

MINUTES OF SPECIAL GENERAL MEETING

STRATA PLAN VR-406

HARO GLEN

HELD: On Monday, August 16, 2010 at 7:00 p.m. in the Lobby, 1717 Haro Street, Vancouver, B.C.

PRESENT: 17 owners in person or proxy, as per the registration sheet.

QUORUM REPORT

There being a quorum present, the meeting was called to order at 7:00 p.m. by Wayne Ford who, in agreement with the owners, chaired the meeting. Introductions were made and the meeting commenced.

PROOF OF NOTICE

It was moved, seconded and carried to accept the notice dated July 26, 2010 as proper Notice of Meeting.

APPROVAL OF AGENDA

It was moved, seconded and carried to accept the agenda.

3/4 VOTE RESOLUTION

The following $\frac{3}{4}$ vote resolution was presented to the owners for their consideration:

3/4 VOTE RESOLUTION DECK REPAIRS

WHEREAS The Owners, Strata Plan VR-406, wish to undertake inspections of and repairs to various decks around the building;

BE IT RESOLVED by a $\frac{3}{4}$ vote resolution of The Owners, Strata Plan VR-406, that a sum of money not exceeding \$10,000 be spent for the purpose of inspecting and repairing various decks around the building, such expenditure to be charged against the Contingency Reserve Fund.

It was agreed to proceed up to a value not to exceed \$10,000. The work is to remove the top 2x8 rail on the decks and check out the integrity of the wood underneath. Also the top will be replaced, sealed and caulked as well as the connection to the building being caulked. The vinyl strip at the front edge of each deck will also be reglued down and fastened with a restraining strip.

Following discussion, it was moved, seconded and **carried** by more than 75% of the vote to adopt the $\frac{3}{4}$ Vote Resolution – Deck Repairs (14 in favour, 3 opposed), as presented.

There being no further business, it was moved, seconded and carried to adjourn the Special General Meeting at 7:30 p.m.

JK/tr

Strata Plan VR-406

**NO QUORUM FOR COUNCIL MEETING
SCHEDULED FOR:**

AUGUST 31, 2010

THERE ARE NO MINUTES

Minutes of VR- 406 Strata Meeting

Held: Lobby of 1717 Haro Street, Tuesday October 21, 2010 7:00 pm.

Present: Wayne Ford – President
Doug Barton - Vice President
Kirsten Sorensen – Treasurer
Danijela Ferenc
Bruce Day
Anne Povey - regrets

Minutes: The minutes of the meeting held on June 29, 2010 were adopted.

Financials:

Total Cash Balance at August 31, 2010: \$79,627.59
CRF Balance at August 31, 2010: \$37,812.88

Total Cash Balance at September 30, 2010: \$81,707.75
CRF Balance at September 30, 2010: \$38,093.18

Correspondence: The Council has received correspondence regarding the renovations in suite 201 and permits are in place for the work required, a letter to the City of Vancouver has been sent acknowledging the renovations.

Previous Business:

- 1) Storage room cleanup has been completed.
- 2) Bike removal is in process of completion.
- 3) The liability waiver for the workroom will be posted.
- 4) On review of the community police summary the council reports that the hedge between the two buildings can only be reduced by one foot. Lighting below the shrubs on the left side of the building will be ineffective, as would be removing the shelter at the back door. Council will investigate putting a posted light at the back of the building similar to the one in the front.

New Business:

- 1) Concerns of lack of hot water have been addressed. A plumber was required to replace contacts, sensors and wiring; and electrician to replace a contact.
- 2) The water leak in the parkade will be addressed.
- 3) The front and back door cylinders have been replaced.
- 4) The deck repairs have been completed and the contractor reports that there are several decks needing more extensive repair, some including posts. Alan from AHD Consulting will be asked to prepare a report on the cost of the repairs.
- 5) The AGM date has been set for Wednesday August 24 at 7:00 pm. Owners are welcomed and encouraged to run for council.

Owners will be asked to approve the following:

- i) a 5% increase on monthly strata fees which represents an increase between \$10.00 - \$15.00;
- ii) a quote to enclose the space under suite 203 to prevent vagrancy;
- iii) the application of lattice to the top and side of the area between suite 104 and the front stairway, and a floating deck from planter to wall in the common area of suite 104.

Adjournment: Being there was no other business brought forward the meeting was adjourned and the next meeting is scheduled for November 24, 2010.



VANCOUVER CONDOMINIUM SERVICES LTD.

400 - 1281 W. GEORGIA STREET, VANCOUVER, B.C. V6E 3J7

December 2, 2010

MEMO TO: Owners
Strata Plan VR-406

FROM: Jason Kurtz

RE: ANNUAL GENERAL MEETING MINUTES

Attached are the minutes of the Annual General Meeting held on November 24, 2010. Please read and retain them for future reference.

STRATA FEES: There is an increase in strata fees effective January 1, 2011.

For those owners on pre-authorized chequing (PAC), you need do nothing as your payments will be adjusted automatically to the new rate on January 1, 2011.

For those owners who pay by post-dated cheques, please issue 12 new post-dated cheques payable to "Strata Plan VR-406" for the new amount effective January 1, 2011.

