concerns as expressed at the AGM into account, effective immediately the Strata Corporation is implementing a RULE spelling out what is permitted on Juliet balconies and the second floor mezzanine parkade overhang. Only bikes, electric and propane barbeques and patio furniture are permitted. Barbeques are not to be attached to the building or any balcony railings.**
- **Vancouver Health By-law # 9535 provides that “smoking is prohibited within six meters of doorways, windows and air intakes”. This applies to Mainspace, please be cooperative and abide by the City By-law.**

## **G. UNFINISHED BUSINESS**

### **1. Web site**

- Discussion is being deferred to the next Council Meeting.

### **2. Elevator Repairs - Update**

- The Council expressed deep concern that the present elevator maintenance company Thyssen-Krupp has not, despite numerous follow-ups by Management, come back to repair the gauge in the concrete floor near the front of the elevators, wall damage near the elevators and substantial amount of hydraulic oil spots on the carpet on the first floor, from the major elevator work.

The Management Company was asked so solicit for quotations from an alternate elevator maintenance company for the Strata Corporation to review the possibility of changing mechanical contractors.

## **H. NEW BUSINESS**

### **1. grunt gallery renovation**

The grunt gallery has informed the Strata Corporation that they will be seeking authority for renovations within their unit on the ground floor immediately next to the amenities room. Renovations include removal of the existing kitchen and cabinetry, reinstallation of a kitchen and washroom and additional space for a Media Lab, which would also include moving the staircase in the unit.

Management was asked to send a letter to the grunt gallery confirming that the Strata Corporation approves of the intended renovation as it will make use of licensed and insured trades people and the grunt gallery will be asked to sign a Waiver of Liability confirming that they will be responsible for any damage now or in the future, due to the renovation.

All Owners must appreciate that the Strata Property Act requires permission from the Strata Corporation if individual unit Owners are doing renovations in their suite which effects structural issues or any services.

## 2. Mice Issue

At the Annual General Meeting the issue of mice was raised and the Strata Corporation is consulting with professionals.

## 3. City of Vancouver No Smoking By-law

Vancouver Health By-law # 9535 provides that "smoking is prohibited within six meters of doorways, windows and air intakes". This applies to Mainspace, please be cooperative and abide by the City By-law.

4. Chadwick Laboret volunteered to winterize the hose based watering system along the front of the building.

## I. NEXT MEETING

Upon a MOTION duly made by Barrie Urquhart and seconded by Lorne Milne is was unanimously agreed to hold the next Strata Council Meeting on

**THURSDAY, DECEMBER 9<sup>th</sup>, 2010**

**@ 6:00 PM**

**in the Amenity Room**

## J. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made it was resolved that the meeting be adjourned at 9:15 p.m.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes. Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:  
**National Pacific Real Estate Services Inc.**  
Suite 210 - 1575 West Georgia Street, Vancouver, B.C., V6G 2V3  
| T: 604-685-8830 F: 604-685-1423  
E: [admin@nationalpacific.ca](mailto:admin@nationalpacific.ca)



# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING  
THURSDAY, DECEMBER 10<sup>TH</sup>, 2010

### A. CALL TO ORDER

The Meeting was called to order at 6:05 pm by Leigh Walker, the Strata President.

### B. CALLING OF THE ROLL

The Strata Council Members present were: Leigh Walker, Lorne Milne, Steve Stakiw, Barrie Urquhart, Janis Suess, Chadwick Laboret, and Cheryl Jacobson. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Steve Stakiw and seconded by Cheryl Jacobson, it was RESOLVED that the Agenda, be APPROVED for use at the meeting.

### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Leigh Walker and seconded by Janis Suess, it was RESOLVED that the Minutes of the previous Council Meeting, held on November 3<sup>rd</sup>, 2010, be APPROVED as distributed.

### E. APPROVAL OF THE FINANCIAL STATEMENTS & ARREARS

The Treasurer, Barrie Urquhart, had reviewed the Financial Statements for the month of October. Upon a MOTION duly made by Barrie Urquhart and seconded by Cheryl Jacobson, it was RESOLVED that these Financial Statements be APPROVED.

Barrie Urquhart reviewed the October Financial Statements and explained that the building was under budget for expenses so far for this year.

