

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-1491

HELD: On Tuesday, June 27, 2006 at 6:30 p.m. in the Common Area Office at 1500 Pendrell Street, Vancouver, B.C.

PRESENT:

Janet Brien	(Vice President)	#318
Sherry Caves	(Treasurer)	#415
Larry Bauer	(Secretary & Landscaping)	#407
Frank Froebel	(Security)	#111
Marc Antonich	(Building Maintenance)	#422
Martin Brook	(Landscaping)	#424

REGRETS: Jeff Kingsley (President) #421

GUEST: Jade Welch, Western International Development

STRATA AGENT: Bunny Porteous, Vancouver Condominium Services Ltd.

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

CARETAKER'S REPORT

Council reviewed the caretaker's report prepared by Dave Patterson. Highlights from the caretaker's report included the following items:

1. Tuesday, May 23rd: Koala-T Mechanical was on site to repair a hose bib for the heater in unit #505 and a zone valve in #325.
2. Monday, June 5th: PML was on site to replace the seals on the heat pumps which is under warranty.
3. Tuesday, June 6th: T&M and PML were on site to investigate the ongoing issues with the domestic hot water boiler. PML discovered the re-circulating pumps were drawing 17 amps instead of 15 and an additional circuit was required.
4. Wednesday, June 7th: Repairs were completed on the rooftop deck doors which were kicked in from the outside. The locksmith has replaced both deadbolts.

Residents are asked to be security conscience and report any suspicious people or activity around the building to the police via 911.

5. Two requests were received from handicapped residents in the building to install a small cement ramp by the door at the southwest gate garbage area. As this is on City property, council member Sherry Caves has volunteered to contact the City of Vancouver to request a ramp be installed.
6. **Residents are advised that the heat in the building has been turned off for the summer.**

Council thanked Dave Patterson for his report and he departed the meeting at 6:45 p.m.

GUEST BUSINESS: Jay Squelch (WID)

Jay Squelch from Western International Development and Bill Marsh from Marsh Touwslager Engineering were invited to attend the council meeting to review the completion of Phase I of the Load Bearing Wall Project and begin discussion on Phase 2. Unfortunately, Bill Marsh did not attend the meeting. Mr. Squelch reported that he was contacted on June 12th to investigate the wet carpeting in unit #112. Water testing was performed on the exterior planter area and water was found to be seeping up through the cold joint at the previous repaired concrete deck/original concrete deck interface which indicated that water will flow from the planter to the base of the exterior wall. Leakage was confirmed at patio decks/planter membranes. It appears that the leak is consistent with the problems found in unit #113. Mr. Squelch indicated that with the installation of the new concrete curb walls on the interior of the units that the water will not travel under the floors as it did in the past. This could be the reason of the current issue in unit #112. Mr. Squelch has recommended that a permanent remediation should be performed on the exterior membrane as the several small patches which were completed previously may not last and similar problems may occur. Western International Development has recommended removing the soil planters and concrete to investigate the extent of the damages and replace the membrane before the interior sill work for phase 2 is commences.

Following further discussion, the council thanked Mr. Squelch for his report and recommendations.

Mr. Squelch departed the meeting at 7:50 p.m.

MINUTES

It was moved, seconded and carried to adopt the minutes of the May, 2006 council meeting, as circulated.

FINANCIAL REPORT

1. **Monthly Statement:** It was moved, seconded and carried to adopt the April, 2006 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. The current balances for the 9th month as at May 31, 2006 in the appropriate funds are as follows:
 - Total Cash Balance \$442,891.37 (including CRF Balance)
 - CRF Balance \$120,235.75 (Contingency Reserve Fund)
3. Arrears: The Treasurer reported that there are no outstanding arrears of owners' strata fees and special levy payments at this time.
4. Invoices: The following invoices were reviewed and approved for payment:

(a)	WID	\$ 695.50	Unit #112 to investigate water leak.
(b)	WID	\$ 647.35	Unit #113 stucco repairs/door replacement.
(c)	WID	\$ 400.87	Paint for exterior touch ups.
(d)	Nikls Property Services	\$1,802.95	Install metal mesh on east gate.
(e)	Restoratech	\$ 176.55	Unit #305 to seal joints on drain pipes from deck above.
(f)	The Restoration Shop	\$ 185.38	Unit #112 to install blower due to water leak.
(g)	WID	\$2,428.00	Unit #113 to install sliding door.
(h)	WID	\$5,124.54	Units #111, #112, #113 for plumbing repairs.
(i)	WID	\$5,279.38	Units #111, #112, #113 for labour and materials as per original scope of work.
(j)	WID	\$8,988.00	Unit #113 scope of work as per quote.
5. Budget: The agent distributed a draft budget for the upcoming fiscal year commencing September 1, 2006. As this is a preliminary draft, discussion will continue at the next council meeting.
6. Audit: A quote for an annual audit for the year end August 31, 2006 was received from Reid Hurst Nagy in the amount of \$2,050 plus GST was received.

BUSINESS ARISING

1. Bearing Wall Repairs:
 - (a) Unit #112: Western International (WID) has completed the interior bearing wall restoration scope of work in unit #112. WID has investigated the unit as a result of water ingress being reported by the owner. Moisture was detected at the exterior concrete patio cold joints between the old perimeter repair and the original concrete topping. Please See Guest Business.

- (b) Unit #113: WID has completed the repairs to unit #113 to resolve the identified areas of water ingress. A letter was recently received from the owner of unit #113 indicating several construction deficiencies. The agent contacted WID with a list of deficiencies who indicated that there was additional work involved in the original scope of work due to the condition of the unit when the work began. WID has stated that all repairs in the interior have been completed and any additional work requested by the owner will be an additional cost to the strata corporation.

The owner of unit #113 also requested that the strata corporation pay for extra costs incurred during the owner's move out for the remediation period of three months including insurance deductible, cost of storage of personal items, laundry, boarding his aquarium fish at a pet store including food for three months and the two extra nights stay at Ocean Side Hotel room to enable the owner to unpack and get his unit in order. The agent will follow up with the owner as directed by council.

2. Marsh Touwslager Engineering: A letter was received from Marsh Touwslager reporting that the owner of unit #211 who rendered the professional services of Marsh Touwslager has yet to submit payment for his invoice of \$933.58. The agent was directed to send the invoice to the owner of unit #211 advising that this work was not requested on behalf of the strata corporation, but rather on behalf of the owner.
3. Cambridge: A letter was received from Cambridge Plumbing Systems requesting that the holdback of \$17,227 be released. The agent contacted Quadra Pacific for approval and Quadra Pacific has requested the council submit a signed statement of satisfaction to release the holdback funds. Council member Sherry Caves volunteered to issue a statement of satisfaction.
4. Elevator/Quote: At the last council meeting, the agent was directed to contact Kone Elevator to submit a quote for Kone Elevator's recommendation for a complete upgrade/modernization to meet present elevator safety code requirements in the elevator. A quote was received in the amount of \$208,000 for the elevator modernization. The council deferred discussion on the upgrades until the completion of the wall bearing project.

Kone Elevator has scheduled the installation of the two new infra-red door detection devices at a cost of \$4,800 plus GST for the second week of July.

5. Carpets/Quotes: Updated quotes were received including removal and supply and installation of carpeting in the hallways, stairwells and lobby area of the building as follows:

1. Lonsdale Flooring \$56,710
2. ISO Installations Services \$58,400

Council reviewed the two quotes and approved Lonsdale Flooring to proceed with the carpet replacement for the building pending the owners approval at the SGM which will be held on Tuesday, July 25, 2006.