* * *

Attachment

VR-406/agm cover memo.docx



STRATA PLAN VR-406
Strata Fees Schedule

25-Nov-10
 YEAR END: DECEMBER 31

PASSED ON: NOVEMBER 24, 2010

UNIT	S.L.	U/E	TOTAL STRATA FEES DUE
101	2	655	\$218.05
102	3	897	\$298.61
103	4	484	\$161.12
104	1	922	\$306.93
201	6	647	\$215.38
202	7	634	\$211.06
203	8	625	\$208.06
204	9	615	\$204.73
205	10	922	\$306.93
206	11	702	\$233.69
207	5	922	\$306.93
301	13	647	\$215.38
302	14	634	\$211.06
303	15	625	\$208.06
304	16	615	\$204.73
305	17	922	\$306.93
306	18	702	\$233.69
307	12	922	\$306.93
401	20	647	\$215.38
402	21	634	\$211.06
403	22	625	\$208.06
404	23	615	\$204.73
405	24	965	\$321.25
406	25	659	\$219.38
407	19	922	\$306.93

TOTAL U/E

18159

\$6,045.06

X12

\$72,540.72

\$72,541.00
2011 BUDGET

FINAL

**MINUTES OF ANNUAL GENERAL MEETING
STRATA PLAN VR-406
HARO GLEN**

HELD

On Wednesday, November 24, 2010 at 6:00 p.m. in the Lobby,
1717 Haro Street, Vancouver, B.C.

PRESENT

22 owners in person or proxy, as per the registration sheet.

STRATA AGENT

Jason Kurtz, Vancouver Condominium Services Ltd.

QUORUM REPORT

There being a quorum present, the meeting was called to order at 6:00 p.m.

ELECTION OF CHAIR

Wayne Ford, the council President, chaired the meeting as per the strata corporation bylaws. Introductions were made and the meeting commenced.

PROOF OF NOTICE

It was moved, seconded and carried to accept the notice dated November 3, 2010 as proper Notice of Meeting.

APPROVAL OF AGENDA

It was moved, seconded and carried to accept the agenda.

MINUTES

It was moved, seconded and carried to approve the minutes of the August 16, 2010 Special General Meeting.

It was moved, seconded and carried to approve the minutes of the November 23, 2009 Annual General Meeting. There was no business arising.

UNFINISHED BUSINESS

There was no unfinished business.

PRESIDENT'S REPORT

The annual President's report was presented by the council President Wayne Ford and is inserted below for the benefit of those owners in attendance.

To all owners:

We have had a very busy year looking at the decks, having major repairs on the roof and doing general maintenance. It looks like we caught some small problems on the decks before they got away and became major. Some of the flashing on the leading edge of the decks had rusted away and were replaced (had this not been caught we could have had water leak back up underneath and cause major problems). There are some issues with the decks that need to be addressed over the next few years; nothing is ready to fall down but there is some rot that needs to be corrected. It is a good thing that the owners passed the OK to do the evaluation. It only passed by one vote and if had not gone ahead we would now know the extent of the problems encountered. We had originally intended to open the top rail of all decks to check for deterioration of the wood but we found more serious issues after about 10 decks and a decision had to be made as to spend the remaining money on repairs or continue on to evaluate the remaining 10 decks. The remaining decks were looked at and all were sealed and caulked; so the urgency to repair could be spread out over a number of years. A report of these problems was sent out with the minutes of the last meeting.

There were some new additions to the front area. Doug designed a new garden area to the right of the door and maintained it – thank you for that. Anne made sure that the minutes were sent out – thank you. Kirsten had the sensor put on the outside lights so future time adjustments no longer have to be made as well as taking notes of the minutes and helping out in the clean-up of the bikes. Bruce has made our lives better being there for all our lock problems and while no one ever sees or hears about these things, it is very nice to have someone to call when so many of our locks get cranky, not to mention the availability of having keys left at the hardware store for our techs to access.

Wayne Ford

INSURANCE REPORT

The insurance policy for Strata Corporation VR-406 as attached to the AGM notice was reviewed by the owners and approved.

All owners and residents are reminded that the strata corporation's insurance policy does not provide for individual contents, betterments or improvements (i.e., storage locker contents, clothing, furniture, decorating, upgrading of carpets, flooring, etc.). Owners and residents must carry their own "Owner Package" insurance for this coverage, including any improvements. You should contact your home insurance company to determine if you have this coverage or not.

2010/2011 BUDGET (YEAR END DECEMBER 31ST)

The 2010/2011 budget was presented to the owners for review and discussion. After review, it was moved, seconded and carried (unanimous) to approve the budget in the total amount of \$80,648.

Owners please note: There will be an increase in strata fees.

For those owners who pay by cheque, please issue post-dated cheques at the new strata fee rate commencing January 1, 2011, made payable to "Strata Plan VR-406".

If you are on the pac automatic payment program, your payments will be automatically adjusted to the new rate on January 1, 2011 for the 2011 fiscal year.

3/4 VOTE RESOLUTIONS

The following 3/4 vote resolution was presented to the owners for their consideration:

3/4 VOTE RESOLUTION ALTERATIONS TO DECK AT UNIT #104

WHEREAS section 71 of the Strata Property Act states that a Strata Corporation must not make a significant change in the use or appearance of common property or land that is a common asset unless the change is approved by a resolution passed by a 3/4 vote at an annual or special general meeting;

AND WHEREAS The Owners, Strata Plan VR-406 would like to approve certain proposed alterations to the common property deck at unit #104;

BE IT RESOLVED by a 3/4 vote resolution of The Owners, Strata Plan VR-406 that the owner of unit #104 be permitted to conduct the following alterations:

- Build the lattice to the top of the wall with a "tighter square lattice" and patch the concrete holes in the balcony soffit.
- Lay down a deck in front of the new patio door window stretching from the wall to the planter. The deck will be constructed out of 5 quarter round planks on top of sleepers.