#### *Arrears*

The Management Company reported that there were no significant arrears at this time.

#### *Special Assessment Reminder*

Please note that the payment for the Special assessment passed at the Annual General Meeting is due by May 1, 2011.

## **F. REPORTS**

### **1. Caretaker's Report**

- The Caretakers will be steam cleaning the carpets on the west side of the 1<sup>st</sup> Floor on December 21<sup>st</sup>, 2010.
- The carpets on the 4<sup>th</sup> Floor have been spot cleaned to remove stains.

### **2. Management Report**

- The Management Company reported that the main domestic hot water line on the 2<sup>nd</sup> Floor needs to have a vitolic coupling replaced. The Management Company is pursuing additional quotes. The repairs will be made in early January 2011.
- The Coinmatic Contract has been renewed and the current washing machines will be upgraded to refurbished front-loaders.
- The Strata Council has reviewed a request from an Owner regarding removing Planters on their balcony. As per the report from West Coast Coatings regarding the building's envelope Strata Corporation has decided that planters are not allowed on balconies.
- The Landscape Company has submitted their quote for 2011. The monthly cost is increasing from \$550.00 to \$580.00.
- An Owner has been storing car parts in their parking stall. Under the Vancouver Fire Code nothing is allowed to be stored in parking stalls, although hardtops and tires on rims are tolerated. The items were removed and the cost of the removal was charged back to the Owners.
- A Resident has reported problems with using the enterphone. The Building's enterphone is hardwired into the building and phones must be plugged into a specific telephone jack to receive enterphone calls. The Resident will be asked to check whether they have tried plugging the phone into different telephone jacks in their suite to confirm whether there is a wiring problem. If there is a problem the Owner will be responsible to bring in their phone company to check the in-suite wiring.
- An Owner was fined for not waiting for the parkade gate to close before proceeding to park.
- The Parkade and Mezzanine were power-washed on November 30 to December 1<sup>st</sup>, 2010.
- The chip in the concrete floor in front of the lobby elevator was repaired and the Elevator Company will be taking responsibility for the cost of the repair.
- The Management Company presented a Fire Inspection Bylaw to the Strata Council as per

their request from the prior Strata Council meeting. The bylaw is proposed to read as follows:

**As per the Fire Code, the annual fire unit inspection is a mandatory inspection to ensure the safety of all Residents. In cases where an Owner and/or tenant does not provide access to their strata lot they will be charged under the Bylaw for rescheduling the inspection as well as any additional costs incurred in relation to the inspection.**

The Strata Council asked that the Bylaw be added as a special resolution at the next Annual General meeting. They also asked the Management Company to check the Fire Inspection reports for the past several years to see how many suites are not providing access to the Annual Fire Inspection on a separate basis and find out what the Vancouver Fire Departments policy is on no access to suites.

- The Building's awnings have received their Fall cleaning and additional balcony cleaning was completed to clean-up after the plant removal and pigeon defecation.

### **3. Security**

- There are currently no security issues.
- Leigh Walker met with AIC Communications to review the configuration of the FOB and Camera systems.
- A Resident moved into the building in November and left the Mezzanine Loading Doors wide open and unmonitored. This is a security hazard for the building, and the Owner has been informed accordingly.

### **4. Correspondence**

- The Strata Council received a letter from an Owner regarding another resident not waiting for the garage gate to fully close before parking. The Strata Corporation reviews the video images and allocates fines for violations of the bylaws.
- The Strata Council received a letter from an Owner regarding motorcycle parking in the parkade. The same Owner attended and presented their concerns to the Strata Council during the meeting.
- An Owner sent a letter to the Strata Council regarding the growing storage on another Owners balcony. A letter will be sent to the Owner to clean-up their balcony and to remind the Owner that the only items permitted on the 2<sup>nd</sup> floor and Juliette balconies are BBQs, Patio Furniture and bikes. No other items are permitted.

