

**MINUTES OF THE ANNUAL GENERAL MEETING STRATA PLAN VR1313  
HELD ON TUESDAY, OCTOBER 12, 2010 AT 7:00PM  
IN THE LOBBY ENTRANCE, 1169 NELSON STREET, VANCOUVER, B.C.**

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**1. CALL TO ORDER**

The Strata Council President, Ken Svazas called the meeting to order at 7:07 pm. The Property Manager assisted in the proceedings of the meeting when required.

**2. QUORUM REPORT**

It was reported that subsequent to calling of the roll and certifying of the proxies, thirty-three (33) were eligible owners, eighteen (18) owners were registered in attendance at the meeting, eleven (11) in person and seven (7) by proxy. The quorum requirement for this meeting required a total of eleven (11) owners' representatives. As the quorum requirement of the Strata Property Act had been met, the meeting could proceed with the business at hand.

**3. PROOF OF NOTICE**

As per Section 45 of the Strata Property Act, Notice of Meeting requirements had been met with the mailing of the Notice. Therefore, the Notice dated September 20, 2010, was deemed as a proper Notice of Meeting. It was,

**MOVED (Unit #104), SECONDED (Unit #206)**

To adopt the Notice of the Annual General Meeting that was mailed out on September 20, 2010.

**ALL IN FAVOUR OF THE PROOF OF NOTICE**

**IN FAVOUR (18), AGAINST (0), ABSTAINED (0)**

**MOTION CARRIED.**

At this time, the Strata Council members introduced themselves to the Owners that were in attendance.

**4. APPROVAL OF THE AGENDA**

A **MOTION** was called to adopt the agenda as presented for the Annual General Meeting held on Tuesday, October 12, 2010. It was,

**MOVED (Unit #302), SECONDED (Unit #405)**

To adopt the agenda for the Annual General Meeting held on Tuesday, October 12, 2010.

**ALL IN FAVOUR OF THE AGENDA**

**IN FAVOUR (18), AGAINST (0), ABSTAINED (0)**

**MOTION CARRIED.**

**5. ADOPTION OF PREVIOUS ANNUAL GENERAL MEETING MINUTES**

It was,

**MOVED (Unit #104), SECONDED (Unit #302)**

To adopt the previous Annual General Meeting held on Tuesday, October 20, 2009.

**ALL IN FAVOUR OF THE ADOPTION OF AGM MINUTES OF OCTOBER 20, 2009.**

**IN FAVOUR (18), AGAINST (0), ABSTAINED (0)**

**MOTION CARRIED.**

**6. STRATA COUNCIL PRESIDENT'S REPORT**

The Strata Council President, Ken Svazas reviewed the events of the past year with the following report to the owners;

**The past year was one that was generally in line with most of our projections with regards to the budget and our goal of increasing our Contingency Reserve Fund. If it were not for some building maintenance / repairs that were deemed necessary in the later half of the**

year, we would have been close to achieving our goal. With regards to the budget and the upcoming year, I will save my discussion until we come to the point of the meeting when we present the proposed budget.

Thank You  
Ken Svazas

## 7. **INSURANCE COVERAGE**

The Strata Property Act requires the circulation of the certification of the Strata Corporation insurance policy to all owners with the Notice of Annual General Meeting to ensure all owners are aware of the insurance coverage of the complex. The Property Manager reviewed the Certificate of Insurance summary page as provided by BFL Canada which outlined the Strata Corporations insurance policy. Additional information was provided to the owners outlining the importance of unit owner's personal insurance. Homeowners were advised to contact their own insurance advisor to ensure adequate coverage for their personal contents, belongings, betterments or changes within their units, as this is not covered by the Strata Corporation insurance policy.

**At this time, one (1) additional owner arrived to attend the Annual General Meeting and one (1) other owner attended thus eliminating the need for their proxy. This revised the total to nineteen (19) owners registered in attendance at the meeting, thirteen (13) in person and six (6) by proxy.**

## 8. **FINANCIAL RESOLUTION 2010/2011 OPERATING BUDGET**

### **ADOPTION OF THE OPERATING BUDGET**

#### **BE IT RESOLVED**

As a Majority Resolution of the Owners, Strata Plan VR1313 – The Greenhorn (the "Strata Corporation") at this Annual General Meeting held on October 12<sup>th</sup>, 2010 that the proposed 2010-11 Operating Budget be adopted as presented requiring total owner contributions in the amount of \$ 127,422.00, operating expenditures in the amount of \$117,422.00 and a \$10,000.00 contribution to Contingency Reserve Fund, effective September 1<sup>st</sup>, 2010.

#### **(End of Resolution)**

A **MOTION** was made to adopt the **MAJORITY** vote of the Operating Budget resolution and open it to the floor for discussion. It was,

**MOVED** (Unit #302), **SECONDED** (Unit #102)

At this time the Treasurer, Paul Westwick, reviewed the proposed budget. The maintenance fees have slightly decreased. The owners were informed of no great changes to the budget other than the applied cost increase with the introduction of the HST (Harmonized Sales Tax). The minimum Contingency Reserve Fund contribution is 10%. Currently, the Strata Corporation is in the position to contribute any amount to the CRF. Recent unforeseen exterior repairs have prompted Contingency Reserve Fund contributions to be kept high. The lifecycle of the elevator may require future repairs or replacement that may require funding from the Contingency Reserve Fund. Plans are to remain proactive to repair of the remaining three balconies in the Spring.

After discussion a **MOTION** was made as a majority vote resolution to adopt the 2010-2011 Operating Budget in the amount of \$127,422.00 as presented. It was

**MOVED** (Unit #408), **SECONDED** (Unit #206), it was then called,

**ALL IN FAVOUR OF THE OPERATING BUDGET  
IN FAVOUR (19), AGAINST (0), ABSTAINED (0)**

**MOTION CARRIED.**

**9. RESOLUTIONS 1-4:**

**¾ VOTE RESOLUTION # 1 - CONTRIBUTION TO THE CONTINGENCY RESERVE FUND**

**BE IT RESOLVED**

As a ¾ Vote Resolution of THE OWNERS, STRATA PLAN VR1313 (the "Strata Corporation") "The Greenhorn" at this Annual General Meeting held on Tuesday, October 12, 2010 that the owners, Strata Plan VR1313 pass a Special Levy in the amount of \$60,000.00. The purpose of the Special Levy is to replenish the CRF. Each strata lot's share of the Special Levy is calculated based on the unit entitlement of each strata lot and is set out on the attached schedule. The Special Levy is due and payable upon approval of this resolution.

**(End of Resolution)**

A **MOTION** was made to adopt the ¾ vote resolution as presented and open it to the floor for discussion. It was,

**MOVED** (Unit #104), **SECONDED** (Unit #302)

After discussion a **MOTION** was made as a ¾ vote resolution to adopt Resolution #1 as presented. It was,

**MOVED** (Unit #308), **SECONDED** (Unit #405), it was then called,

**ALL IN FAVOUR OF THE ¾ VOTE RESOLUTION #1  
IN FAVOUR (18), AGAINST (1), ABSTAINED (0)**

**MOTION CARRIED.**

**¾ VOTE RESOLUTION # 2 – BALCONY REPAIRS EXPENDITURE FROM THE  
CONTINGENCY RESERVE FUND**

**BE IT RESOLVED**

As a ¾ Vote Resolution of THE OWNERS, STRATA PLAN VR 1313 (the "Strata Corporation") "The Greenhorn" at this Annual General Meeting held on Tuesday, October 12, 2010 that authorization is granted to the Strata Council to contract for the repairs and to expend up to \$50,000.00 from the Contingency Reserve Fund for the balcony repairs to units #202, 302, and 402. This motion does not constitute an additional levy.

**(End of Resolution)**

A **MOTION** was made to adopt the ¾ vote resolution as presented and open it to the floor for discussion. It was,

**MOVED** (Unit #104), **SECONDED** (Unit #308)

After discussion a **MOTION** was made as a ¾ vote resolution to adopt Resolution #2 as presented. It was,

**MOVED** (Unit #104), **SECONDED** (Unit #408), it was then called,

**ALL IN FAVOUR OF THE ¾ VOTE RESOLUTION #2  
IN FAVOUR (19), AGAINST (0), ABSTAINED (0)**

**MOTION CARRIED.**

### **¾VOTE RESOLUTION # 3 – LAUNDRY EQUIPMENT**

#### **BE IT RESOLVED**

As a ¾ Vote Resolution of THE OWNERS, STRATA PLAN VR1313 (the "Strata Corporation") "The Greenhorn" at this Annual General Meeting held on Tuesday, October 12, 2010, to repeal the authorized purchase of laundry equipment, with funding expensed from the Contingency Reserve Fund for the purpose of acquiring a fixed asset in the amount of \$6,000.00 exclusive of any tax, delivery or installation fee; which will be utilized by the Owners of Strata Corporation VR1313 and adopt the Strata Council's recommendation to replace the existing laundry equipment with new laundry equipment by Coinamatic and to renew the leasing agreement. .

#### **(End of Resolution)**

A **MOTION** was made to adopt the ¾ vote resolution as presented and open it to the floor for discussion. It was,

**MOVED** (Unit #206), **SECONDED** (Unit #302)

After discussion a **MOTION** was made as a ¾ vote resolution to adopt Resolution #3 as presented. It was,

**MOVED** (Unit #302), **SECONDED** (Unit #105), it was then called,

**ALL IN FAVOUR OF THE ¾ VOTE RESOLUTION #3**  
**IN FAVOUR (19), AGAINST (0), ABSTAINED (0)**

**MOTION CARRIED.**

### **¾VOTE RESOLUTION #4 – USE OF COURTYARD PATIO GATE**

#### **BE IT RESOLVED**

As a ¾ Vote Resolution of THE OWNERS, STRATA PLAN VR1313 (the "Strata Corporation") "The Greenhorn" at this Annual General Meeting held on Tuesday, October 12, 2010, hereby amend the existing Strata Corporation Bylaws by adding the following;

*Entry or exit through the courtyard gate is only permitted between the hours of 9 a.m and 7 p.m. by residents of the building. Guests are also permitted entry / exit though the gate at these hours if accompanied by a resident. Outside of these hours all owners, residents and guests must enter through one of the two building entry doors. The courtyard gate remains as an emergency exit 24 hours a day.*

#### **(End of Resolution)**

A **MOTION** was made to adopt the ¾ vote resolution as presented and open it to the floor for discussion. It was,

**MOVED** (Unit #107), **SECONDED** (Unit #207)

After discussion a **MOTION** was made to **AMEND** the resolution with the addition as underlined to read;

#### **BE IT RESOLVED**

As a ¾ Vote Resolution of THE OWNERS, STRATA PLAN VR1313 (the "Strata Corporation") "The Greenhorn" at this Annual General Meeting held on Tuesday, October 12, 2010, hereby amend the existing Strata Corporation Bylaws by adding the following;

*Entry or exit through the courtyard gate is only permitted between the hours of 9 a.m and 7 p.m. by residents of the building or trades authorized with a written request for approval by the Strata Council. Guests are also permitted entry / exit though the gate at these hours if accompanied by a resident.*

*Outside of these hours all owners, residents and guests must enter through one of the two building entry doors. The courtyard gate remains as an emergency exit 24 hours a day.*

**(End of Resolution)**

It was then,

**MOVED** (Unit #104), **SECONDED** (Unit #107)

After discussion, a **MOTION** was made as a  $\frac{3}{4}$  vote resolution to adopt Resolution #4 as amended. It was,

**MOVED** (Unit #107), **SECONDED** (Unit #104), it was then called,

**ALL IN FAVOUR OF THE  $\frac{3}{4}$  VOTE RESOLUTION #4**  
**IN FAVOUR (16), AGAINST (1), ABSTAINED (2)**

**MOTION CARRIED.**

**10. ELECTION OF 2010/2011 STRATA COUNCIL**

The Strata Council of 2009/2010 automatically retired from their positions as per the Bylaws. The following Strata Lot Owners have agreed to allow their names to volunteer or were nominated for the new Council of 2010/2011:

Christina Montgomery	#305
Paul Westwick	#408
Sean Smith	#302
Kenneth Svazas	#104
Hernan Bello	#206
Daniel Brooks	#404
Lynn Slater	#308
Peter Mastalyr	#405

With no further nominations at this Annual General Meeting held on Tuesday, October 12, 2010 that the nominations be closed. A **MOTION** was made, It was

**MOVED** (Unit #104), **SECONDED** (Unit #302) and **CARRIED**.

Owners voted for seven candidates on their ballots and collected to determine the candidates elected. The seven new Strata Council members for 2010-11 are:  
 Paul Westwick, Sean Smith, Kenneth Svazas, Hernan Bello, Daniel Brooks, Lynn Slater and Peter Mastalyr.

A **MOTION** was made to accept those owners named to serve on the Strata Council. It was

**MOVED** (Unit #405), **SECONDED** (Unit #207) and **CARRIED**

Strata Council member positions will be determined at the next Strata Council meeting.

**11. NEW BUSINESS**

No new business was presented.

**12. ADJOURNMENT**

There being no further business, a **MOTION** was made to adjourned the meeting at 9:28 pm.  
It was,

**MOVED** (Unit #107), **SECONDED** (Unit #104) and **CARRIED**

The next Strata Council Meeting is scheduled for Monday, November 8, 2010 at 7:00pm in Unit #302. .

Respectfully submitted,  
Oscar Saari, Property Manager  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION  
Administrative Assistant: Judy Dudlets  
Service Department Manager: Greg Dunphy  
Telephone 273-1745 (9:00 a.m. to 5:00 p.m. & 24 Hour Emergency)

IT HAS BECOME A STANDARD PRACTICE IN THE REAL ESTATE INDUSTRY THAT OWNERS PROVIDE TWO (2) YEARS OF COUNCIL AND GENERAL MEETING MINUTES TO POTENTIAL PURCHASERS. PLEASE RETAIN YOUR MINUTES FOR TWO YEARS AS THERE IS A FEE TO OWNERS WHO REQUIRE ADDITIONAL COPIES OF THE MINUTES

UNDER THE STRATA PROPERTY ACT, PROPERTY MANAGERS WORK FOR THE OWNERS OF THE STRATA CORPORATION. UNDER THE STRATA PROPERTY ACT AND THE PRIVACY ACT, WHEN SELLING YOUR UNIT THE PROPERTY MANAGER MAY ONLY COMMUNICATE WITH THE OWNER OR THE SELLER'S AGENT UPON PRESENTATION OF THE WRITTEN VERIFICATION OF SUCH A RELATIONSHIP. THE PROPERTY MANAGER CAN NOT COMMUNICATES INFORMATION ABOUT THE STRATA CORPORATION OR YOUR STRATA LOT WITH PURCHASERS OR THE AGENT FOR THE PURCHASER WITHOUT WRITTEN AUTHORIZATION FROM THE OWNER. ALL QUESTIONS OR CONCERNS SHOULD BE DIRECTED TO THE OWNER OF THE UNIT OR THE OWNER'S AGENT.

!AGMmins101012

**STRATA PLAN VR 1313 - THE GREENHORN  
2010/2011 APPROVED BUDGET**

	2009/2010 BUDGET	2009/2010 Actual	2010/2011 APPROVED	
<b>INCOME</b>				
LAUNDRY MACHINES	\$5,000.00	\$4,334.77	\$4,000.00	
LATE PAYMENT INTEREST	\$0.00	\$30.92	\$0.00	
LATE PAYMENT PENALTIES	\$0.00	\$200.00	\$0.00	
INTEREST	\$200.00	\$78.28	\$50.00	
Other	\$0.00	\$168.39	\$0.00	
MAINTENANCE FEES	\$142,054.00	\$142,054.08	\$127,422.00	-10.3 % change
MOVE IN FEES	\$0.00	\$200.00	\$0.00	
MOVE OUT FEES	\$0.00	\$100.00	\$0.00	
SURPLUS FORWARD/DEFICIT	\$22,513.00	\$22,513.04	\$7,234.00	
<b>TOTAL INCOME</b>	<b>\$169,767.00</b>	<b>\$169,679.48</b>	<b>\$138,706.00</b>	
<b>GENERAL</b>				
AUDIT	\$400.00	\$0.00	\$400.00	
AUDIT REAL ESTATE COUNCIL	\$315.00	\$315.00	\$336.00	
CHOA MEMBERSHIP	\$0.00	\$165.00	\$165.00	
INSURANCE	\$12,663.00	\$11,096.27	\$12,500.00	
INSURANCE DEDUCTIBLES	\$5,000.00	\$0.00	\$5,000.00	
MANAGEMENT FEES	\$12,593.00	\$13,161.60	\$13,306.00	
RENTAL STRATA LOT #4	\$1,421.00	\$984.56	\$1,274.00	
WCB COVERAGE	\$50.00	\$4.70	\$50.00	
LEGAL	\$1,000.00	\$1,319.87	\$1,500.00	
DUPLICATING & POSTAGE	\$1,200.00	\$894.09	\$1,200.00	
BANK CHARGES	\$175.00	\$132.00	\$175.00	
<b>TOTAL GENERAL</b>	<b>\$34,817.00</b>	<b>\$28,073.09</b>	<b>\$35,906.00</b>	
<b>BUILDING</b>				
FIRE ALARM MONITORING	\$1,000.00	-\$94.50	\$1,000.00	
ELEVATOR	\$1,600.00	\$3,278.25	\$3,000.00	
ELECTRICITY	\$5,000.00	\$4,869.83	\$5,000.00	
PEST CONTROL	\$500.00	\$0.00	\$500.00	
GARAGE DOOR	\$500.00	\$693.53	\$500.00	
GENERAL MAINTENANCE	\$2,500.00	\$1,671.53	\$2,500.00	
HEATING/FUEL/GAS	\$22,000.00	\$15,166.83	\$18,000.00	
LOCKS/KEYS	\$500.00	\$107.92	\$500.00	
REPAIRS-MCH/PLMBG	\$15,000.00	\$11,929.63	\$14,000.00	
REPAIRS- GENERAL	\$20,000.00	\$32,678.85	\$25,000.00	
GARBAGE COLLECTION	\$1,400.00	\$1,372.76	\$1,500.00	
ENTERPHONE	\$1,900.00	\$1,100.51	\$1,900.00	
JANITORIAL SERVICES	\$7,000.00	\$6,497.40	\$7,000.00	
WATER &SEWER CHARGES	\$5,000.00	\$5,949.61	\$6,000.00	
<b>TOTAL BUILDING</b>	<b>\$83,900.00</b>	<b>\$85,222.15</b>	<b>\$86,400.00</b>	
<b>GROUND</b>				
LANDSCAPING	\$3,650.00	\$4,022.34	\$4,000.00	
TREE REPLACEMENT	\$1,500.00	\$0.00	\$1,500.00	
SNOW/ICE REMOVAL	\$900.00	\$127.62	\$900.00	
<b>TOTAL GROUND</b>	<b>\$6,050.00</b>	<b>\$4,149.96</b>	<b>\$6,400.00</b>	
<b>TOTAL OPERATING EXPENSE</b>	<b>\$124,767.00</b>	<b>\$117,445.20</b>	<b>\$128,706.00</b>	
<b>CAPITAL</b>				
TRANSFER TO CRF	\$45,000.00	\$45,000.00	\$10,000.00	
<b>TOTAL CAPITAL</b>	<b>\$45,000.00</b>	<b>\$45,000.00</b>	<b>\$10,000.00</b>	
<b>TOTAL EXPENSES</b>	<b>\$169,767.00</b>	<b>\$162,445.20</b>	<b>\$138,706.00</b>	
<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>\$0.00</b>	<b>\$7,234.28</b>	<b>\$0.00</b>	

Notes on 2009/2010 actuals:

Fire alarm monitoring (\$846.58) was wrongly paid out of general maintenance

The variance in SL#4 rental relates to a refund cheque carried over from last year

The garage door replacement (\$8078) was incorrectly charged to Repairs/General, instead of CRF





**h) Westside Walkway Sinkhole**

A Strata Council member to contact the City of Vancouver engineering department to have an inspector assess the sinkhole that is located in the vicinity of the Westside walkway near the parkade entrance..

**i) Graffiti at Front Door and Windows**

The front entrance door has Graffiti. A Strata Council member will obtain paint and have the area repainted and have the windows washed by Pacific Rope Works.

**j) Landscaping**

The Strata Council directed the Property Manager to contact the landscaper to trim the hedge located by unit 104.

**k) Weeds and Leaves Entering Parkade Vent**

Weeds and leaves are entering the parkade vent located on the Southeast corner of the property. Solutions to block the entry of debris are being considered.

**l) Glass Canopy Above Main Building Entrance.**

The Strata Council directed the Property Manager to contact Thomas Maintenance to clean the glass canopy above the main building entrance.

**9. NEXT SCHEDULED MEETING**

The next scheduled meeting will be the Annual General Meeting on Tuesday October 12<sup>th</sup>, 2010. Location: Lobby area at The Greenhorn. Registration 6:30 p.m. Call to Order 7:00 p.m. The next scheduled Strata Council meeting (to be determined) will be held in November.

**10. MEETING ADJOURNMENT**

With no further business to discuss, a **MOTION** was made to adjourn the meeting at 10:26 p.m. It was,

**MOVED (Paul), SECONDED (Lynn) and CARRIED**

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

**PROPERTY AGENT:** Oscar Saari, Property Manager

**CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.**

**PROPERTY MANAGEMENT DIVISION**

7320 Westminster Highway, Richmond, B.C. V6X 1A1

**TELEPHONE:** (604) 273-1745 (9:00 A.M. TO 5:00 P.M. & 24 Hour Emergency)

**FAX:** (604) 273-9021

**ADMINISTRATIVE ASSISTANT:** Judy Dudlets

**SERVICE DEPARTMENT:** Greg Dunphy

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October 12<sup>th</sup>, 2010, registration will be at 6:45 p.m. and call to order at 7:00 p.m. The meeting will be held at the main lobby entrance at The Greenhorn.

## 7. CORRESPONDENCE

*Owners are advised, in accordance with provisions of the Strata Property Act, that written correspondence or complaints to the Strata Corporation can no longer be considered as "confidential" or "privileged" information; however, to protect privacy of information, unit number will not be published in the minutes unless required for a specific resolution of Council.*

### a) Unit 305 – Arbor on Deck

An owner wrote to inform the Strata Council permission was granted to have an arbor placed outside their kitchen door on the front deck several years ago which has since been removed. The owner is requesting the removal of the assumption of liability agreement regarding the arbor from their title to the unit or subsequent owners not be held liable for an item that is no longer in place. The Property Manager has informed Century 21 administration to retrieve the document in order to make the amendment.

### b) Unit 207

An owner requested to receive a letter stating the 2009 levy was used for repairs and renovations in order for the owner to apply it for tax purposes. The Property Manager will forward the requested information to the owner.

## 8. NEW BUSINESS

### a) Unit 305 – Door Sill

During the repairs of the deck of unit 305, it has been observed the door sill leading to the deck requires repairs. The Property Manager has been directed to contact firstonsite to schedule with the owner to make the repairs.

### b) DMS Mechanical – Roof Access

DMS Mechanical advised the Strata Council the hatch leading to the roof is inaccessible due to it being locked. The Property Manager will contact DMS Mechanical to advise that access to the roof is now accessible for servicing during their next visit on site.

### c) Concrete Repairs

Minor concrete repairs are required in several exterior areas of the building. Collins & Sons will be contacted for a walkthrough with a council member to list the repairs that are required.

### d) Tree Removal

Tree removal from the courtyard is necessary due the impact affecting the building membrane. The City of Vancouver has granted one tree to be removed per year from the property. An arborist will be contacted to provide a quote for tree removal this Fall.

### e) Parkade

The Strata Council reminds residents parking stalls are not to be use for its intended purpose and not for storage of personal items which is in contravention of the bylaws (see below). Residents are to removed personal property from their parking stall or will be removed and disposed of at the owners expense.

### Division 9 - Parking/Bike Room

#### Parking/Bike Room

34 (5) No area of the garage is to be used to store items other than motor vehicles. No personal articles may be kept in the garage.

### f) Laundry Room

It has been reported that wet or abandoned clothing has been left unattended in the laundry room. The Strata Council reminds residents to be conscientious and courteous to others.

### g) Garbage Bin

Residents are reminded to break cardboard containers and depose in the recycle bin only.

**c) Unit 102 – Interior Water Leak Repairs**

Interior repairs other than minor deficiencies have completed by Firstonsite Restoration. During the course of repairs to Unit 102, it was necessary for the Owners to leave the suite for a period. Council was advised by the Property Manager that it was the strata's responsibility to pay for alternate accommodation. Council has since learned this advice was wrong. The bill was for approximately \$4,600 and has been paid by the strata. Council is considering its options in regard to the faulty advice from Century 21's representative.

