

STRATA PLAN VR 1679
ANNUAL GENERAL MEETING MINUTES
Held on Wednesday, July 7, 2010 at 7pm
In the Picnic Area of 458 East 43rd Avenue, Vancouver, BC

STRATA COUNCIL PRESENT: Colleen Halloran
Jeremy DeSilva
Roquita Cabagnot

MANAGEMENT PRESENT: Craig Carlyle, Property Manager
Pacific Quorum Properties Inc.

1. CALL TO ORDER

The meeting was called to order at 7:02 p.m. by the Property Manager.

2. QUORUM

The Property Manager confirmed that 8 of the 16 Owners eligible to vote at the meeting were present, 6 in person and 2 by proxy, meeting the 33% requirement of the Strata Property Act; and that voting cards had been distributed. He also confirmed that notice had been issued to all owners as per the Strata Property Act.

3. PRESIDENT'S REPORT

1. Thank you to the Strata Council for their help in the 2009 – 2010 year.

Roquita Cabagnot, Jeremy De Silva, and Ramon Ramos have attended many meetings and made important decisions on behalf of the owners. They have been council members for several years and their efforts are appreciated.

2. Financial situation:

Expenses in 2009-2010 were below the expected amount in several categories resulting in a surplus of \$3,350. Therefore, the proposed budget for 2010 Strata fees will not increase.

Surplus funds will offset increases to Pacific Quorum Property Management fees \$8,851 (5% increase), and Building Insurance - \$5,200 per year.

3. Current funds in Special Assessment:

The owners have raised \$51,000 in Special Assessments since the spring of 2008.

i) 2008 – 2009: \$36,000

ii) 2009 AGM committed to raise \$15,000 in funds. As of July 1st, 2010, the fund will have approximately \$14,000.

iii) Expected 2010-2011 Special Assessment: \$16,000 bringing the total Special Assessment since 2008 to \$67,000.

4) Balcony repairs

i) **2009 Balcony work:** last summer, Rockport Construction completed \$18,140 in repairs: \$10,025 for #301, a large corner balcony; sealing/caulking around all balconies and scuppers; installation of venting for overhangs and balconies for first and second floor levels.

ii) **2010 summer: balcony repairs for #202 & 203 will be completed this summer** using Ben Snell Enterprises as contractor for the amount of (2 x \$5,650) + HST. Vinyl flooring will be installed and flashing will be replaced. The funds for this are already

collected. The work will begin August 7th.

5) Various 2009 AGM matters reported on:

- Fire doors were upgraded with addition of metal on the bottoms of five doors: \$908
- Three trees were removed on north side of the building: \$630
- Fencing posts were not replaced at the back of the property: there was some concern for the welfare of the large spruce trees.

Exterior Painting: Painting of the building not necessary for 5 years:

Maurice Hulscher, co-owner of Alumni Painting Ltd. which painted our building and fence in 2005, came to look at the building regarding a possible future paint job. He advised that:

4. The building exterior is in fine condition and won't need to be repainted for five years. Good quality paint was used and the building exterior is holding up well.
 5. The building was built before the leaky condo situation arose, and it is designed to breathe naturally. He doesn't see signs of wall cracks which could have suggested that rubberizing paint was called for. Therefore he advised against using paint with an 'elastoplastic' or 'rubberizing' quality.
 6. For cosmetic purposes, areas such as around some balconies could be sprayed with a bleach solution using a (non-pressurized) hose at some point in the future.
 7. The fascia boards at the top look like they are in good condition.
- Regarding the fence, he did recommend that in the future, pressurized wood should be used to replace posts and capping, or replacing the fence entirely. He also suggested that the fence not be painted in the future, but left in its natural state if the wood is pressurized. He mentioned that it is difficult to keep fences properly painted beyond 5 years, and it isn't really needed.

4. ADOPTION OF PREVIOUS MINUTES

It was:

MOVED and SECONDED (DeSilva/Cabagnot)

To approve the minutes of the July 23, 2009 Annual General Meeting.

CARRIED

5. INSURANCE OVERVIEW

At this time the Property Manager provided an overview of the Corporation's insurance coverage, explaining areas covered, limits of coverage and deductibles.

All owners were provided a copy of the insurance cover note in their notice of this meeting.

NOTICE

Also noted was the fact that owners may be responsible for the Strata's insurance deductible

in the event of a claim which emanated from within the owners unit.

Owners should investigate coverage for such deductible charge backs through their individual homeowners insurance broker.

Please note that the water escape deductible is \$5,000.00

6. 3/4 VOTE RESOLUTION #1 – Changing the Fiscal Year End

At this time the resolution was read and explained:

Be it resolved:

That the owners of VR 1679 Urana Mews approve the changing of the strata corporation's fiscal year end to April 30th from May 31st.

Colleen Halloran spoke in favour of the resolution saying that it should make it easier for the Strata Corporation to collect special levy funds in advance of the busy summer building and repair season. This would allow the Strata Corporation to contact and book the services of contractors earlier than is presently possible.

It was then:

MOVED and SECONDED (Fawcett/DeSilva)

To approve the resolution as presented.

FOR: 7

OPPOSED: 1

CARRIED

7. CONSIDERATION OF THE 2010 - 2011 OPERATING BUDGET Option # 1

At this time the Property Manager presented the budget entitled Option # 1 explaining that with the passing of Resolution # 1, the Strata Corporation's year end will now be April 30th. He noted that this budget will see increases in Insurance, Management Fees, Repairs & Maintenance as well as the owners' contribution to the Contingency Fund. However, there will be no increase in Strata Fees.