## 5. Building Committee

- Copies of the written report from West Coast Coatings with recommendations for maintaining the building envelope were distributed to the Strata Council for their review.
- The Building Committee reported that an Owner on the main floor has let their ivy grow and it needs to be cut back. A letter will be sent to the Owner.
- A number of Owners have reported that a resident on the main floor is disposing of their cigarette butts in the landscaping. This is not permitted. A letter will be sent to the Owner.
- Bird spikes have been installed on some of the Awning on the north side of the building. At this time the spikes appear to be keeping the pigeons away from those areas.
- The Management Company presented a quote to replace the buildings mailboxes.
  - The cost to replace all four mailboxes is approximately \$9,000.00.
  - The new mailboxes would be reinforced with stainless steel rather than aluminium.
  - This cost includes re-configuring the mailboxes 4 high and 5 wide to reduce the long-term metal fatigue, and the difficulty mail carriers appear to have in closing the larger doors.
  - The Strata Council has asked that this item be put on the Agenda for the next Annual General Meeting to be voted on as a special resolution.
- Quotes were presented to paint the railings on the south side of the building. The quotes varied from \$16,000.00 to \$42,000.00. The item has been tabled to the April Strata Council meeting, as the Special assessment will not be collected until May and the painting will not begin until the Summer.
- There is still one car in the parkade that is not insured, which are in violation of the buildings bylaws. The Management Company will contact the Owner again to have the issued resolved.
- Lorne Milne presented a report from his meeting with a pest control company. The company suggested that the building should be more fully sealed, however they did not recommend sealing the building until late Spring/Early Summer as that would trap mice inside the building. The Strata Council decided to table this item until April. The pest control company also pointed out that Owners are responsible for in-suite issues regarding pests.

- The building's Sumps will be cleaned out during the week of December 13 – 15<sup>th</sup>, 2010.
- The Strata Council discussed snow removal. Pacifico Cleaning is responsible for snow removal during the hour they are onsite. If the building receives more than 2"-3" of snow then a professional snow removal company will be called in to clear the snow as under the City of Vancouver bylaws buildings are responsible for keeping side walk clear of snow. Chadwick Laboret and Lorne Milne have volunteered to do snow removal during the weekend. If any other Owners are willing to help please contact either Chadwick or Lorne.
- One of the concrete sidewalk pads in front of the ground floor units has cracked due to negligence. By allowing a delivery the Owner will be sent a letter to repair the crack and a recommendation on how to repair it.
- There is still storage in the parkade bike room. As per the last Strata Minutes any storage/garbage found in the bike room found December 1, 2010 will be disposed of. A garbage disposal person will be called in to clear out the bike room, of all stuff except bikes.
- There are still plants on the building's Balconies. This is no longer allowed as established by the strata corporation in order to protect the building's envelope. A list will be compiled and fine letters will be sent to the Owners to remove the plants immediately, or they will be removed and cost charged back to the Owners.
- Owners are reminded that all Garbage **MUST** be placed in the garbage bins and any garbage left outside the bins will be removed with the cost charged back to the Strata Lot. Owners are reminded that the garbage bin area is under recorded video surveillance.

## **G. UNFINISHED BUSINESS**

### **1. Web Site**

- This item has been tabled to a future Strata Council Meeting.
- The Management Company is still investigating a number of options for the building.

### **2. Elevator Company**

- The Management Company has investigated the cost of changing elevator maintenance companies. If the Strata Corporation changes maintenance companies they will lose their warranty on several parts of the elevator and this will result in higher maintenance costs in the future. Thus the Strata Corporation will maintain the contract with the present elevator company.

## H. NEW BUSINESS

### 1. Motorcycle Parking

- An Owner came to the meeting to discuss the Strata Council's decision to change the rules for motorcycle parking in the lower parkade. The Owner felt that there should be no monthly fee for parking in the area next to the parkade garage gate and that the item should be decided at an Annual General Meeting.
- Under the Strata Property Act of British Columbia the Strata Council is empowered to act as the Strata Corporation. Thus the Strata Council has the power to determine how Common Property can be used.
- Upon further discussion the Strata Council realized that there is a significant liability for letting motorcycles park beside the parkade gate without the bike Owner's signing a waiver of liability, which will accompany the required \$20.00 per motorcycle. Payment pre-paid for 6 months.
- The Strata Council asked the Management Company to draft a waiver and post a sign for the wall at the space.