**d) Disturbances From Neighbouring Unit**

The Strata Council continues to work on a remedy for this serious matter and have sought legal advice.

**e) Unit 305 – Deck Repairs**

Firstonsite Restoration has completed the deck repairs for unit 305 and has been resolved.

**f) Annual Fire and Safety Inspection**

Fairlane Fire Prevention Ltd. was on site for their annual inspection on June 19<sup>th</sup>, 2010. The report included an advisory that four units were inaccessible for fire alarm device inspection. The Property Manager is coordinating a suitable time for Fairlane Fire Prevention to visit all four units on a day that is convenient for the owners in order to curb costs. A chargeback will apply to the individual owner for a second visit.

**g) Exterior East Wall Membrane Repairs by Firstonsite**

The exterior perimeter east wall membrane repairs have been completed by firstonsite.

**h) Overhead Door Maintenance Agreement**

A service contract from Overhead Door has been received. The services would include a semi-annual visit for preventative maintenance for \$260.00 plus HST. After review a **MOTION** was made to accept the service contract as presented. It was

**MOVED (Ken), SECONDED (Charles) AND CARRIED**

**i) DMS Report on Laundry Drains**

The Property Manager and DMS Mechanical were on site to review the washing machine laundry drains. A suggested idea was to increase the size of the laundry drain in order to prevent water overflowing. At this time the Strata Council has deferred the matter and stands with the earlier decision to have one of the laundry machines replaced by Coinamatic.

**j) Clean Sweep Chimney Service**

A quote was received from Clean Sweep Chimney Service formally known as Dickens Chimney Service. After review the Strata Council has directed the Property Manager to contact Clean Sweep Chimney Service to schedule October 16<sup>th</sup> for the annual cleaning and / or inspection.

**k) Carpet Cleaning**

A quote for \$580.00 plus tax was received from Coit Services Vancouver for carpet cleaning all accessible carpets throughout the building including the four floors of common halls and two stairwells. Upon review the Strata Council directed the Property Manager to contact Coit and other service providers who specialize in stain removal. Recently, stains have been caused by spilt laundry detergent on the carpets leading from the laundry room to the first floor.

**6. COMMITTEE REPORTS**

**a) Finance**

**i) Consideration of the July 2010 Operating Statement and a Review of the Owners Monthly Assessment Payment**

Due to time constraints, the Financial Chairman requested and the Strata Council agreed to defer the review of the financial statements to the next Strata Council meeting.

**ii) AGM Budget and Review of Resolutions**

The Financial Chair reviewed the Operating Budget and Resolutions that are to be presented to the owners for the Annual General Meeting. The agenda will include contributions to the Contingency Reserve fund, balcony repair expenditures from the Contingency Reserve Fund, laundry equipment and the use of the courtyard gate. After review the Strata Council approved the details to be sent to the owners for review. The Annual General Meeting will be held on Tuesday

MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON TUESDAY, SEPTEMBER 14TH, 2010 AT 7:00 P.M. AT  
1169 NELSON STREET, VANCOUVER, B.C.

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**COUNCIL IN ATTENDANCE:**

KENNETH SVAZAS	UNIT #104	
PAUL WESTWICK	UNIT #408	
HERMAN BELLO	UNIT #206	(UNTIL 9:07 P.M.)
CHRISTINA MONTGOMERY	UNIT #305	(FROM 7:45 P.M. – 10:26 P.M.)
CHARLES RENT	UNIT #402	(UNTIL 8:49 P.M.)
LYNN SLATER	UNIT #308	

**ABSENT WITH REGRETS:**

SEAN SMITH	UNIT #302
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**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The Strata Council meeting was called to order by the President Ken Svazas at 7:15pm.

**2. GUEST BUSINESS – PET COMPLAINT**

An owner attended the Strata Council meeting to discuss with Council the ongoing issue of an owner allowing their pet to use their deck to relieve itself. The owner reviewed the latest correspondence and photographs as evidence with the Strata Council. A discussion with the owner took place regarding the proper procedure for a complaint by submitting a formal letter and the photographic evidence be clearly date stamped as to when it was taken. The date stamp does not transfer when printed but it clearly indicated on the computer image. The owner also suggested for the Strata Council to review and consider a bylaw amendment regarding Strata Council member(s) to step down if involved with a contravention of the bylaws. After discussion the owner left at 7:25 p.m.

The matter was further discussed by the Strata Council and directed the Property Manager to issue a letter to an owner in accordance with the directive from the previous Strata Council meeting. Consideration was taken not to take steps in any bylaw amendments at this time. A Strata Council member will contact CHOA for assistance and advice regarding pets.

**3. ADDITIONS AND DELETIONS TO THE AGENDA**

After reviewing the Agenda, several items were added to the agenda; a **MOTION** was made to accept the agenda as amended. It was,

**MOVED (Herman) AND SECONDED (Lynn) AND CARRIED**

**4. CONSIDERATION OF PREVIOUS COUNCIL MINUTES**

After reviewing the council minutes of August 10th, 2010, one amendment is required for item 6 c) regarding unit 102 water leak repairs with an addition stating; 'The owners are advised the cause of the water leak into 102 was localized to a rotted door sill. As a result water had entered unit 102 from the exterior patio.' A **MOTION** was then made to accept the minutes as amended. It was,

**MOVED (Charles), SECONDED (Herman) and CARRIED**

**5. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Unit 102 – Patio Repair Update**

Inside Out Creative Solutions are to resume patio restoration for unit 102. At this time of writing repair work had not commenced due to scheduling difficulties as advised by Inside Out Creative Solutions. The Property Manager and a Strata Council member on several occasions attempted to contact Inside Out Creative Solutions to resume work as soon as possible. A deadline notice was issued to commence work or the Strata Council will seek the services of another contractor to complete the work.

**b) Laundry Machines Replacement**

The Property Manager informed Coinomatic to replace the right laundry washing machine located near the washroom door in one week's time in order to avoid water overflowing which has occurred in the past.

MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON TUESDAY, AUGUST 10TH, 2010 AT 7:00 P.M. AT  
1169 NELSON STREET, VANCOUVER, B.C.

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**COUNCIL IN ATTENDANCE:**

SEAN SMITH	UNIT #302
PAUL WESTWICK	UNIT #408
HERMAN BELLO	UNIT #206
CHRISTINA MONTGOMERY	UNIT #305
CHARLES RENT	UNIT #402
LYNN SLATER	UNIT #308

**ABSENT WITH REGRETS:**

KENNETH SVAZAS	UNIT #104
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**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The strata council meeting was called to order by the Vice President Sean Smith at 7:06pm.

**2. GUEST BUSINESS – REGARDING PATIO RENOVATIONS – 7:06pm**

A relative represented the owner who was not available to attend the meeting. Information was provided to the Strata Council on behalf of the owner regarding unauthorized improvements to the patio which included the patio door replacement, plants, bricks, lattice work for privacy and a repair on the common wall. It was the intention of the owner to beautify the patio and was paid by the owner without expense to the Strata Corporation. It was not the intention of the owner to make repairs or improvements prior to the Strata Council's approval. Since the improvements took place, the owner apologizes for not waiting until the Strata Council reviewed the request prior approval. After the presentation and discussion with the Strata Council, the representative of the owner left the meeting at 7:15p.m.

**3. GUEST – DISTURBANCES FROM A NEIGHBOURING UNIT – 7:15PM**

Representative attended the Strata Council meeting on behalf of an owner who was unable to attend the Strata Council meeting. A document was distributed to Strata Council members and the Property Manager regarding a neighbour and listed disturbances on several occasions affecting owners at the Greenhorn. The disturbances occurred on a weekly basis which caused a disruption of daily and nightly normal living lifestyles which has become no longer acceptable. Discussion took place between the representative and the Strata Council members. Steps are being taken to have this problem resolved. After the discussion, the representative was thanked and left the meeting at 7:28p.m.

**4. ADDITIONS AND DELETIONS TO THE AGENDA**

After reviewing the Agenda, several items were added to the agenda; a **MOTION** was made to accept the agenda as amended. It was,

**MOVED (Charles) AND SECONDED (Sean) AND CARRIED**

**5. CONSIDERATION OF PREVIOUS COUNCIL MINUTES FROM JULY 6<sup>TH</sup>, 2010**

After reviewing the council minutes from July 6<sup>th</sup>, 2010, a **MOTION** was made to accept the minutes as presented. It was,

**MOVED (Sean), SECONDED (Lynn) and CARRIED**

**6. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Unit 102 – Patio Repairs**

Restoration repairs of the interior of Unit 102 have been completed including the exterior perimeter wall membrane leading from the unit to the patio. The Property Manager informed the Strata Council that Inside Out Creative Solutions have been informed to resume patio restoration for Unit 102 and work will commence upon notification by Inside Out Creative Solutions on their pending schedule to be on site.

**b) Laundry Machines Replacement**

The Strata Council has directed the Property Manager to contact Coinomatic to have a laundry machine replaced closest to the washroom facilities door.

**c) Unit 102 – Water Leak Repairs**

Exterior water ingress originating from the patio required repairs to Unit 102. The owners were required to vacate to a safe environment while the unit underwent emergency and final repairs and have since returned to occupy their unit. Firstonsite Restoration discovered areas requiring additional repairs due to years of undetected water ingress. Invoices have been received from firstonsite and will be expensed from the Contingency Reserve Fund. A list was received from the owner of personal property damaged during the water ingress will be discussed by the Strata Council to determine the separation of costs and responsibilities of the Owner and the Strata Corporation.

**d) Unit 305 – Quote for Repairs of deck**

Firstonsite inspected and provided a quote to replace deteriorated deck floor boards that have reached the end of its lifecycle. After discussion the Strata Council approved to the deck repaired. The Property Manager contacted firstonsite to prepare a work order to proceed with the repairs as soon as possible.

**e) Annual Fire and Safety Inspection Report and Quote for the Annual Dry Sprinkler Winterization**

Fairlane and Fire Prevention Limited were on site on June 19<sup>th</sup>, 2010 for their annual fire prevention equipment inspection. Access to units 406, 408, 102 and 101 was not received. A return service call will be charged back to the owner. To visit all four units on one occasion would cost \$30.00 plus HST or individual appointments are \$60.00 plus HST.

Fairlane and Fire Prevention Limited submitted a quote for the annual dry sprinkler winterization at the Greenhorn due in October. To conduct the annual winterization and to check the operation of equipment and inspection of sprinkler pipes and heads is \$100.00 plus H.S.T. After review, a **MOTION** was made to accept the quote as presented. It was,

**MOVED (Sean), SECONDED (Charles) and CARRIED**

**f) Laundry Room Drains**

A site visit by DMS Mechanical conducted an inspection of the laundry machine drains. The Strata Council had suggested the possibility to install a wider diameter drain pipe in order to reduce water overflow occurring or to place a drain pan beneath the laundry machines. A quote and recommendations are pending.

**g) Locker Repairs**

Underground parkade storage locker repairs have been completed by firstonsite,

**7. COMMITTEE REPORTS****a) Finance****i) Consideration of the May and June 2010 Operating Statements**

The Financial Chair reviewed the May and June 2010 Operating Statements and was satisfied with the report. A **MOTION** was made to accept the Operating Statements as presented. It was,

**MOVED (Charles), SECONDED (Lynn) and CARRIED**

**ii) Review of Owners Monthly Assessment Payments**

After review, it was noted one owner is in arrears requiring a 21 day letter.

**iii) General Meeting Resolutions**

The Property Manager provided three resolutions for Strata Council review. The first resolution regarded a Special Levy in order to contribute to the CRF for the amount of \$45,000.00. The second resolution regarded the remaining balcony repairs (202, 302, 402) and to expend up to \$50,000.00 from the Contingency Reserve Fund. The third resolution regarded the repeal of authorization to purchase laundry equipment as passed at the Annual General meeting in 2009 and to adopt Council's recommendation to continue with Coinomatic and to renew the leasing agreement. After review, the Strata Council has recommended these resolutions to be presented to the Owners as part of the Annual General Meeting, to be held on Tuesday, October 12<sup>th</sup>, 2010.

**iv) Balance of Refund from K 9 Guard Service**

Property Manager informed the Strata Council the refund balance owing was received and has now been resolved.

**v) Review of firstonsite Invoices regarding Unit 102**

Repair invoices were received from firstonsite Restoration regarding the emergency repairs required for Unit 102. The emergency repair invoices of \$3,399.54, \$5,693.94 and \$11,018.55 have been received and have been expensed from the Contingency Reserve Fund. The approximate cost for repairs to Unit 102 caused by water ingress and perimeter wall failure is approximately \$22,000.00.

**8. CORRESPONDENCE**

*Owners are advised, in accordance with provisions of the Strata Property Act, that written correspondence or complaints to the Strata Corporation can no longer be considered as "confidential" or "privileged" information; however, to protect privacy of information, unit number will not be published in the minutes unless required for a specific resolution of Council.*

**Reminder to Owners:**

**Owners that wish to bring forward a comment or complaint to the Strata Council are to submit it in writing for review. No verbal correspondence will be accepted.**

**a) Complaints regarding a Unit in the Building**

Correspondence was received from an owner regarding disturbances from a unit within the building. The Strata Council reviewed correspondence received and concern from multiple residents regard an ongoing tenant situation that poses a serious safety and security risk. Therefore, due to the significant potential risk to residents, the Strata Council has decided to seek urgent legal advise on how to remedy the situation. A **MOTION** was then made to seek legal advise. It was,

**MOVED (Paul), SECONDED (Christina) and CARRIED**

**b) Possible Break and Entry**

Correspondence was received from a resident informing the Strata Council of items that have gone missing within their unit and possible entry through the ground floor window of the building. Owners are reminded to take security precautions to deter illegal entry into their unit. If a resident notices any suspicious activity are to call 911 for immediate action.

**9. NEW BUSINESS****a) Elevator Break**

Recently the elevator was in disrepair. The Property Manager contacted Westcoast Elevator to make repairs. At this time of writing, it has been resolved. A report is pending on the nature of the problem. The Property Manager was directed to contact service providers to provide quotes and to arrange a site visit with a Council member.

**b) Re keying of the Building**

During the time of restoration work for Unit 102, a lock box containing the building key was stolen. A reasonable amount of time has passed without any report of unusual activity and monitoring will continue. The Strata Council recommended not to key at this time although a quote is pending from Viscount Communications for further study.

**c) Membrane Repairs for Perimeter East Wall by firstonsite**

Quotes were received from firstonsite for perimeter membrane repairs on the east wall. After review, approval was made and currently work is under way.

**d) Underground Parkade Garage Door**

The Property Manager contacted Overhead Door for maintenance service of the garage door. The Strata Council directed the Property Manager to obtain a semi annual service agreement quote.

**e) Patio Renovations**

Regarding the guest representing the owner, the Strata Council directed the Property Manager to inform the owner of their decision regarding the upgrades that were performed on the patio.

**f) Rental Lists**

An updated rental list is required at the Greenhorn in order to provide an owner requesting information in order to be placed on the list.

**g) Adjacent Building Construction**

It was brought to the Strata Council member's attention the hoarding of construction materials by workers from the adjacent building project by the West wall underground parkade. A Council member will contact the contractor to have the problem resolved.

**h) Renovations**

Currently renovations are being performed in a unit. The Property Manager was directed to contact the owner to determine if a renovation request was provided. Dirt and material remnants in the hallways leading from the unit is evident. The Strata Council has directed the Property Manager to contact Coit for a quote to remove stains in the hallways and staircase.

**i) Tree Removal**

The Strata Council is allowed by the City of Vancouver to have one tree removed from the property each year. A Strata Council member will obtain a quote from Bartlett Tree Experts and to advise on resolving stumps that are located on Westside perimeter of the property.

**10. NEXT SCHEDULED MEETING**

The next scheduled council meeting will be held at 7:00pm on Tuesday, September 14th, 2010 in unit 302.

**11. MEETING ADJOURNMENT**

With no further business to discuss, a **MOTION** was made to adjourn the meeting at 10:30 p.m. It was,

**MOVED (Sean), SECONDED (Charles) and CARRIED**

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

**PROPERTY AGENT:** Oscar Saari, Property Manager

**CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.**

PROPERTY MANAGEMENT DIVISION

7320 Westminster Highway, Richmond, B.C. V6X 1A1

**TELEPHONE:** (604) 273-1745 (9:00 A.M. TO 5:00 P.M. & 24 Hour Emergency)

**FAX:** (604) 273-9021

**ADMINISTRATIVE ASSISTANT:** Judy Dudlets

**SERVICE DEPARTMENT:** Greg Dunphy

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UNDER THE STRATA PROPERTY ACT, PROPERTY MANAGERS WORK FOR THE OWNERS OF THE STRATA CORPORATION. UNDER THE STRATA PROPERTY ACT AND THE PRIVACY ACT, WHEN SELLING YOUR UNIT THE PROPERTY MANAGER MAY ONLY COMMUNICATE WITH THE OWNER OR THE SELLER'S AGENT UPON PRESENTATION OF THE WRITTEN VERIFICATION OF SUCH A RELATIONSHIP. THE PROPERTY MANAGER CAN NOT COMMUNICATE INFORMATION ABOUT THE STRATA CORPORATION OR YOUR STRATA LOT WITH PURCHASERS OR THE AGENT FOR THE PURCHASER WITHOUT WRITTEN AUTHORIZATION FROM THE OWNER. ALL QUESTIONS OR CONCERNS SHOULD BE DIRECTED TO THE OWNER OF THE UNIT OR THE OWNER'S AGENT.



MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON TUESDAY, JULY 6TH, 2010 AT 7:00 P.M. AT  
1169 NELSON STREET, VANCOUVER, B.C.

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**COUNCIL IN ATTENDANCE:**

KENNETH SVAZAS	UNIT #104
SEAN SMITH	UNIT #302
CHRISTINA MONTGOMERY	UNIT #305
CHARLES RENT	UNIT #402
LYNN SLATER	UNIT #308

**ABSENT WITH REGRETS:**

PAUL WESTWICK	UNIT #408
HERMAN BELLO	UNIT #206

**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The meeting was called to order by the Strata Council President Ken Svazas at 7:06 p.m.

**2. GUEST BUSINESS – OWNER REGARDING PATIO RENOVATIONS**

With regrets the owner was unable to attend the Strata Council meeting to review renovations to their patio. The purpose of the meeting was to review renovations that were performed without official approval by the Strata Council. The Strata Council members viewed the renovations that took place on the patio and further discussion took place regarding a variety of issues that needed attention. After discussion a **MOTION** was made to inform the owner of the following items that must be addressed.

- A tree that was planted on the south west corner of the patio must be removed and replaced with a shrub by the owner.
- All cedar boards that were attached to the fence must be removed by the owner.
- The pathway is satisfactory but an adjustment to one of the paving stones is required and will be tended to by the Strata Council. A chargeback to the owner will apply.
- A portion of the common wall which was repaired requires finishing and will be tended to by the Strata Council. A chargeback to the owner will apply.
- The patio door which was replaced is acceptable and the owner will be issued a letter regarding the patio door with an Assumption of Liability agreement.

The above **MOTION** was **MOVED** and **CARRIED**.

**3. ADDITIONS AND DELETIONS TO THE AGENDA**

After reviewing the Agenda, several items were deleted and added to the agenda; a **MOTION** was made to accept the agenda as amended. It was,

**MOVED (Sean) AND SECONDED (Charles) AND CARRIED**

**4. CONSIDERATION OF PREVIOUS COUNCIL MINUTES FROM June 1st, 2010**

After review, there was one amendment to the previous minutes of June 1<sup>st</sup>, 2010 regarding storage of items in the underground parkade. This item was not included in the previous minutes.

***"Owners are reminded the parking stalls are to be used exclusively for motor vehicles and bicycles. Any other items stored in the parking stalls will be removed at the owner's expense."***

A **MOTION** was then made to accept the minutes as amended. It was,

**MOVED (Sean), SECONDED (Charles) and CARRIED**

**5. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Unit 102 and 103 – Patio Repairs**

Patio repairs have been completed for unit 103. Unit 102 patio repairs have been halted pending the restoration repairs of the interior and exterior perimeter wall membrane and a water leak caused by water ingress.

**b) Laundry Machine Replacement**

The Property Manager contacted Coinamatic to have an amendment to the contract which was discussed at the previous Strata Council meeting. An agreement was made and upon further discussion with the Strata Council, is satisfied with the amendments. The Strata Council directed the Property Manager to contact DMS Plumbing for a quote to install a larger drain for the laundry machines. During the last Annual General Meeting, a Resolution was approved to purchase laundry equipment. Since that time, it was deemed not to be cost effective and it would be best to continue with a leasing agreement with Coinamatic. A Resolution would be required at the Special General Meeting to repeal that approval and present a Resolution to continue with leasing the laundry equipment from Coinamatic.

**c) West Coast Elevator Contract and Invoices to Review**

The Strata Council has deferred any further discussion regarding the current contract or invoices until such time as quotes are received from other sources for further discussion.

**d) Unit 102 – Water Leak Repairs**

First On Site Restoration has begun with repairs to the interior and exterior of unit 102. Demolition has taken place, air quality testing has been completed and results will be known within days. Once the exterior work has been completed, interior repairs and a hot water pipe line will be re-plumbed by DMS Mechanical which caused deterioration to a portion of the wall framework. A quote was received from First On Site for membrane repairs in the amount of \$6,473.50 plus applicable taxes. After review a MOTION was made to accept this quote as presented.

It was **MOVED (Sean), SECONDED (Charles) and CARRIED**

The emergency invoice which was received from First On Site regarding the water ingress from the patio into unit 102 for the amount of \$3,399.54 was reviewed. After review a MOTION was made to accept the invoice as presented. It was **MOVED (Charles), SECONDED (Ken) and CARRIED**

The recommended work from DMS Mechanical to reroute the hot water pipe as part of the repairs for the amount of \$838.50 was reviewed. After review a MOTION was made to accept the quote as presented and to proceed with the work. It was **MOVED (Charles), SECONDED (Sean) and CARRIED**.

A council member has contacted First On Site to submit a quote for additional exterior wall membrane repairs and that would continue to the end of the east wall of the building.

**e) Locker Repairs**

A quote was received from First On Site for locker repairs in the underground parkade. After review the Strata Council has agreed to the quote as presented. First On Site was instructed to make the repairs and at this time of writing the repairs have been completed. The quote to reinsulate and install plywood sheathing was estimated at \$1,480.00. A MOTION was made to accept the quote as presented. It was **MOVED (Sean), SECONDED (Charles) and CARRIED**

**f) Unit 305**

First On Site was contacted to provide an inspection and quote to replace deck floorboards that have deteriorated and allow for access areas for drain cleaning.

**g) Roof Top Moss Growth**

A Strata Council member purchased zinc pellets and strips to control moss on the roofs. Work has been completed and resolved.

**h) Annual Fire & Safety Inspection**

The annual fire and safety inspection has been completed. A report of the results of the inspection and any deficiencies are pending.

**6. COMMITTEE REPORTS****a) Finance****i) Consideration of the May 2010 Operating Statement**

With regrets, the Financial Chair was absent. The review of the May 2010 Operating Statement and the owner's monthly assessment payments was deferred to the next Strata Council meeting.

**ii) Resolutions for SGM**

In the absence of the Financial Chair an email was received regarding the following two financial motions to be presented to the owners for the pending Special General Meeting.

1) Whereas the Strata Council has approved a number of emergency repair expenditures from the CRF this year, the owners approve by 3/4 resolution a special levy in the amount of \$45,000 to replenish the CRF. The levy is due upon passage of the motion, however, for convenience, owners will be given until September 15 to pay without penalty.

2) Whereas council has received estimates of \$15,000 per balcony for repair and/or replacement of the remaining three balconies (202, 302, 402), and these are the last three balconies that have not been repaired or replaced, the owners approve the expenditure of up to \$50,000 from the CRF for the repair, and/or replacement as necessary, of the remaining three balconies: 202, 302, 402.

After review a **MOTION** was made to accept the proposed Resolutions for presentation to the owners for the pending Special General Meeting. It was **MOVED (Charles), SECONDED (Sean) and CARRIED**.

**b) Landscaping**

**i) Tree Removal**

A Strata Council member will contact Bartlett Arborists to provide a quote to remove the largest tree from the courtyard and bring to their attention a previous tree removed from the Westside walkway has formed new growth and have the stump removed.

**7. CORRESPONDENCE**

*Owners are advised, in accordance with provisions of the Strata Property Act, that written correspondence or complaints to the Strata Corporation can no longer be considered as "confidential" or "privileged" information; however, to protect privacy of information, unit number will not be published in the minutes unless required for a specific resolution of Council.*

**a) Pet Complaint**

Correspondence was received from an owner of further evidence for Strata Council to review concerning a neighbour allowing their pet to use their deck to relieve itself. After review and discussion the Strata Council directed the Property Manager to issue a letter to the owner for the continuance of bylaw infractions.

