



**MINUTES OF THE COUNCIL MEETING, STRATA PLAN VR 969, LANDVIEW PLACE, HELD ON
WEDNESDAY DECEMBER 14, 2011 at 100 – 1450 CREEKSIDE DRIVE, VANCOUVER, BC AT 7:00 PM**

Council in Attendance:

E. Ko
J. Sinclair
K. Coutts

Management in Attendance:

M. Adams, Pennyfarthing Management Corp.

CALL TO ORDER

The Meeting was called to order at 7:05 p.m.

ADOPTION OF THE AGENDA

It was **RESOLVED** to accept the Agenda of the Strata Council Meeting held on December 14, 2011 as circulated.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

ADOPTION OF PREVIOUS COUNCIL MEETING MINUTES

It was **RESOLVED** to approve the Minutes of the Strata Council Meeting held on October 18, 2011 as circulated.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

REPORT ON UNAPPROVED EXPENDITURES

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

BUSINESS ARISING

1. Insurance Renewal

It was **RESOLVED** to renew the building insurance according to the quote from Coastal Insurance Brokers.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

The Property Manager will forward the necessary paperwork to Coastal Insurance.

2. Owner scheduled to appear before Council

An owner was scheduled to appear before Council to discuss the fine against their unit for contravention of the bylaws. However the owner did not appear at the meeting. The fine against the unit stands.

3. Executive Air recommendations

Executive Air (the Landview Place HVAC contractor) recommended the Combustion Air Duct of Boiler 1 be repaired at a cost of \$260. Council approved this repair.

4. Carpet Quotes

Council reviewed the quote from New City regarding carpet installation. Samples were given to Council members by New City staff. The Property Manager will look up the existing quotes for carpets obtained by a previous Property Manager, and forward these to Council.

5. Landscaping Contract

Council wishes to reinstate the contract with Eco-logical Landscaping for March 1, 2012, as this is when the membrane work at the front of the building is scheduled to be finished by New City Contracting. The Property Manager will contact Eco-logical Landscaping to obtain and review their contract proposal.

6. Service from Kone Elevator

Council directed the Property Manager to contact Kone Elevator because Kone missed their September service call, but charged the strata. Council instructed the Property Manager to seek a refund from Kone for that month. The Property Manager will instruct Kone to install a log sheet in the elevator room so the strata can monitor the activity of the elevator technicians.

7. Photocopy & postal charges

Council queried the Property Manager about the strata's photocopy & postal charges. The Property Manager said it was necessary to make 3 copies of engineering reports to appeal the tax assessment with BC Assessment, so this unusual activity added a significant number of copies to the charges.

The Property Manager will correct the charges for photocopying and courier service of legal documents that were mistakenly charged to the strata, when they should have been charged to two owners who are severely in arrears in their strata fee & Special Assessment payments. The strata is pursuing these two owners in BC Supreme Court, applying to the court to force the sale of their strata lots in order to pay their outstanding balances.

8. Dealing with New City and VVV

Council will ask New City to stop working on Saturday, and ask when scaffolding will be coming down and the Certificate of Completion will be available. Council also will request a new front door from New City. The Property Manager will contact VVV Engineering to obtain a new Change Order as soon as possible.

FINANCIAL REPORT

The most current financial reports for November 2011 were unavailable by meeting time.

The Property Manager clarified to Council about the status of the charges for lien warning letters.

The Property Manager also verified there is no charge by Pennyfarthing Management regarding moving strata money from one Fund to another Fund.

Receivables

The strata's applications to the Supreme Court of BC are proceeding for forced sale of two strata lots whose owners are seriously in arrears. Owners will be updated on the progress of these applications.

CORRESPONDENCE

There was no correspondence of note.

NEXT MEETING

The next Council meeting will be held on January 17 at 7 pm.

ADJOURNED

There was no further business; it was **RESOLVED** to adjourn the meeting. The meeting was adjourned at 8:40 pm.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

Please keep these Minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either Minutes or Bylaws will be at the Owner's expense and not at the expense of the Strata Corporation.

Please forward your concerns and correspondence to your Strata Manager, Mark Adams, by phone 604-734-8443, fax 604-734-8413, mail or by e-mail at marka@pennyfarthing.net.





**MINUTES OF THE COUNCIL MEETING, STRATA PLAN VR 969, LANDVIEW PLACE, HELD ON TUESDAY
OCTOBER 18, 2011 at 100 – 1450 CREEKSIDE DRIVE, VANCOUVER, BC AT 7:00 PM**

Council in Attendance:

E. Ko
J. Sinclair
S. Shea
K. Coutts
L. Gerty

Management in Attendance:

M. Adams, Pennyfarthing Management Corp.

CALL TO ORDER

The Meeting was called to order at 7:00 p.m.