## I. NEXT MEETING

The date of the next Strata Council Meeting will be

**Wednesday, January 12<sup>th</sup>, 2011**  
**@ 6 p.m.**  
**in the Amenity Room**

## I. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made it was resolved that the meeting would be adjourned at 8:40 p.m.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes. Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:  
**National Pacific Real Estate Services Inc.**  
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# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING  
WEDNESDAY, JANUARY 12<sup>TH</sup>, 2011

### A. CALL TO ORDER

The Meeting was called to order at 6:05 pm by Leigh Walker, the Strata President.

### B. CALLING OF THE ROLL

The Strata Council Members present were: Leigh Walker, Lorne Milne, Barrie Urquhart, Janis Suess, Chadwick Laboret, and Cheryl Jacobson with regrets from Steve Stakiw. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Janis Suess and seconded by Cheryl Jacobson, it was RESOLVED that the amended Agenda, be APPROVED for use at the meeting.

### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Janis Suess and seconded by Barrie Urquhart, it was RESOLVED that the Minutes of the previous Council Meeting, held on December 9<sup>th</sup>, 2010, be APPROVED as distributed.

### E. APPROVAL OF THE FINANCIAL STATEMENTS & ARREARS

The Treasurer, Barrie Urquhart, had reviewed the Financial Statements for the month of November. Upon a MOTION duly made by Barrie Urquhart and seconded by Cheryl Jacobson, it was RESOLVED that these Financial Statements be APPROVED.

Barrie Urquhart reviewed the November Financial Statements and explained that the building was under budget for expenses so far for this year.

#### *Arrears*

The Management Company reported that there were two (2) Owners in arrears and appropriate letters will be sent asking that Strata Fees be paid on the first of the month as required under the Strata Property Act of BC.

## **F. REPORTS**

### **1. Building Committee**

- Letters have been mailed to the Strata Lot Owners with plants, BBQ's attached to railings, and lattices on their balconies with a request that they be removed by February 1<sup>st</sup>, 2011.
- The Strata Council would like to remind Residents that no plants will be allowed in common hallways or walkways.
- An Owner has placed items on the common roof beyond their balcony; a letter has been sent to them asking that they remove their property from the common rooftop.
- The Strata Council asked the Management Company to arrange for concrete repairs on the 4<sup>th</sup> floor elevator lobby.
- The Strata Corporation will further investigate the mouse issue in the spring.
- The Strata Council has asked that a sign be made up to remind the people who use the amenity room, to keep the rear exit hallway clear of stored objects.
- Owners continue to place large items outside of the garbage bins, under the sign that says "Do not leave large items in the garbage area." When this occurs a disposal company is hired to remove the items and the cost of removal is charged back to the Strata Lot of the Resident responsible. Residents are reminded that the garbage area is under video surveillance.

*\*\* Lorne Milne Departs.*

### **2. Caretaker's Report**

- The Building is being kept clean and tidy, there were no significant issues to be discussed.
- The Strata Corporation paid Pacifico, the cleaning service, a Christmas Bonus, to thank them for their excellent work keeping the building clean.
- Burn marks were found on the carpet tiles from possible dragging furniture along the 2<sup>nd</sup> floor. DO NOT drag heavy objects on the carpet tiles as it can permanently damage them.

### **3. Management Report**

- A Resident wrote the Management Company that they found needles, in their original packages, in the West Mezzanine stairwell entrance and that the door to that area should be locked. Unfortunately this is a fire door and the City of Vancouver's Fire Code prohibits it being locked.
- An Owner wrote the Management Company asking that the building's power be shutoff so electrical renovations can be done in their suite. Each suite has a master breaker and a breaker



at their electricity meter, thus the building's power doesn't need to be shutoff. The Owner will be informed so they can proceed with their in suite electrical changes, and will be advised that they must use a licensed electrical contractor.

- A Resident reported that a lock in the west stairwell was broken, the lock was repaired.
- The Strata Corporation will be painting stall lines and numbering four spots for motorcycles parking to the west of the parkade entrance. If a resident is interested in renting a spot please contact the Management Company.
- The water leak on the 2<sup>nd</sup> floor has been investigated and the Plumber has suggested that special clamps be installed to repair the problem. The clamps available from specific dealers only, will be ordered and installed later this month.
- The Strata Council approved the quote of \$5,980+HST for the replacement of the carpet on the east side of the main floor with carpet tiles.
- A Resident has been fined for disposing of cigarette butts on common property, after warning given. Residents are reminded to properly dispose of all garbage including cigarette butts.
- An Owner was fined for allowing their dog to defecate on common property after being warned. Owners are asked to please do their part to respect to cleaning up after their pets specifically the lawn around the front and side of the building and common areas in the building, which in turn will help keep Mainspace a pet friendly building.