**b) Strata Fees**

Correspondence was received from an owner regarding strata fees. The Strata Council directed the Property Manager with a letter of response.

**8. NEW BUSINESS**

**a) Clean Sweep Chimney Service Quote**

A quote was received from Clean Sweep Chimney Service (formerly Dickens Chimney Service) to inspect and/or clean fireplace chimneys. This item has been deferred and a pending schedule will occur during the month of October. Notices will be posted at that time to inform owners of the pending schedule. After review, a **MOTION** was made to accept the quote as presented. It was **MOVED (Sean), SECONDED (Charles) and CARRIED**.

**b) Parking Stall #8**

The Property Manager contacted the owner regarding a report of a non-resident parking in the underground parkade. This has been tentatively resolved.

*As a reminder to owners and residents the parking stalls are only for the use of those who reside at The Greenhorn and anyone found to be in violation of this is subject to a fine.*

**c) Security Cameras and FOBs**

The Strata Council directed the Property Manager to contact service providers for information and a quote regarding security cameras and FOBs. Further discussion will take place at the next Strata Council meeting.

**9. NEXT SCHEDULED MEETING**

The next scheduled council meeting will be held at 7:00pm on August 10th, 2010 in unit 104.

**10. MEETING ADJOURNMENT**

With no further business to discuss, a **MOTION** was made to adjourn the meeting at 9:26 p.m.  
It was,

**MOVED (Sean), SECONDED (Charles) and CARRIED**

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

**PROPERTY AGENT:** Oscar Saari, Property Manager

**CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.**

**PROPERTY MANAGEMENT DIVISION**

7320 Westminster Highway, Richmond, B.C. V6X 1A1

**TELEPHONE:** (604) 273-1745 (9:00 A.M. TO 5:00 P.M. & 24 Hour Emergency)

**FAX:** (604) 273-9021

**ADMINISTRATIVE ASSISTANT:** Judy Dudlets

**SERVICE DEPARTMENT:** Greg Dunphy

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M100706

**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON TUESDAY, JUNE 1ST, 2010 AT 7:00 P.M. AT  
1169 NELSON STREET, VANCOUVER, B.C.**

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**COUNCIL IN ATTENDANCE:**

KENNETH SVAZAS	UNIT #104
SEAN SMITH	UNIT #302
PAUL WESTWICK	UNIT #408
CHRISTINA MONTGOMERY	UNIT #305
CHARLES RENT	UNIT #402 (AT 7:30PM)

**ABSENT WITH REGRETS:**

HERMAN BELLO	UNIT #206
LYNN SLATER	UNIT #308

**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The meeting was called to order by the Strata Council President Ken Svazas at 7:09 p.m.

**2. COUNCIL MEMBER CANDIDATES TO FILL VACANCIES**

During the Strata Council meeting of April 27<sup>th</sup>, 2010 an invitation was made to any owner who were interested to serve on the Strata Council. Currently there are two vacancies. Three owners notified the Property Manager of their interest for the balance of the term until the next Annual General Meeting. The Strata Council reviewed the candidates and a vote was taken. The two owners that received the most votes were Charles Rent and Lynn Slater. The Strata Council wishes to thank Daniel Brooks for his interest and consideration.

**3. ADDITIONS AND DELETIONS TO THE AGENDA**

After reviewing the Agenda, several items were added; a **MOTION** was made to accept the agenda as amended. It was,

**MOVED (Ken) AND SECONDED (Sean) AND CARRIED**

**4. CONSIDERATION OF PREVIOUS COUNCIL MINUTES FROM April 27th, 2010**

After review, a **MOTION** was made to accept the minutes as amended by the Strata Council. It was,

**MOVED (Sean) AND SECONDED (Ken) AND CARRIED**

**5. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Unit 102 and 103 – Patio Repair Update**

Patio repairs for unit 103 are near completion pending deficiencies to be addressed by Inside Out Creative Solutions. A Strata Council member will also contact Collins and Sons to inspect a wall area beneath the patio window to insure the membrane is intact. With regards to the patio for 102, work has halted until water ingress repairs have been completed. Further investigative work is pending.

**b) Landscaping**

The Strata Council directed the Property Manager to notify The Lone Gardner to have one hedge plant replaced at the entrance planter box. Weeding is required at the rear of the property and to possibly plant a Rhododendron near unit 106.

**c) South East Corner Concrete Repairs by Collins & Sons**

Excavation work beneath the two front patio decks and sealant of concrete has been completed by Collins & Sons.

**d) Unit 206 – Water Leak Repairs**

Water ingress repairs to the Interior of unit 206 by FirstOnSite Restoration have been completed.

**e) Unit 405 – Deck Repairs**

A Council member met with FirstOnSite Restoration to review the deck condition of unit 405. It is of the opinion of FirstOnSite, one parapet wall height is not to code. Stucco repairs it avoid a seam line is an added cost. FirstOnSite has repaired the leak originating from the deck at 405 and any further improvements may be deferred at this time. The Strata Council recommended deck drainage inspection for unit 305 and regular preventative maintenance inspection for all decks. The Strata Council directed

the Property Manager to contact FirstOnSite to provide a deck repair quote for unit 305 to replace floor boards, drainage improvement and ease of access to the drains for clearing.

**f) Units 202, 302 and 402 – Balcony Repairs**

In consideration of the recent incident of water ingress to unit 102 during the time of patio renovations, the Strata Council recommended a Special General Meeting be called in July. A Resolution is to be presented to have a Special Levy to repair the balconies of 202, 302 and 402. A Resolution is to be presented to expense funds from the Contingency Reserve fund to repair unit 102. The Strata Council will draft these Resolutions and will be forwarded to the Property Manager for review prior to sending a notice to the owners. The tentative date for the Special General Meeting will be Monday July 12<sup>th</sup>, registration at 6:30 p.m., call to order at 7:00 p.m. located in the front lobby entrance of The Greenhorn at 1169 Nelson Street.

**g) Laundry Machine Replacement Quote by Coinamatic**

A contract and quote was received from Coinamatic for the installation of new laundry machine equipment. The Strata Council reviewed the contract and has suggested amendments to the contract with Coinamatic. The replacement of the laundry room machines and approval of the contract are pending.

**h) Power Washing and Touch Ups**

A revised quote for the total amount of \$420.00 was received from Pacific Rope Work Services to include repainting of the interior of the elevator door, repaint the wood trim around the elevator doors as needed and to perform an acid wash on the front awning. The Strata Council has approved the quote and directed the Property Manager to contact Pacific Rope Works for a status report.

**i) Parkade Water Leak**

Approval was given to Collins & Sons for reseal and silicone injection for water leak repairs in the underground parkade. The Strata Council has directed the Property Manager to obtain a status report.

**j) Fairlane Fire Prevention Annual Inspection**

Fairlane Fire Prevention will be at the Greenhorn on Saturday June 19<sup>th</sup>, 2010 for the annual testing of fire prevention equipment on common property and insuite smoke and heat alarms. Notices have been delivered to the Strata Council to be posted in various areas of the common property. Testing are between the hours of 9:00 a.m. and 12:00 p.m. Owners are to be advised if a technician does not receive access to test all insuite units a call back charge of \$60.00 will be levied to the owner's account for a revisit.

**k) West Coast Elevator Contract and Invoices for Review**

A review of the current and quotes other elevator service providers are being considered. This item has been deferred to the next Strata Council meeting on July 6<sup>th</sup>, 2010.

**l) Elevator Pit**

An oil leak was discovered by West Coast Elevator since the pit repairs were completed by Collins & Sons. The Strata Council directed the Property Manager to contact West Coast Elevator upon their next service call to report the status of the oil leak and to provide a quote for repairs.

**m) Underground Locker Repairs**

A quote is pending for locker repairs in the underground parkade by FirstOnSite Restoration and Pacific Rope Works.

**n) Pet Complaint Letter**

The Strata Council is continuing its discussion regarding a response from the owner that is involved with the pet complaint. Strata Council members will meet in person with the owner to resolve the issue. In the meantime, a pet complaint letter was sent to an owner advising of the bylaw infraction that is ongoing and to adhere to the bylaws as mentioned.

**o) Noise Complaint Letter**

A noise complaint letter was sent to an owner as per correspondence received and to remind the owner of the bylaws regarding noise.

**6. COMMITTEE REPORTS****a) Finance****i) Consideration of the April 2010 Operating Statement**

After reviewing the Financial Statement for the month of April 2010, a **MOTION** was made to accept the Financial Statement as presented. It was,

**MOVED (Ken) AND SECONDED (Sean) AND CARRIED**

The Financial Chairman directed the Property Manager to have the balance of a levy of the completed 2008 project for the approximate amount of \$524.50 transferred to the Contingency Reserve Fund.

**ii) Review of Owners Monthly Assessment Payments**

The Financial Chairman reviewed the Owners balance report and reported there were no significant payments that are outstanding by Owners.

**iii) Capital Plan/CRF Clarification**

Correspondence was received from a Realtor requesting information in understand the Contingency Reserve Fund allocation. Strata Council members have responded to the Realtor's request and have been answered to their satisfaction.

**iv) Mike's K 9 Guard Service**

The Property Manager informed the Strata Council that a refund has been received from Mike's K 9 Guard Service. An additional adjustment of an overpayment is still pending.

**7. CORRESPONDENCE**

*Owners are advised, in accordance with provisions of the Strata Property Act, that written correspondence or complaints to the Strata Corporation can no longer be considered as "confidential" or "privileged" information; however, to protect privacy of information, unit number will not be published in the minutes unless required for a specific resolution of Council.*

**a) Reno Request**

An owner wrote requesting permission to replace the flooring and to install sound absorption underlay as well as painting and ceramic tile work in the bathroom. All work will be done by a licensed company and will carry insurance. After review a **MOTION** was made to accept the request as presented. It was

**MOVED (Sean), SECONDED (Ken) AND CARRIED**

The owner also requested permission and provided a list of plants that they would like to see on the patio. Any landscaping improvements are an owner responsibility and any improvements require prior approval by the Strata Council.

**b) Patio Work Concerns**

The Strata Council members will contact the owner to clarify an owners input when having work done on limited common property.

**8. NEW BUSINESS****a) Unit 102 – Tree Removal From Patio**

The Property Manager contacted the City of Vancouver regarding the guidelines required for the removal of trees on the property. It has been confirmed a tree with a diameter less than eight inches measured four feet six inches above ground level does not require a permit. Upon confirmation of its diameter, arrangements will be made to have the tree removed by The Lone Gardener pending a quote.

**b) Unit 102 Water Leak Update**

As noted in the minutes from April 27<sup>th</sup>, 2010 water ingress occurred to unit 102 from the patio while it was under reconstruction. FirstOnSite Restoration was on site for emergency repairs and an air quality check being negative. In order to determine the scope of work required, an internal demolition is required to determine the extent of damage. A realistic quote will be provided. Pending arrangements with the owner, work will commence as soon as possible.

**c) Parkade Door**

Correspondence was received from an owner regarding the interior door lock not working at the parkade lobby exit. The Property Manager called Al Scott Locksmiths to make the repairs.

**d) Broken Dryer**

Correspondence was received from an owner that a dryer in the laundry room was not working properly. The Property Manager contacted Coinmatic to make the repairs.

**e) Front Door Lock**

It was noted the screw was missing on the front door lock. A Strata Council member will make the repair.

**f) Roof Maintenance**

Correspondence was received regarding moss accumulating on a roof overhang on their deck. A Council member will purchase and apply zinc pellets or zinc strips to the affected areas.

**9. NEXT SCHEDULED MEETING**

The next scheduled meeting will be held at 7:00pm on July 6th, 2010 in unit 104.

**10. MEETING ADJOURNMENT**

With no further business to discuss, a **MOTION** was made to adjourn the meeting at 9:48 p.m. It was,

**MOVED (Sean), SECONDED (Paul) AND CARRIED**

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

**PROPERTY AGENT:** Oscar Saari, Property Manager

**CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.**

**PROPERTY MANAGEMENT DIVISION**

7320 Westminster Highway, Richmond, B.C. V6X 1A1

**TELEPHONE:** (604) 273-1745 (9:00 A.M. TO 5:00 P.M. & 24 Hour Emergency)

**FAX:** (604) 273-9021

**ADMINISTRATIVE ASSISTANT:** Judy Dudlets

**SERVICE DEPARTMENT:** Greg Dunphy

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THE PROPERTY MANAGER CAN NOT COMMUNICATE INFORMATION ABOUT THE STRATA CORPORATION OR YOUR STRATA LOT WITH PURCHASERS OR THE AGENT FOR THE PURCHASER WITHOUT WRITTEN AUTHORIZATION FROM THE OWNER. ALL QUESTIONS OR CONCERNS SHOULD BE DIRECTED TO THE OWNER OF THE UNIT OR THE OWNER'S AGENT.

M100601



**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON TUESDAY, APRIL 27<sup>TH</sup>, 2010 AT 7:00 P.M. AT  
1169 NELSON STREET, VANCOUVER, B.C.**

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**COUNCIL IN ATTENDANCE:**

KENNETH SVAZAS	UNIT #104
SEAN SMITH	UNIT #302
PAUL WESTWICK	UNIT #408

**ABSENT WITH REGRETS:**

CHRISTINA MONTGOMERY	UNIT #305
HERMAN BELLO	UNIT #206

**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The meeting was called to order by the Property Manager at 7:12 p.m.

**2. ADDITIONS AND DELETIONS TO THE AGENDA**

After reviewing the Agenda, several items have been added, a **MOTION** was made to accept the agenda as amended. It was,

**MOVED (Sean) AND SECONDED (Paul) AND CARRIED**

**3. CONSIDERATION OF PREVIOUS COUNCIL MINUTES FROM MARCH 9<sup>TH</sup>, 2010**

After review, a **MOTION** was made to accept the minutes as amended by the Strata Council. It was,

**MOVED (Sean) AND SECONDED (Paul) AND CARRIED**

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Unit 102 and 103 – Patio Repairs**

Patio repairs for units 102 and 103 are under way by Inside Out Creative Solutions. The patio for unit 103 is near completion and demolition work is underway of the patio for 102. At this time of writing, while work was being done for the patio for 102, rain water made its way into unit of 102 causing water damage to the interior wall and floor surfaces. FirstOnSite was notified for emergency clean up.

**b) Landscaping**

The Strata Council directed the Property Manager to contact the landscaper regarding dirt piled up on the stucco wall at the rear of the building near the dumpster bin and to remove and replace a dead bush in the planter box at the front entrance and near the entrance. A Council Member will follow up with the landscaper. At this time of writing, the gardener attended to the front garden and lawn. The courtyard and the small garden beside the garbage bin will be dealt with during the next visit.

**c) South East Corner Concrete Repairs**

Collins and Sons Concrete Repair Limited provided several quotes for proposed work, which includes excavation beneath two front patio decks and sealant of concrete, the removal of the deteriorating skim coat from parkade ramp walls and resealing. Approval given to pay the invoice for work which was carried out to reseal the concrete over the front storage locker. Ceiling crack injections were made in the underground parkade and concrete repairs above the storage locker.

**d) Unit 206 – Water Leak Repairs**

FirstOnsite Restorations have opened the ceiling to remove any contaminated materials caused by a water leak originating from the deck of unit 405. A small hole was discovered leading to the outside will need to be repaired prior to final interior ceiling repairs. A progress report will be presented at the next Strata Council meeting.

**e) Unit 405 – Balcony Repair Quote**

A balcony repair quote was received from FirstOnsite Restoration. The quote included two options.

Option #1 – to restore and repair the decking with a 60 ml vinyl decking with no wood slates. The cost would include the removal and reconstruction of the deck for a total budget of \$22,070.40 plus G.S.T.

Option #2 - to restore the deck back to SBS membrane with a wood slatted deck for a total budget cost of \$28,952.60 plus G.S.T.

The Strata Council directed the Property Manager to obtain a third quote for plastic decking. Further review and discussion will take place at the next Strata Council meeting.

**f) Units 202, 302 and 402 – Balcony Repair Quotes**

A quote was received from FirstOnsite Restoration for the repairs and restoration of balconies 202, 302 and 402. This would entail the removal of deck surfaces and reconstructions. The total budget is \$15,000.00 plus G.S.T. per unit. The total budget repairs for all 3 balconies are \$45,000.00 plus G.S.T. Further review is required and discussion will take place at the next Strata Council meeting.

**g) Laundry Machine Quotes**

Quotes have been received from regarding laundry equipment. One company provided a purchase quote for coin operated laundry machines for \$7,066.99. They also provided a rental program for reconditioned equipment for \$55.00 per set per month or new equipment per set at \$65.00 per month with an option to have a revenue share program where the owner's share revenue would be 70%.

Another company provided a quote to purchase laundry equipment where each washer would be \$1,300.00 and each dryer would be \$1,000.00 plus G.S.T, P.S.T plus delivery charges. Lease rates were provided for \$60.00 per set, a new washer and dryer.

In the best interest of owners, the Strata Council recommended the laundry machines be fitted with card readers rather than coin operated equipment. If card reading laundry machines were purchased, additional equipment and monthly service charges would apply. The Strata Council agreed it would be most cost effective to remain with leasing machines from Coin-o-Matic, pending a review of the service contract which has been offered to us.

**h) Landscaping Contract**

The Strata Council approved the landscaping maintenance contract quote from the Lone Gardener for the 2010 season. The fee of \$370.00 inclusive of taxes per month for a nine month period would include labor, materials and equipment. The Property Manager has informed the Lone Gardener the Strata Council's approval for landscaping services.

**i) Electrical Panel Replacement**

Two quotes were received regarding the replacement of the electrical house panel in the main electrical room. The Strata Council was advised by one electrical company it was not necessary to replace the electrical panel. After review, the Strata Council will take no further action at this time.

**j) Power Washing and Touch Ups**

Upon further review by the Strata Council, the quote received from Pacific Rope Works was modified to have the inside of the elevator door repainted, the front glass awning acid washed and paint or coat wood walls adjacent to the elevator door in the lobby. The Property Manager has contacted Pacific Rope Works to provide a revised quote.

**k) Pet Complaint**

Upon further discussion regarding a pet complaint from an owner, the Strata Council reviewed recent correspondence received from the complainant. A **MOTION** was made to apply a fine to an owner for non compliance to correct the matter.

**l) Construction Next Door**

A quote was received from Collins and Sons for ramp repairs for damage caused by the adjacent properties reconstruction project. This item has been deferred for further review to the next Strata Council meeting.

**m) Unit 101 – Patio Repairs**

Outstanding patio repairs are required at the patio of unit 101. The Strata Council directed the Property Manager to follow up with Collins and Sons to have the damaged skim coat repaired. Collins and Sons will attend to this minor repair the next time they are called out for other concrete repair work.

**5. COMMITTEE REPORTS****a) Finance****i) Consideration of the February and March 2010 Operating Statements**

After reviewing the Financial Statements for the months of February and March 2010, a **MOTION** was made to accept the Financial Statements as presented. It was,

**MOVED (Ken) AND SECONDED (Sean) AND CARRIED**

**ii) Review of Owners Monthly Assessment Payments**

The Financial Chairman reviewed the Owners balance report and reported that there were no significant payments that are outstanding by Owners.

**iii) Outstanding Invoice for FirstOnsite Restoration regarding Supplemental Repairs for Deck Repairs to Unit 205**

After reviewing an outstanding invoice for deck repairs, a **MOTION** was made to approve payment. It was,

**MOVED (Sean) AND SECONDED (Paul) AND CARRIED**

**iv) Capital Plan**

The Financial Chairman reviewed the planned and unexpected repairs that require attention. A question of priorities was discussed regarding the deck of unit 405 that affected units 305 and 206 and balcony repairs for units 202, 302 and 402 as earlier mentioned under Business Arising – item e) and Item f). It is estimated the CRF account by August would be at \$107,000.00. It is recommended the deck for 405 be addressed as soon as possible. It is also recommended to have a Special General Meeting with a CRF resolution to repair the decks for 405 and to have a special levy resolution for consideration by the ownership to repair the balconies of units 202, 302 and 402. Further review is required into this matter and has been carried over to the next Strata Council meeting.

**b) K 9 Guard Service**

The Property Manager reported to the Strata Council that a refund for duplicate payment is pending.

**6. CORRESPONDENCE**

*Owners are advised, in accordance with provisions of the Strata Property Act, that written correspondence or complaints to the Strata Corporation can no longer be considered as "confidential" or "privileged" information; however, to protect privacy of information, unit number will not be published in the minutes unless required for a specific resolution of Council.*

**a) B&E Attempt**

It has been reported a break and enter attempt was made to a ground floor unit. Owners are to be advised to take measures by improving their home security and be aware of their surroundings. If you witness unusual activities on the property, owners are advised to call 911 immediately for their assistance.

**b) Fairlane Fire Prevention Annual Inspection**

A quote for \$650.00 plus GST was received from Fairlane Fire Prevention Ltd. for the annual inspection of building systems and fire alarm testing in common areas. This would include, in suite heat and smoke alarms, dry sprinkler system, fire extinguishers, emergency lighting. After review, a **MOTION** was made to accept the quote as presented. The Property Manager will contact Fairlane Fire Prevention to schedule the annual testing to be held on a weekend, a Saturday. Notices will be posted in advance for Owners to be available to gain entry into their units for the inspection of the smoke and heat detectors.

**Note to Owners – If a return visit is required due to unavailability to access your unit, a chargeback will be applied to the owners account.**

**c) Broken Latch**

An owner wrote to inform the Strata Council of a broken gate / broken latch in their patio. The Strata Council directed the Property Manager to contact Agendum Handyman Services to make repairs.

**d) Windows and Patio Repairs**

An owner wrote concerned about patio repairs causing dust and fumes entering their unit due to the poor seals on the windows. During discussion, the Strata Council would take action for emergency repairs if water caused the windows to leak. Window replacement would be considered under the capital plan when all balcony and deck repairs have been completed. The owner also mentioned they were not consulted, shown any plans, options or input regarding the patio restoration work. A council member will contact the owner.

**e) Patio Door Locks**

Correspondence was received from an owner regarding a neighbour having an exterior door lock on their sliding patio door. It is the owners understanding exterior locks are not allowed in order to prevent access from the courtyard. A Strata Council Member will speak with the owner to clarify their concern.

**f) Noise Complaint**

An owner wrote to report a noise complaint originating from a neighbouring unit. The Strata Council directed the Property Manager to issue a letter to the owner regarding this noise incident.

**g) Letter from Owner Regarding Pet Complaint**

A letter was received from an owner who appeared at a council meeting on March 9, 2010 regarding on going bylaw infractions. The Strata Council member that was being referred to in the letter was not present for comment. Further review will take place at the next Strata Council Meeting.

**7. NEW BUSINESS****a) Review of Elevator Contract and Invoices**

The current elevator contract and invoices were forwarded to Strata Council for review. Considering is being given to change service provider for the elevator. Quotes and site visits are pending from other service providers. Further discussion will take place at the next Strata Council meeting to be held on June 1<sup>st</sup>, 2010.

**b) Front Door Handle**

Strata Council directed the Property Manager to contact Al Scott, Locksmith to repair the exterior front door handle. At this time the door handle has been repaired.

**c) Elevator Pit**

Water leak repairs in the elevator pit repairs were completed by Collins and Sons. An elevator service technician discovered an oil leak forming at the bottom of the elevator pit since those repairs occurred. A repair quote was received but it has yet to be determined whether the oil leak was caused by Collins and Sons or was a coincidence. Further review and study is required.

**d) Underground Locker**

Concrete repairs have been completed in the underground storage locker area. In order to keep moisture or freezing developing, quotes are pending from Rope Works and FirstOnsite Restorations to insulate the locker area.

**e) Invitation to Owners who wish to be on Council**

The Strata Council wishes to inform the owners that one council member has sold their unit which has created a vacancy on the Strata Council. If any owner is interested in participating on the Strata Council, please contact a Strata Council Member or the Property Manager.

**f) Unit 102 – Water Leak**

During the patio restoration repairs, rain water from the patio entered the unit causing water damage. As mentioned under Business Arising - item 4 a), firstonsite was called for emergency repairs. It was noted that there is evidence of previous water damage affecting the interior of the unit. Currently quotes are being provided by several service providers in order to determine a realistic cost of repairs. Further action is pending.

**g) Special General Meeting**

As previously mentioned under Finance 5 a) iv), the Strata Council will be preparing a presentation regarding the Capital Plan to expense funds for the repairs of the balconies and deck repairs for a Special General Meeting to be held in the near future. A confirmation date is pending.

**8. NEXT SCHEDULED MEETING**

The next scheduled meeting will be held at 7:00pm on Tuesday, June 1st, 2010 in unit 104.