All changes are subject to a satisfactory indemnity agreement being executed by the owner taking responsibility for the future repair and maintenance of the alterations and any related issues that may arise as a result thereof.

It was moved, seconded and **carried** (unanimous) to amend line 8 to read:

"Build the lattice on top of the wall."

It was moved, seconded and **carried** to place the ¾ Vote Resolution – Alteration to Deck at Unit #104 on the floor as amended and discussion ensued.

The owners engaged in a lengthy discussion regarding this resolution with several speaking both for and against the motion.

Following discussion, the vote was called and ¾ Vote Resolution – Alteration to Deck at Unit #104 was **defeated** (14 in favour, 7 opposed, 1 abstention).

* * *

NEW BUSINESS

1. Hallway Touch-ups: An owner volunteered to perform touch-up painting throughout the common area hallways. This item will be raised with the new strata council.
2. Annual Fire Testing: Annual testing of the fire systems will occur on Thursday, December 14, 2010. Notices will be posted in advance.

ELECTION OF STRATA COUNCIL

The members of council for 2010 automatically retired from their positions, pursuant to the *Strata Property Act*. The owners expressed their appreciation for a job well done by their outgoing council as well as council president, Wayne Ford who indicated he will not be standing for re-election for the 2011 fiscal year.

The following owners were nominated for council for 2010/2011:

Anne Povey	Unit #206
Danijela Ferenc	Unit #402
Doug Barton	Unit #404
Sue Cadeny	Unit #201
Grace Dierssen	Unit #303

There being no further nominations, it was moved, seconded and carried to cease nominations. The owners nominated were declared elected by acclamation.

There being no further business, the meeting was adjourned at 7:20 p.m. The next council meeting will be arranged at a later date.



Jason Kurtz
Vancouver Condominium Services Ltd.
#400 - 1281 West Georgia Street
Vancouver, B.C.
V6E 3J7

Telephone: (604) 684-6291 (24 Hour Emergency Services)
Toll Free: 1-877-684-6291 / Fax: 604-684-1539

JK/lc

WHAT YOU NEED TO KNOW ABOUT AN EARTHQUAKE

The idea of an earthquake is unwelcome and not something any of us would like to consider happening in Vancouver; however, it is imperative that we all understand the reality of dealing with the aftermath of a major earthquake should it happen here...

1. You are on your own. Do not count on your strata council or management company for assistance.
2. There is not a supply of food, water, blankets or other survival provisions stored anywhere on the property. You are on your own and need to prepare accordingly.
3. If there is natural gas service to your strata corporation there is no plan for shutting off the gas supply.
4. There are no arrangements for alternate living quarters if you are unable to return to your strata lot. You are on your own.
5. Depending on the severity of the earthquake, you may not be able to telephone/email the management company for assistance.
6. The contents of your strata lot, your automobile(s) and other personal property are not insured by the strata corporation. If you have made improvements to your strata lot, such improvements or betterments are not insured by the strata corporation either.
7. The strata corporation is insured for earthquake damage; HOWEVER, there is a deductible which means that there is no coverage for damages within that deductible. Generally the deductible is 10% of the value of the strata corporation although in some instances (ie. Richmond) the deductible could be 15% or 20% of the value of the property. In most cases this will amount to millions of dollars. Your strata corporation does not have reserve funds available to meet such a huge deductible. Repairs will have to be funded by one or more special levies. These could be substantial.
8. There is NO government plan or fund to assist either you or your strata corporation. You are on your own.

While it would be nice to hear that there are plans and that there is a safety net, your strata council and VCS bring you the above information in an effort to alert you to the reality of an earthquake scenario. The Government of Canada advises you should be prepared to be self-sufficient for at least 72 hours. Accordingly, you need to develop your own personal plans for survival. Like many people, you will not be adequately prepared and that is "human nature". Please remember, however, that "You are on your own" is the hard truth and the only rule that counts.

For further information, please visit the following websites:

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

City of Vancouver Earthquake Preparedness Tips
<http://vancouver.ca/emerg/prepyourself/earthquaketips.htm>

Public Safety Canada - What To Do during an Earthquake
<http://www.preparez-vous.ca/fl/earthquakes-what-to-do-eng.pdf>

Strata Meeting Minutes – VR406

Held: November 30, 2010 @ Suite #404, 5:30 pm

Present: Doug Barton
Sue Cadeny
Grace Dierssen
Anne Povey
Danijela Ferenc – regrets

Business:

- 1) This meeting was held to meet the new Strata Council members and vote on the new positions of Council to be held. The following positions were elected:
Doug Barton, President
Sue Cadeny, Vice President
Grace Dierssen, Treasurer
Anne Povey, Secretary
Danijela Ferenc, Member at Large
- 2) A discussion was held about the new elevator pads that were stolen. Council will look into replacing these pads and then discuss further about allocating a deposit for the elevator pad and key by each move in/out. The deposit will be returned upon pad and key return at the end of the move. The pads will then be removed by a council member immediately and stored.
- 3) Discussion about asking Jason Kurtz at VCS to assist with some past invoicing questions for future information for the current Council.
- 4) It was discussed that the Council and other interested residents could assist in the snow removal and salting as needed. The tools will be left in the main bike room for everyone to access if you wish to assist. If we are unable to keep up with the snow and ice, our cleaner, Rick, will help us at a charge of \$45.00 per hour.
- 5) There was a leak in the bathroom pipe in Suite #306. The water migrated to Suite #206 and down into the lobby/hall area on the first floor. Dehumidifiers and air movers have been installed in each area by Belfor, a Restoration Service company. We are still waiting for quotes to

repair the damage and for the drying service. Once this information is obtained, Council will decide whether to make a claim on our Strata Insurance or not. Some of the cost may be passed to the owner of Suite #306.

Adjournment: Being that there was not more business, the meeting closed at 6:30 pm.

Next Council Meeting to be held Tuesday January 25, 2011 @ 5:30 pm.

The new Council would like to wish you all
a very Happy and Healthy Holiday Season
and a Wonderful New Year!!

Strata Meeting Minutes – VR406

Held: January 25, 2011 @ Suite #404, 5:35 pm

Present: Doug Barton, President
Sue Cadeny, Vice-President
Grace Dierssen, Treasurer
Anne Povey, Secretary
Danijela Ferenc, Member at Large

Minutes: Previous meeting minutes for November 30, 2010 were reviewed and passed by the council.

Financial Reports: November 2010 Financials were reviewed, discussed and passed by the council.
As of November 30, 2010:

Total Cash Balance	\$78,787.59
Total CRF Fund	\$51,058.98

December financials had not been received at the time of this meeting.

Continued Business:

- 1) **Dumpster Lock** - The lock on the dumpster has been replaced and new keys were distributed to all owners/tenants. Whether or not to weld the lock onto the dumpster chain was discussed. The decision was not to weld the lock at this time.
- 2) **Deck repair** – Repair work for the decks of Suite 205 and 305 was discussed. The council will continue to work toward this remedy. Quotations for this work will be requested before final work will begin. Details to follow.
- 3) **Elevator Pads** - As a result of the last new elevator pads having gone missing, the council has decided that another set of new pads will again be ordered. Two to three quotes are being tendered. Pads will be ordered when the quotes are in and decided upon.

Correspondence:

- 1) An owner noted to the council that the security lights on the back west and east sides of the building were not working appropriately. After some investigation, this was resolved with

replacing a photocell. Thank you to the owner who advised the council of this situation.

- 2) It was brought to the attention of the council that there was an attempted break-in. Thankfully, there was no damage or entry into the suite. Following this incident, security bars have been installed in this unit at the point of entry as well as some deterring signage. The strata council also did some further pruning of the trees at the back which were likely used to assist in the access to the suite.
Please continue to be vigilant of the building and the activity in and around it. All of our personal safety and security of property is worthy of our diligence. Thank you.
- 3) An email was received from an owner concerning some deck destruction by woodpeckers. The council has responded by making it known to the owners that any repairs necessary will be handled by the council once advised by the owner.
- 4) An owner advised the council that there was a leak from the unit above. There was no damage to the suite. Plumbers were called in to repair the situation.

New Business:

- 1) CFL Light Bulbs - It was brought to the attention of many owners that a CFL bulb in the front hallway at the basement level was defective and caused a burning smell. The bulb was located and replaced. If any residents become aware of any other such issue, please bring it to the attention of any of the council members as soon as possible for prompt replacement. Thank you.
- 2) By-Laws and Rules – The Strata Council discussed the current status of the By-Laws and Rules and well as the current “Welcome Package”. During this council’s tenure, these documents will be reviewed by the council, update and forwarded to all owners for current record.
- 3) Move In Fees – It was discussed that in order to more easily facilitate the collection of the Move In fees, an invoice will be created for all owners for each “Move In” to a suite. The Move In fee will be due within 30 days of date of Invoice. This invoice generated by the Council will be able to assist the owners for tax purposes. If any owners have any question regarding this issue, please do not hesitate to contact any council member.
- 4) Elevator Key and Pads – please be advised, that Sue Cadeny, Vice President at Suite 201 will be the contact person to set up the pads and offer assistance with the elevator key as needed. A \$50 deposit for the key and pads will be taken and returned following the return of the key and pads by Sue.

- 5) Leak from #306 – The leak that ran began in November and ran down into the Lobby is still being addressed. Communications with the Insurance company and restoration company continues. The council is in discussion whether this will be a strata insurance claim or not. Details to follow.
- 6) Email communication with owners – It was discussed that some owners may prefer to receive their Minutes and other Council communications via email rather than paper. If you wish to receive your documents by email, please advise the Council by putting a note in the Council Mail Box. Your information will be noted for future communications. Thank you.
- 7) First floor ceiling leak – The leak that occurred on the first floor by the hall vent was caused by a small pin hole in the water distribution pipe. A plumber was contacted and the leak was repaired. Restoration of the ceiling will commence shortly. The hallway carpet will be spot cleaned once this work is completed.
- 8) Building Insurance – The latest copy of our building insurance was received. Please find a copy of this certificate attached to these Minutes.
- 9) Building Maintenance Plan – The council discussed the idea of beginning a maintenance plan for the future of the building. Ideas were exchanged as to how best tackle this project. The council will continue to discuss this issue and will advise the owners as to any final decision in future meeting minutes.
- 10) Hallway Painting and Carpet Maintenance – A council member brought up to the council interest in freshening up the hallways with some new paint. This work would be done on a tight budget by using the manpower of interested council members and other owners if desired. This member also suggested some repair be done of some of the seams in the hallway carpets where needed. Quotations for this repair work will be requested and reviewed. The council agreed to look into this further. Details to follow.
- 11) Bike Room – The current status of the bike room was discussed. In the future, more racks may be installed to ease of use in this room. Budget and time will be considered as we move forward.