6. SGM: A Special General Meeting has been scheduled for Tuesday, July 25, 2006 at 7:00 p.m. in the common area meeting room to approve funding for the carpet replacement project from the Contingency Reserve Fund. Notices will be sent to all owners on July 4th.
 7. Sliding Glass Door: A quote was received from Restoratech in the amount of \$4,106.44 to install a new sliding glass door in unit #424. Council approved the quote and directed the agent to contact Restoratech to proceed with the installation of the sliding glass door.
 8. Roof Ventilation: At the last council meeting, the agent was directed to obtain a quote to repair the timer for the ventilation fans in the hallways from Trotter Morton. A quote was received from Trotter Morton in the amount of \$1,997 plus GST to supply and install a new power feed to the rooftop fan. The council directed the agent to contact Trotter Morton to proceed.
 9. Window Washing: Red Lion Building Maintenance will be on site Thursday, July 13th to complete the window washing of all inaccessible exterior windows and skylights. Please ensure that screens are removed and windows are closed during this time.
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10. Vinyl Decks - Units #405/#406: At the last council meeting, the agent was directed to contact Cambridge to investigate the lifting of the vinyl on the balconies replaced by Cambridge several years ago and if the warranty was still in effect. Cambridge stated that the warranty has expired and John Jurniak from Cambridge recommended contacting Hallmark Decks to complete the repairs. Hallmark Decks has submitted a quotation of \$300 each to repair the two decks. The agent was directed to contact Hallmark Decking to proceed with the repairs of the vinyl decks in units #405 and #406.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters. Owners are advised that, pursuant to the Strata Property Act, correspondence which is addressed to the strata corporation must be made available to any other owner interested in such correspondence, and to certain other persons in specified circumstances. What this means is that any correspondence which is sent to the strata council in confidence might not be protected or privileged, and is subject to any other overriding and applicable law.

1. Hallway Smell: A letter was received from an owner with concerns of a strong smell of urine and rotten meat that lingers in the hallways outside a unit on the second floor. The owner has indicated that if this situation does not improve, they will contact the City of Vancouver Health Department. The agent was requested to write a letter to the owners of the unit with the owner's concerns.
2. Unit #418: A letter was received from the new owner of unit #418 requesting council's approval to rent his unit as he will be away for approximately one year. The request was approved and the agent will contact the owner.
3. Water Leakage: A letter was received from an owner with concerns of water leaking through the patio door. The agent was directed to contact Restoratech to investigate the leak.

4. Structural Deflection: A letter was received from an owner enquiring whether the council intends on allocating sufficient resources, monitory, and otherwise to repair the structural deflection in his unit caused by the deficiencies on the load bearing support below his suite prior to council proceeding with the carpet replacement and elevator upgrade programs. The agent was directed to forward a letter to the owner advising that the council is awaiting the engineer's report on the Phase I Load Bearing Wall project before the council can make a decision.
5. Broken Seal: A letter was received from the owner of unit #109 requesting that the broken seal in one of their skylights be repaired. The council directed the agent contact Super Glass to complete the repairs.
6. Laminate Flooring: A letter was received from an owner requesting approval to install laminate flooring in their unit. The owner stated that the underlay of the laminate flooring will have a sound transmission rating of 63. The council approved the request and the agent will follow up with the owner.
7. Skylight: A letter was received from the owner of unit #503 who has noted condensation on the skylight in the bedroom. The agent was directed to contact Super Glass to investigate and repair.
8. Awning Approval: A letter was received from the owner of unit #404 requesting council's approval to install an awning. The strata council directed the agent to advise the owner they have approval to install an awning, provided it is identical to either one installed at unit #420 or #403.

NEW BUSINESS

1. Potluck Barbeque: The strata council is recommending a potluck barbeque to be organized during the month of September in the back area for all residents of the building. As there are many new owners it would be a great time to come out and meet your neighbours. Notices will be posted with the date.

There being no further business, the meeting was adjourned at 8:15 p.m. The next meeting will be the Special General Meeting held on Tuesday, July 25 , 2006 at 7:00 p.m. followed by the council meeting.

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