**9. MEETING ADJOURNMENT**

With no further business to discuss, a **MOTION** was made to adjourn the meeting at 9:37 p.m. It was,

**MOVED (Paul), SECONDED (Sean) AND CARRIED**

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

**PROPERTY AGENT:** Oscar Saari, Property Manager

**CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.**

PROPERTY MANAGEMENT DIVISION

7320 Westminster Highway, Richmond, B.C. V6X 1A1

**TELEPHONE:** (604) 273-1745 (9:00 A.M. TO 5:00 P.M. & 24 Hour Emergency)

**FAX:** (604) 273-9021

**ADMINISTRATIVE ASSISTANT:** Judy Dudlets

**SERVICE DEPARTMENT:** Greg Dunphy

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MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON TUESDAY, MARCH 9<sup>TH</sup>, 2010 AT 7:00 P.M. AT  
1169 NELSON STREET, VANCOUVER, B.C.

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**COUNCIL IN ATTENDANCE:**

KENNETH SVAZAS	UNIT #104	
SEAN SMITH	UNIT #302	
PAUL WESTWICK	UNIT #408	
CHRISTINA MONTGOMERY	UNIT #305	
HERMAN BELLO	UNIT #206	(Until 9:11pm)

**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The meeting was called to order by the Property Manager at 7:09 p.m.

**2. Guests**

Guest #1 – Requesting information on Patio Repairs

The owner informally spoke with Strata Council members on the look of the repairs in the past and requested a formal discussion at the Strata Council meeting regarding the patio restoration project outside their unit. The project has been approved by the Strata Council, but the owner did not receive final plans of the patio due to a council debate regarding the elevation, membrane seals in the vicinity of the patio. In speaking with the Strata Council, the owner was interested in knowing the plans for reconstruction and for it to be aesthetically pleasing. The owner will be informed when the project is expected to begin and who will be supervising the work. The owner has been advised of the contractor's name and phone number in order to obtain further information. The owner was thanked by Council at left the meeting at 7:25p.m.

Guest #2 – Pet Complaint

At this time a Strata Council Member left the meeting in order to do business with the guest who was in attendance from 7:30pm to 7:57p.m. The owner requested information regarding (a) the process of issuing a fine. (b) The possibility of having a building inspection to determine if any damage may be apparent to the exterior areas where a pet is using the deck to relieve itself. (c) If there are any health issues may pertain to a pet using limited common property to relieve itself. The owner described while on their deck, of experiencing the odours originating from the deck below after the pet has relieved itself. The owner was advised by the Strata Council the procedures to issue a fine are in place and will look into obtaining an opinion from a building inspector as well as the health department. At this time the owner was thanked and left the meeting at 7:57p.m. At this time the Council Member that was excused had returned to the meeting.

**3. ADDITIONS AND DELETIONS TO THE AGENDA**

After reviewing the Agenda, several items have been added, a **MOTION** was then made to accept the agenda as amended. It was,

**MOVED (Christina) AND SECONDED (Sean) AND CARRIED**

**4. CONSIDERATION OF PREVIOUS COUNCIL MINUTES FROM JANUARY 19<sup>TH</sup>, 2010**

After review, a **MOTION** was made to accept the minutes as presented. It was,

**MOVED (Sean) AND SECONDED (Christina) AND CARRIED**

**5. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Elevator Pit**

Collins and Sons Concrete Repair Ltd. were on site to remove the standing water in the

elevator shaft and injected silicon resin and a seal coat for water proofing. The project has been completed and resolved.

**b) Landscaping/Concrete Repairs**

In preparation for landscaping and concrete repairs, the landscaper began removing the soil and the rhododendron bush but discovered that the work was much bigger than he had expected. It has since been delegated for an additional fee to have Collins and Sons Concrete Repair Ltd. to remove the rhododendron, the soil and other materials within the ground and temporarily locate the rhododendron bush. At this time of writing, a **MOTION** was made to accept the additional fee for the amount of \$1,100.00. It was **MOVED** by (Ken), **SECONDED** by (Paul) and **CARRIED**.

**c) Interior and Exterior Repairs**

An invoice from firstonsite restoration for interior damage repairs for units 206 and 305 and full deck repairs for unit 405 are pending. An invoice from firstonsite restoration for the amount of \$9,791.54 was received for the emergency cleanup for units 405, 305 and 206 caused by an exterior water leak originating from the deck of unit 405. An additional quote is pending for the estimated cost to repair the remaining balconies for units 202, 302 and 402.

**6. COMMITTEE REPORTS**

**a) Finance**

**i) Consideration of the December 2009 and January 2010 Operating Statements.**

After reviewing the Financial Statements for the months of December 2009 and January 2010, a **MOTION** was made to accept the Financial Statements as presented. It was,

**MOVED (Ken) AND SECONDED (Sean) AND CARRIED**

**ii) Review of Owners Monthly Assessment Payments**

The Property Manager advised the Strata Council of several owners that are in arrears. Reminder notices are sent to Owners by Century 21 at the end of each month to bring their account in good standing.

**7. CORRESPONDENCE**

*Owners are advised, in accordance with provisions of the Strata Property Act, that written correspondence or complaints to the Strata Corporation can no longer be considered as "confidential" or "privileged" information; however, to protect privacy of information, unit number will not be published in the minutes unless required for a specific resolution of Council.*

**a) Pet Complaint by Owner**

At this time a Strata Council Member involved was not present for the discussion regarding a pet complaint. Upon discussion with the remaining Strata Council Members, the letter which was sent to the owner regarding a pet complaint, advised the owner of their right to appeal prior to a fine being imposed. The Strata Council discussed the matter and agreed the letter was sent in a timely manner.

**b) Ceiling Repairs**

Correspondence was received from the owner that a repairman attended to ceiling repairs on February 3, 2010 but was not advised as to the scope of the work. A sample of the drywall with black mold was taken from the ceiling on November 17, 2009. Further work is required, a Strata Council Member will contact Firstonsite to revisit and make repairs.

**c) Exterior Patio Wall Repairs**

The owner contacted the Property Manager to advise of their patio wall repairs are still outstanding. It had been believed the work was completed last year. A Strata Council Member will contact Collin & Sons Concrete Limited to assess and provide a quote.



**d) Wildlife**

Correspondence was received from an owner concerned by recent squirrel activity passing through their deck for several days may be nesting on areas of the property. A Strata Council Member has inspected the roof tops and other areas and found no indication of nesting occurring.

**8. NEW BUSINESS****a) Landscaping Contract Renewal**

The Lone Gardener provided an estimate of landscaping services for 2010. A site would occur every 7-10 days for lawn care, garden bed weeding, pruning, walkways swept, removal of garden debris, application of fertilizer, lime and moss control each year. Supply of summer and winter flowers or new plants upon request at extra costs. Leaf cleaning in the fall. The fee is \$370.00 inclusive of taxes per month for a nine month period inclusive of labour, materials and equipment. After review of the quote, a **MOTION** was made to accept the quote as presented. It was,

**MOVED (Ken), SECONDED (Sean) AND CARRIED**

- b)** Correspondence was received from Thomas Maintenance to advise an electrician is required to replace a ballast near the electrical room in the parkade. The Property Manager contacted Express Electric and has been resolved.

**c) Main House Electrical Panel**

A quote was received for the estimated cost of \$2,730.00 to remove the old electrical panel and install a new one for the main house panel in the electrical room. An additional quote is pending for review prior to final approval.

**d) Construction Next Door**

An adjacent renovation construction project is on going has caused damage to the underground parkade west ramp wall. Old building materials were being stored along the walkway between the two buildings on the VR 1313 property. The contractors have not approached for permission nor agreements in place regarding damage or repairs. A Strata Council member will contact call city hall to assure that all appropriate permits have been issued and inspections are being made, and to bring to their attention our concerns about apparent drainage problems between the two properties. The Strata Council will obtain a quote from Collins and Sons regarding the damage to the parkade west ramp wall and contact the adjacent buildings owner about the problem.

**e) Uninsured Vehicles in Parkade**

The Strata Council has directed the Property Manager to issue a letter advising an owner of their vehicle with expired decals parked in the underground parkade to provide proof of storage insurance as per bylaws noted below. A copy of the storage insurance must be displayed on the front dash board of their vehicle and provide a file copy to Century 21.

**Parking/Bike Room**

**34 (1)**      **Unlicensed vehicles must have storage insurance with a minimum of one million dollars liability insurance coverage. Proof of insurance must be displayed on the dashboard of the vehicle and a copy must be provided by the owner of the vehicle to the council upon council's request.**

**f) Cleanup of Garage**

It has been noted that materials stored inside of the underground parkade door, has become a garbage heap. A Strata Council member has volunteered to clean up the mess.

**g) Spring Power Washing**

A Strata Council member requested an estimate for power washing. This would include an acid wash of the glass over the entrance, and the building exterior. A quote was received from Pacific Rope Works for review. The Strata Council agreed in part to address repainting inside the elevator door, to acid wash the front glass awning and to paint or coat walls adjacent to the elevator door in the front lobby area. An amended quote is required and pending confirmation, a **MOTION** was made to accept the pending quote as amended. It was,

**MOVED (Ken), SECONDED (Sean) AND CARRIED**

**h) Parkade Leak**

A water leak has been discovered in the north east corner of the underground parkade. The Strata Council has directed the Property Manager to obtain a quote from Collins and Sons for repairs.

- i) It has been reported wet dirt is banked up around the building and heaped near the garbage bin by the stucco wall. The Strata Council has directed the Property Manager to contact the landscaper to rake the dirt away from the wall to avoid damage to the building.

**j) Condo Homeowners Association**

Membership has been renewed. Owners interested in accessing information regarding the Greenhorn – VR 1313 when prompted for a password on the website to enter, **pinetree**.

**k) Laundry Machine Quotes**

The Property Manager advised the Strata Council that quotes for new laundry washers and dryers are pending. At this time of writing quotes have been received and will be reviewed at the next Strata Council meeting.

**9. NEXT SCHEDULED MEETING**

The next scheduled meeting will be held at 7:00pm on Tuesday, April 27<sup>th</sup>, 2010 in unit 104.

**10. MEETING ADJOURNMENT**

With no further business to discuss, a **MOTION** was made to adjourn the meeting at 9:38 p.m. It was,

**MOVED (Ken), SECONDED (Sean) AND CARRIED.**

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

PROPERTY AGENT: Oscar Saari, Property Manager

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

7320 Westminster Highway, Richmond, B.C. V6X 1A1

TELEPHONE: (604) 273-1745 (9:00 A.M. TO 5:00 P.M. & 24 Hour Emergency)

FAX: (604) 273-9021

ADMINISTRATIVE ASSISTANT: Judy Dudlets

SERVICE DEPARTMENT: Greg Dunphy

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**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON TUESDAY, JANUARY 19<sup>TH</sup>, 2010 AT 7:00 P.M. AT  
1169 NELSON STREET, VANCOUVER, B.C.**

---

**COUNCIL IN ATTENDANCE:**

KENNETH SVAZAS	UNIT #104	
SEAN SMITH	UNIT #302	
PAUL WESTWICK	UNIT #408	
DOUGLAS GIBSON	UNIT #306	
HERMAN BELLO	UNIT #206	
CHRISTINA MONTGOMERY	UNIT #305	(UNTIL 8:28 P.M.)

**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The meeting was called to order by the Property Manager at 7:09 p.m.

**2. ADDITIONS AND DELETIONS TO THE AGENDA**

After reviewing the Agenda, and having several items added, a **MOTION** was made to accept the agenda as amended. It was,

**MOVED (Doug) AND SECONDED (Sean) AND CARRIED**

**3. CONSIDERATION OF PREVIOUS COUNCIL MINUTES FROM DECEMBER 14<sup>TH</sup>, 2009**

After reviewing the minutes, consideration was made with one amendment to the minutes. Under Item #10, Next Scheduled Meeting; the Next Scheduled Meeting should include the meeting location will be held in unit 104 on January 19<sup>th</sup>, 2010. A **MOTION** was then made to accept the minutes as amended. It was,

**MOVED (Sean) AND SECONDED (Doug) AND CARRIED**

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Elevator Pit**

A quote was received from Collins & Sons Concrete Repair Ltd. to remove standing water in the elevator shaft pit, prepare and inject silicon resin, clean and install sealant coating for water proofing. The total cost quoted for the project is \$3,675.00. The quote received from DMS Mechanical was to install a sump pump and sewer drain lines. After reviewing both quotes, a **MOTION** was made accept the quote from Collins & Sons Concrete Repair Ltd. It was,

**MOVED (Christina) AND SECONDED (Doug) AND CARRIED**

**b) Unit 102/103 Patio Repair Quotes**

Consideration was given for quotes received by Firstonsite Restoration and Inside Out Creative Solutions. The quote from Inside Out Creative Solutions is \$8,772.40. The quote from Firstonsite Restoration to rebuild as original is \$7,453.80 plus G.S.T. The first quote is slightly higher but, the product would require less maintenance and longer life span installing patio stone and Allen Block rather than a rebuild with cedar to match the original construction by Firstonsite. A Council Member will obtain further detailed information for the project. After review, a **MOTION** was made to accept the quote from Inside Out Creative Solutions. It was then,

**MOVED (Doug) AND SECONDED (Ken) AND CARRIED****c) Landscape/ Concrete Repairs**

Landscaping and concrete repairs are required on the southeast and northwest corners of the building property. A quote was received from Collins and Sons Concrete Repairs for \$2,900.00. A Council member will contact Collins and Sons for further information for the project. After reviewing the quote from Collins and Sons, a **MOTION** was made to accept the quote as presented. It was,

**MOVED (Doug) AND SECONDED (Herman) AND CARRIED.****d) Unit 206, 305 and 405 – Water Leaks and Balcony Repair Quotes**

A water leak, which originated on the fourth floor deck of unit 405, caused water ingress to units 206 and 305 which has been temporarily repaired by Firstonsite Restoration. Further interior work is required for unit 206 and deck repairs for 405. The Property Manager was directed by the Strata Council to contact Firstonsite Restoration for an estimated cost for repairs to unit 405 deck. Firstonsite Restoration is to contact unit 206 to proceed with interior repairs. The Strata Council directed the Property Manager to contact Firstonsite Restoration for an estimated cost for the remaining balcony repairs to units 202, 302 and 402. It was also noted that owner of unit 305 expressed her concerns at the meeting, and Council has agreed that this owner is not responsible for any delays for access to the unit and a letter has been sent to the owner.

**e) Unit 209**

An owner wrote requesting information pertaining to a refund from the remedial building project in 2003. It was discovered a refund was outstanding and has been forwarded to the owner. At this time of writing, Century 21 Administrative staff reviewed the financial records for that project and all owners at that time have received their refund as per unit entitlement. The file has now been deemed closed.

**f) Unit 205**

An owner wrote requesting permission to rent out their unit. With consideration of other owners on the waiting list, the owner was deemed eligible. The owner has been notified. A **MOTION** to approve the owners request. It was then

**MOVED (Ken) AND SECONDED (Sean) AND CARRIED****g) Disposal of Old Garage Door**

The old garage door has been disposed of by Overhead Door as per their quote. The Strata Council has directed the Property Manager to inform Overhead Door that the new garage door powder finish is too thin and requires a top coat. The Strata Council directed the Property Manager to contact Overhead Door to provide a quote for an overhead height restriction bar and signage. The quote is pending.

**5. COMMITTEE REPORTS****a) Finance****i) Consideration of September, October and November 2009 Operating Statements.**

After reviewing the Financial Statements for the months of September, October and November 2009. A **MOTION** was made to accept the Financial Statements as presented. It was,

**MOVED (Doug) AND SECONDED (Sean) AND CARRIED**

**ii) Review of Owners Monthly Assessment Payments**

The Property Manager advised the Strata Council of two owners are in arrears. Reminder notices are sent to Owners by Century 21 at the end of each month to bring their account in good standing.

**6. CORRESPONDENCE**

*Owners are advised, in accordance with provisions of the Strata Property Act, that written correspondence or complaints to the Strata Corporation can no longer be considered as "confidential" or "privileged" information; however, to protect privacy of information, unit number will not be published in the minutes unless required for a specific resolution of Council.*

**a) Pet Bylaw Violation**

A letter of correspondence was received from an owner of a continuing complaint regarding a neighbor's pet being allowed to use the deck to relieve itself. The issue has not resolved itself and after discussion, a **MOTION** was made to apply \$50.00 to the owners account and fines are applied on a per incident basis. It was,

**MOVED (Sean), SECONDED (Paul) AND CARRIED**

**b) Water Shutoffs**

An owner wrote requesting information regarding shut off valves within their unit. All owners are reminded for any plumbing repairs that apply only to the unit are owner responsibility for cost and repairs. If an owner requires the supply lines shut off, the valves are located in ceiling hatches of the main lobby corridor.

**7. NEW BUSINESS****a) CHOA Membership**

The Property Manager has submitted an application form to CHOA on behalf of the Strata Corporation. This is a valuable resource for both the Strata Council Members and Owners. The access password is pending.

**b) BUSTERS Towing**

A letter was sent to Busters Towing informing them of the current Strata Council Members that have authority to tow vehicles from the property.

**c) DMS Mechanical**

DMS Mechanical was called after hours regarding the sump pump alarms. DMS Mechanical provided information to correct the problem. A Council Member will investigate and review the suggestions. Repairs are pending.

**d) Laundry Room Machine - Out of Order**

Coin O Matic was advised of one laundry washing machine was out of order. Repairs have since been made. Quotes are pending to purchase laundry equipment and will be reviewed at the next Strata Council Meeting.

**e) Insurance Appraisal**

The insurance appraisal report from Normac Appraisals has been received.

The updated cost of replacement as new, the insurable value effective February 14, 2010 is \$4,272,000.00. The full report has been forwarded to BFL Canada for insurance evaluation.

**f) Elevator**

Correspondence was received from Owners that the elevator was not functioning. The Property Manager contacted Westcoast Elevator for a service call to determine the problem and make repairs. At this time of writing, the elevator is working and parts are on order.

**g) Power Outage**

During the time Westcoast Elevator on site, they determined that there was a power issue causing the elevator not to work properly. Express Electric was called and determined the breakers in the breaker panel were worn and obsolete. The Strata Council Members have been directed by Westcoast Electric on how to reset the breaker switches if the problem reoccurs. A breaker panel quote is pending from Express Electric.

**10. NEXT SCHEDULED MEETING**

The next scheduled meeting will be held on March 9<sup>th</sup>, 2010 in unit 104.

**11. MEETING ADJOURNMENT**

With no further business to discuss, a **MOTION** was made to adjourn the meeting at 9:38 p.m. It was,

**MOVED (Doug), SECONDED (Sean) AND CARRIED.**

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

**PROPERTY AGENT:** Oscar Saari, Property Manager

**CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.**

**PROPERTY MANAGEMENT DIVISION**

7320 Westminster Highway, Richmond, B.C. V6X 1A1

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**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON MONDAY, DECEMBER 14th, 2009 AT 7:00 P.M. AT  
1169 NELSON STREET, VANCOUVER, B.C.**

---

**COUNCIL IN ATTENDANCE:**

SEAN SMITH	UNIT #302	
PAUL WESTWICK	UNIT #408	
DOUGLAS GIBSON	UNIT #306	
KENNETH SVAZAS	UNIT #104	
HERMAN BELLO	UNIT #206	
CHARLES RENT	UNIT #402	(UNTIL 7:30 P.M.)

**ABSENT WITH REGRETS:**

CHRISTINA MONTGOMERY UNIT #305

**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The meeting was called to order by the Property Manager who facilitated the meeting at 7:10 p.m.

**2. GUEST: OWNER – RE: PET COMPLAINT**

An Owner was in attendance to bring to the attention of the Strata Council of a neighbour allowing their pet to use their deck to relieve itself. The Owner thanked the Strata Council for the time to address the issue at hand. The main focus of the meeting was to bring to the Strata Council members attention of a Strata Bylaw violation. Details were brought forth to the Strata Council's attention and in conclusion the owner requested the Strata Council to ensure this serious and valid complaint is addressed and proper procedures take place. Following the presentation a discussion took place between the Strata Council members and the Owner. Following the discussion the Owner thanked the Strata Council and left the meeting at 7:25 p.m. The Strata Council directed the Property Manager to take immediate action to issue a letter to the neighbouring Owner and advising them of the Strata Bylaw infraction.

**3. NOMINATION OF COUNCIL POSITIONS**

At this time nominations took place and the positions were accepted by the following Council members:

KENNETH SVAZAS	PRESIDENT
SEAN SMITH	VICE PRESIDENT
PAUL WESTWICK	SECRETARY/TREASURER
HERMAN BELLO	MEMBERS AT LARGE
DOUGLAS GIBSON	MEMBERS AT LARGE
CHRISTINA MONTGOMERY	MEMBERS AT LARGE
CHARLES RENT	STEPPED DOWN FROM COUNCIL

**4. ADDITIONS AND DELETIONS TO THE AGENDA**

After reviewing the Agenda, a **MOTION** was made to accept the agenda as presented.

**MOVED (Ken) AND SECONDED (Doug) AND CARRIED**

- 5. CONSIDERATION OF PREVIOUS COUNCIL MINUTES FROM SEPTEMBER 15TH, 2009**  
A **MOTION** was made to accept the minutes as presented. It was,

**MOVED (Doug) AND SECONDED (Sean) AND CARRIED**

**6. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Elevator Pit**

A quote from Collins & Sons Concrete to repair a water leak in the elevator pit is pending.

**b) Unit 102/103 Patio Repair Quotes**

Two quotes are currently under review from Edenvale Restoration and Inside Out Creative Solutions. Further correspondence and details are required prior to making a final decision.

**c) Landscape and Concrete Repairs**

This requires further discussion at the next Strata Council meeting when the Treasurer/Secretary is present in order to determine the costs which will be incurred.

**d) Plumbing Repairs Unit 401**

Plumbing repairs have been completed to replace the valves and thermostat valves in two baseboards by D.M.S. Mechanical.

**e) Patio and Deck Balcony Repairs**

This item has been deferred until the next Strata Council meeting when the Secretary/Treasurer is present. The Strata Council has directed the Property Manager to obtain quotes from Edenvale Restoration regarding membrane and deck repairs to units 402, 404, 302, 305 and 202.

**f) Laundry Room Repairs and Invoices**

In November the Strata Council was concerned with the costs for drying equipment used following a water leak from the laundry room facilities. It has since been clarified a maximum billing for drying equipment is four hours. The Strata Council has agreed to the payment of the invoice.

**g) Requesting Permission to Rent**

An owner wrote requesting to rent their unit. Currently there are owners on a waiting list. The Property Manager has been directed to contact those owners if they are actively pursuing tenants for their units. If they are not the Property Manager is to contact the owner requesting to rent their unit to give them approval without any further delay.

**7. COMMITTEE REPORTS**

**a) Finance**

Due to the absence of the Secretary/Treasurer consideration of the September, October and November 2009 operating statements have been deferred to the next Strata Council meeting to be held on January 19<sup>th</sup>, 2010.

**b) Review of Owners Monthly Assessment Payments**

The Property Manager advised the Strata Council of four owners that are in arrears. Reminder notices are sent to Owners by Century 21 at the end of each month to bring their account in good standing.



## 8. CORRESPONDENCE

*Owners are advised, in accordance with provisions of the Strata Property Act, that written correspondence or complaints to the Strata Corporation can no longer be considered as "confidential" or "privileged" information; however, to protect privacy of information, unit number will not be published in the minutes unless required for a specific resolution of Council.*

### a) Reno Request

An owner wrote requesting permission from the Strata Council to install a quality engineered hardwood flooring and ensured the underlay would have a sound proof rating of 72 plus by a professional contractor. After review a **MOTION** was made to approve the request. It was

**MOVED (Doug), SECONDED (Ken) AND CARRIED**

### b) Loud Music From Unit

A letter was received from an Owner and was acknowledged by the Strata Council regarding their tenant being unaware of their music being too loud. The tenant has complied with the request to lower the volume and will make every effort to cooperate to ensure harmony with other unit owners.

### c) Project Refund

An Owner wrote requesting information for a major project in 2003 and requesting information if a refund was pending. At this time of writing the Property Manager forwarded the information to Century 21 accounts payable department and the Owner has been sent their portion of the refund as per unit entitlement.

## 9. NEW BUSINESS

### a) Water Leak

A water leak was noticed in September and has since progressed. It was not determined until later during the months of November and December the leak originated from a fourth floor deck affected units on the third and second floors. Edenvale Restoration was called to install a tarp and open up walls and ceilings to those units and to provide blowers to dry the areas. The cause was a membrane failure on the exterior fourth floor deck and has been temporarily repaired by a roofing company. During the inspection by Edenvale some rot has been discovered and the extent of the rot will not be fully known until the drywall has been removed from the ceilings of a unit and other locations. A quote is pending from Edenvale Restoration to have the work performed as soon as possible.