ADOPTION OF THE AGENDA

It was **RESOLVED** to accept the Agenda of the Strata Council Meeting held on October 18, 2011 as circulated, with an amendment that the meeting time is 7 pm.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

ADOPTION OF PREVIOUS COUNCIL MEETING MINUTES

It was **RESOLVED** to approve the Minutes of the Strata Council Meeting held on July 14, 2011 as circulated.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

REPORT ON UNAPPROVED EXPENDITURES

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

BUSINESS ARISING

1. New Signing Authorities

It was **RESOLVED** that the new signing authorities for Council would be K. Coutts and J. Sinclair.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

The Property Manager will forward the necessary paperwork to these two Council members.

2. East Door/Floor

The Property Manager will ask a leak consultant to examine the East Door and the floor underneath. Phoenix Restoration will be called before October 31 to remove the wall so the source of the leak can be verified more easily.

3. Front Door

A Council member will obtain a quote from a reputable contractor very shortly regarding replacing the front door, and compare this with the quote received from New City contracting. Council wishes to replace the malfunctioning front door as soon as possible.

4. Fire Alarm Testing

The Property Manager will send a notice immediately to owners about the fire alarm & smoke detector testing to take place on October 31.

5. It was **RESOLVED** to accept Change Order 01 proposed by VVV Engineering, subject to pictures being provided regarding this Change Order point 1.1 (about replacing the door). Regarding Change Order point 1.2 (regarding the replacement of the membrane), Council accepts this totally.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

The Property Manager will communicate acceptance of this Change Order to VVV Engineering.

6. New Management Contract

Council soon will receive a new draft of the Management Contract for their consideration.

7. New Carpets and Tiles

In the past, funds were collected for new carpeting and now that building remediation is nearing completion, Council feels it is time to change the carpets in the building, and install durable tiles for the building entrance. Council directed the Property Manager to have lots of carpet samples, and 2 quotes for the December Council meeting. When the carpet is changed, any stairs needing repair will be done before the new carpet is laid down.

FINANCIAL REPORT

The Property Manager reported that the strata is in good financial shape regarding the building remediation costs, and will be able to complete the building remediation, replace the front door, and replace the enterphone with the current budget allocated for building remediation.

The Property Manager will ask the Pennyfarthing Management accountant about the status of the charges for lien letters.

The Property Manager also will verify there is no charge by Pennyfarthing Management regarding moving strata money from one Fund to another Fund.

Receivables

Regarding those owners who are seriously in arrears, Council authorized the sending of lien letters and initiating applications to Court for forced sale.

CORRESPONDENCE

All correspondence of note already was forwarded to Council for review and action.

NEXT MEETING

The next Council meeting will be held on December 14 at 7 pm.

ADJOURNED

There was no further business; it was **RESOLVED** to adjourn the meeting. The meeting was adjourned at 8:35 pm.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

Please keep these Minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either Minutes or Bylaws will be at the Owner's expense and not at the expense of the Strata Corporation.

Please forward your concerns and correspondence to your Strata Manager, Mark Adams, by phone 604-730-7411, fax 604-734-8413, mail or by e-mail at marka@pennyfarthing.net.





Pennyfarthing

MINUTES OF THE COUNCIL MEETING, STRATA PLAN VR 969, LANDVIEW PLACE, HELD ON MONDAY JULY 14, 2011 at 100 – 1450 CREEKSIDE DRIVE, VANCOUVER, BC AT 7:00 PM

Council in Attendance:

E. Ko
J. Sinclair
S. Shea
K. Coutts

Regrets: L. Gerty

Management in Attendance:

M. Adams, Pennyfarthing Management Corp.

CALL TO ORDER

The Meeting was called to order at 7:00 p.m.

ADOPTION OF THE AGENDA

It was **RESOLVED** to accept the Agenda of the Strata Council Meeting held on July 14, 2011 as circulated.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

ADOPTION OF PREVIOUS COUNCIL MEETING MINUTES

It was **RESOLVED** to approve the Minutes of the Strata Council Meeting held on April 4, 2011 as circulated.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

REPORT ON UNAPPROVED EXPENDITURES

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

BUSINESS ARISING

1. Plumbing Line report

The Property Manager received a second quote from another company for power auguring of the pipe vents leading to the ceiling as well as the pipes under the parkade. Council decided to hire Synergy Mechanical to do the power auguring, as they were less expensive.

2. Rental Suite and move-in fee

The Property Manager will follow up on a rental suite that may not have paid the move-in fee.

3. Regular Council meeting time

The regular meeting time for Council meetings was established as 7 pm.

4. Fine Rescinded

Council agreed to rescind the fine for an owner's parking stall. Council warned that the fine would immediately be reinstated if the owner was again found to be in violation of VR 969 Bylaws.

5. Parking Lot and Building Security

Council directed the Property Manager to contact Broadway Lock to implement key access to the parkade from the main building area and elevator.

A Council member will look into the cost of security camera systems for Landview Place.

Council encourages owners and residents to be vigilant and diligent in confronting unknown people, and asking about the identity of unknown people in the halls, elevator, and the parkade. Please do not be offended if you are asked about your identity by another resident.

6. Property Taxes

The Property Manager will check BC Assessment to determine the process for appealing the tax assessment, which could lead to lower property taxes for owners since the building is now in a state of remediation. If a new building appraisal is necessary, the Property Manager will arrange for this.