Adjournment: Being that there was not more business, the meeting adjourned at 8:30 pm.

Next Council Meeting to be held Tuesday March 15, 2011 @ 5:30 pm.

Strata Meeting Minutes – VR406

Held: March 15, 2011 @ Suite #404, 5:30 pm

Present: Doug Barton, President
Sue Cadeny, Vice-President
Anne Povey, Secretary
Regrets: Grace Dierssen, Treasurer
Danijela Ferenc, Member at Large

Minutes: Previous meeting minutes from January 25, 2010 were reviewed and passed by the council.

Financial Reports: January and February 2011 Financials were reviewed, discussed and passed by the council.
As of November 30, 2010:

Total Cash Balance	\$69,174.84
Total CRF Fund	\$39,503.79

Continued Business:

1. **Painting** - Painting will commence of the Front Entry and the hallways Saturday and Sunday March 26th and 27th. The Council would like to thank all of the volunteers who signed up to help. If you would still like to participate, we will welcome all extra hands! Following the painting, baseboards will then be installed in these areas.
2. **Gardening** - Pruning and cleaning of the west side of the front garden was completed this past couple of weeks. This council would like to continue with this cleaning and general maintenance of the garden annually. There will be further work done on the garden in the future to keep the grounds looking well maintained which will improve the building appeal.
3. **Elevator Pads** – After discussion, the council had decided that order of new elevator pads have been deferred until a later date.

Correspondence:

1. An owner requested approval to put up some lattice on their balcony that is painted to match the building. Council approved this request.

New Business:

1. **Recirculation Pump** – Milani came to work on this pump when it was found to be making noise. The pump is now working properly.
2. **Suite 305** – This suite appears to be empty at the time of this meeting. The owner has suggested that they will not be returning until May of this year.
3. **General Building Tidiness** - The council asks that all residents keep the building clear of personal items. This includes the Bike Room, locker areas and the garage. All personal items are to be stored in your unit or in your locker.
4. **CCI** – The council has joined the Canadian Condominium Institute Vancouver Chapter for a small fee. This will allow the Council to attend meetings at a lower cost, in order to keep aware of new information about Condominium law and other related important information.
5. **Suite 206 & 306** – Remediation of these two bathrooms have yet to be completed due to illness of an owner and ability to get comprehensive quotations on the repair. These will be completed as soon as possible.
6. **Building Depreciation Report** – This is a report that will assist a building and its owners to make plans for future work projects and maintenance so that each Strata Corporation is prepared and has plans in place for financing of future large projects. This has become law within the last year so we will do our very best to keep you informed as we learn more moving forward.
7. **Sidewalk** – Council discussed the gaps in the front sidewalk as well as at the top of our stairs. Since this meeting, a council member contacted the city regarding this issue and they have repaired the gaps.
8. **Earthquake Preparedness** – It was discussed that there may be things that we can do as a strata corporation to be as prepared as possible in the case of an emergency. Further discussion and planning for this will be outlined in future.
9. **Washers** – The washing machines on the first and third floors required attention and were maintained this month.

Adjournment: Being that there was not more business, the meeting adjourned at 7:10 pm.

Next Council Meeting to be held Tuesday May 24, 2011 @ 5:30 pm.

Strata Meeting Minutes – VR406

Held: May 17, 2011 @ Suite #404, 6:00 pm

Present: Doug Barton, President
Sue Cadeny, Vice-President
Anne Povey, Secretary
Grace Dierssen, Treasurer
Danijela Ferenc, Member at Large

Minutes: Previous meeting minutes from March 15, 2010 were reviewed and passed by the council.

Financial Reports: March and April 2011 Financials were reviewed, discussed and passed by the council.

As of November 30, 2010:

Total Cash Balance	\$70,515.07
Total CRF Fund	\$40,067.49

Continued Business:

1. **Painting and Baseboards** – The Council would like to thank all of the volunteers who helped with this project. The result has been well appreciated by many of the residents!
There was also artwork that was hung in the front lobby area and well as on each floor. Thank you goes to Bruce for putting security hooks on each of these art pieces for security.
2. **West Front Garden** – The Council would like to thank everyone who helped with the new rocks in the west garden and the general creating of the revised garden design. Many hands made lighter work!! Thank you!
3. **Electrician** – An electrician came to replace front hall and lobby wall plugs. They now work well.
4. **High Electric Bills** – Some residents have mentioned to the council that they have been receiving strangely high electric power bills. If you have experienced this, please let the council know for future consideration of investigation.
5. **Drain problem** – It was brought to the Council's attention that unit #102 experienced some drain backup problems. A plumber was called in and found that the drain was clogged. This came from the building main pipe drains. This has lead

to the Council finding that all of the main drain stacks need to be cleaned. Quotes are now being investigated for this to be completed.