### b) Garage Door Quotes

Two quotes were received for full replacement of the underground parkade garage door. A **MOTION** was made to accept the quote in the amount of \$7,693.00 from Overhead Door. The project is currently in progress.

### c) Concrete Repairs

Concrete repairs for the southeast and northwest corners of the buildings and quotes received from Collins & Sons Concrete are currently under review by the Strata Council. Further discussion will take place at the next Strata Council meeting to be held on January 19<sup>th</sup> at the time the Secretary/Treasurer will be present.

### d) Contact Sheets

The current contact sheets are under review and will be revised prior to being forwarded to the Strata Council members.

**e) Building Key Disbursements**

Those currently on the Strata Council have sets of keys in order to facilitate access by trade's people on the property.

**f) Insurance Renewal**

The annual insurance renewal policy has been received from BFL Canada. The annual policy is from November 15<sup>th</sup>, 2009 to November 15<sup>th</sup>, 2010. The total cost of the premium is \$13,335.00.

**g) Front Door Closure**

Al Scott Locksmiths were onsite to replace the front door closure which reached the end of its life cycle. The cost was \$78.00 plus a \$50.00 service charge with a \$56.00 labour charge plus GST.

**10. NEXT SCHEDULED MEETING**

The next scheduled meeting will be held on January 19<sup>th</sup>, 2010.

**11. MEETING ADJOURNMENT**

With no further business to discuss, a **MOTION** was made to adjourn the meeting at 9:00 p.m. It was,

**MOVED (Ken), SECONDED (Sean) AND CARRIED.**

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

**PROPERTY AGENT:** Oscar Saari, Property Manager

**CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.**

**PROPERTY MANAGEMENT DIVISION**

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**MINUTES OF THE ANNUAL GENERAL MEETING STRATA PLAN VR1313  
HELD ON TUESDAY, OCTOBER 20, 2009 AT 7:00PM  
IN THE LOBBY ENTRANCE, 1169 NELSON STREET, VANCOUVER, B.C.**

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**1. CALL TO ORDER**

In the absence of the Strata Council President, the Vice President Sean Smith who acted as Chair for the meeting, called the meeting to order at 7:09 pm. This was followed by a brief introduction of the Owners and Strata Council members who were in attendance.

**2. QUORUM REPORT**

It was reported that subsequent to calling of the roll and certifying of the proxies, thirty-three (33) were eligible owners, twenty-three (23) owners were registered in attendance at the meeting, fifteen (15) in person and eight (8) by proxy. The quorum requirement for this meeting required a total of eleven (11) owners' representatives. As the quorum requirement of the Strata Property Act had been met, the meeting could proceed with the business at hand.

**3. PROOF OF NOTICE**

As per Section 45 of the Strata Property Act, Notice of Meeting requirements had been met with the mailing of the Notice. Therefore, the Notice dated September 29, 2009, was deemed as a proper Notice of Meeting. It was,

**MOVED** (Unit #404), **SECONDED** (Unit #306)

To adopt the Notice of the Annual General Meeting that was mailed out on September 29, 2009. There was no business arising.

**ALL IN FAVOUR OF THE PROOF OF NOTICE**

**IN FAVOUR (23), AGAINST (0), ABSTAINED (0)**

**MOTION CARRIED.**

**4. APPROVAL OF THE AGENDA**

A **MOTION** was called to adopt the agenda as presented for the Annual General Meeting held on Tuesday, October 20, 2009. It was,

**MOVED** (Unit #104), **SECONDED** (Unit #105)

To adopt the agenda for the Annual General Meeting held on Tuesday, October 20, 2009.

**ALL IN FAVOUR OF THE AGENDA**

**IN FAVOUR (23), AGAINST (0), ABSTAINED (0)**

**MOTION CARRIED.**

**5. ADOPTION OF PREVIOUS ANNUAL GENERAL MEETING MINUTES**

It was,

**MOVED** (Unit #402), **SECONDED** (Unit #408)

To adopt the previous Annual General Meeting held on Thursday, October 30, 2008.

**ALL IN FAVOUR OF THE ADOPTION OF AGM MINUTES OF OCTOBER 30, 2008.**

**IN FAVOUR (23), AGAINST (0), ABSTAINED (0)**

**MOTION CARRIED.**

**6. STRATA COUNCIL VICE-PRESIDENT'S REPORT**

The Vice-President, Sean Smith reviewed the past year's projects, which included four balcony repairs, concrete repairs in various areas of the property, which is on going. New carpeting has been installed and common areas have been painted. Words of thanks were offered to both Christina Montgomery and Charles Rent for their efforts in coordinating with the landscaper in beautifying the property. It was noted a positive cash flow due to lower gas pricing and since obtaining DMS Mechanical, plumbing repair costs have decreased. For next year, projects will

include the underground parkade garage door, repairs to the remaining balconies for units 202, 302 and 402. Several wooden decks will be assessed for replacement. The Elevator pit requires repairs due to a water leak. The Vice-president concluded by thanking all council members for their volunteered assistance in obtaining quotes, helping with handyman repairs and budget preparations throughout the past year.

**During the review of insurance coverage, one (1) additional owner attended the Annual General Meeting. Bringing the total to sixteen (16) owners in person and eight (8) owners by proxy for a total of twenty-four (24).**

## **7. INSURANCE COVERAGE**

It was advised to the owners that the Strata Property Act requires the circulation of the certification of the Strata Corporation insurance policy to all owners with the Notice of Annual General Meeting to ensure all owners are aware of the insurance coverage of the complex. The owners were reminded that it is advisable for all owners to have their own homeowner private insurance coverage for their contents, personal belongings, improvements or changes they may have done in their units, as this is not covered by the Strata Corporation insurance policy.

## **8. ADOPTION OF BUDGET**

A **MOTION** was made to adopt the resolution and open it to the floor for discussion. It was,

**MOVED** (Unit # 408), **SECONDED** (Unit # 104) to adopt the resolution as presented and open it to the floor for discussion.

At this time the Treasurer, Paul Westwick, reviewed the proposed budget, which is based on past performance. Owners were informed of cost saving of gas consumption and plumbing repairs. Any surplus would be carried over to the Contingency Reserve Fund. In discussion with the owners, it is anticipated to repair the remaining balconies and garage door repairs. Patio repairs are pending for units 102 and 103 as well as the deck for unit 305. Funds will be ear marked for concrete and drainage repairs for the next fiscal year. The method for repairs may be through a Special Levy, the Contingency Reserve Fund or by way of a Capital Plan. After discussion a **MOTION** was made as a **MAJORITY** resolution to adopt the 2009 Operating Budget in the amount of \$142,054.00 as presented.

**ALL IN FAVOUR OF THE OPERATING BUDGET  
IN FAVOUR (24), AGAINST (0), ABSTAINED (0)**

**MOTION CARRIED.**

## **9. ¾ VOTE RESOLUTION # 1 – USE OF COURTYARD PATIO GATE**

A **MOTION** was made to adopt the resolution and open it to the floor for discussion. It was,

**MOVED** (Unit # 403), **SECONDED** (Unit # 302) to adopt the resolution as presented and open it to the floor for discussion.

After consideration of the proposed Resolution '1', it was,

**MOVED** (Unit # 104), **SECONDED** (Unit # 108), to **AMEND** the resolution.

**ALL IN FAVOUR TO AMEND THE ¾ VOTE RESOLUTION #1  
IN FAVOUR (10), AGAINST (7), ABSTAINED (7)**

**MOTION DEFEATED.**

After consideration of the proposed Resolution '1', a **MOTION** was made to adopt the resolution as originally presented it was then called,

**ALL IN FAVOUR OF ¾ VOTE RESOLUTION #1 AS PRESENTED  
IN FAVOUR (16), AGAINST (6), ABSTAINED (2)**

**MOTION DEFEATED.**

**10. ¾ VOTE RESOLUTION # 2 – TRANSPORTATION OF BICYCLES THROUGH BUILDING**

A **MOTION** was made to adopt the resolution and open it to the floor for discussion. It was, **MOVED** (Unit # 306), **SECONDED** (Unit # 302) to adopt the resolution as presented and open it to the floor for discussion.

After consideration of the proposed ¾ vote Resolution #2, it was then called,

**ALL IN FAVOUR OF THE ¾ VOTE RESOLUTION #2  
IN FAVOUR (17), AGAINST (3), ABSTAINED (4)**

**MOTION CARRIED.**

**11. ¾ VOTE RESOLUTION # 3 – RENTAL CAP AMENDMENT**

A **MOTION** was made to adopt the resolution and open it to the floor for discussion. It was, **MOVED** (Unit # 306), **SECONDED** (Unit # 403) to adopt the resolution as presented and open it to the floor for discussion.

After consideration of the proposed ¾ vote Resolution #3, it was then called,

**ALL IN FAVOUR OF THE ¾ VOTE RESOLUTION #3  
IN FAVOUR (7), AGAINST (15), ABSTAINED (2)**

**MOTION DEFEATED.**

**12. ¾ VOTE RESOLUTION # 4 – TO PURCHASE LAUNDRY EQUIPMENT**

A **MOTION** was made to adopt the resolution and open it to the floor for discussion. It was, **MOVED** (Unit # 306), **SECONDED** (Unit # 302) to adopt the resolution as presented and open it to the floor for discussion.

After consideration of the proposed ¾ vote Resolution #4, it was then called,

**ALL IN FAVOUR OF THE ¾ VOTE RESOLUTION #4  
IN FAVOUR (23), AGAINST (1), ABSTAINED (0)**

**MOTION CARRIED.**

**13. ELECTION OF 2009/2010 STRATA COUNCIL**

The Strata Council of 2008/2009 automatically retired from their positions as per the Bylaws. The following Strata Lot Owners have agreed to allow their names to volunteer or were nominated for the new Council of 2009/2010:

Christina Montgomery	#305
Paul Westwick	#408
Sean Smith	#302
Douglas Gibson	#306
Kenneth Svazas	#104
Herman Bello	#206
Charles Rent	#402

With no further nominations at this Annual General Meeting held on Tuesday, October 20, 2009 that the nominations be closed. A **MOTION** was made, It was

**MOVED** (Unit #302), **SECONDED** (Unit #306) and **CARRIED**.

The above noted owners were declared elected by acclamation. Council member positions will be determined at the next Strata Council meeting.

**14. NEW BUSINESS**

No new business was presented.

**15. ADJOURNMENT**

There being no further business, a **MOTION** was made, it was

**MOVED** (Unit #402), **SECONDED** (Unit #306) and **CARRIED**

The meeting was adjourned at 9:28 pm.

The next Council Meeting has been tentatively scheduled for Monday, December 14, 2009 at 7:00pm.

Respectfully submitted,  
Oscar Saari, Property Manager  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION  
Administrative Assistant: Judy Dudlets  
Service Department Manager: Greg Dunphy  
Telephone 273-1745 (9:00 a.m. to 5:00 p.m. & 24 Hour Emergency)

IT HAS BECOME A STANDARD PRACTICE IN THE REAL ESTATE INDUSTRY THAT OWNERS PROVIDE TWO (2) YEARS OF COUNCIL AND GENERAL MEETING MINUTES TO POTENTIAL PURCHASERS. PLEASE RETAIN YOUR MINUTES FOR TWO YEARS AS THERE IS A FEE TO OWNERS WHO REQUIRE ADDITIONAL COPIES OF THE MINUTES

UNDER THE STRATA PROPERTY ACT, PROPERTY MANAGERS WORK FOR THE OWNERS OF THE STRATA CORPORATION. UNDER THE STRATA PROPERTY ACT AND THE PRIVACY ACT, WHEN SELLING YOUR UNIT THE PROPERTY MANAGER MAY ONLY COMMUNICATE WITH THE OWNER OR THE SELLER'S AGENT UPON PRESENTATION OF THE WRITTEN VERIFICATION OF SUCH A RELATIONSHIP. THE PROPERTY MANAGER CAN NOT COMMUNICATES INFORMATION ABOUT THE STRATA CORPORATION OR YOUR STRATA LOT WITH PURCHASERS OR THE AGENT FOR THE PURCHASER WITHOUT WRITTEN AUTHORIZATION FROM THE OWNER. ALL QUESTIONS OR CONCERNS SHOULD BE DIRECTED TO THE OWNER OF THE UNIT OR THE OWNER'S AGENT.

!AGMmins091020

**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON TUESDAY, September 15th, 2009 AT 7:00 P.M. AT  
Unit 104, 1169 NELSON STREET, VANCOUVER, B.C.**

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**COUNCIL IN ATTENDANCE:**

CHRISTINA MONTGOMERY	UNIT #305	PRESIDENT
SEAN SMITH	UNIT #302	VICE-PRESIDENT
PAUL WESTWICK	UNIT #408	TREASURER/SECRETARY
DOUGLAS GIBSON	UNIT #306	INFRASTRUCTURE
KENNETH SVAZAS	UNIT #104	INFRASTRUCTURE
HERMAN BELLO	UNIT #206	MEMBER

**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The meeting was called to order by the Strata Council President at 7:12 p.m.

**2. ADDITIONS AND DELETIONS TO THE AGENDA**

After reviewing the Agenda and having several items added, a **MOTION** was made to accept the agenda as amended.

**MOVED (Christina) AND SECONDED (Sean) AND CARRIED**

**3. CONSIDERATION OF PREVIOUS COUNCIL MINUTES FROM JULY 28<sup>TH</sup>, 2009**

A **MOTION** was made to accept the minutes as presented. It was,

**MOVED (Sean) AND SECONDED (Ken) AND CARRIED**

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Balcony Repairs**

Edenvale Restoration has completed all balcony repairs for unit #204 and the outstanding balcony deficiencies for unit #203. Pacific Rope Works completed the project for unit #204 with repainting the repaired area. The Strata Council has approved the work and to proceed with full payment for the project.

**b) Cleanup of Electrical/Boiler Room**

A Council Member reported cleanup is near completion.

**c) Common Area Repairs**

Agendum has installed interior entrance door weather stripping for units #102 and #103 in order to control odours from escaping or entering the units.

**d) Gutter Repairs**

Precision Gutters have repaired the gutters adjacent to units #305 and #105.

**e) Elevator Pit – Water Leaks**

A quote was received from DMS Mechanical to install a pump and drain system in the elevator pit to prevent water accumulating. After review, the Strata Council has directed the Property Manager to obtain a quote from Collins and Sons Concrete Repairs to determine the source of the leak and apply a sealant.

**f) Units #102 and Unit #103 – Patio Repair Quotes**

Two quotes have been received regarding patio repairs from Edenvale Restoration and Pacific Building Envelope Maintenance Limited. After reviewing the two quotes, the Strata Council will acquire a third quote for review prior to choosing a contractor at the next Strata Council Meeting.

**g) Laundry Room Door Damage**

Agendum Handyman Services replaced the damaged laundry room door..

**h) Courtyard Patio Gate Repairs**

A quote was received from Door Master for gate improvements to deter the use of the gate as an entrance. After reviewing the quote, the Strata Council agreed to defer improvements at this time.

**i) Tenant Occupancy**

A **MOTION** was made by (Christina), **SECONDED** by (Doug) for discussion to reduce the rental cap from six units to three units. Those owners that are currently renting would be grandfathered for those existing tenants. A resolution will be presented to the ownership at the Annual General Meeting. After discussion, the Strata Council voted to present the amendment to decrease the rental cap at the Annual General Meeting with 3 council members in favour, 1 against, 2 abstained. The  $\frac{3}{4}$  resolution will be presented to the ownership at the Annual General Meeting.

**j) Landscaping/Concrete Repairs**

Landscaping Restoration is ninety nine percent complete. Further improvements are ongoing. The Property Manager has contacted Collins and Sons to provide a quote regarding the North West corner of the property regarding the perimeter wall near the sidewalk area.

**k) Fireplace Inspection and Cleaning**

A majority of fireplaces have been either inspected and/or cleaned. The remaining units are pending confirmation or to arrange access to the units.

**l) Citrusol Carpet Cleaning**

The Property Manager was directed to contact Citroso Carpet Cleaning to revisit and remove residue stains leading from the laundry room down the stairwell steps and along the first floor corridor. An appointment was made but due to timing problems required rescheduling.

**m) Carpet Buckling**

Dream Carpets were called to remove buckled carpeting, near the 2<sup>nd</sup> floor elevator and another area.

**n) Exit Only Sign on Patio Gate**

An exit only sign has been installed on the patio gate to remind owners and visitors the purpose of the gate is an exit only and not to be used as an entrance access to the building.

**o) Patio Blinds – Unit #101**

The Strata Council wishes to thank the owner of unit 101 in compliance with the bylaws by removing the exterior bamboo patio blinds.



**p) Unit #102**

A letter will be sent by the Strata Council's legal counsel to inform the owner the Strata Council has granted the Owner an exemption to the bylaw.

**5. COMMITTEE REPORTS**

**a) Finance**

**i) Consideration of the June, July and August 2009 Financial Statements.**

After reviewing the Financial Statements for the months of June, July and August. A **MOTION** was made to accept the Financial Statements as presented. It was,

**MOVED (Paul) AND SECONDED (Sean) AND CARRIED**

**ii) Review of Owner Monthly Assessment Payments**

The Property Manager advised the Strata Council of several owners in arrears. As a reminder to owners those who have an outstanding balance, Century 21 issues a reminder notice at the end of each month.

**iii) AGM Budget Review and Resolutions**

Strata Council reviewed the proposed budget, which will address and include ongoing projects. The notice package will also provide  $\frac{3}{4}$  vote resolutions to include the transportation of bicycles within the building, the use of the courtyard patio gate and to reduce the rental cap. The Strata Council has agreed to maintain the maintenance fees with no increase. This is in order to cover expenses for ongoing projects.

**6. CORRESPONDENCE**

*Owners are advised, in accordance with provisions of the Strata Property Act, that written correspondence or complaints to the Strata Corporation can no longer be considered as "confidential" or "privileged" information; however, to protect privacy of information, unit number will not be published in the minutes unless required for a specific resolution of Council.*

**a) Correspondence** was received from an owner regarding the budget capital plans, repair projects and budget considerations. The Strata Council has taken this in consideration and will review the items addressing the budget and resolutions.

**b) Move In/Move Out**

A letter was received from an owner regarding the charges for move in and move out fees. After reviewing the letter the Strata Council wishes to inform the owner the fees were agreed upon by the owners with a  $\frac{3}{4}$  vote resolution at the Annual General Meeting in 2008. A letter of response will be issued to the owner informing them of this matter.

**c) Noise Complaint**

An email was received from an owner in regarding loud music originating from a neighbouring unit. The Property Manager has issued a letter to the owner to inform their tenant to take immediate action to reduce the offending noise.

**d) Permission to Rent during the Olympics**

Correspondence was received from an owner requesting permission to rent their unit during the Olympic Games. The Strata Council has denied the request as per Strata Bylaws.

**e) Pet Bylaw Violation**

Discussion of a letter of correspondence regarding a pet complaint took place as the last order of business by the Strata Council in order to excuse a council member who was directly involved with the complaint. The complaint was regarding an owner's pet using their deck as an area to relieve itself, which is contrary to the bylaws. The owner had suggested an amendment to the bylaws and to issue a fine for the bylaw violation. After review, the Strata Council agreed the existing bylaws are enforceable pertaining to the complaint from an owner and an amendment will not be pursued. A letter will be sent to the pet owner with pending action.

**f) Move In Refund**

It was brought to the Strata Council's attention of an existing tenant having a second person moving into the unit. A charge of \$100 move in fee was assessed to the owner. The Strata Council discussed the matter and agreed that an additional person moving in is not classified as a move in, therefore a **MOTION** was made to refund \$100.00. It was,

**MOVED (Doug), SECONDED (Sean) and CARRIED**

**7. NEW BUSINESS****a) Future Balcony Repairs**

Three balconies have been identified to be in question for repairs for the next fiscal year. The Property Manager was directed by the Strata Council to contact Halsall Engineering to provide a moisture test in order to determine whether the balcony repairs can be deferred to a later time. Halsall has responded that due to a dry summer, moisture probes would not provide an accurate assessment of the condition of the building. Council has agreed to proceed with repairs.

**b) Coin O Matic Upgrade Proposal**

A letter of correspondence was received from Coin O Matic to upgrade front loading washers with no financial impact. After reviewing the contract proposal, the Strata Council decided to decline the offer being presented. The Strata Council directed the Property Manager to contact Coin O Matic to have an existing washer replaced and to obtain quotes to purchase new washers and dryers rather than lease. The estimated cost of replacement of the four dryers and two washers would be \$6,000.00. An exact figure is pending the receipt of quotes. Any significant upgrades or changes to common property would require a  $\frac{3}{4}$  vote resolution and approval by the owners prior to any changes occurring.

**c) Garage Door**

Strata Council has directed the Property Manager to obtain quotes for either replacing the current garage door system with a solid door or a metal slotted door. The Property Manager has contacted Precision Door and Creative Door and quotes are pending.

**d) Laundry Room Flooding**

Edenvale Restoration were on site to cleanup and repair damage caused by water overflow from the laundry room. Plumbers have checked drains and have been deemed cleared. Coin O Matic has been informed and a report is pending. A washing machine in question has been requested by the Strata Council to be replaced to avoid future incidences.

**e) Uninsured Car in Parking Stall #19**

It was reported that an uninsured vehicle was parked in parking stall #19. The Property Manager issued a letter to the owner and the vehicle has since been removed.

**f) CHOA Membership Status**

The Choa membership has been included in part of the budget. Once the budget is approved the application form will be submitted.

**g) Insurance Renewal Survey**

A survey was received from BFL Canada Insurance to update information and advise the underwriters for renewal insurance coverage.

**h) Storage Fees**

Century 21 will be initiating a charge for storage of file boxes on behalf of the Strata Corporation. This needs to be taken in account for budget purpose. The contract calls for \$2.00 per box with a minimum fee of \$25.00. For budgeting purposes the use of \$25.00 per month would be advised. A specific number of boxes will be known at a later time. The Strata Corporation does have an option not to pay this fee by storing the boxes on site.

**8. NEXT SCHEDULED MEETING**

The next scheduled meeting will be the Annual General Meeting to be held on October 20<sup>th</sup>, 2009. Registration at 6:30p.m. Call to order at 7:00p.m.

**9. MEETING ADJOURNMENT**

With no further business to discuss, a **MOTION** was made to adjourn the meeting at 10:06 p.m. It was,

**MOVED (Doug) AND SECONDED (Paul) AND CARRIED.**

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

**PROPERTY AGENT:** Oscar Saari, Property Manager

**CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.**

**PROPERTY MANAGEMENT DIVISION**

7320 Westminster Highway, Richmond, B.C. V6X 1A1

**TELEPHONE:** (604) 273-1745 (9:00 A.M. TO 5:00 P.M. & 24 Hour Emergency)

**FAX:** (604) 273-9021

**ADMINISTRATIVE ASSISTANT:** Judy Dudlets

**SERVICE DEPARTMENT:** Greg Dunphy

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**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON TUESDAY, JULY 28TH, 2009 AT 7:00 P.M. AT  
Unit 104, 1169 NELSON STREET, VANCOUVER, B.C.**

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**COUNCIL IN ATTENDANCE:**

CHRISTINA MONTGOMERY	UNIT #305	PRESIDENT
SEAN SMITH	UNIT #302	VICE-PRESIDENT
PAUL WESTWICK	UNIT #408	TREASURER/SECRETARY
DOUGLAS GIBSON	UNIT #306	INFRASTRUCTURE
KENNETH SVAZAS	UNIT #104	INFRASTRUCTURE

**ABSENT WITH REGRETS:**

HERMAN BELLO	UNIT #206	MEMBER
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**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The meeting was called to order by the Strata Council President at 7:02 p.m.

**2. GUEST – Owner represented by Tenant by way of Proxy, regarding use of Courtyard Gate**

A tenant appeared on behalf of an owner to discuss the ongoing use by the tenant and the tenant's visitors of the courtyard gate as an entrance and exit to the owner's unit, rather than its intended purpose as exit only. The Strata Council had earlier informed the Owner that such has become a nuisance, creating noise for neighbouring owners and a security risk and that several complaints had been received. The tenant appeared before council to argue for its continued use, and noted that there is not currently an explicit bylaw or rule outlining the purpose of the gate. Council explained that the gate was an exit only, and that a one-way knob was installed for that reason, and that visitors were, for security reasons, to be buzzed in through the front door or met at side entrances. After the discussion to clarify the situation, the tenant agreed to comply. The tenant was thanked and left the meeting at 7:20 p.m. After further discussion, Council voted to develop a rule defining the purpose, intention and use of the courtyard gate as an 'exit only' gate. Council also voted to install a larger, heavier security panel on the gate, which was recently kicked in. Owners are reminded that the courtyard was redeveloped following the rear repair project for use of all owners and that it remains common property. Bylaws applying to use of common property apply to the courtyard area. Owners are also asked to exercise common courtesy in regard to noise, the presence of guests and general tidiness in both indoor and outdoor common areas.