*\*\*Janis Suess departs*

#### **4. Security**

- There are currently no security issues.
- Residents are having problems viewing the security cameras on their TV's, Shaw Cable has been contacted to examine their equipment to determine if it is the source of the problem.
- A number of Residents have reported problems with Visitors dialling their suites for access, the keypad is being replaced. If this does not solve the problem the Strata Council will investigate replacing the Intercom system.
- Some residents are not waiting for the parkade gate to fully close before proceeding to their parking spots or when leaving the garage. There is a \$50.00 fine for each occurrence; the gate is under video surveillance.
  - Fine letters have been mailed to the Strata Lots of the Residents who have violated this Bylaw.
  - Yellow lines have been painted on the parkade floor to indicate where Residents should stop and wait for the parkade gate to close before proceeding to park.

## **5. Correspondence**

- A Resident paid the Strata Corporation \$100.00 for the disposal of their garbage from the parking spot.
- A letter was deposited into the Strata Council mailbox regarding a grey Mazda 3 that has been seen by a resident not waiting for the gate to close, several times over the last month. The Management Company was asked to follow up.
- An Owner presented in person regarding a letter they received from the Strata Corporation regarding damage their Tenants caused to the building during their move-in. The Move in/out fee is for administrative costs for new Residents and some general wear and tear on the building. The Owner was asked to pay for the specific damage to common property from their tenant's move.

## **G. UNFINISHED BUSINESS**

### **1. Web Site**

- This item has been tabled to a future Strata Council Meeting.

### **2. Elevator Cab Telephone Doors**

- The Management Company has asked the Elevator Company several times over the last few months, to have the telephone locker doors in the elevator cabs repaired so they no longer swing open. The Management will again follow up with ThyssenKrupp to have the doors repaired.

## **H. NEW BUSINESS**

### **1. Lobby Furniture**

- The Strata Council is investigating installing benches in the Lobby along the east glass wall.

### **2. Concrete Repairs**

- The Strata Council asked the Management Company to follow up with the Company that did the building cleaning, regarding the concrete repair needed at the front of the building, which apparently was damaged by the Company.
- The Owner of the suite on the main floor who has damaged their concrete pad has been sent a letter asking them to repair the damage.

### **3. Electrical Outlet in Parkade**

- The Strata Council has found that a Resident has installed for personal use an outlet from common power in the parkade and asked that it be removed.

**I. NEXT MEETING**

The date of the next Strata Council Meeting will be:

**Wednesday, February 9<sup>th</sup>, 2011  
@ 6 p.m.  
in the Amenity Room**

**I. ADJOURNMENT**

There being no further business to transact, upon a MOTION duly made it was resolved that the meeting be adjourned at 8:18 p.m.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.  
Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:  
**National Pacific Real Estate Services Inc.**  
Suite 210 - 1575 West Georgia Street, Vancouver, B.C., V6G 2V3  
T: 604-685-8830 F: 604-685-1423  
E: [admin@nationalpacific.ca](mailto:admin@nationalpacific.ca)

April 7, 2011

**INVOICE 11-04-1603**

VIA FACSIMILE 604-288-5030  
RE/Max Crest Realty Westside  
1428 West 7<sup>th</sup> Avenue  
Vancouver, BC V6H 1C1  
Attention: Jeff Fitzpatrick

**Re: Strata Plan LMS 2039 - Mainspace  
350 East 2<sup>nd</sup> Ave., Vancouver, B.C., V5T 4R8  
Strata Lot #73 – Unit #303**

Enclosed herewith is the signed Form "B" (*Information Certificate*). As required under the *Strata Property Act of BC* we have included the Rental Disclosure Statement, the Budget and Rule. We have included the Minutes for January 2011, there was no meeting in February 2011, the April Meeting is scheduled for the 14<sup>th</sup> of April, if required these minutes can be requested after the meeting, Bylaws, Insurance Certificate, there is no engineering report and no warranty. As for the buzzer code this is a programmable system and parking spaces are limited common property as per the filed Strata Plan, therefore the Strata Corporation has no responsibility for the parking. The cost of Form "B" is \$39.20, the copies are \$11.20 (40 @ \$0.28/page), for a **total of \$50.40. (Includes HST).**

**This is your invoice. Documents are ready for pickup. If you require these documents to be mailed, please add \$2.06, for a grand total of \$52.46.**

**Please note that all services are C.O.D, and the information is released upon receipt of payment.** Please arrange for payment upon pick up, we accept cash (exact change) or cheque only, made payable to *National Pacific Real Estate Services Inc.*

We trust that this information is of assistance.