After questions, answers and discussion,

It was then:

MOVED and SECONDED (McNelis/Halloran)

To approve the budget as presented.

CARRIED

NOTE

With the passing of the new budget the strata fees remain unchanged.

(See attached schedule)

8. 3/4 VOTE RESOLUTION #2 – Maintenance Fund

At this time the resolution was read and explained:

Be it resolved:

That the owners of VR 1679 Urana Mews approve an expenditure of **\$16,000.00 (Sixteen Thousand Dollars)** for ongoing building repairs, maintenance and upgrades. The initial allocation of funds will be as follows - **\$4,600.00 (Four Thousand and Six Hundred Dollars)** for the caulking of thirty-five windows at VR 1679 Urana Mews as per the quote received from Ben Snell Enterprises Ltd. dated May 31, 2010; **\$2,750.00 (Two Thousand, Seven Hundred and Fifty Dollars)** to re-seal a minimum of three windows, two in the east hallway and the window at Suite # 204.

Any remaining funds will be used to caulk and/or glaze additional windows as necessary and for future balcony repairs. The funding for the **\$16,000.00 (Sixteen Thousand Dollars)** expenditure shall be raised by a special assessment against each strata lot proportionate to the unit entitlement of the strata lot.

The special assessment amounts shall be due and payable upon the approval of this resolution and, for the purposes of financial convenience only, may be paid in three equal instalments on **August 1st, 2010, November 1st, 2010 and May 1st, 2011** pursuant to the attached schedule.

This special assessment shall be considered part of the common expenses of the Strata Corporation, and Section 116 of the *Strata Property Act* of British Columbia shall be applicable where an owner fails to make the required payment as authorized by the passing of this resolution. The Strata Corporation agrees that a fine in the amount of \$25.00 per month together with interest calculated at 10% per annum shall be charged on all special assessment amounts in arrears in excess of thirty (30) days

Owners who pay their special assessment in full on **August 1st, 2010** shall receive a discount of 5% of the special assessment amount as per the attached schedule.

Colleen Halloran spoke in favour of the resolution saying that the windows should be caulked as a preventative measure, and that by doing so, the windows would be better sealed against the elements. She added that there are three windows at VR 1679 that need to be resealed. She concluded her remarks noting that balcony repairs are part of the Strata Corporation's ongoing repair and maintenance program. Another owner also spoke in favour of the resolution saying that if owners do not properly maintain the property then the value of the property will decrease.

It was then:

MOVED and SECONDED (McNelis/Halloran)

To approve the resolution as presented.

FOR: 8

OPPOSED: 0

CARRIED UNANIMOUSLY

9. ELECTION OF 2010 – 2011 STRATA COUNCIL

At this time the property manager took the opportunity to thank the 2009 – 2010 Council for all their hard work. As the current Council's term of office expired at this meeting the floor was opened for nomination to the 2010 - 2011 Strata Council, with the following Owners accepting nominations:

Colleen Halloran	# 202
Jeremy DeSilva	# 302
Roquita Cabagnet	# 205

Hearing no further nominations the floor was closed.

It was then:

CARRIED by ACCLAMATION the Approval of the 2010 – 2011 Strata Council.

10. NEW BUSINESS

a.

The owners discussed at length a request from a potential purchaser asking that her sister be allowed to occupy the suite should the purchaser buy the suite. After considerable discussion the owners agreed that they should hold a meeting at which time all owners present would have the opportunity to vote on this request. A motion was then presented:

To hold a meeting at a date to be determined at which time all owners in attendance will have an opportunity to vote on whether the sister of the potential purchaser be allowed to occupy Strata Lot 11 - # 302 should the potential purchaser buy Strata Lot 11 - # 302.

It was then:

MOVED and SECONDED (McNelis/Halloran)

To approve the motion as presented.

FOR: 8

OPPOSED: 0

CARRIED UNANIMOUSLY

b. **Tree Pruning**

The owners discussed the need to prune the tree at the northwest corner of the property and the tree at the northeast corner of the property. Quotes received by the Strata Corporation are \$300.00 to trim the tree at the northwest corner and \$250.00 to trim the tree at the northeast corner. The incoming Council will take this matter under advisement.

c. **Fence**

The incoming Council will look into the cost to replace the posts on the back fence.

d. **Pest Control**

The incoming Council will consider reducing the frequency of visits by the Strata Corporation's pest control contractor from monthly to quarterly as the Strata Corporation has not been experiencing pest problems.

e. **Regular Window Maintenance**

The Strata Corporation would like to remind all owners that they should regularly clean the drain holes in their windows. Regular maintenance will improve the removal of any water build up that occurs. One owner suggested that a pipe cleaner will effectively clean the drain holes.

f. **Updating the bylaws for VR 1679 Urana Mews**

The incoming Council will be reviewing the current bylaws of VR 1679 in light of recent changes to the Strata Property Act.

g. **Front Gate**

The owners discussed whether they wish to re-attach the front gate and agreed not to do so. Repairs to the fence posts at the front gate at VR 1679 will be repaired however.

11. ADJOURNMENT:

As there was no further business this meeting was adjourned at 9:20 p.m.

THE DATE OF THE NEXT COUNCIL MEETING IS TO BE SCHEDULED.

ATTENTION:

**Please keep these minutes on file as a permanent legal record
of your Strata Corporation's business.**

Submitted by:
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