<p><b>NOTE TO OWNERS: Council has adopted the following rule, which shall remain in effect until the next Annual General Meeting, at which time it will be put to a vote of Owners for adoption as a bylaw:</b></p>
---

**Courtyard Patio Gate:**

*Usage of  
Courtyard  
Patio Gate*

- 1 An owner, tenant, occupant or visitor shall not use the courtyard gate as means to access entry to a strata lot, nor entry into the building or courtyard. The expressed purpose and intended use of the courtyard gate is for an "Exit Only".**

**3. ADDITIONS AND DELETIONS TO THE AGENDA**

After reviewing the Agenda and having several items added, a **MOTION** was made to accept the agenda as amended.

**MOVED (Doug) AND SECONDED (Christina) AND CARRIED**

**4. CONSIDERATION OF PREVIOUS COUNCIL MINUTES FROM JUNE 2<sup>ND</sup>, 2009**

A **MOTION** was made to accept the minutes as presented. It was,

**MOVED (Christina) AND SECONDED (Doug) AND CARRIED**

**5. BUSINESS ARISING FROM PREVIOUS MINUTES****a) Balcony/Deck Repairs – Progress Report**

Edenvale Restoration has completed balcony repairs for units 203, 303 and 205. Minor deficiencies will be addressed within two to three weeks. Balcony repairs for unit 204 have commenced and should be completed by the end of August. The Strata Council directed the Property Manager to contact Edenvale Restoration upon completion to arrange for Pacific Rope Works to be on site for painting.

**b) Cleanup of Electrical/Boiler Room**

A Council Member reported cleanup is nearing completion to remove stored items from the electrical/boiler rooms. Any left over materials or debris will be disposed of.

**c) Patio Blinds**

A letter has been sent to an owner regarding the removal of bamboo patio blinds.

**d) Common Area Repairs**

Assorted repair projects were discussed. Agendum has been on site to repair exit doors in common area hallways. Weather stripping will be installed for units 102 and 103, pending arrangements with the Owners, to prevent movement of odours in an area where the venting system is less effective. Pacific Rope Works will conduct painting touchups; a Council Member will do a walk through with the painter to list areas that require work. The Strata Council also directed the Property Manager to contact Dream Carpets to remove carpet buckles that have appeared on the 2<sup>nd</sup> and 4<sup>th</sup> floors.

**e) Gutter Repairs**

Gutters require moss to be cleared and downspouts in areas need repairs. The Strata Council directed the Property Manager to contact Precision Gutters to arrange, with a Council Member on site, to remedy the problem.

**f) Baseboard Water Leak**

As presented at the Strata Council meeting held on June 2<sup>nd</sup>, 2009, correspondence was received from an owner regarding a leak from a baseboard water heater main shut off. The Strata Council has denied their request to reverse the charges as the repair was in an area inside the suite. A letter to the owner is pending.

**g) Satellite High Definition Service**

As presented at the Strata Council meeting held on June 2<sup>nd</sup>, 2009, an owner requested an upgrade to the building satellite system for high definition service. The Strata Council has approved the upgrade for the service. The upgrade is pending. Owners are reminded that a satellite service is available, via a rooftop installation, to all suites for a fee.

**h) Noise Complaint originating from Neighbouring Unit**

As presented at the Strata Council meeting held on June 2<sup>nd</sup>, 2009, as directed by the Strata Council, the Property Manager will issue a friendly reminder letter advising the new

residents to be aware of their surrounding regarding noise. A letter is pending.

**i) Bikes being Transported through the Building**

Council discussed concerns about bikes being transported through hallways and in stairwells, given that common area carpets are new and have recently been steam cleaned. Damage is also being done to hallway and stairwell walls by the bikes as they're moved in and out. Owners are reminded that there is a small amount of space in the bike room, and that secure locks have been installed in all stalls in the parkade for use in bringing bikes in and out of the building through the parkade door. Given the expense of continual cleaning and touchups associated with the movement of bikes in the hallways, Council voted to pass a rule as follows, to remain in effect until the next Annual General Meeting, at which time it will be put to an Owner vote as a bylaw.

Owners are strongly urged to make use of the parkade for bicycles. Heavy locks were installed at a group expense to avoid the kind of mess and expense now being experienced.

**NOTE TO OWNERS: Council has passed the following rule, which remains in effect until it is presented at the next Annual General Meeting for approval of Owners as a bylaw:**

**Transportation of Bicycles Through the Building:**

***Care and  
Attention of  
Bicycles***

- 2 An owner, tenant, occupant or visitor must carry a bicycle or bicycles through the common lobby, hallways and stairwell areas of the building, and must first clean and dry the bicycle. Bicycles may not be wheeled through the lobby, common hallways or stairwells.**

**j) Elevator Pit**

Upon discovery of water in the elevator pit, DMS Mechanical has provided an option to either waterproof the elevator pit or install a pump and drain pipe to a storm drain. When the quote is received the Strata Council will review and recommend action.

**k) Patio Repairs and Legal Information**

Correspondence was received from an owner regarding patio repairs. The owner has been informed that work done earlier in the year is temporary until further discussion and quotes are received to have the patio completely renovated.

The owner has been also informed regarding Council's response to a legal challenge of the Strata Corporation's Occupancy Bylaw. The Strata Council is seeking advice on how best to proceed. Currently the Strata Council has suspended action with enforcement of the bylaw against the Owner while the matter is resolved.

**l) Fireplace Inspection and Cleaning**

Dickens Chimney Service has been on site to clean and inspect fireplaces, with the exception of three units. Those Owners will be notified that Dickens Chimney Service will revisit those owners that require fireplace cleaning. A charge back will be assessed to Owners that required cleaning.

**6. COMMITTEE REPORTS**

**a) Finance**

**i) Consideration of the April, May and June 2009 Financial Statements.**

After reviewing the financial statements for the months of April and May. A **MOTION** was made to accept the April and May financial statements as presented. It was,

**MOVED (Paul) AND SECONDED (Doug) AND CARRIED**

The financial statement for the month of June has been deferred to the next Strata Council meeting in September.

**ii) Review of Owner Monthly Assessment Payments**

The Property Manager advised the Strata Council of one owner in arrears. As a reminder to owners who have an outstanding balance, Century 21 sends a reminder notice at the end of each month.

**7. CORRESPONDENCE**

*Owners are advised, in accordance with provisions of the Strata Property Act, that written correspondence or complaints to the Strata Corporation can no longer be considered as "confidential" or "privileged" information; however, to protect privacy of information, unit number will not be published in the minutes unless required for a specific resolution of Council.*

**a) Owner requesting an Update on Landscaping**

An owner wrote requesting information on the front landscaping, and to ask that privacy and security be considered when the planting is done. Council will inform the owner that the planting process is in progress, that the concerns are being addressed and that the delays and balcony repairs should be over with shortly.

**b) Permission to Rent Unit**

A letter was received from an owner requesting Strata Council's permission to rent their unit under hardship. After reviewing the request, Council has directed the Property Manager to contact the owner to provide further information prior to a decision.

**8. NEW BUSINESS**

**i) DMS Mechanical – Quotes and Repairs**

DMS Mechanical provided a deficiency report regarding the Draft Inducer fan. Currently, there is a backdraft problem with the boiler, and examination with a camera from the roof top vent detected no problems. A consultant, along with DMS Mechanical, agreed that a Draft Inducer fan should be installed at a quoted price of \$2,660.00 plus GST. After reviewing the quote, a **MOTION** was made to accept the quote and proceed with the installation as presented. It was,

**MOVED (Paul) AND SECONDED (Ken) AND CARRIED**

**ii) Make Up Air Units**

DMS Mechanical noted deficiencies or concerns with some of the equipment on site. It has been discovered that both hallway fan make up air units on the roof are very dirty inside and require cleaning. A quote was presented for \$670.00. After review, a **MOTION** was made to accept the quote as presented and proceed with cleaning. It was,

**MOVED (Doug) AND SECONDED (Ken) AND CARRIED**

**iii) Laundry Room Door Damage**

Vandalism took place recently when someone kicked in the door of the laundry room. A Council member notified the Property Manager, who contacted Agendum Handyman Services to make temporary repairs to the door. A new door will be installed in the next two weeks. The Strata Council has decided to have a non-locking passageway door knob installed, as coin machines are no longer being used in the laundry room and the cost of replacing the lock or door in the future can be avoided. The situation will be monitored.



**iv) Recycling of Garbage**

Council has noted a number of concerns regarding our waste disposal, including the continued dumping of materials that are not allowed in the bin, and of cardboard materials that continue to stack up around the blue city recycling bins. A notice regarding acceptable materials will be posted shortly, and mailed to Owners. More recycling bins will be ordered from the city.

**NOTE TO ALL OWNERS: Please do not dispose of prohibited materials in our garbage bin. Our waste hauler can be fined by the city for taking them to the landfill site and the costs passed along to the Strata. In addition, you are asked to break down all materials going in to the recycling bins yourself.**

**v) Courtyard Patio Gate Repairs**

Minor damage has occurred to the rear courtyard gate. The Property Manager contacted Canadian Door Master to provide a quote to enhance security and prevent, as much as possible, outside access into the courtyard from the laneway. At the time of writing, a quote was received for \$399.00. A review and approval from the Strata Council is pending.

**vi) Landscaping and Concrete Repairs**

Collins and Sons has completed work to a leak on the southeast corner of the property by injecting sealant. The leak has allowed moisture into one of the parkade-level storage rooms. Since completion, the gardener has put back existing soil and added some extra. The area will be monitored for leaks once rains have begun, and if the area should leak again, sealant can be injected from the inside rather than the exterior of the building. If there is no further leak, the vent fan will be installed in the storage locker area. In the future, the same kind of project will be required on the northwest corner of the building, where water is running under the rear exit sidewalk and through the wall of the parkade ramp. This should be included as part of next years capital project when the Strata Council prepares the budget.

**vii) Consideration of the Scheduled Date for the Annual General Meeting**

Budget preparations will begin shortly. The Strata Council will meet on Tuesday August 25<sup>th</sup> to discuss budget items only. The Strata Council will meet once again on Tuesday September 15<sup>th</sup> for final review and direct the Property Manager to prepare the notice package for the Annual General Meeting scheduled for **TUESDAY, OCTOBER 20<sup>TH</sup> at the main entrance lobby of the Greenhorn.**

**viii) Janitorial Cleaning**

A Strata Council member notified the Property Manager regarding cleaning concerns in various areas of the property. The janitorial service has been contacted and has since met with the Council for a walk through with a checklist. The Strata Council is satisfied that objectives have been met. In general, the new cleaners have been doing a satisfactory job and it appeared that the problems arose from a change in personnel and the need for a refresher on our building's checklist of work done each week.

**ix) Strata Council Resignation**

The Strata Council wishes to inform the owners that Charles Rent has tendered his resignation from Strata Council. The Strata Council wishes to thank Charles for all of his efforts, contributions and assure him that his work has been most appreciated. Charles was largely responsible for the on-time and on-budget completion of several repair projects and lent considerable technical expertise to Council in maintenance and trades decisions.

**9. NEXT SCHEDULED MEETING**

The next scheduled meeting will be held on **Tuesday, September 15<sup>th</sup>, 2009 at 7 p.m. in Unit 104.**

**10. MEETING ADJOURNMENT**

With no further business to discuss, a **MOTION** was made to adjourn the meeting at 9:30 p.m. It was,

**MOVED (Doug) AND SECONDED (Ken) AND CARRIED.**

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

**PROPERTY AGENT:** Oscar Saari, Property Manager

**CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.**

**PROPERTY MANAGEMENT DIVISION**

7320 Westminster Highway, Richmond, B.C. V6X 1A1

**TELEPHONE:** (604) 273-1745 (9:00 A.M. TO 5:00 P.M. & 24 Hour Emergency)

**FAX:** (604) 273-9021

**ADMINISTRATIVE ASSISTANT:** Judy Dudlets

**SERVICE DEPARTMENT:** Greg Dunphy

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**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON TUESDAY, JUNE 2ND, 2009 AT 7:00 P.M. AT  
1169 NELSON STREET, VANCOUVER, B.C.**

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**COUNCIL IN ATTENDANCE:**

CHARLES RENT	UNIT #402	INFRASTRUCTURE	
PAUL WESTWICK	UNIT #408	TREASURER/SECRETARY	
SEAN SMITH	UNIT #302	VICE-PRESIDENT	
DOUGLAS GIBSON	UNIT #306	INFRASTRUCTURE	ARRIVE 7:20 P.M.
KENNETH SVAZAS	UNIT #104	INFRASTRUCTURE	

**ABSENT WITH REGRETS:**

HERMAN BELLO	UNIT #206	MEMBER
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**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The meeting was called to order at 7:03 p.m.

**2.a. GUEST – DANIEL BROOKS FROM 7:00 P.M. – 7:15 P.M. RE: PET COMPLAINT**

An owner requested a meeting before Council from 7:00 p.m. to 7:15 p.m. to address their concerns as outlined in correspondence from March 17<sup>th</sup> and April 24<sup>th</sup>, additional emails regarding a neighbour allowing their pet to use their deck as a toilet area. The owner has requested from Council a decision to resolve the continuing problem of a pet using the deck as a toilet area and have a conclusion with a decision to resolve the problem. The owner also requested personal correspondence from the Property Manager on Council's decisions. The owner also requested a clarification in the event a complaint has been received by Council on how this complaint is being processed and dealt with. After discussion with the Council the owner had thanked Council for allowing them to be there to present their complaint. The Council thanked the owner and the owner left at 7:15 p.m.

When the owner had left the Strata Council discussed the matter regarding the pet complaint. The Strata Council has decided and has directed the Property Manager to contact the owner with the pet complaint and advise if they witness future pet droppings on the deck to contact a Council member immediately to view the evidence.

***Use of property***

*(6) A pet owner is responsible for the immediate clean-up and disposal of any pet excrement that occurs on common property.*

*(7) A pet shall not cause a nuisance to any resident.*

**b. GUEST – LILLIAN MEIER**

It was the intention of an owner to appear in front of Council to appeal a bylaw regarding the restriction of occupants to a unit. Although correspondence has been sent to the owner bringing to their attention the current bylaws that are in place, no complaint has been received nor any action was currently intended to take place. The Property Manager was advised by the owner's lawyer requesting to be in attendance at the meeting of Tuesday June 2<sup>nd</sup>. Upon having correspondence with the owner and their lawyer and the circumstances presented, further study is required. During the Council meeting the Strata Council had discussed correspondence that was received. A MOTION was made to seek legal opinion to this issue. It was

**MOVED (Charles) AND SECONDED (Sean) AND CARRIED**

A Council member has volunteered to seek legal opinion to determine to go forward regarding the current bylaws and if the bylaws stand under specific circumstances or issues that may be presented.

**3. ADDITIONS AND DELETIONS TO THE AGENDA**

After review of the Agenda and having several items deleted and added it was

**MOVED (Charles) AND SECONDED (Ken) AND CARRIED**

**4. CHRISTINA MONTGOMERY REQUESTING TO BE ON COUNCIL**

Correspondence was received from Christina Montgomery to the Strata Council wishing to help out by volunteering her services to supervise landscaping improvements and other duties that may arise. Christina had left the meeting in order to have Council have further discussion on her request to be on Council. After review a **MOTION** was made to have her onboard Council for her input. It was

**MOVED (Charles) AND SECONDED (Sean) AND CARRIED**

**5. CONSIDERATION OF PREVIOUS COUNCIL MINUTES FROM APRIL 28<sup>TH</sup>, 2009**

A **MOTION** was made to accept the minutes as presented. It was

**MOVED (Doug) AND SECONDED (Ken) AND CARRIED**

**6. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Balcony/Deck Repairs**

It has been reported that Edenvale Restoration has completed ninety-five percent of the balcony repairs involving units 203 and 303. Outstanding deficiencies will be completed within two to three weeks. Upon completion unit 205 balcony will begin and will be expensed out from the Contingency Reserve Fund. The patio decks for units 102 and 103 are in disrepair. The Property Manager has contacted Agendum to access and offer a quote to make the necessary repairs. Edenvale Restoration will also be notified to assess and provide a quote. A **MOTION** was made to have this deemed as emergency repairs. It was

**MOVED (Christina) AND SECONDED (Paul) AND CARRIED**

**b) Cleanup of Electrical/Boiler Room**

A Council member reported cleanup is in progress for the electrical and mechanical rooms. All non-wanted items will be hoarded and Shane from Lone Gardener will be called to dispose the garbage.

**c) Fairlane Fire Protection**

Fairlane Fire Protection Ltd. was scheduled to be on site on Wednesday June 10<sup>th</sup> to replace or repair several deficiencies, which were discovered from their initial visit on Saturday March 7<sup>th</sup>.

**d) Chimney Cleaning**

The Property Manager has contacted Dickens Chimney Service to be on site on Saturday June 27<sup>th</sup> for mandatory fireplace cleaning and inspection. Inspections will be charged to the Strata Corporation. Fireplaces requiring cleaning will be charged back to the owners account.

**e) Agendum Handyman Repairs**

The Property Manager informed the Strata Council that a list of outstanding deficiencies has been sent to Agendum Repair Services regarding a variety of minor repairs and improvements throughout the building.

**f) Citruso Carpet Cleaning**

A quote was received from Citruso Carpet Care to steam clean all common area hallways on all four levels including the staircases for a total of \$1,487.85. After review a **MOTION** was made to accept the quote as presented. It was

**MOVED (Charles) AND SECONDED (Doug) AND CARRIED**

The carpet cleaning will be done following the chimney cleaning.

**g) Leak Above Locker #10 in the Underground Parkade**

Collins & Sons have been on site to remove the earth from the exterior section to expose the area that water is leaking through affecting the storage locker area near locker #10. A quote is pending for the repairs and will be reviewed at the next Council meeting.

**h) Gutter Repairs**

It has been reported that gutters are not draining properly and to schedule a site visit to determine the cause and make necessary repairs. Precision Gutters are to call either Doug or Ken to schedule a date and time.

**i) Flower Boxes**

The flower boxes at the main entrance have been painted and filled with gravel and soil. A water test was performed and water is leaking out. Cory will be contacted to fix the problem. Landscaping improvements have been budgeted for the front of the building. The landscaper will be instructed on what to plant on the property. Christine Montgomery will be the Project Coordinator, Cory and Charles will investigate the gates not closing properly leading to patios near the flower boxes. This was brought to the attention at Council by an owner and will be corrected as soon as possible.

**7. COMMITTEE REPORTS****a) Finance****i) Consideration of the April 2009 Financial Statements.**

The report on the April 2009 operating statement has been deferred to the next Strata Council meeting.

**ii) Review of Owner Monthly Assessment Payments**

The Property Manager advised the Strata Council that several owners are in arrears. After review a **MOTION** was made for those owners that exceed \$1,000.00 on their outstanding account will be issued a twenty-one day letter. It was

**MOVED (Paul) AND SECONDED (Doug) AND CARRIED****8. CORRESPONDENCE**

*Owners are advised, in accordance with provisions of the Strata Property Act, that written correspondence or complaints to the Strata Corporation can no longer be considered as "confidential" or "privileged" information; however, to protect privacy of information, unit number will not be published in the minutes unless required for a specific resolution of Council.*

**a) Leaky Baseboard, Waterpipe valve**

Correspondence was received from an owner regarding a leak from a baseboard water heater main shutoff valve. An owner wrote stating that the Strata Corporation by way of easement as per the Strata Act owns the valve. Upon discussion by the Strata Council the Property Manager was directed to contact the owner informing them that any shutoff valves within their unit are the responsibility of the owner and is regarded as to be similar to any other shutoff valve such as water tanks, toilet tanks, sinks and are within the walls of the strata unit. The costs incurred by D.M.S. Mechanical for their costs will remain as a chargeback to the owner's account. A request to reverse the charges has been denied by

Council.

**b) Satellite HD Service**

An owner wrote regarding their plans to purchase an HD flat screen television. Bell Express Vu is required to make necessary upgrades for the HD service to be available. The Property Manager has contacted Bell Express Vu and will perform the upgrades at no charge upon the condition of customers subscription for the service. A **MOTION** was made to have the upgrade performed. It was

**MOVED (Paul) AND SECONDED (Sean) AND CARRIED**

**c) Noise Complaint Originating From Neighbouring Unit**

Correspondence was received from an owner regarding a noise complaint originating from a neighbouring unit. The tenants occupying that unit have recently moved into the Greenhorn and they are most likely unaware of the bylaws of the Greenhorn. The Strata Council has directed the Property Manager to issue a friendly reminder notice advising them of the complaint and to control and keep noises to a minimum.

**d) Patio Blinds**

An owner wrote requesting permission to retain or replace the privacy blind on the patio for unit 101. After reviewing the letter a **MOTION** was made to deny the request for the patio blinds to remain. The Property Manager was directed to issue a letter to the owner to have the blinds removed in two weeks as of receipt of the letter.

**e) Patio Blinds**

An owner wrote requesting permission to allow patio blinds to be installed on their patio for unit 107. After review of the letter the Strata Council has denied their request and to have the patio blinds removed in two weeks of receipt of the letter. The owner also requested to have their front panel entrance name on the buzzer panel and also mentioned that their buzzer is not working. This matter will be looked into and will be repaired as soon as possible.

**f) Maintenance Fees/Special Levy**

An owner wrote the Strata Council regarding their financial situation. After review of their letter of request a **MOTION** was made to deny their request to defer their payment and it is the owner's responsibility to keep their account in good standings. It was

**MOVED (Charles) AND SECONDED (Doug) AND CARRIED**

**g) Bylaw Regarding Bicycles Being Transported Through Building**

It has been reported that owners with bicycles are transporting them through building hallway corridors to their units. Owners are urged to use the bicycle lockups in the underground parkade to avoid tracking any dirt into the building. Currently there are no bylaws in place regarding this item. A rule will be presented at the next Strata Council meeting for approval and will be presented to the owners at the next Annual General Meeting to have a Resolution voted upon by the owners as an amendment to the bylaws.

**9. NEW BUSINESS**

**a) Elevator Pit Water Leak Requiring Repairs**

D.M.S. Mechanical was on site and has reported water being in the elevator pit due to cracks in walls, which needs to be corrected. Option 1 is waterproofing, option 2 is to install a pump, which would lead to a storm drain. This item is pending further investigation. Arrangements will be made to have the elevator locked down and to have Collins & Sons prepare an estimate for the cost of repairs.

**10. NEXT SCHEDULED MEETING**

The next scheduled meeting will be held on **July 28th, 2009 at 7 p.m.**

**11. MEETING ADJOURNMENT**

With no further business to discuss, a **MOTION** was made to adjourn the meeting at 9:39 p.m. It was

**MOVED (Sean) AND SECONDED (Paul) AND CARRIED.**

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

**PROPERTY AGENT:** Oscar Saari, Property Manager

**CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.**

**PROPERTY MANAGEMENT DIVISION**

7320 Westminster Highway, Richmond, B.C. V6X 1A1

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**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON TUESDAY, APRIL 28<sup>TH</sup>, 2009 AT 7:00 P.M. AT  
1169 NELSON STREET, VANCOUVER, B.C.**

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**COUNCIL IN ATTENDANCE:**

CHARLES RENT	UNIT #402	INFRASTRUCTURE
PAUL WESTWICK	UNIT #408	TREASURER/SECRETARY
SEAN SMITH	UNIT #302	VICE-PRESIDENT
DOUGLAS GIBSON	UNIT #306	INFRASTRUCTURE
KENNETH SVAZAS	UNIT #104	INFRASTRUCTURE
HERMAN BELLO	UNIT #206	MEMBER

**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The meeting was called to order at 7:06 p.m.

**2. ADDITIONS/DELETIONS TO THE AGENDA**

It was noted that two guests were expected to attend the Strata Council meeting. One owner was ill and was unable to attend. The other owner was presumed to attend for further comment on their complaint regarding a neighbour's pet. The Strata Council and the Property Manager recognize receiving documentation from that owner and no further discussion occurred.

After review of the agenda and having several items were deleted and added. It was, **MOVED (Paul) AND SECONDED (Sean) to accept the agenda as amended. MOTION CARRIED**

**3. ADOPTION OF PREVIOUS COUNCIL MINUTES – FEBRUARY 24<sup>TH</sup>, 2009**

There was one amendment to the meeting from February 24<sup>th</sup>, 2009. Item number 9, regarding Next Scheduled Meeting, the minutes stated the next meeting would be held on April 2, 2009 at 7:00pm. The meeting date is amended to say the Next Scheduled Meeting date will be held on April 28, 2009. The **MOTION** was then made to accept the minutes as amended. It was, **MOVED (Sean), SECONDED (Ken) AND CARRIED**

**4. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Balcony/Deck Repairs**

The Property Manager reported to the Strata Council that on April 23<sup>rd</sup>, the Property Manager and the Senior Project Manager from Century 21 was on site to review the balcony repairs and the deficiencies. A detailed report was forwarded to the Strata Council for review and to authorize the Project Manager to contact Edenvale Restoration to correct the outstanding deficiencies as soon as possible.

