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PROPERTY MANAGEMENT SERVICES

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN BCS 1559,
THE TAYLOR, HELD ON TUESDAY, JUNE 1, 2010 AT 6:15 P.M., AT THE HARMONY
HOUSE CAFETERIA, VANCOUVER, B.C.**

IMPORTANT INFORMATION Please have this translated

重要資料 請找人為你翻譯

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

INFORMACIÓN IMPORTANTE Busque alguien que le traduzca

알려드립니다 이것을 번역해 주십시오

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

ਗੁਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਵਿਸ਼ੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੰਘਾ ਕਰਵਾਓ

Council in Attendance:	Scott Miller Brian Kiener Patrick Lafontaine Jennifer Thomas Joanne Chen Hamid Asna	President Vice-President & Privacy Officer Treasurer Secretary
Property Manager:	Tracie Williams	The Wynford Group
Regret:	Neil Xue	
Resident Manager:	Robert Ganz	
Guest:	Owner "A" Owner "B"	

1. CALL TO ORDER

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

2. GUEST BUSINESS

Owner A discussed a charge back regarding a plumbing invoice. The service call was ordered by the Strata as a preventative maintenance concern for the building and should not have been charged to this Owner.

It was **MOVED** and **SECONDED** (Kiener / Miller) to reverse the charge on the Owners' account and expense this invoice to plumbing. **CARRIED**

Owner B is currently undergoing unit repairs, due to a Strata copper pipe replacement, has requested the repairs to include carpet replacement. Council will request a detailed report from the Restoration Company to determine the extent of the Strata's responsibility.

Council held a discussion regarding this proposal.

It was **MOVED / SECONDED** to approve an amount only to the value determined by the Restoration Company. **CARRIED**

3. **MINUTES OF THE PREVIOUS MEETING**

It was **MOVED / SECONDED** (Lafontaine / Kiener) to approve the Minutes of the Council Meeting, held April 26, 2010, as presented. **CARRIED**

4. **RESIDENT MANAGER'S REPORT**

Robert Ganz, the Resident Caretaker, has submitted his resignation and will be resigning as Caretaker effective June 30, 2010. Robert has contributed immensely to the smooth running of The Taylor and will be missed. We thanked him for his dedication to the building and wish him well.

The Resident Manager provided a written report to Council including routine maintenance and repair items. The Property Manager will request more information regarding the current carpet cleaning contract and investigate ways to improve the service.

All Residents are reminded to clean their dryer lint traps regularly. A build up of dryer lint is a great fire hazard and can cause condensation problems with the dryer venting system.

The building's five-year warranty period is drawing to a close. The Property Manager was asked to request a detailed list of builder deficiencies that must be addressed by the developer.

5. **FINANCIAL REPORT**

A. Operating Statements

Following a review of the statement of receipts and disbursements and invoices paid on behalf of the Strata Corporation, it was **MOVED / SECONDED** (Lafontaine / Thomas) to approve the operating statements for the month of April 2010, as prepared by The Wynford Group. **CARRIED**

B. Receivables Report

The receivables list was reviewed. Lien proceedings have begun on six specific units.

C. Contingency Funds

The Treasurer is currently investigating the benefits of transferring some of the Contingency Reserve Funds to a higher yielding GIC.

6. **COMMITTEE REPORTS**

A. Landscaping

The Landscaping Committee hosted a gardening social to plant annuals in the common gardens. It was a huge success. Council wishes to thank all who participated.

It was **MOVED** and **SECONDED** (Kiener / Lafontaine) to approve an expenditure of up to \$4,000.00 to re work the center play area. A pergola and bench will be installed along with a small water pond and a swing set. **CARRIED**

B. Security

A number of incidents were reported where the garage overhead gate was stuck open. Please report this immediately to the Caretaker, Ramón, or if after hours, please call The Wynford Group's emergency line at 604-261-0285. Once connected, press 1 to be connected to a dispatcher. They will ensure the repair company is called.

The Property Manager was asked to provide proper signage for emergency numbers.

C. Common Area Improvements

Council approved the replacement of two chairs that will be secured in the lobby.

7. BUSINESS ARISING FROM THE MINUTES

A. RDH Engineering Five-Year Inspection Report

This report is in progress and will be forwarded once completed. The Property Manager will request an itemized list of five-year warranty items to be completed.

B. Unit Repairs

Unit repairs have now been completed to ten units and work is in progress on two units.

C. Overloaded Elevators

The Council has approved the installation a safety module to alarm when the elevator is over its recommended weight capacity. Notices will be posted once the date is confirmed.

D. Front Door Signage

Council has requested a quote for signage for the front door.

E. Gym Flooring

This item will be brought forward at the next Annual General Meeting.

F. Suite Inspections

The mandatory preventative maintenance inspections for all suites, has been deferred until a new Caretaker is in place.

G. Window Cleaning

Window cleaning is scheduled for the week of June 14, 2010 and will include exterior inaccessible window, the exterior of the lobby, common area windows, the top of the glass canopies and the exterior of the balcony railing glass.

8. NEW BUSINESS

A. Plumbing – Trotter & Morton

Trotter and Morton completed their investigation and reported their findings. The cause of the hot and cold water issues that many Residents have experienced has been identified as the PRV's (pressure reducing valve).

It was **MOVED** and **SECONDED** (Keiner / Miller) to proceed with the emergency repair / rebuilding of these valves and to fund this repair from the Contingency Reserve Fund, in the amount of \$11,873.00, plus applicable taxes. **CARRIED**

B. Balcony Ledges –Gardens

In conjunction with the window washing, all balcony ledges with planters will be weeded, as required.

9. PROPERTY MANAGER’S REPORT

B. Correspondence

Fifty-one items of correspondence were reviewed. Council directed the Property Manager on responses to correspondence.

10. MEETING ADJOURNMENT

There being no further business, the meeting was terminated at 9:45 p.m.

The next Council Meeting will be held on **Tuesday, July 6, 2010**, at 6:15 p.m.

Starting of January 2010, Council Meeting Minutes are available to Owners through The Taylor website only. Owners should contact The Wynford Group to be placed on a list for delivery of paper copies of the Minutes. If you wish to continue receiving Council Meeting Minutes in paper form, you must notify The Wynford Group in writing. Photocopying charges will apply for copies of previous Council Meeting Minutes.

NOTE: PLEASE MAKE YOUR CHEQUES PAYABLE TO “STRATA PLAN BCS 1559” AND ENSURE THAT YOUR UNIT NUMBER IS CLEARLY MARKED ON THE FACE OF EACH OF YOUR CHEQUES.

If you have a question regarding your account, please ensure you have a copy of your latest account statement in front of you. Please also note that Strata Fees are due and payable on the 1st of the month.

If you leave a message due to unavailability of an accounting associate, please ensure that you leave your name, contact number, unit number, Strata Plan number and your specific question.

Our Accounts Receivable Department can be reached via our main number, 604-261-0285.

ATTENTION

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.

Harmonized Sales Tax (HST)

Please note that we anticipate HST to become effective July 1, 2010. The implementation of HST will impact all contract prices, including your management contract. However, your Strata Fees will not change. HST was taken into consideration in your last operating budget and your current fees will not be affected by it.

THE WYNFORD GROUP OFFICE HOURS ARE MONDAY TO FRIDAY, 9:00 A.M. TO 5:00 P.M. FOR AFTER HOUR EMERGENCIES ONLY, PLEASE CALL 604-261-0285, THEN PRESS “1” TO BE CONNECTED TO THE ANSWERING SERVICE.

APPROVED _____
BY
COUNCIL: _____

DATE: _____

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