7. Owners' belongings in parking spaces

Council directed the Property Manager to send a bylaw infraction letter to the owner who has not removed some material from his parking space.

8. Towing Service

Council and Management were pleased to note that unauthorized parking around the building & parkade has been significantly reduced since the implementation of towing service for Landview.

REMINDER: Unauthorized parking by an owner or visitor now will result in towing of the vehicle at the owner's expense. "NO EXCEPTIONS"

9. Council elections

Council held officer elections and the results are as follows:

President: J. Sinclair

Vice-President: K. Coutts

Treasurer: S. Shea

10. FINES NOW APPLICABLE FOR UNPAID STRATA FEES

Council wishes to remind owners that as of May 1, 2011, a charge of \$50 fine per month and 10% per annum interest is payable on overdue accounts, exclusive of the membrane repair levy and building rainscreening levy.

Owners are reminded that strata fees and special assessments are due on the 1st of each month.

As of May 1, 2011, owners who are in arrears on their strata fees and other unpaid amounts (exclusive of the levies) will be fined \$50 per month. Also, 10% interest per annum will accumulate on overdue accounts.

If you would like your special assessments and/or strata fees to be directly withdrawn from your bank account, Management needs your authorization to do so by e-mail, mail or fax.

Otherwise, please send your post-dated cheques to Management well in advance of the due date, to avoid fines for late payments.



11. Switching restoration companies

Council asked management to switch restoration companies from EasyCare to another reputable company such as On-Site or Angel Restoration, because of dissatisfaction with the service received by EasyCare.

12. HVAC Contract proposal

The Property Manager will ask Executive Air if they would modify their proposal for regular HVAC service to 3 times per year instead of 4 times per year, with a prorated charge for their service.

13. Compensation for a Council member

Council is considering compensating a Council member who is spending time driving and shopping to obtain supplies for Landview Place. This will be discussed in more detail at the next meeting.

14. Drought-resistant plants to be bought

Council approved an approximate budget of \$40 to obtain some drought resistant plants for the garden area at the front east-side of the entrance.

FINANCIAL REPORT

The Treasurer reported that the strata generally is on-target with budget expenses, with the exception of the photocopy charges and postal charges, which were significantly over-budget. Council asked the Property Manager to investigate and detail these charges for Council.

Receivables

Several owners still remain seriously in arrears on their strata accounts. Council approved sending out 21-day lien letters to all owners in arrears. Council also approved the Pennyfarthing Management charge of \$125 per lien letter (to be charged back to the owner in arrears).

The Property Manager will follow up by phone with certain owners who are significantly in arrears with their strata accounts.

CORRESPONDENCE

There was no correspondence of note.

NEXT MEETING

To be scheduled.

ADJOURNED

There was no further business; it was **RESOLVED** to adjourn the meeting. The meeting was adjourned at 8:35 pm.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

Please keep these Minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either Minutes or Bylaws will be at the Owner's expense and not at the expense of the Strata Corporation.

Please forward your concerns and correspondence to your Strata Manager, Mark Adams, by phone 604-730-7411, fax 604-734-8413, mail or by e-mail at marka@pennyfarthing.net.





Pennyfarthing

MINUTES OF THE SPECIAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 969, LANDVIEW PLACE, HELD ON WEDNESDAY, APRIL 20, 2011 AT 7:00 P.M. IN THE MEETING ROOM AT THE KIWASSA NEIGHBOURHOOD HOUSE, 2425 OXFORD STREET, VANCOUVER, BC.

CALLED TO ORDER

The meeting was called to order at 7:01 pm.

ELECTING THE CHAIR OF THE MEETING

The Strata Council President, S. Shea, chaired the meeting.

CONFIRMATION OF QUORUM

Owners were informed that of the 32 strata lots in the Strata Corporation VR 969, thirteen (13) strata lots were represented in person and four (4) by proxy.

It was **RESOLVED** that quorum of the meeting was achieved in accordance with the Strata Property Act.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

PROOF OF NOTICE

It was **RESOLVED** that the Notice of the meeting dated March 31, 2011 complied with the notice requirements of the Strata Property Act.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

APPROVAL OF AGENDA

It was **RESOLVED** that the Agenda of the Special General Meeting held on April 20, 2011 be accepted as circulated.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

ADOPTION OF PREVIOUS MINUTES

It was **RESOLVED** that the Minutes of the Annual General Meeting held on February 24, 2011 be adopted as circulated.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

SPECIAL RESOLUTION 1 - TO APPROVE SPECIAL ASSESSMENT FOR THE RAIN SCREENING OF THE REST OF THE BUILDING WITH NO PROJECT MANAGER

It was **RESOLVED** that the Special Resolution 1 be accepted as presented:

- A) "Be it **RESOLVED**, by a three-quarter vote of the Owners, Strata Plan VR 969, that a special assessment in the aggregate amount of \$204,915 be assessed against all strata lots in accordance with unit entitlement for the building remediation including the replacement of existing cladding with rain screened wall system, installation of new windows and balcony doors on the rest of the building (west, north and south sides) and replacement of the balcony walls with glass and railings. This assessment will be payable in six (6) equal payments commencing June 1st, 2011.
- B) Be it **RESOLVED**, by a three-quarter vote of the Owners, Strata Plan VR 969, that the Strata Council be empowered to utilize if necessary the Contingency Reserve Fund and Special

Assessment Fund for the east wall remediation to finance this project until these special assessment funds are collected in full from the owners.