**b) Cleanup of Electrical/Boiler Room**

Strata Council Members are in the process of relocating goods and property that is stored in the electrical/boiler rooms.

**c) Fairlane Fire Protection**

The fire inspection by Fairlane Fire Protection held on Saturday March 7<sup>th</sup>, 2009 reported several deficiencies. A quote was received listing the items which included the replacement of an alarm bell, smoke detectors, batteries for the emergency lighting systems, fire extinguishers and a smoke detector. The total costs for replacement and repairs is \$1,527.47. After review, a **MOTION** was made to accept the quote as presented. It was, **MOVED (Charles), SECONDED (Doug) AND CARRIED.**

**d) Storage Room Electrical Fan**

Colins and Sons are continuing with leak repairs by injecting silicone to stop water leaks in the underground parkade. When completed, the storage room fan will be reinstalled.

**e) Exterior Patio Blinds on units 101 and 107**

The Property Manager has been directed by the Strata Council to issue a follow up with a reminder letter to the owners to remove their patio blinds. Owners who wish to have patio blinds installed must submit a letter of request for permission to the Strata Council for review approval.

**f) Vent Cleaning**

Property Manager has contacted Coin-a-matic to have laundry room vents cleaned. The Strata Council directed the Property Manager to follow up with exterior building exhaust vent to be cleaned.

**g) Chimney Cleaning**

The Strata Council reviewed the quote from Dickens Chimney Service and has directed the Property Manager to contact and schedule fire places to be inspected. If fireplaces require cleaning a charge will be assessed to an owners account for \$48.00. After review, a **MOTION** was made to accept the quote as presented. It was, **MOVED (Charles), SECONDED (Doug) AND CARRIED**

**h) Door Closure Hitting Wall**

The Property Manager was directed to contact Agendum Services to add a door stop to a stairwell exit near unit 207 to prevent the wall from damage.

**i) Three (3) Sets of Master Keys for 3 Council Members**

The Property Manager issued a set of master keys to three (3) Strata Council Members. This allows flexibility to allow service providers and contractors into the building by more than one available Strata Council Member.

**j) Carpet Cleaning Quotes**

The Strata Council has directed the Property Manager to contact Citruso Carpet Cleaners to have common area carpets steam cleaned. A **MOTION** was made to accept the recommendation to contact Citruso. Approval is pending a review of quote. It was **MOVED (Charles), SECONDED (Sean) AND CARRIED**

**k) Parkade – Water Spigot Installation**

A quote was received from DMS Mechanical to install a water spigot in the underground parkade. After reviewing the quote, a **MOTION** was made to defer the matter due to pending costs.

**l) Move In/ Move Out**

Letters have been issued to owners with tenants. Owners are reminded of move in / move out fees that are due and payable to the Strata Corporation and to submit a Form K to Century 21.

**m) Installation of Door Weather Stripping Seal to Eliminate Hallway Smoke**

The Strata Council directed the Property Manager to contact Agendum to install weather stripping to units 101, 102 and 103. The purpose is to curb smoke and household odors from entering and exiting the units.

**5. COMMITTEE REPORTS****a) Finance****i) Consideration of the December 2008, January, February and March 2009 Financial Statements.**

After reviewing the Financial Statements, a **MOTION** was made to accept the Financial Statements. It was **MOVED (Paul), SECONDED (Doug) AND CARRIED**

**ii) Review of Owner Monthly Assessment Payments**

The Property Manager advised the Strata Council of several owners in arrears. Owners are reminded to keep their accounts in good standing and to forward a cheque as soon as possible to avoid any future fines or penalties.

**6. CORRESPONDENCE**

*Owners are advised, in accordance with provisions of the Strata Property Act, that written correspondence or complaints to the Strata Corporation can no longer be considered as "confidential" or "privileged" information; however, to protect privacy of information, unit number will not be published in the minutes unless required for a specific resolution of Council.*

**a) Letter from Owner Regarding Hardship Rental**

A letter was received from an owner requesting a rental extension. After review, the Strata Council denied their request.

**b) Owner reported Bed Bugs**

An owner wrote the Strata Council with the discovery of bed bugs in their unit. Appropriate steps were taken to have the unit sprayed. No further evidence or reoccurrence has taken place.

**c) An owner wrote the Strata Council regarding three items. The owner requested information on the status for planting flowers at the entrance flower boxes. The Strata Council will have the boxes painted prior to planting. The second item requested information regarding the deteriorating state of their patio deck. The Strata Council directed the Property Manager to contact Agendum Handyman Services to provide a quote for repairs. The third item, the owner is requested a hearing with the Strata Council. The next Strata Council Meeting will be June 2<sup>nd</sup>, 2009.****d) Council Member Resignation**

A letter was received from the Strata Council President informing the Strata Council of their resignation as President of the Strata Council. The Strata Council has acknowledged the letter received and wishes to thank the Council President for her participation.

**e) Owner requesting a Locker**

An email was received from an owner requesting a locker in the underground parkade. Currently, no lockers are available. The owner was notified and to seek storage at a neighborhood storage facility.

**f) Leaky Baseboard Heater Water Pipe**

An owner contacted the Property Manager regarding a leaky baseboard water pipe. DMS Mechanical was called to make arrangements with the owner. The owner declined their services and has since made arrangements of another service provider. The Strata Council directed the Property Manager to obtain from the owner a copy of the invoice of repairs for confirmation.

**g) Satellite Dish on Balcony**

It was reported that an owner installed a satellite dish on their balcony. Strata Council has directed the Property Manager to inform the owner, satellite dishes are not permitted on balconies as per the bylaws. If an owner wishes to have a satellite services, they are to contact Bell Express View for a connection to the existing rooftop satellite dish.

**h) Owner request to Paint Balcony Deck**

A letter was received from an owner requesting to apply a fresh coat of deck stain onto their deck. After review, a **MOTION** was made to approve their request. It was, **MOVED (Charles), SECONDED (Doug) AND CARRIED**

**i) Owners Request for a Special General Meeting**

A lengthy vigorous discussion took place by the Strata Council regarding an owner requesting a Special General Meeting to address the Contingency Reserve Fund. Currently, the Strata Council requires a clearer understanding for a decision from the owner detailing the action requested. The Strata Council agreed that further investigation must take place and that sufficient information must be obtained to endorse a Special General Meeting and requires further study at this time. Further discussion will be held at the next Strata Council meeting.

**j) Smoke Complaint in Hallway**

A letter was received from an owner regarding smoke accumulating in a common hallway. This item was addressed under item 4. m). Arrangements are being made to add weather stripping to the doors to curb smoke from accumulating in the hallway corridors.

**k) Noise Complaint**

An owner wrote complaining of noise from a neighboring unit. A letter was sent to the owner advising them to take steps to limit noise as a courteous to neighboring units.

**7. NEW BUSINESS**

**a) DMS Mechanical - Quote**

Two quotes were received from DMS Mechanical regarding pressure reduction valve and a leak from the boiler water filter in the mechanical room. After reviewing the report from DMS Mechanical a **MOTION** was made to accept the quote as presented. It was, **MOVED (Charles), SECONDED (Sean) AND CARRIED**

The Property Manager was directed to contact DMS Mechanical to make the necessary repairs as soon as possible.

**b) Parking and Locker Assignment Lists**

The Property Manager informed the Strata Council that the parking and locker assignment lists have been added to the owners list for reference.

**c) Gutter Repairs**

Precision Gutters were called regarding gutters not draining properly on a deck. The Property Manager contacted Precision Gutters to make necessary repairs.

**d) Hydro Closet**

The Property Manager was directed to contact B.C. Hydro to remind them to securely lock the hydro closets in the common corridor hallways after performing a meter readings.

**e) The Lone Gardener**

A quote was received from the Lone Gardener for landscaping services and maintenance. After review, a **MOTION** was made to accept the quote as presented. It was **MOVED (Doug), SECONDED (Paul) WITH ONE ABSTENTION AND CARRIED**. The Strata Council directed the Property Manager to contact the Lone Gardener of the quote being accepted.

**8. NEXT SCHEDULED MEETING**

The next scheduled meeting will be held on **June 2, 2009 at 7 p.m.**

**9. MEETING ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 9:59 p.m.

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

**PROPERTY AGENT:** Oscar Saari, Property Manager

**CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.**

PROPERTY MANAGEMENT DIVISION

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**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON TUESDAY, FEBRUARY 24<sup>TH</sup>, 2009 AT 7:00 P.M. AT  
1169 NELSON STREET, VANCOUVER, B.C.**

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**COUNCIL IN ATTENDANCE:**

CHRISTINA MONTGOMERY	UNIT #305	PRESIDENT
PAUL WESTWICK	UNIT #408	TREASURER/SECRETARY (left at 7:30pm)
SEAN SMITH	UNIT #302	VICE-PRESIDENT
CHARLES RENT	UNIT #402	INFRASTRUCTURE
DOUGLAS GIBSON	UNIT #306	INFRASTRUCTURE
KENNETH SVAZAS	UNIT #104	INFRASTRUCTURE
HERMAN BELLO	UNIT #206	MEMBER

**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The meeting was called to order at 7:06 p.m.

**2. GUEST BUSINESS**

An owner requested a meeting with the Strata Council to discuss pet issues.

An owner presented a complaint about a pet apparently using a limited common property balcony to relieve itself. The owner left the meeting at 7:20 p.m. At this time, the owner being described by the complainant provided a statement and left while Council discussed the issue. Council members agreed to issue a letter to both owners on their decision and to emphasize the bylaws as stated below.

**Use of Property**

- (5) An owner, tenant, occupant or visitor must ensure that all pets are leashed or caged when on the common property or on land that is a common asset. A pet found unsupervised on the common property may be delivered to the municipal pound at the cost of the pet owner and fines may be assessed against that owner.
- (6) A pet owner is responsible for the immediate clean-up and disposal of any pet excrement that occurs on common property.

**Note To all owners/residents - Not to allow their pets unsupervised and to clean up after their pets while on limited common property or common property.**

**3. ADDITIONS/DELETIONS TO THE AGENDA**

After review of the agenda and having several items added. It was, ***MOVED (Christina) AND SECONDED (Charles) to accept the agenda as amended. MOTION CARRIED***

**4. ADOPTION OF PREVIOUS COUNCIL MINUTES – JANUARY 13<sup>TH</sup>, 2009**

After reviewing the minutes, a Motion was made to accept the minutes as presented. It was, ***MOVED (Paul), SECONDED (Kenneth) AND CARRIED***

**5. BUSINESS ARISING FROM PREVIOUS MINUTES**

**a) Balcony/Deck Repairs**

Balcony repairs to units 203, 303, 304 and 403 have been completed. Stucco restoration was to be completed by Friday, February 27, 2009. Edenvale has been notified to correct balcony deficiencies that have been recently discovered. Repainting and landscaping will follow completion of work.

**Current balcony repairs are under budget.**

Work will now begin on the balcony for unit #205. Based on the recommendations of the capital plan study and the findings on the condition of the balconies that have been completed, it is clear that repairs must be done to the final balcony to prevent further decay. The work will be funded through the Contingency Reserve Fund.

After review of the information and to revisit the quote prior to work being done, a Motion was made to have Edenvale proceed with the balcony repairs for unit #205. It as then, **MOVED by (Charles), SECONDED by (Christina) and CARRIED.**

**b) Ramp and Curb Painting.**

Collins and Sons Concrete and Repair Limited have completed the repair work for the west ramp and curb painting.

**c) Letter from Owner in Unit 101**

A requested renovation report will be forwarded upon the owner's request once the Property Manager has received the report from the Strata Council.

**d) Smoke in First Floor Hallway**

Cigarette smoke from a unit on the first floor continues to be a problem for neighbouring Owners. All Owners are asked to refrain from propping the lobby hallway door open to clear the smoke, as it is a fire door. Council will be attaching further sealing to the door of the unit in question and the Owner will be notified of such and time arranged to apply it.

**e) Cleanup of Electrical and Boiler Room**

A garbage collector will be notified to remove items stored in the electrical and boiler room. Strata Council members will make arrangements and relocate goods to other property locations. Those items abandoned in storage lockers will also be removed. Owners are reminded that items abandoned in common areas, including hallways and storage lockers, are hauled away at the expense of all Owners.

**f) Building Materials on Roof**

A handyman from Agendum handyman services has been on site to remove building materials from the rooftop.

**g) Unit 201 – Hardship Rental**

The Strata Council has directed the Property Manager to write a letter to an owner advising them of a pending expiry date, after which the unit may no longer be rented.

**h) Fairlane Fire Protection**

Notices have been posted in common areas that Fairlane Fire Protection will be on site on Saturday, March 7, 2009. Owners are reminded to be available for technicians to inspect their in-suite smoke detectors or arrange a neighbour or relative to allow access. Any revisit that must be rebooked will result a \$60.00 charge applied to owner's account. As we all live in a wood-frame building, the inspections are not only mandatory, but sensible. Owners are asked to provide prompt access as required.

**i) Storage Room Electrical Fan**

A storage room exhaust fan was removed to allow Collins & Sons to inject silicone to stop water leakage. The repairs have since been completed. The Property Manager has been directed to call an electrician to have the exhaust fan reinstalled.

**j) Door Knob Replacements**

Repairs and replacement of worn out door knobs throughout common property have been completed by Agendum handyman services.



**k) Patio Blinds**

The Property Manager has been directed by the Strata Council to write letters to owners to have patio blinds removed. Owners wishing to have patio blinds installed must obtain permission of Council, as per the bylaws.

**l) Painting**

Property Manager was directed by the council to contact a painter to perform work in the elevator's inside door as well to repaint a hallway wall on which graffiti had been drawn. Owners are reminded that all such vandalism will be remedied and the cost will continue to be borne by all Owners.

**m) Vehicle in Stall #7**

The present condition of the vehicle has been deemed a fire hazard and for that reason, the strata council agreed on action for removal of the vehicle. Strata Council has directed the Property Manager to send correspondence to the owner notifying the vehicle will be towed on April 1, 2009.

**6. COMMITTEE REPORTS****a) Finance****i) Consideration of the December 2008 and January 2009 Operating Statements.**

The Treasurer/Secretary will provide a report of the financial statements at the next strata council meeting in April.

**ii) Review of Owner Monthly Assessment Payments**

A review of the Owners monthly assessment payments was deferred to the next strata council meeting.

**7. CORRESPONDENCE**

*Owners are advised, in accordance with provisions of the Strata Property Act, that written correspondence or complaints to the Strata Corporation can no longer be considered as "confidential" or "privileged" information; however, to protect privacy of information, unit number will not be published in the minutes unless required for a specific resolution of Council.*

**a) Lack of Heat in Units**

The Property Manager received phone calls from several owners regarding lack of heat within their units. DMS Mechanical was called to correct the problem.

**b) Restoration of Separation Wall**

An Owner has requested permission to restore a non-load bearing wall divider between strata lots to its original design. After review, a Motion was made to approve the owner's request, providing all work is done under permit and by approved professionals. It was,  
**MOVED (Sean), SECONDED (Charles) AND CARRIED.**

**Notice to Owners:**

If you have a request or an issue regarding V.R. 1313 – The Greenhorn, you are requested to send a letter in writing to the Property Manager at Century 21. All correspondence will be forwarded to council for review and discussion at the next Strata Council Meeting.

**8. NEW BUSINESS****a) Vent Cleaning**

A notification letter was received from Coin-O-Matic for vent cleaning. The Property Manager was directed to contact Coin-O-matic to have the work done as soon as possible.

**b) DMS MECHANICAL PREVENTIVE MECHANICAL MAINTENANCE QUOTE**

A quote was received from DMS Mechanical for maintenance and repair of fans, the boiler, and circulation pumps, storage tank, back flow devices and sump pumps. After review, a Motion was made to accept the quote as presented. It was, **MOVED (Doug), SECONDED (Charles) AND CARRIED**. The Property Manager was directed to inform DMS Mechanical to begin the maintenance program.

**c) Chimney Cleaning**

A quote was received from Dickens Chimney Service offering services to inspect and clean fireplaces and chimneys, commercial dryers and vents. The Strata Council reviewed the proposal and directed the Property Manager to obtain additional quotes from other service providers. Further discussion will be held at the next strata council meeting.

**d) Doorstops**

A door in the northwest stairwell leading to the second floor did not have a stopper installed. The Property Manager was directed to contact Agendum to have a stopper installed and check that all hallway stairwell doors have doorstops installed.

**e) Garbage Pickup**

A call was received from BFI Garbage Collection Services that garbage collection was delayed one day while Collins & Sons were doing concrete repairs.

**f) Yellow Pages Books**

Yellow pages books are at the front lobby entrance. They will be removed shortly to the recycling bins.

**g) Maintenance and Service Door Keys**

The Property Manager was directed by the Council to provide the Council three sets of keys for three council members. It will allow quicker access for service providers.

**h) Carpet Cleaning**

The Strata Council has recommended common area carpet cleaning to be scheduled in May. The Property Manager was directed to obtain three quotes for review at the next strata council meeting. Owners are reminded that repeated cleanings of the carpeting will be costly and all residents are asked to be mindful of unnecessary dirt, mud and material that stains the rugs. Recently, muddy bike tracks had to be removed from the elevator and lobby.

**i) Parkade Cleaning**

Council is investigating the possibility of installing a water spigot installed in the underground parkade near the sump pump stairwell, and purchasing a hose for strata use. This would provide a convenience to hose down the garage floor and car washing and likely save money on some future work, such as power washing. The Property Manager was directed to obtain a quote for the installation, and Council will then revisit the suggestion.

**j) Pest Control Service**

A pest control inspection is overdue. Owners are requested to notify Strata Council or the Property Manager of any insect or rodent problems within their unit or on common property. A Pest control inspection will take place pending any sightings.

**k) Move In and Out Fee**

There have been multiple moves in and out in the three months since the AGM. Owners are reminded fees are due and payable to the Strata Corporation regarding their personal move in/outs or regarding those of tenants. Owners are reminded it is mandatory to submit a Form K tenant information to Century 21.

**9. NEXT SCHEDULED MEETING**

The next scheduled meeting will be held on **April 2, 2009 at 7 p.m. in the fourth floor hallway.**

**10. MEETING ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 9:12 p.m.

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

**PROPERTY AGENT:** Oscar Saari, Property Manager

**CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.**

PROPERTY MANAGEMENT DIVISION

7320 Westminster Highway, Richmond, B.C. V6X 1A1

**TELEPHONE:** (604) 273-1745 (9:00 A.M. TO 5:00 P.M. & 24 Hour Emergency)

**FAX:** (604) 273-9021

**ADMINISTRATIVE ASSISTANT:** Judy Dudlets

**SERVICE DEPARTMENT:** Greg Dunphy

IT HAS BECOME A STANDARD PRACTICE IN THE REAL ESTATE INDUSTRY THAT OWNERS PROVIDE TWO (2) YEARS OF COUNCIL AND GENERAL MEETING MINUTES TO POTENTIAL PURCHASERS. PLEASE RETAIN YOUR MINUTES FOR TWO YEARS AS THERE IS A FEE TO OWNERS WHO REQUIRE ADDITIONAL COPIES OF THE MINUTES.

UNDER THE STRATA PROPERTY ACT, PROPERTY MANAGERS WORK FOR THE OWNERS OF THE STRATA CORPORATION. UNDER THE STRATA PROPERTY ACT AND THE PRIVACY ACT, WHEN SELLING YOUR UNIT THE PROPERTY MANAGER MAY ONLY COMMUNICATE WITH THE OWNER OR THE SELLER'S AGENT UPON PRESENTATION OF THE WRITTEN VERIFICATION OF SUCH A RELATIONSHIP.

THE PROPERTY MANAGER CAN NOT COMMUNICATE INFORMATION ABOUT THE STRATA CORPORATION OR YOUR STRATA LOT WITH PURCHASERS OR THE AGENT FOR THE PURCHASER WITHOUT WRITTEN AUTHORIZATION FROM THE OWNER. ALL QUESTIONS OR CONCERNS SHOULD BE DIRECTED TO THE OWNER OF THE UNIT OR THE OWNER'S AGENT.



**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON TUESDAY, JANUARY 13<sup>TH</sup>, 2009 AT 7:00 P.M. AT  
1169 NELSON STREET, VANCOUVER, B.C.**

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**COUNCIL IN ATTENDANCE:**

CHRISTINA MONTGOMERY	UNIT #305	PRESIDENT
PAUL WESTWICK	UNIT #408	TREASURER/SECRETARY
LILI MEIER	UNIT #102	INFRASTRUCTURE
DOUGLAS GIBSON	UNIT #306	INFRASTRUCTURE
KENNETH SVAZAS	UNIT #104	INFRASTRUCTURE
HERMAN BELLO	UNIT #206	MEMBER

**ABSENT WITH REGRETS:**

SEAN SMITH	UNIT #302	VICE PRESIDENT
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**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The meeting was called to order at 7:07 p.m.

**2. GUEST BUSINESS**

An owner requested a meeting with the Strata Council to discuss several issues.

A balcony assessment report

At the previous strata council meeting, the owner requested a copy of the assessment report from the strata council. The Treasurer/Secretary assured the owner the report would be forwarded in a timely fashion.

Additional balconies that are scheduled for repairs

The Strata Council informed the owner of two balconies, which required general maintenance repairs. A breakdown will be provided to identify balconies to be repaired under the special levy and under general building repairs.

A copy of an invoice for balcony deck repairs

A copy of invoice for balcony repairs will be forwarded to the owner as soon as possible.

Snow and ice removal

The owner was informed that Columbus Construction was on site to shovel the driveway entrance, sidewalks and apply sand on three occasions. Salt was available on site under lock and key to prevent theft and a new shovel was purchased.

Broken light fixtures on second and forth floor

New light fixtures would need to be installed and is under review to find similar light fixtures that currently exist.

Laundry room cleanliness

The laundry room has been cleaned since the last Strata Council meeting.

Graffiti on forth floor, stairway hallway

It has been also addressed and a service provider has been contacted to remove the graffiti.

After all the issues were addressed, the owner was thanked for her participation and left the meeting at 7:30 p.m.

**3. ADDITIONS/DELETIONS TO THE AGENDA**

After review of the agenda several items were added. *It was then MOVED (Douglas) AND SECONDED (Lili) to accept the agenda as amended. MOTION CARRIED*

**4. ADOPTION OF PREVIOUS COUNCIL MINUTES – NOVEMBER 17<sup>TH</sup>, 2008**

There were 2 amendments to be noted from the Minutes of November 17<sup>th</sup>, 2008 under No. 2 GUEST BUSINESS iii) The owner requested information on the bidding process and this is to be corrected. The owner did request information on the bidding process. It should be noted that a bidding process did not occur and that Edenvale selected to perform the balcony and deck repairs. Item No. 4 (iv) to be amended light fixtures that require repairs is on the second and fourth floor and not the third floor. Following the amendments and review it was, **MOVED (Doug), SECONDED (Lili) AND CARRIED** to adopt the minutes of the November 17<sup>th</sup>, 2008 as amended.

**5. BUSINESS ARISING FROM PREVIOUS MINUTES****a) Balcony/Deck Repairs**

Two invoices were received for the repairs of a deck for unit 304 and for deck balcony repairs for unit 404. Edenvale scheduled to carry on with their balcony deck repairs involving units 302, 303 and 103, which is tentatively scheduled to commence on Tuesday, January 14 or Wednesday, January 15.

**b) Ramp and Curb Painting.**

Collins and Sons have been contacted regarding ramp and curb painting. The work will commence pending weather conditions. The Strata Council directed the Property Manager to contact Collins and Sons to address a mold issue that was discovered in the storage locker area and possible water leak from an exterior wall. Collins and Sons have been informed regarding wall repair along the patio courtyard perimeter and the concrete garbage bin pad.

**c) Delinquent Vehicle and Parking Stall in the Underground Parkade**

The owner of a parking stall informed the Property Manager the vehicle has been insured in the owners name and the vehicle will be repaired and operational as soon as possible.

**d) Third Floor Hallway Water Leak**

All repairs have been made and the smoke and heat detectors have been replaced.

**e) Letter from Owner**

An owner wrote regarding exterior wall repairs on their patio, courtyard cleanup and a 2008 renovations report. Repairs to the patio wall area is pending weather conditions. The courtyard cleanup will occur in the near future. A Strata Council member will have the 2008 renovation report available for all owners when all information has been gathered.