6. **Parking** – Please be sure that if you have visitors, please do not allow them to park in the driveway. This area will be soon have a sign designating this area on the west side of the driveway for Trades only. All others will be towed. We thank you for your assistance and cooperation.
7. **One owner is behind of the increase of this year's monthly maintenance fees.** Formal written notice has been sent to the owner for their attention to this matter.

Correspondence:

There was no correspondence received since the last council meeting.

New Business:

There are no current projects or business to report for this period.

Adjournment:

Being that there was not more business, the meeting adjourned at 7:30 pm.

Next Council Meeting to be held Tuesday July 26, 2011 @ 6:00 pm.

Strata Meeting Minutes – VR406

Held: July 26, 2011 @ Suite #404, 6:00 pm

Present: Doug Barton, President
Sue Cadeny, Vice-President
Anne Povey, Secretary
Grace Dierssen, Treasurer

Regrets: Danijela Ferenc, Member at Large

Minutes: Previous meeting minutes from May 17, 2010 were reviewed and passed by the council.

Financial Reports: May and June 2011 Financials were reviewed, discussed and passed by the council.

As of November 30, 2010:

Total Cash Balance	\$78,208.68
Total CRF Fund	\$44,272.81

Continued Business:

1. High Electric Bills – Some residents had mentioned to the council. These residents have since contacted BC Hydro and received satisfaction with their initial complaints.
2. Drain problem – As mentioned in the council discovered a master drain problem. The main drain stacks have now been cleaned. It was brought to the Council's attention that this cleaning should be done bi-annually moving forward.
3. The Owner who is behind on paying the increase of this year's monthly strata fees is still being communicated with by the Council for resolution.
4. Remediation work for units #206 & #306 has been completed. The work was completed under expected cost.

Correspondence:

There was no correspondence received since the last council meeting.

New Business:

1. Financial review: The Council reviewed previous account balances from previous projects. It was found that there are some unused funds of \$2,390 from 2009 for the building caulking project. It was agreed that the Council will make

arrangements to be released back to the Contingency Reserve Fund.

2. **Laundry Hours:** It has been brought to the Council's attention that some residents are not concurring with the posted laundry hours. Please follow the laundry hours to be respectful of all other residents. The hours are 9 am -10 pm. Please be sure that your last load of laundry is completed by 10 pm. Thank you.
3. **Pest control:** Following the most recent need to call for assistance to spray for ants at the northwest corner of the property, the Council has agreed to reinstate regular pest control for the building and surrounding grounds starting next spring.
4. **Power washing:** The Council would like to thank Dani for the power washing of the garage and the exterior area leading to the garage. Her arrangement for the machine and her time were greatly appreciated by all! Thank you Dani!
5. **Bulletin board:** A bulletin board will be installed at the Garage level by the elevator as it has been found that many residents miss notices posted on the main floor lobby level.
6. **Painted floor:** The floor of the elevator area at the garage level will be painted over the next short while. A notice will be posted in advance of this being completed.
7. **Building carpet:** The first floor carpets have been professionally cleaned. The balance of the carpet has been left for now due to their wear and deterioration. Quotes are being sought and will be presented to the Council in the future for carpet replacement.
8. **Window cleaning:** The window cleaning has been completed.
9. **Building signage:** New signage has replaced the aging and worn signage for the "Haro Glen" and "1717" on the front door.

Adjournment:

Being that there was not more business, the meeting adjourned at 8:15 pm.

Next Council Meeting to be held Tuesday September 13, 2011 @ 6:00 pm.

Special Note:

The Council wants to make mention that our long time tenant, Des, from Suite #103, has moved out and no longer lives here with us. We are sad to see him go but wish him well.

**Special General Meeting
VR-406
Tuesday, August 30, 2011**

This Special General meeting was called to order at 7:02 pm.

Doug Barton was elected for Chair of the meeting.

A Quorum was accepted. With this acceptance, there was an owner who would like the wording of the Quorum re $\frac{3}{4}$ Resolutions to be made clearer re the $\frac{3}{4}$ Quorum of Owners present rather than the $\frac{3}{4}$ of Owners as it states in the standard wording of the Resolution. This owner also made mention of the "0" (zero) in the VR-406 (VR-0406) as was indicated on the original Special meeting Notification and Agenda from VCS. This owner would like to see the zero be removed. This will be discussed with VCS on behalf of this Owner.

Proof of Notice of this Meeting was approved.

The Agenda for this meeting was approved.

The Resolution of the Meeting to be voted on was as follows:

BE IT RESOLVED by a $\frac{3}{4}$ vote resolution of The Owners, Strata Plan VR-0406, that a sum of money not exceeding \$6,000 be spent for the purpose of repairing the deck at unit #203, such expenditure to be charged against the Contingency Reserve Fund.

Doug spoke about the needed deck repair for suite #203 and the history behind this information. Doug also advised the Owners that the repairs on deck #305 have been completed.

Discussion was had by the owners. It was decided to raise the amount of the money to be needed should not exceed \$7,000 so this change was made to the resolution. Following this change to the Resolution, the vote was cast and the Resolution was passed.

Meeting terminated at 7:45 pm.