- C) *Where an owner fails to pay this special assessment on or before a due date, the outstanding special assessment amount will be subject to an interest charge of 10% per annum, compounded annually. In addition to interest, an owner who fails to pay on or before a due date will incur a fine of \$50 per month until assessment is paid in full.*

Discussion:

The majority of owners agreed that the rest of the building remediation must be done as soon as possible.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

SPECIAL RESOLUTION 2- TO HIRE A PROJECT MANAGER

It was **RESOLVED** that Special Resolution 2 be accepted as presented:

- A) "Be it **RESOLVED**, by a three-quarter vote of the Owners, Strata Plan VR 969, to hire a project management company for the remainder of the building remediation project and to approve a special assessment in the aggregate amount of \$ 50,400, which will be assessed against all strata lots in accordance with unit entitlement for the project management services. This assessment will be payable in six (6) equal payments commencing June 1st, 2011. If costs exceed \$ 50,400, they shall be paid from the Contingency Reserve Fund.
- B) Where an owner fails to pay this special assessment on or before a due date, outstanding special assessment amount will be subject to an interest charge of 10% per annum, compounded annually. In addition to interest, an owner who fails to pay on or before a due date will incur a fine of \$50 per month until assessment is paid in full."

Discussion:

Owners were divided on the merits of a project manager, and if a project manager could save the strata any money. One owner pointed out that NewCity contracting had finished the project under budget in the last phase of the building remediation, and they likely would do so again.

MOTION MOVED, SECONDED, DEFEATED
(7 in favour, 9 against, 1 abstention)

SPECIAL RESOLUTION 3 - TO APPROVE TRANSFER OF FUNDS FROM THE EAST WALL REMEDIATION BALCONY FUND TO THE BUILDING RAINSCREENING FUND

It was **RESOLVED** that the Special Resolution 3 be accepted as presented:

- A) "Be it **RESOLVED**, by a three-quarter vote of the Owners, Strata Plan VR 969, to transfer the entire amount of money left in the East Wall Remediation / Balcony Fund to the Building Rainscreening Fund.

Discussion:

This was a house-keeping resolution and owners seemed to be in agreement that this should be passed.

MOTION MOVED, SECONDED, CARRIED
(16 in favour, 1 abstention)

NEW BUSINESS

There was no new business



ADJOURNMENT

There being no other business, it was **RESOLVED** that the meeting be adjourned. The meeting was adjourned at 8:45 pm.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

Table 1 attached to these Minutes is an outline of the Estimated Construction Costs for the final phase of building remediation.

The Minutes of the Special General Meeting Of The Owners, Strata Plan VR 969, Landview Place, held on April 20, 2011 at 7:00 P.M. in the meeting room at the Kiwassa Neighbourhood House, 2425 Oxford Street, Vancouver, BC, are subject to ratification by the Owners at the next Annual or Special General Meeting.



TABLE 1**ESTIMATED CONSTRUCTION COSTS
LANDVIEW PLACE -- COMPLETION OF BUILDING REMEDIATION**

**This table of Estimated Construction Costs is part of
the Minutes of the Special General Meeting held on
20-Apr-11**

	Before HST	After HST
Building Envelope and Membrane	\$521,950	\$584,584
15% Contingency Allowance	\$78,292	\$87,687
ESTIMATED SUBTOTAL	\$600,242	\$672,271
Filing Service and Contract Administration costs	\$52,000	\$58,240
Obtaining Building Permits from City (including disbursements)	\$5,525	\$6,188
Additional City Requirements Code Consultation, architects, etc	\$4,606	\$5,159
ESTIMATED SUBTOTAL	\$62,131	\$69,587
Unanticipated Expenses and Misc	\$100,000	\$112,000
Street Damage Deposit	\$2,000	\$2,240
ESTIMATED SUBTOTAL	\$102,000	\$114,240
TOTAL	\$764,373	\$856,098
Pennyfarthing Fees	\$12,700	\$14,224
GRAND TOTAL	\$777,073	\$870,322

Landview Place OPTION 1 No Project Manager**Strata Plan VR 969****Special Assessment Schedule for Completing Building
Envelope Remediation and Parking Membrane****Replacement at the south-west corner****6 installments from June 1, 2011 till November 1st, 2011****(due on the 1st of each month)**