**f) Laundry Room Floor Paint**

The janitorial services company was called to clean the floor. At this time of writing their work has been completed.

**g) Cleanup of Electrical and Boiler Room**

Cleanup of the Electrical and Boiler Room by a garbage collector is pending to remove debris.

**6. COMMITTEE REPORTS****a) Finance****i) Consideration of the September, October and November 2008 Operating Statements.**

After review, the Treasurer/Secretary approved the financial statements as presented for the month of September 2008. The Treasurer/Secretary informed the Property Manager

an invoice for Roof Fix that was paid in October 2008 under Special Levy 4 should be recoded to Special Levy. Delays caused an invoice for the maintenance manual from Trow was paid in November 2008 which was budgeted in 2006.

**ii) Review of Owner Monthly Assessment Payments**

The Property Manager informed the Strata Council that several owners are in arrears. In most cases since the Annual General Meeting, owners have yet to provide a manual cheque to bring their account good standings regarding their maintenance fee increase.

**7. CORRESPONDENCE**

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**a) Lack of Heat**

The Property Manager called PJB Mechanical to correct the problem. Common area hallway vents have been repaired to allow airflow. These vents will be adjusted during the spring and fall to control heat.

**8. NEW BUSINESS**

**a) Council Member Resignation**

The Strata Council received a letter of resignation. A Strata Council Member resigned from council for personal reasons to focus on family matters. Two owners notified the Strata Council of their interest to serve as a member if a vacancy arises. After review, Douglas nominated Charles Rent as a Council Member. It was **SECONDED BY (Herman)** and **Unanimously Carried**.

**b) Building Materials on Roof**

Building materials on the rooftop will be removed by Agendum on the week of January 19<sup>th</sup>.

**c) Boat/Oars Stored in Parking Stall**

The Strata Council directed the Property Manager to send a letter to the owner and have the boat and oars removed from the parking stall. At this time of writing a letter has been sent to the owner.

**d) Occupants in a Unit**

The Property Manager informed the Strata Council a letter has been sent to the owner regarding this bylaw infraction.

**e) Hardship Rental**

The Property Manager informed the Strata Council a hardship rental expiry date would be in April of 2009. The Property Manager was directed the Strata Council to contact the owner to advise and be informed of their future intentions.

**f) Rear Exit Doors**

The Property Manager contacted Peter's Hardware and Locksmith to repair the rear entrance door lock and adjust. This has been repaired.

**g) Dryer Vents**

The Property Manager contacted Coin-O-matic to service the dryer vents.

**h) Handyman Repairs**

Agendum was provided a list of repairs which included common area doors, door knobs, door stops and other miscellaneous items.

**i) Quotes from Collins & Sons**

Three quotes were received from Collins & Sons regarding three issues. To perform repairs to stop water ingress, ramp repairs and crack repairs. The Strata Council directed the Property Manager to contact Collins & Sons for a detailed description regarding the quotes prior to approving the work to be performed.

**j) Annual Inspection by Fairlane Fire Prevention Ltd.**

The quote was received from Fairlane Fire Prevention to conduct the annual fire alarm system testing and to inspect and certify fire extinguishers, emergency lighting, exits signs and to test all heat detectors and smoke alarms within all 34 units. The Strata Council approved the quote. The inspections will take place during the month of February. A notice will be posted in common areas. The owners are requested to be available on the day of inspection or to have a relative or neighbour to allow access into their unit for inspections.

**k) BFI Garbage Collection**

Due to the inclement weather, scheduled garbage collection was not performed. BFI will apply a credit of three extra pickups.

**l) Insurance Appraisal from Normac Appraisals**

The insurance appraisal was received from Normac Appraisals. The cost of replacement effective February 14, 2009 would be \$5,243,000.00

**m) Storage Room Electrical Fan**

A storage room electrical fan will be removed temporarily near locker number 10 and 11 to allow Collins & Sons to inject silicon sealer to prevent water leaking.

**n) Snow Removal**

During the heavy snowfall in the month of December, the Property Manager contacted Columbus Construction to be on site on several occasions to clear snow from the underground driveway entrance and all sidewalks leading to the entrance of the building. The recycling area was not cleared due to an oversight. If the bins are full, owners are requested to recycle goods after the next pickup day. The Property Manager was directed to contact the City of Vancouver to have another newspaper tote bin delivered.

**o) Garage Door not Operating**

The Property Manager contacted Precision Door on two occasions to repair the garage door. At this time of writing, the garage door has been repaired.

**p) Exterior Common Property Lighting**

Correspondence was received from an owner regarding the exterior lights. Exterior perimeter lighting timer light control adjustments have been made.

**q) Personal Effects in Common Hallways**

It has been reported that owners are leaving boots, umbrellas and other personal effects in the hallways of common property. Owners are reminded to place their personal effects within their unit. The Property Manager was directed by the Strata Council to issue a reminder letter to three owners of the bylaw infraction.

**r) Bylaw Infractions**

A letter of complaint was received from an owner regarding several bylaw infractions that are being committed by an owner. A letter was issued without response. The Strata Council directed the Property Manager to issue another letter regarding additional noise complaints for the owner's attention.



**s) Unit Occupancy**

The Strata Council has directed the Property Manager to write a letter to an owner regarding the number of occupants that are allowed in a strata unit as per strata bylaws.

**9. NEXT SCHEDULED MEETING**

The next scheduled meeting will be held on **Tuesday, February 24th, 2009** at 7:00p.m.

**10. MEETING ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 9:28p.m.

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

**PROPERTY AGENT:** Oscar Saari, Property Manager

**CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.**

PROPERTY MANAGEMENT DIVISION

7320 Westminster Highway, Richmond, B.C. V6X 1A1

**TELEPHONE:** (604) 273-1745 (9:00 A.M. TO 5:00 P.M. & 24 Hour Emergency)

**FAX:** (604) 273-9021

**ADMINISTRATIVE ASSISTANT:** Judy Dudlets

**SERVICE DEPARTMENT:** Greg Dunphy

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**MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN V.R. 1313  
THE GREENHORN, HELD ON MONDAY, NOVEMBER 17<sup>TH</sup>, 2008 AT 7:00 P.M. AT  
1169 NELSON STREET, VANCOUVER, B.C.**

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**COUNCIL IN ATTENDANCE:**

CHRISTINA MONTGOMERY	UNIT #305
HERMAN BELLO	UNIT #206
PAUL WESTWICK	UNIT #408
LILI MEIER	UNIT #102
SEAN SMITH	UNIT #302
DOUGLAS GIBSON	UNIT #306
KENNETH SVAZAS	UNIT #104

**ALSO IN ATTENDANCE:**

OSCAR SAARI, STRATA AGENT  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION

**1. CALL TO ORDER**

The meeting was called to order at 7:08 p.m.

**2. GUEST BUSINESS**

An owner was invited to the Strata Council meeting to discuss various issues of concern:

- i) The owner was not available at the Annual General Meeting and was represented by a proxy. The owner regarded a note distributed to owners during the meeting should have been included within the AGM Notice. The Strata Council assured the owner the note was supplemental information to support the financial budget regarding the Contingency reserve Fund and the Special Levy and was not in contravention of the Strata Property Act.
- ii) The owner requested a report on the assessment on the condition of the balconies that required repairs. A council member will forward available documents to the owner.
- iii) The owner requested information on the bidding process and criteria used to select Edenvale for balcony and deck repairs. Information is pending.
- iv) The owner informed the Strata Council of light fixtures on the second and third floors the require repairs.
- v) The owner had expressed an interest to volunteer their services towards building maintenance and other related issues.

After discussion, the Strata Council thanked the owner for their input and left the meeting at 7:35 p.m.

**3. NOMINATIONS OF COUNCIL MEMBER POSITIONS**

Nominations were open for Strata Council positions. After nominations and acceptance the following are the 2009 Strata Council member positions:

• CHRISTINA MONTGOMERY	PRESIDENT
• SEAN SMITH	VICE PRESIDENT
• PAUL WESTWICK	TREASURER / SECRETARY
• DOUGLAS GIBSON	INFRASTRUCTURE
• LILI MEIER	INFRASTRUCTURE
• KENNETH SVAZAS	INFRASTRUCTURE
• HERMAN BELLO	MEMBER AT LARGE

**4. ADDITIONS/DELETIONS TO THE AGENDA**

After review of the agenda several items were added. ***It was then MOVED (Douglas) AND SECONDED (Paul) to accept the agenda as amended. MOTION CARRIED***

**5. ADOPTION OF PREVIOUS COUNCIL MINUTES – SEPTEMBER 23<sup>RD</sup>, 2008**

After review it was, **MOVED (Paul), SECONDED (Douglas) AND CARRIED** to adopt the minutes of the September 23rd, 2008 Council meeting as presented.

**6. BUSINESS ARISING FROM PREVIOUS MINUTES****a) Capital Plan Update**

The Strata Council will contact the out-going President for details regarding projects and deficiencies that are pending. These include and not limited to common area deficiencies such as door adjustments, painting, electrical room cleanup, landscaping, planter boxes, lights, air filters. A progress report will be presented at the next meeting in January 2009.

**b) Deck/Balcony Repairs**

Balcony / Deck repairs are currently under reconstruction by Edenvale Restoration. Additional balconies will be scheduled for repairs in the near future. Funding approval was provided by a Special Levy at the Annual General Meeting.

**c) Curb Painting**

Curb painting to improve safety for owners entering and exiting the underground ramp and resurfacing of the west side of the underground parkade ramp has been completed by Collins & Sons Concrete.

**d) Vehicle in Parking Stall**

A letter was sent to an owner on October 1, 2008 regarding a neglected vehicle in a parking stall. If a response has not been received, the Strata Council has directed the Property Manager to have it removed from the underground parkade at the owners' expense.

**7. COMMITTEE REPORTS****a) Finance****i) Consideration of the July, August, September & October 2008 Operating Statements.**

After reviewing the financial statements the Treasurer has accepted as presented the financial statements for the months of July, August & October 2008. The Treasurer will review the September 2008 statement and will contact the Property Manager upon completion. ***It was then MOVED (Paul), SECONDED (Christina) AND CARRIED to accept the financial statements as presented.***

**ii) Review of Monthly Assessment Payments**

At this time of writing, the Property Manager confirms a 21-day has been issued to an owner. The Strata Council has directed the Property Manager to file a lien.

**8. CORRESPONDENCE**

*Owners are advised, in accordance with provisions of the Strata Property Act, that written correspondence or complaints to the Strata Corporation can no longer be considered as "confidential" or "privileged" information; however, to protect privacy of information, unit number will not be published in the minutes unless required for a specific resolution of Council.*

**a) Letter from Owner – Various Items****i) Damage to East Side Wall**

An owner wrote regarding damage to the east side wall of their patio. Water may gain access and requires immediate repairs to prevent further damage. Strata Council members will investigate pending repairs.

**ii) Discarded Lumber**

The owner requested to have discarded lumber near their garden area be removed to prevent rodent infestation.

**iii) Building Renovation Report**

The owner requested a copy of the renovations that have been completed in 2008 for their files. The Strata Council will supply the report as per their request.

**9. NEW BUSINESS****a) Hallway Water Leak**

A pinhole water leak originating on the third floor caused hallway damage to the third, second and first floors on October 29<sup>th</sup>, 2008. The Property Manager contacted DMS Mechanical to make plumbing repairs. Once completed, Edenvale Restoration was called to make necessary drywall repairs and carpet cleaning. The insurance company was called to open up a file and in turn an adjuster was on site to evaluate the costs for repairs. A report is pending. When work has been completed Fairlane Fire Protection will be onsite to install new smoke detectors that were damaged and will notify the Fire Department to schedule an inspection.

**NOTE TO OWNERS: THE FIRE ALARM SYSTEM IS OPERATING. IF OWNERS DETECT A BEEPING NOISE FROM THE ALARM PANEL, THIS INDICATES THE ISOLATED SMOKE DETECTORS BEING DISABLED.**

**b) Emergency Contact Sheets**

During the evening of the Annual General Meeting the Property Manager distributed to owners emergency contact sheets. Owners that were not able to attend have been notified by mail or by hand delivery. Please take a moment to fill out and send it to Century 21. Thank you.

**c) Building Walkthrough Report**

The new Property Manager walked through the property and report to the Strata Council any deficiencies that need to be addressed. Many items that were observed, were mentioned under 6a) and will be corrected in the near future.

**d) Laundry Room Floor**

Paint stains are on the laundry room floor. The Property Manager has been directed to contact cleaners.

**10. NEXT SCHEDULED MEETING**

The next scheduled meeting will be held on **Tuesday, January 13th, 2009.**

**11. MEETING ADJOURNMENT**

With no further business to discuss it was **MOVED (Sean), SECONDED (Kenneth) AND CARRIED to adjourn the meeting at 9:33 p.m.**

RESPECTFULLY SUBMITTED, on behalf of the Owners V.R.1313 The Greenhorn

**PROPERTY AGENT:** Oscar Saari, Property Manager

**CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.**

**PROPERTY MANAGEMENT DIVISION**

7320 Westminster Highway, Richmond, B.C. V6X 1A1

**TELEPHONE:** (604) 273-1745 (9:00 A.M. TO 5:00 P.M. & 24 Hour Emergency)

**FAX:** (604) 273-9021

**ADMINISTRATIVE ASSISTANT:** Judy Dudlets

**SERVICE DEPARTMENT:** Greg Dunphy

IT HAS BECOME A STANDARD PRACTICE IN THE REAL ESTATE INDUSTRY THAT OWNERS PROVIDE TWO (2) YEARS OF COUNCIL AND GENERAL MEETING MINUTES TO POTENTIAL PURCHASERS. PLEASE RETAIN YOUR MINUTES FOR TWO YEARS AS THERE IS A FEE TO OWNERS WHO REQUIRE ADDITIONAL COPIES OF THE MINUTES.

UNDER THE STRATA PROPERTY ACT, PROPERTY MANAGERS WORK FOR THE OWNERS OF THE STRATA CORPORATION. UNDER THE STRATA PROPERTY ACT AND THE PRIVACY ACT, WHEN SELLING YOUR UNIT THE PROPERTY MANAGER MAY ONLY COMMUNICATE WITH THE OWNER OR THE SELLER'S AGENT UPON PRESENTATION OF THE WRITTEN VERIFICATION OF SUCH A RELATIONSHIP.

THE PROPERTY MANAGER CAN NOT COMMUNICATE INFORMATION ABOUT THE STRATA CORPORATION OR YOUR STRATA LOT WITH PURCHASERS OR THE AGENT FOR THE PURCHASER WITHOUT WRITTEN AUTHORIZATION FROM THE OWNER. ALL QUESTIONS OR CONCERNS SHOULD BE DIRECTED TO THE OWNER OF THE UNIT OR THE OWNER'S AGENT.

**MINUTES OF THE ANNUAL GENERAL MEETING STRATA PLAN VR1313  
HELD ON THURSDAY, OCTOBER 30, 2008 AT 7:00PM  
IN THE LOBBY ENTRANCE, 1169 NELSON STREET, VANCOUVER, B.C.**

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**1. CALL TO ORDER**

The meeting was called to order at 7:04 pm by the President, who acted as Chair for the meeting.

**2. QUORUM REPORT**

It was reported that subsequent to calling of the roll and certifying of the proxies, thirty-three (33) were eligible owners, eighteen (18) owners were registered in attendance at the meeting, fourteen (14) in person and five (4) by proxy. The quorum requirement for this meeting required a total of eleven (11) owners' representatives. As the quorum requirement of the Strata Property Act had been met, the meeting could proceed with the business at hand.

**3. PROOF OF NOTICE**

As per Section 45 of the Strata Property Act, Notice of Meeting requirements had been met with the mailing of the Notice. Therefore, the Notice dated October 9, 2008, was deemed as a proper Notice of Meeting.

**MOVED** (Unit #203), **SECONDED** (Unit #306) and **CARRIED**

To accept the Notice of the Annual General Meeting that was mailed out on October 9, 2008. There was no business arising.

**ALL IN FAVOUR OF THE PROOF OF NOTICE**

**IN FAVOUR (18), AGAINST (0), OBSTAINED (0)**

**MOTION CARRIED.**

**4. INTRODUCTION OF THE COUNCIL MEMBERS & PROPERTY MANAGER**

The Strata Council members and the newly assigned Property Manager as of October 27 were introduced to the owners.

*At this time, one additional owner arrived, revising the total number of eligible owners present in person to 15 and by proxy 4, bring the total number of units represented to 19.*

**5. ADOPTION OF PREVIOUS ANNUAL GENERAL MEETING MINUTES**

It was,

**MOVED** (Unit 305), **SECONDED** (Unit #104) and **CARRIED**

To accept the Annual General Meeting Minutes held on Tuesday, October 23, 2007 and the Special General Meeting Minutes held on Tuesday, July 22, 2008. There was no business arising.

**ALL IN FAVOUR OF THE OPERATING BUDGET**

**IN FAVOUR (19), AGAINST (0), OBSTAINED (0)**

**MOTION CARRIED.**

**6. STRATA COUNCIL PRESIDENT'S REPORT**

The President, Charles Rent stated that it has been a very busy year. A study to establish the condition of the Greenhorn was prepared by Halsall Engineering. Their recommendations included the development of a capital plan to assist in funding for balcony and future repairs. The common area hallways and stairwells have been re-carpeted. Balcony reconstruction repairs are currently underway. Thousands of volunteered man hours have been spent which resulted in obtaining a quarter-million dollars worth of work for approximately eighty-eight thousand dollars. Corridor fire control dampers were not functioning due to the lack of air filter maintenance allowing dirt particles to accumulate on moving parts. During repairs, examples of wood wrought have been placed at the rear of the building for owners to view. The facts present themselves that The Greenhorn requires

immediate funding established to continue with building projects repairs such as the balcony decks. In conclusion it was not a fun year. The Owners recognized the long hours and dedication by the Strata Council and thanked them for their year of service.

## **7. INSURANCE COVERAGE**

It was advised to the owners that the Strata Property Act requires the circulation of the certification of the Strata Corporation insurance policy to all owners with the Notice of Annual General Meeting to ensure all owners are aware of the insurance coverage of the complex. The owners were reminded that it is advisable for all owners to have their own homeowner private insurance coverage for their contents, personal belongings, improvements or changes they may have done in their units, as this is not covered by the Strata Corporation insurance policy.

## **8. ADOPTION OF BUDGET**

A MOTION was made to adopt the resolution and open it to the floor for discussion. It was,

**MOVED** (Unit # 408), **SECONDED** (Unit # 306) to adopt the resolutions as presented and open it to the floor for discussion.

At this time the President Charles rent and the Treasurer, Paul Westwick, reviewed the proposed budget with the owners and provided an explanation on various line items regarding income, expenses and capital transfers.

After consideration of the proposed 2008 operating budget, it was,

**MOVED** (Unit # 408), **SECONDED** (Unit # 103), and **CARRIED**

As a MAJORITY resolution to adopt the 2008 Operating Budget in the amount of \$142,054.00 as presented.

**ALL IN FAVOUR OF THE OPERATING BUDGET**  
**IN FAVOUR (14), AGAINST (5), OBSTAINED (0)**

**MOTION CARRIED.**

## **9. RESOLUTION '1'**

A MOTION was made to adopt the resolution and open it to the floor for discussion. It was,

**MOVED** (Unit # 305), **SECONDED** (Unit # 404) to adopt the resolutions as presented and open it to the floor for discussion.

After consideration of the proposed Resolution '1', it was,

**MOVED** (Unit # 305), **SECONDED** (Unit # 104), and **CARRIED**

As a ¾ VOTE resolution to adopt the contribution to the Contingency Reserve Fund as presented.

**ALL IN FAVOUR OF THE CONTRIBUTION TO THE CONTINGENCY RESERVE FUND**  
**IN FAVOUR (15), AGAINST (4), OBSTAINED (0)**

**MOTION CARRIED.**

## **RESOLUTION '2'**

A MOTION was made to adopt the resolution and open it to the floor for discussion. It was,

**MOVED** (Unit # 306), **SECONDED** (Unit # 104) to adopt the resolutions as presented and open it to the floor for discussion.

After consideration of the proposed Resolution '2', it was,

**MOVED** (Unit # 305), **SECONDED** (Unit # 104), and **CARRIED**



As a  $\frac{3}{4}$  VOTE resolution to adopt the expenditure from the Contingency Reserve Fund as presented.

**ALL IN FAVOUR OF THE EXPENDITURE FROM THE CONTINGENCY RESERVE FUND**  
**IN FAVOUR (15), AGAINST (4), OBSTAINED (0)** **MOTION CARRIED.**

**RESOLUTION '3'**

A MOTION was made to adopt the resolution and open it to the floor for discussion. It was,

**MOVED** (Unit # 104), **SECONDED** (Unit # 105) to adopt the resolutions as presented and open it to the floor for discussion.

After consideration of the proposed Resolution '3', it was,

**MOVED** (Unit # 404), **SECONDED** (Unit # 103), and **CARRIED**  
 As a  $\frac{3}{4}$  VOTE resolution to adopt the amendment of Bylaw #1 as presented.

**ALL IN FAVOUR OF THE AMENDMENT OF BYLAW #1**  
**IN FAVOUR (16), AGAINST (3), OBSTAINED (0)** **MOTION CARRIED.**

**RESOLUTION '4'**

A MOTION was made to adopt the resolution and open it to the floor for discussion. It was,

**MOVED** (Unit # 104), **SECONDED** (Unit # 105) to adopt the resolutions as presented and open it to the floor for discussion.

After consideration of the proposed Resolution '4', it was,

**MOVED** (Unit # 104), **SECONDED** (Unit # 105), and **CARRIED**  
 As a  $\frac{3}{4}$  VOTE resolution to adopt the amendment of Bylaw #3.3 (d) as presented.  
 (d) one dog and one cat or if no dog then two cats.

**ALL IN FAVOUR OF THE AMENDMENT OF BYLAW #3.3 (d)**  
**IN FAVOUR (17), AGAINST (2), OBSTAINED (0)** **MOTION CARRIED.**

**RESOLUTION '5'**

A MOTION was made to adopt the resolution and open it to the floor for discussion. It was,

**MOVED** (Unit # 104), **SECONDED** (Unit # 105) to adopt the resolutions as presented and open it to the floor for discussion.

After consideration of the proposed Resolution '5', it was,

**MOVED** (Unit # 104), **SECONDED** (Unit # 108), and **CARRIED**  
 As a  $\frac{3}{4}$  VOTE resolution to reject the amendment Bylaw #35(1) as presented.

**ALL IN FAVOUR TO REJECT THE AMENDMENT OF BYLAW #35(1)**  
**IN FAVOUR (3), AGAINST (12), OBSTAINED (4)** **MOTION DEFEATED.**

A MOTION was made to revisit the original resolution and open it to the floor for discussion. It was,

**MOVED** (Unit # 404), **SECONDED** (Unit # 408) to adopt the original resolution as presented and open it to the floor for discussion.

After consideration of the proposed Resolution '5', it was,

**MOVED** (Unit # 104), **SECONDED** (Unit # 305), and **CARRIED**

As a  $\frac{3}{4}$  VOTE resolution to adopt the amendment Bylaw #35(1) as amended.

35(1) The owner of a strata lot shall pay \$100.00 to the strata corporation prior to moving in. The owner of a strata lot shall pay \$100.00 to the strata corporation prior to moving out.

**ALL IN FAVOUR OF THE AMENDMENT OF BYLAW #35(1) AS AMENDED  
IN FAVOUR (15), AGAINST (0), OBSTAINED (4)**

**MOTION CARRIED.**

#### **10. ELECTION OF 2009 STRATA COUNCIL**

The Council of 2007 automatically retired from their positions as per the Bylaws. The following Strata Lot Owners have agreed to allow their names to volunteer or were nominated for the new Council of 2008:

Christina Montgomery	#305
Paul Westwick	#408
Sean Smith	#302
Lili Meier	#102
Douglas Gibson	#306
Kenneth Svazas	#104
Herman Bello	#206

With no further nominations at this Annual General Meeting held on October 30, 2008 that the nominations be closed. The above noted owners were declared elected by acclamation. Council member positions will be determined at the next Strata Council meeting.

#### **11. NEW BUSINESS**

No new business was presented.

#### **12. ADJOURNMENT**

There being no further business, a **MOTION** was made, it was **MOVED** (Unit 305), **SECONDED** (Unit 403) to adjourn the meeting.

it was,

**MOTION CARRIED.**

The meeting was adjourned at 9:32 pm.

The next Council Meeting has been scheduled for Monday, November 17, 2008 at 7:00pm.

Respectfully submitted,  
Oscar Saari, Property Manager  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION  
Administrative Assistant: Judy Dudlets  
Service Department Manager: Greg Dunphy  
Telephone 273-1745 (9:00 a.m. to 5:00 p.m. & 24 Hour Emergency)