Yours very truly,



**Geoffrey Rosen, BA  
Strata Manager**

**NATIONAL PACIFIC REAL ESTATE SERVICES INC.**

Strata Property Managers for Strata Plan LMS 2039

H.S.T. #R0103835948

/encl

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# MAINSPACE

## Strata Plan LMS 2039

MINUTES OF THE STRATA COUNCIL MEETING  
THURSDAY, MARCH 3<sup>rd</sup>, 2011

### A. CALL TO ORDER

The Meeting was called to order at 6:07 pm by Leigh Walker, the Strata Council President.

### B. CALLING OF THE ROLL

The Strata Council Members present were: Leigh Walker, Lorne Milne, Steve Stakiw, Barrie Urquhart, Janis Suess, Chatwich Laboret, and Cheryl Jacobson. The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

### C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Cheryl Jacobson and seconded by Barrie Urquhart, it was RESOLVED that the Agenda, be APPROVED for use at the meeting.

### D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

Upon a MOTION duly made by Barrie Urquhart and seconded by Cheryl Jacobson, it was RESOLVED that the Minutes of the previous Council Meeting, held on February 9<sup>th</sup>, 2011, be APPROVED as distributed.

### E. APPROVAL OF THE FINANCIAL STATEMENTS & ARREARS

The Treasurer, Barrie Urquhart, had reviewed the Financial Statements for the months of December 2010 upon a MOTION duly made by Barrie Urquhart and seconded by Chatwich Laboret, it was RESOLVED that these Financial Statements be APPROVED.

Barrie Urquhart explained that the Strata Corporation was on budget for income and expenses.

#### *Arrears*

The Management Company reported that there are three (3) Owners in arrears. Appropriate letters will be sent, asking that Strata Fees be paid on the first of each month, as required under the Strata Property Act of BC.

### ***Special Assessment Reminder***

Please note the payment for Special assessment for the painting of the south side railing, passed at the Annual General Meeting is due by May 1, 2011.

## **F. REPORTS**

### **1. Caretaker's Report**

- The Strata Council is very happy with the cleaning service provided by Pacifico cleaning. The Strata Council asked the Management Company to find out what other services they can provide the building, and to confirm the hours they are onsite daily. Pacifico will be providing the Strata Corporation with a quotation for an annual thorough carpet cleaning.
- If Owners have ideas or suggestions on cleaning please email the Management Company or leave a note in the suggestions box on the 1<sup>st</sup> floor.

### **2. Management Report**

- In February the burners on the boilers had to be cleaned as regular maintenance.
- The Grunt Gallery is under renovation.
- A Resident is not fully parking into their parking spot, and another resident called the Management Company to complain. Residents should please not park their cars in the driving portion of the garage as it is a hazard to other drivers, and makes it difficult to get into their parking stalls. Thank you.
- Reminder to Owners who rent – please submit a Form K to the Management Company every time a new tenant moves into Mainspace, and there is a \$100.00 move-in charge for each change in tenancy.
- Novus Entertainment has asked the Strata Corporation if they can install cabling into the building so that Residents can order their services as an alternative to Shaw or Telus. The Strata Council approved their request and asked the Management Company to look into possible additional benefits for the Strata Corporation.

### **3. Security**

- The door on the west side of mezzanine has been repaired so it closes properly.

### **4. Correspondence**

- No correspondence had been received by the Strata Council.

## 5. Building Committee

- The Final balcony/walkway audit of balcony storage including plants, is in process and will be completed in the next week or two. Residents are reminded that only bicycles, BBQ's and patio furniture are permitted on Juliet and 2<sup>nd</sup> floor balconies. Thank you again for your cooperation.
- A new enterphone system was installed in February as the original enterphone system broke and replacement parts are no longer available. The new Enterphone is a dialer, so it will dial a resident's telephone line or cellular number when a visitor buzzes a suite. The original enterphone codes were used when the new system was programmed.