Strata lot #	Unit #	Unit Entitlement	Special Assessment Total Payment for building rain screening	Monthly Special Assessment Payment for 6 months
1	107	518	6,313.70	1,052.28
2	105	487	5,935.86	989.31
3	103	515	6,277.14	1,046.19
4	101	457	5,570.20	928.37
5	102	571	6,959.70	1,159.95
6	104	516	6,289.33	1,048.22
7	106	512	6,240.57	1,040.10
8	108	513	6,252.76	1,042.13
9	207	518	6,313.70	1,052.28
10	205	487	5,935.86	989.31
11	203	515	6,277.14	1,046.19
12	201	609	7,422.87	1,237.14
13	202	571	6,959.70	1,159.95
14	204	516	6,289.33	1,048.22
15	206	512	6,240.57	1,040.10
16	208	513	6,252.76	1,042.13
17	307	518	6,313.70	1,052.28
18	305	487	5,935.86	989.31
19	303	515	6,277.14	1,046.19
20	301	609	7,422.87	1,237.14
21	302	571	6,959.70	1,159.95
22	304	516	6,289.33	1,048.22
23	306	512	6,240.57	1,040.10
24	308	513	6,252.76	1,042.13
25	407	518	6,313.70	1,052.28
26	405	487	5,935.86	989.31
27	403	515	6,277.14	1,046.19
28	401	609	7,422.87	1,237.14
29	402	571	6,959.70	1,159.95
30	404	516	6,289.33	1,048.22
31	406	512	6,240.57	1,040.10
32	408	513	6,252.76	1,042.13
		16812	204,915.00	34,152.50
NO Project Manager				
		Budget	204,915.00	



Pennyfarthing

**MINUTES OF THE COUNCIL MEETING, STRATA PLAN VR 969, LANDVIEW PLACE, HELD ON MONDAY
APRIL 4, 2011 at 100 – 1450 CREEKSIDE DRIVE, VANCOUVER, BC AT 7:00 PM**

Council in Attendance:

E. Ko
J. Sinclair
S. Shea
K. Coutts

Regrets: L. Gerty

Management in Attendance:

M. Adams, Pennyfarthing Management Corp.

CALL TO ORDER

The Meeting was called to order at 7:00 p.m.

ADOPTION OF THE AGENDA

It was **RESOLVED** to accept the Agenda of the Strata Council Meeting held on April 4, 2011 as circulated.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

ADOPTION OF PREVIOUS COUNCIL MEETING MINUTES

It was **RESOLVED** to amend the Minutes of the Strata Council Meeting held on January 19, 2011 as circulated.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

REPORT ON UNAPPROVED EXPENDITURES

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

BUSINESS ARISING FROM PREVIOUS MINUTES

1. Plumbing Line report

The Property Manager reported that he had not yet received a second quote from another company for power auguring of the pipe vents leading to the ceiling as well as the pipes under the parkade. Council soon will receive this quote.

2. New Agency Agreement with Pennyfarthing Management

Council and Management agreed to postpone discussion of Pennyfarthing Management's proposed new 2-year agreement.

3. Landscape Maintenance Contract and Snow Removal

The Property Manager confirmed that the Landscape Maintenance Contract does not include snow removal.

4. Insect Problem

The Property Manager called the owner who had an insect problem in their unit, and instructed Abell Pest Control to visit this unit. Abell reported that all was clear in the unit.

5. Updated Owner information Spreadsheet

Council was provided with an updated tenant and Owner information spreadsheet by the Property Manager.

6. Taxes

The Property Manager reported that unfortunately city hall was contacted past the deadline to apply for a possible reduction in property taxes. This will be done in July when assessments are received by the City.

7. SGM

Council decided to have the SGM on April 20, 2011.

8. Fire Alarm & Fire Department

The Property Manager will immediately contact the Fire Department and inform Council about any connection between Landview's fire alarm and the Fire Department.

9. File for Emergency Services Calls

The Property Manager is now keeping a separate file of all Emergency Services calls to Landview Place.

10. Cleanup that MUST be done

Council and Management collaborated on sending a letter to an owner so that VVV Engineering could complete a follow up on the deficiencies report.

FINANCIAL REPORT

There were no current operating statements or Accounts Receivable statements to review, as the meeting was held too close to the beginning of the month for these statements to be produced.

CORRESPONDENCE

The Property Manager updated Council on the latest correspondence from VVV Engineering, in relation to the upcoming remediation work to take place on the North, South, and West areas of Landview Place. Applications have been made for building permits, and actual work could start later this spring.

NEW BUSINESS

1. Upcoming SGM

Council and Management discussed the upcoming Special General Meeting of owners. All owners are encouraged to attend this meeting on April 20, at 7 pm at the Kiwassa House. Registration begins at 6:30 pm. Please see your SGM package for more details.

2. EasyCare Resolution

A Council member and the Property Manager reported that they met with representatives of EasyCare Restoration about their response to the floods that have cost the strata a lot of money. EasyCare was able to clarify the exact nature of their response.

3. Independent Business Levy #2 Account with VanCity

Council asked Management to close the Independent Business Levy #2 Account with VanCity because this account was not needed any more. The Property Manager will follow up.

4. Key to electrical supply room

The Property Manager will contact an owner who has the key to the electrical room, and ask the owner to return this key to Management.

5. Pennyfarthing Service Standards

Council will receive from Pennyfarthing Management an outline of what they can expect from a management representative.

6. Towing Service

Council and Management discussed what to do when an unauthorized person parks in a designated spot. The Property Manager will check into obtaining towing service for Landview.