Strata Meeting Minutes - VR400

Held: Tuesday, October 3, 2011 @ Suite #404, 6:00 pm

Present: Doug Barton, President
Sue Cadeny, Vice-President
Grace Dierssen, Treasurer
Anne Povey, Secretary
Danijela Ferenc, Member at Large

Minutes: Previous meeting minutes from July 26, 2010 were reviewed and passed by the council.

Financial Reports: August 2011 Financials were reviewed, discussed and passed by the council.

As of August 31, 2010:

Total Cash Balance	\$73,970.63
Total CRF Fund	\$41,202.03

Continued Business:

1. The Owner who is behind on paying the increase of this year's monthly strata fees is still being communicated with by the Council for resolution.
2. The balcony remediation for suite #203 began and has been completed at the time of these minutes being prepared.

Correspondence:

There was no correspondence received since the last council meeting.

New Business:

1. **Laundry Hours:** It has been brought to the Council's attention that some residents are still not concurring with the posted laundry hours. Please follow the laundry hours to be respectful of all other residents. The hours are 9 am -10 pm. Please be sure that your last load of laundry is completed by 10 pm. Thank you.
2. Jason Kurtz, our contact at VCS has left the company. Our new contact is Jocelyn Laue.
3. The overhead garage door has been serviced. Going forward this will be done on an annual basis. However, we have been advised that the bearings in the lifting mechanism are worn out and that the unit will need to be replaced most likely within the next 12 months. The cost will be approx. \$2,000.00 N.B. Thank you to Bruce Day for fixing the garage door key box!!

Adjournment:

Being that there was not more business, the meeting adjourned at 7:00 pm.

Next Council Meeting to be held Friday, November 4, 2011 @ 5:00 pm.

Strata Meeting Minutes - VR406

Held: Tuesday January 17, 2012 @ Suite #404, 5:00 pm

Present: Doug Barton, President
Sue Cadeny, Vice-President
Grace Dierssen, Treasurer
Anne Povey, Secretary

Minutes: Previous meeting minutes from November 4, 2011 were reviewed and passed by the Council.

Financial Reports: November and December 2011 were reviewed and passed by the Council.

As of December 31, 2011:
Total Cash Balance \$76,052.37
Total CRF Fund \$24,301.18

Correspondence:

The Council did not receive any correspondence since the last meeting.

New Business:

1. Further to the information regarding our new Organic Waste Bin, Council has posted the pick-up schedule for this bin. General information regarding what can be put into the bin will be posted on both bulletin boards shortly. If you have any questions about use of this bin (labeled as "Yard Trimmings"), please contact any of the Council members.
2. Garden: This year the Council would like to work on the boulevard as well as consider ways that lighting might be installed in the west front garden to match the east front garden. This may take some work as there is currently no easy electrical outlet to connect to.
3. Carpet: As mentioned at the most recent AGM, the Council has investigated replacing the carpeting in the building. This will be quite a costly venture, so it is the Council's intent that we plan and save for this project for as long as it is possible.
4. Windows: It has been brought to the attention of the Council by a few owners that they may be interested in replacing their current single pane windows with those that are the more energy efficient double paned type. It is this Council's opinion that this is quite acceptable given the Council is advised in advance and the windows are approved by the Council. Also, these window replacements will be the complete responsibility of the owner for any and all costs of the replacement and any or all damage the replacement may cause.

Strata Meeting Minutes - VR406

- 5. Council would like to take this opportunity to extend a warm welcome to Nate and Tara, the new owners of suite 102, to the building and wish them health and happiness in their new home.**

Given that there was not further business, this meeting was adjourned at 6:30 pm.

Next Council Meeting: Tuesday March 6, 2012.

NB: Following the AGM, the newly re-appointed Council met and assigned officers for the positions for this year's Council.

Strata Meeting Minutes – VR406

Held: Tuesday March 13, 2012@ Suite #404, 5:00 pm

Present: Doug Barton, President
Sue Cadeny, Vice-President
Anne Povey, Secretary

With Regrets: Grace Dierssen, Treasurer

Minutes: Previous meeting Minutes for January 17, 2012 were reviewed and passed by the Council.

Financial Reports: January and February 2012 Financials were viewed and passed by the Council.

As of February 29, 2012:

Total Cash Balance:	\$70,226.74
Total CRF Fund:	\$24,848.20

Correspondence:

- 1) Council received a complaint regarding a resident who was parking a second vehicle in the Visitor Parking area repeatedly. The resident has been reminded that this is not available for their use for this purpose. The resident understands and has agreed to make alternate arrangements.
- 2) Council received a request from #102 about the opportunity to beautify the Common area outside of their suite. Council has drafted a response to both suite #102 and #104 regarding what would be acceptable.

New Business:

- 1) The front garden has been pruned for the season. The same landscaper that did this work for us last year completed this. He is working toward improving the overall look and balance of the shrubs with each visit.
- 2) Work will begin again on the next two decks as soon as the weather improves.
- 3) The garage door has had its annual maintenance and seems to be still in good working order.

- 4) Smart Meters were installed in our building on February 9, 2012.
- 5) Council spent some time discussing the issue of Depreciation Reports and how this may affect us as a Strata Corporation. Information regarding this situation is being gathered. Written copies of this information will be sent out to all owners for review and consideration over the next few weeks and months as this information becomes available.