Please contact the Management Company if there are any enterphone issues. As the new enterphone system is much smaller than the prior system, the Strata Council is investigating a sign with the Strata Corporation's name on it to be placed next to the enterphone, to fill in the excess wall space.

- The Grunt Gallery, as part of their renovation funding from the Federal Government, were required to post a government sponsorship sign in front of their space, which will remain under early April.
- There are vehicles without insurance in the parkade; all vehicles must be insured if they are parked on Strata Corporation property. Letters have been sent to the Owners of these parking stalls. Proof of insurance must also be displayed on the vehicle.
- The Strata Council asked the Management Company to contact the Landscapers to arrange for the lawn to be seeded and prepped for the season.
- The Strata Council is getting quotes to paint all the blue common area doors.
- The Strata Council discussed again putting a garbage can in the lobby, and after a lengthy discussion, it was decided that in prior years Resident have left dog defecation and household garbage in the lobby can, therefore no garbage can should be placed in the lobby.
- The Strata Council will investigate installing additional security cameras around the building.
- An Owner asked for an exemption for placing plants on their balcony, the Strata Council reviewed the request and denied it based on the building envelop report.
- An Owner asked for permission to leave their BBQ attached to their balcony railing. The Strata Council approved the request based on the condition that it was attached on the inside of the balcony railing, and that a drip tray be placed beneath it.
- An Owner asked for permission to leave an Owl attached to their railing, the Strata Council denied the request and asked that it please be removed. The Strata Corporation has a proactive plan in place and is dealing with the pigeon issue.

- Another Owner requested permission to install a BBQ on their balcony railing, the Strata Council asked the Management Company to request more information from the resident before they would review the request, the item was tabled to the next meeting.

## **G. UNFINISHED BUSINESS**

### **1. Web Site**

- The Strata Council approved the proposal from Think Strata, [www.thiinkstrata.com](http://www.thiinkstrata.com), to setup a website for the Strata Corporation. The Management Company was asked to contact Think Strata and proceed with the website. Mainspace.ca has already been registered as the building's domain name. An Owner has created another a website called [www.main-space.com](http://www.main-space.com), which is not the official website for Mainspace and will not be monitored by the Strata Corporation. The same Owner had posted on this site, data that was private information and not for public circulation. The Owner was asked by Council to remove this information from the website [www.main-space.ca](http://www.main-space.ca)

### **2. Elevator Company**

- The Elevator Company, ThyssenKrupp, reported that they had repaired the telephone access doors inside the each of the elevator cabs so they stay closed, rather than swing open.

### **3. Pigeons**

- The Strata Council asked the Management Company to get a quote to install additional pigeon spikes on the awnings on the west side of the building, and the whole of the west roof parapet.

### **4. Storage Room & Motorcycle space Bidding**

- The Strata Council discussed that this year's bidding for the storage lockers will occur prior to the Strata Council meeting on April 14, 2011 at 5:30pm. The bidding will be conducted Auction style, the Owner with the highest bid for each of the two storage rooms will able to tend the spaces, with occupancy on July 1, 2011.
- The Motorcycle space bidding will occur after the Storage Room auction, the price will start at \$75/month.
- Dozens of cigarette butts have been discarded outside of some ground floor units and letters of warning have been sent to the occupants of these units. All residents are reminded to please discard all garbage including cigarette butts in the appropriate locations. Thank you for helping keep Mainspace clean.

## **H. NEW BUSINESS**

### **1. Amenity Room**

- The Strata Council discussed a plan to ensure that they are always able to schedule their meeting in the building's amenity room.



**I. NEXT MEETING**

The date of the next Strata Council Meeting will be held on

**Thursday, April 14<sup>th</sup>, 2011  
@ 6:00 pm  
in the Amenity Room**

**J. ADJOURNMENT**

There being no further business to transact, upon a MOTION duly made it was resolved that the meeting would be adjourned at 7:55 p.m.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes. Please retain these Minutes provided to you, for further reference; replacement copies will be subject to payment of a fee.

Minutes prepared by:  
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