REMINDER: Unauthorized parking by an owner or visitor now will result in towing of the vehicle at the owner's expense. "NO EXCEPTIONS"

7. FINES NOW APPLICABLE FOR UNPAID STRATA FEES

It was **RESOLVED**, as of May 1, 2011, to charge a \$50 fine per month and 10% per annum interest on overdue accounts, exclusive of the membrane repair levy and building rainscreening levy.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

Owners are reminded that strata fees and special assessments are due on the 1st of each month.

As of May 1, 2011, owners who are in arrears on their strata fees and other unpaid amounts (exclusive of the levies) will be fined \$50 per month. Also, 10% interest per annum will accumulate on overdue accounts.

If you would like your special assessments and/or strata fees to be directly withdrawn from your bank account, Management needs your authorization to do so by e-mail, mail or fax.

Otherwise, please send your post-dated cheques to Management well in advance of the due date, to avoid fines for late payments.

8. Pest Control Account

Council asked Management to create a code for the Pest Control invoices, so this expense can be tracked by Council.

9. Locksmith Needed for rekeying doors

The Property Manager will direct a locksmith to rekey problematic doors in the building.

10. Another Quote needed for remediation work in 207 and 105

The Property Manager will arrange for another restoration company to give a quote for remediation work in units 207 and 105.

11. Bylaw Infraction Letters

Council asked Management to write several bylaw infraction letters to various owners who are storing items in their parking stalls and on common property.

12. Next Meeting: July 14, 2011

The next regular Council Meeting was scheduled for Thursday, July 14, 2011.

ADJOURNED

There was no further business; it was **RESOLVED** to adjourn the meeting. The meeting was adjourned at 8:49 pm.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

Please keep these Minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either Minutes or Bylaws will be at the Owner's expense and not at the expense of the Strata Corporation.

Please forward your concerns and correspondence to your Strata Manager, Mark Adams, by phone 604-730-7411, fax 604-734-8413, mail or by e-mail at marka@pennyfarthing.net.





MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 969, LANDVIEW PLACE, HELD ON WEDNESDAY, FEBRUARY 24, 2011 AT 7:00 P.M. IN THE MEETING ROOM AT THE KIWASSA NEIGHBOURHOOD HOUSE, 2425 OXFORD STREET, VANCOUVER, BC.

PRE-MEETING

Representatives from Planact Management gave a presentation on management of major building remediation projects. Planact informed owners about financial options currently available for the owners, such as 2nd mortgages and non-mortgage loans.

Planact Project Management assists owners in obtaining necessary financing and oversees building envelope remediation projects in general.

Council and owners asked questions and made comments on Planact's services and their proposal to help Landview Place manage the upcoming remediation of the north, west, and south walls of the building.

CALLED TO ORDER

The Strata Council Treasurer, S. Shea, called the meeting to order at 7:20 pm and welcomed all Owners.

ELECTING THE CHAIR OF THE MEETING

The Strata Council Treasurer, S. Shea, was unanimously elected to chair the meeting.

CONFIRMATION OF QUORUM

Owners were informed that of the 32 strata lots in Strata Corporation VR 969, twelve (12) strata lots were represented in person and three (3) by proxy.

It was **RESOLVED** that quorum of the meeting was achieved in accordance with the Strata Property Act.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

PROOF OF NOTICE

It was **MOVED** by and **SECONDED** that the Notice of the meeting dated February 3, 2011 complied with the notice requirements of the Strata Property Act.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

APPROVAL OF AGENDA

It was **RESOLVED** that the Agenda of the Annual General Meeting of February 24, 2011 be accepted as circulated.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

ADOPTION OF PREVIOUS MINUTES

It was **MOVED** by and **SECONDED** that the Minutes of the Special General Meeting held on June 10, 2010 be adopted as circulated.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

REPORT FROM THE PRESIDENT

It was reported that the main issues which Council dealt with last year, were as follows:

- Building envelope remediation was completed on the east side

- New City Contracting won the tender to complete the building remediation on the north, west, and south sides, as well as extensive membrane repair on the south and west side of the building.
- Floods within units were a challenge to the strata last year
- Owners are asked to use catch basins in their sinks and bathtubs to catch food scraps, hair, soap, etc., in order to keep the plumbing lines clear and save the strata money in plumbing costs
- **Owners are reminded again to report any plumbing issues to Management's emergency line as soon you observe these issues**
- The parking gate needed to be fixed on three occasions, resulting in big expenses. Please remember to enter only after the door is completely open
- Because of the large costs for repairs and maintenance this year, the strata ended the year in a slight deficit position

OLD BUSINESS

There was no old business.

CONSIDERATION OF ACCOUNTS

Operating Results - Fiscal Year 2010

Management reported that because of some unexpected plumbing costs and parking gate repair costs, the Strata Corporation ended the fiscal year 2010 with a deficit of \$2,796.87. It is proposed to carry forward this deficit in the Operating Fund.