Given that there was no further business, the meeting was adjourned at 6:25 pm.

Next Council Meeting: Tuesday May 15, 2012

NB: Attention all Residents:

A reminder that no items are to be stored in your parking stalls. Please keep your parking stall clear of all debris and articles of any kind, as this is a violation of the Fire Code.

Please DO NOT put shoes in the dryers as this causes too much damage to the inside of the dryer as well as being too noisy for the nearby suites.

The Council thanks everyone in advance for their cooperation.

STRATA COUNCIL MEETING MINUTES–VR406

Held: Tuesday, May 15, 2012 at Suite #404, 5:00pm

Present: Doug Barton, President
Sue Cadeny, Vice-President
Grace Dierssen, Treasurer

With Regrets: Anne Povey, Secretary

Minutes: Previous minutes for the March 13, 2012 Council Meeting were reviewed and passed by Council.

Financial Reports: The March and April, 2012 financials were reviewed and passed by Council.

As of April 30, 2012:
Total Cash Balance: \$74,563.38
Total CRF Fund: \$25,387.11

Correspondence:

- (1) The contract with Normac Appraisals Ltd. for building insurance appraisal service was renewed for an additional three years commencing May 1, 2012, cost - \$600.00 plus applicable taxes.
- (2) Council has received complaints from numerous residents concerning the excessive dog barking coming from a suite in the building next door at 851 Bidwell Street. The manager of that building has been contacted and the matter seems to have been resolved. If in the future this problem arises again, please feel free to contact council.

New Business:

- (1) Work has begun on the decks to suites 205 and 303 and should be completed by the end of the month.
- (2) Quotes have been solicited as to the cost of removing the green algae from the northeast corner of the building. Hopefully this can be completed by the end of June.
- (3) The annual roof inspection has been completed. The only work suggested is the application of a second coating of the UV protector which was applied three or four years ago. Some residents have noticed a huge difference in the radiant heat emanating from the roof, especially on the top floor, and it will also extend the

life of the roof. A second coating is the last application of this product that will be required.

- (4) Quotes have been solicited for the preparation of a Depreciation Report from both engineering firms and building appraisal companies. One quote has been received and the others are expected to be received within the next two weeks. Once this information is received, Council will prepare an information package to forward to all owners for their perusal and consideration. This matter will be on the agenda for the 2012 annual general meeting.
- (5) The exterminators have sprayed the perimeter of the building for carpenter ants on May 7th.
- (6) The building next door at 851 Bidwell had exterminators install mousetraps around the perimeter of their building a few weeks ago. Since then there have been two mouse sightings on a second floor deck at Haro Glen. Residents are asked to report any possible mouse sightings to council immediately so it can be dealt with in a timely manner.
- (7) We've had a few unexpected expenses this month (i.e. numerous washer and dryer repairs and the Norman Appraisals contract renewal) therefore, Council has decided to defer the annual window washing until next year as a cost saving measure.
- (8) An attempt is currently being made to re-seed the boulevard in front of the building, hopefully this will be successful. If not, we can try something different next year, any suggestions will be appreciated!

Given that there was no further business, the meeting was adjourned at 6:15pm.

Next Council Meeting is scheduled for Tuesday, July 17, 2012 at 5:30pm

ALL RESIDENTS ARE REMINDED TO WAIT UNTIL THE GARAGE DOOR CLOSSES BEFORE LEAVING WHEN ENTERING OR EXITING THE PARKING GARAGE.

STRATA COUNCIL MEETING MINUTES – VR406

Held: Tuesday, July 17, 2012 at Suite #404, 5:00pm

Present: Doug Barton, President
Sue Cadeny, Vice-President
Grace Dierssen, Treasurer

With Regrets: Anne Povey, Secretary

Minutes: Previous minutes for the May 15, 2012 Council Meeting were reviewed and passed by Council.

Financial Reports: The May and June, 2012 financials were reviewed and passed by Council.

As of June 30, 2012:

Total Cash Balance: \$67,072.90

Total CRF Fund: \$25,927.51

Correspondence:

- (1) Council has been approached regarding the installation of additional wall hanging bike racks in the bike room. Peter from suite 201 will look into the cost of the installation of the racks and will present council with a plan as soon as possible.

New Business:

- (1) Repair work has been completed on the decks to suites 205 and 303.
- (2) The work removing the green algae from the building has been completed.
- (3) The application of the second coating of UV protector on the roof as been completed.
- (4) Council has received the solicited quotes for the preparation of a Depreciation Report from both the engineering firms and building appraisal company. Due to the length of these documents they will be distributed to owners under a separate cover later this summer to give all owners time to review before the annual general meeting which will probably be scheduled for early December.
- (5) As you are probably aware, the lock on our dumpster was provided by Waste Management, what you probably are not aware is that the same key fits all Waste Management dumpsters! One of the westend's dumpster divers has managed to get a hold of a key and has been going through our dumpster (as well as the

dumpster next door) late at night on a fairly regular basis. Waste Management has advised that we have two options, we can put our own combination lock on the dumpster and provide Waste Management with the combination or put on our own padlock and provide Waste Management with a key. We may have to choose one of these options if this problem continues.

Given that there was no further business, the meeting was adjourned at 6:00pm.

Next Council Meeting is scheduled for Tuesday, September 18, 2012 at 5:00pm