It was **RESOLVED** that the operating results for the fiscal year 2010 be accepted as presented.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

Proposed Operating Budget - Fiscal Year 2011

On December 31, 2010 Contingency Reserve Fund was \$27,063.84. It is proposed to allocate \$6799.15 in the coming year to the Contingency Fund for future capital projects.

It was proposed to keep strata fees at the same level as last year.

It was **RESOLVED** that the proposed operating budget for the year 2010 be accepted as amended.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

SPECIAL RESOLUTION 1 - APPROVAL TO INITIATE LEGAL PROCEEDINGS

It was **RESOLVED** that the Special Resolution 1 be accepted as presented:

Be it **RESOLVED**, by a three-quarter vote of the Owners, Strata Plan VR 969, that Special Resolution 1 be accepted as follows:

- a) The Owners, of Strata Plan VR 969, pursuant to Section 171 of the Strata Property Act, be authorized to initiate, as may be required from time to time, legal proceedings in the Supreme Court of British Columbia, or any other court of competent jurisdiction, to collect outstanding strata fees, special levies, legal fees, filing fees, fines, penalties, accrued interest and any other charges owing to the Strata Corporation.
- b) This Resolution shall remain in full force and effect from the date of passage hereof to the day immediately preceding the next Annual General meeting.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

REPORT OF INSURANCE IN ACCORDANCE WITH S. #154 OF THE STRATA PROPERTY ACT OF BC

Management reported that the Strata Corporation is properly insured for its full replacement value as per requirement of the Strata Property Act.

Owners were reminded of the importance to ensure that all improvements in the strata lot and the strata corporation's deductible were covered by the individual strata lot insurance.

ELECTION OF THE 2011 COUNCIL

Two Council members, F. Marin and J. Szwet, will not continue serving on Council.



L. Gerty and E. Ko were nominated to serve on Council.

It was **RESOLVED** that the following owners were elected to serve on Council for the year 2011:

- S. Shea
- L. Gerty
- J. Sinclair
- E. Ko
- K. Coutts

MOTION MOVED, SECONDED, CARRIED
(all in favour)

ADJOURNMENT

There being no other business, it was **RESOLVED** that the meeting be adjourned. The meeting was adjourned at 9:00 pm.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

The Minutes of the Annual General Meeting Of The Owners, Strata Plan VR 969, Landview Place, held on Wednesday, February 24, 2011 at 7:00 P.M. in the meeting room at the Kiwassa Neighbourhood House, 2425 Oxford Street, Vancouver, BC, are subject to ratification by the Owners at the next Annual or Special General Meeting.



Landview Place OPTION 1 No Project Manager
Strata Plan VR 969
Special Assessment Schedule for Completing Building
Envelope Remediation and Parking Membrane
Replacement at the south-west corner
6 installments from June 1, 2011 till November 1st, 2011
(due on the 1st of each month)

Strata lot #	Unit #	Unit Entitlement	Special Assessment Total Payment for building rain screening	Monthly Special Assessment Payment for 6 months
1	107	518	6,313.70	1,052.28
2	105	487	5,935.86	989.31
3	103	515	6,277.14	1,046.19
4	101	457	5,570.20	928.37
5	102	571	6,959.70	1,159.95
6	104	516	6,289.33	1,048.22
7	106	512	6,240.57	1,040.10
8	108	513	6,252.76	1,042.13
9	207	518	6,313.70	1,052.28
10	205	487	5,935.86	989.31
11	203	515	6,277.14	1,046.19
12	201	609	7,422.87	1,237.14
13	202	571	6,959.70	1,159.95
14	204	516	6,289.33	1,048.22
15	206	512	6,240.57	1,040.10
16	208	513	6,252.76	1,042.13
17	307	518	6,313.70	1,052.28
18	305	487	5,935.86	989.31
19	303	515	6,277.14	1,046.19
20	301	609	7,422.87	1,237.14
21	302	571	6,959.70	1,159.95
22	304	516	6,289.33	1,048.22
23	306	512	6,240.57	1,040.10
24	308	513	6,252.76	1,042.13
25	407	518	6,313.70	1,052.28
26	405	487	5,935.86	989.31
27	403	515	6,277.14	1,046.19
28	401	609	7,422.87	1,237.14
29	402	571	6,959.70	1,159.95
30	404	516	6,289.33	1,048.22
31	406	512	6,240.57	1,040.10
32	408	513	6,252.76	1,042.13
		16812	204,915.00	34,152.50
NO Project Manager				
	Budget		204,915.00	



Pennyfarthing

**MINUTES OF THE COUNCIL MEETING, STRATA PLAN VR 969, LANDVIEW PLACE, HELD ON
WEDNESDAY JANUARY 19, 2011 at 100 – 1450 CREEKSIDE DRIVE, VANCOUVER, BC AT 7:35 PM**

Council in Attendance:

Francine Marin
Jacquie Sinclair
Julia Szwet
Sherry Shea
Kevin Coutts

Management in Attendance:

Mark Adams, Pennyfarthing Management Corp.

CALL TO ORDER

The Meeting was called to order at 6:30 p.m.

ADOPTION OF THE AGENDA

It was **RESOLVED** to accept the Agenda of the Strata Council Meeting held on January 19, 2011 as circulated.

**MOTION MOVED, SECONDED, CARRIED
(all in favour)**

ADOPTION OF PREVIOUS COUNCIL MEETING MINUTES

It was **RESOLVED** to amend the Minutes of the Strata Council Meeting held on December 6, 2010 as circulated.

**MOTION MOVED, SECONDED, CARRIED
(all in favour)**

REPORT ON UNAPPROVED EXPENDITURES

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

BUSINESS ARISING FROM PREVIOUS MINUTES

1. Building Envelope remediation

It was **RESOLVED** to accept the bid from New City Contracting for the building envelope retrofit of the north, south and west elevations. This acceptance would be conditional on New City dropping their total bid price to \$516,964.29, and New City agreeing to perform all of the work specified in their May 2010 proposal. Council will be in touch with New City about this possibility.

**MOTION MOVED, SECONDED, CARRIED
(all in favour)**

One Council member said that New City may be able to give Landview an HST rebate, because contractors get input tax credits.

Council will propose to New City that they do not put soil in the south side or west yard. Regarding the gravel around #108, Council would like to take out this gravel and put in cement stepping stones. These proposals will be discussed with New City.

2. Landscaping

Council agreed that the landscaper did a good job.

3. Pest Control

Abell Pest Control is scheduled to come to our building every third Tuesday of the month. If anyone has issues with pests, please notify Pennyfarthing management by the 2nd Tuesday of the month at THE LATEST. Owners are responsible for providing access to their suite for Abel to perform the treatment between 9:00 am and 10:00 am on the third Tuesday of the month.

Pennyfarthing Management has prepared and distributed to Council a permanent notice for Owners about Abell's schedule and Owners' responsibilities, to be posted in a prominent place.

FINANCIAL REPORT

Financial Statements

- **Operating Statements**

The Treasurer reviewed the financial statements for the period ending December 31, 2010.

Accounts Receivable

- Notices have been mailed to Owners who have not yet paid their special assessment.

CORRESPONDENCE

Council spoke with the Owner who sent a letter asking that Council reconsider a bill they received for plumbing and locksmith charges, as a result of an incident when their unit was locked and the plumber had to enter the unit to deal with an emergency. Council and the Owner agreed that Council would absorb the locksmith charges, and the Owner would absorb the cost of the plumber.

NEW BUSINESS

1. New Notice to Residents given

The Property Manager gave to Council an updated Notice to All Residents giving Pennyfarthing Management's emergency number, and outlining what constituted an emergency.

2. Plumbing line report

The Property Manager contacted Artisan Plumbing and asked for a quote to do power auguring of the pipe vents leading to the ceiling as well as the pipes under the parkade. The Property Manager will get a second quote from another company.

3. New Agency Agreement with Pennyfarthing Management

Council will discuss Management's proposal for a 2 year agreement, which would freeze any increased amount of strata fees for a 2 year period. Pennyfarthing Management agreed to give Landview a discounted project administration fee.

4. Landscape Maintenance Contract Includes Snow Removal?

The Property Manager agreed to check the Landscape Maintenance Contract to see if it includes snow removal.

5. Insect Problem

The Property Manager agreed to call the Owner who had an insect problem in their unit. **If any owner has concerns about bed bugs, they must call Abell Pest control immediately.**

6. More information Needed

Council directed The Property Manager to provide updated tenant and Owner information for Council. The Property Manager agreed to send this information to Council.

7. Taxes

The Property Manager agreed to contact city hall regarding a possible reduction in property taxes.



8. SGM and AGM on the same evening

Council agreed to have the SGM and the AGM on the same evening. The SGM would be held the first hour, and the AGM would be held the second hour. The date would be set for February 24, 2011.

9. Excel File of Budget

The Property Manager agreed to forward an Excel file of the budget he distributed to Council.

10. Fire Alarm & Fire Department

The Property Manager will contact the Fire Department in an attempt to establish a connection between the Fire Alarm & the Fire Department.

11. File for Emergency Services Calls

Council has requested that the Property Mgmt in the future keep all "Emergency Services Calls" information requests for Landview Place to provide support for the invoice payments. The Property Manager agreed to do this.

12. Thank you

Council would like to thank the Council member who has done a lot of printing, posting of notices and sending notices. This member should know that reimbursement is available for print cartridges.

13. Cleanup that MUST be done

Council is waiting for a Council member to clean the common property and deck area by her suite in order for VVV to complete the follow-up on the deficiencies report. The Property Manager agreed to send this Council member a warning letter.

ADJOURNED

There was no further business; it was **RESOLVED** to adjourn the meeting. The meeting was adjourned at 8:45 pm.

MOTION MOVED, SECONDED, CARRIED
(all in favour)

Please keep these Minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either Minutes or Bylaws will be at the Owner's expense and not at the expense of the Strata Corporation.

Please forward your concerns and correspondence to your Strata Manager, Mark Adams, by phone 604-730-7411, fax 604-734-8413, mail or by e-mail at marka@pennyfarthing.net.

