

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-1491

HELD: On Tuesday, May 23, 2006 at 6:30 p.m. in the Common Area Office at 1500 Pendrell Street, Vancouver, B.C.

PRESENT:

Jeff Kingsley	(President)	#421
Janet Brien	(Vice President)	#318
Larry Bauer	(Secretary & Landscaping)	#407
Frank Froebel	(Security)	#111
Marc Antonich	(Building Maintenance)	#422
Martin Brook	(Landscaping)	#424

REGRETS: Sherry Caves (Treasurer) #415

STRATA AGENT: Bunny Porteous, Vancouver Condominium Services Ltd.

The meeting was called to order at 6:40 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. Wolf Electric were on-site to install two transformers to BOOT UP the temporary voltage for the boilers.
2. Koala-T Plumbing were on-site to extend the drain pipe height in unit #203 as it was too low and overflowing to the suite below.
3. Trotter & Morton completed an infra-red scan on May 2nd on the electrical boxes in the main electrical room.
4. Super Glass was on-site to replace a broken mirror in the gym.
5. Viscount has replaced the number pad on the enterphone as several owners were unable to buzz visitors in.
6. A quote was requested from Trotter & Morton to replace the timer for the ventilation fans in the hallways. It was also noted that the fan on the second floor is not functioning. The agent will contact Trotter & Morton to investigate and repair.

MINUTES

It was moved, seconded and carried to adopt the minutes of the April 26, 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 8th month as at April 30, 2006 in the appropriate funds are as follows:
 - Total Cash Balance \$463,176.10 (including CRF Balance)
 - CRF Balance \$117,564.82 (Contingency Reserve Fund)
3. **Arrears:** There are a few owners still in arrears of their strata fees and special levy payments. The agent was directed at the last council meeting to proceed with assessing fines against those owners whose accounts are in arrears.
4. **Invoices:** The following invoices were approved for payment:
 - (a) Restoratech \$ 319.93 To repair the stucco under the patio door of #319.
 - (b) Trotter & Morton \$ 1,881.06 Infra-red scan - electrical room.
 - (c) Waibel Enterprises \$ 1,957.78 Professional services for the load bearing wall Phase I.
 - (d) Incarta \$ 859.80 Moving truck for units 111, 112, 113 items. Refund to strata.
 - (e) Western Int. Dev. \$16,050.00 Draw #4.
 - (f) Super Glass \$ 285.20 Replace cracked mirror – weight room.
 - (g) Koala-T Mechanical \$ 128.40 Snake out laundry drain.
 - (h) Koala-T Mechanical \$ 433.53 Auger the drain in unit #203.
 - (i) Cambridge Plumbing \$24,636.01 Certificate for Payment #7.

5. Budget: A draft budget for 2006/2007 will be prepared for council's review at the next council meeting.

ACTION: Agent

6. Audit: The agent was directed to obtain a quote for the fiscal year-end audit for 2005/2006 fiscal year.

ACTION: Agent

BUSINESS ARISING.

1. Bearing Wall – Phase I: The Bearing Wall Project Phase I has been completed. Units #112 and #113 have moved back in to their suites. The council discussed Phase II of the project to commence in the early fall. The agent was directed to contact Bill Marsh from Marsh Touwslager Engineering to proceed with a re-assessment of the scope of work prepared by Waibel Engineering for the Bearing Wall Project. Owners will be required to provide access into their units for the engineers to assess. Notices will be distributed with the schedule and if access is not available, the owner will be charged for the cost of the locksmith. The strata council thanks you for your co-operation during this time.

The strata council directed the agent to contact Bill Marsh for a final report on the load bearing wall evaluation for the sloping of the floors with the completion of Phase I.

ACTION: Agent/Marsh Touwslager Engineering

2. Elevator: Trotter & Morton were on-site to perform an infra-red scan on the electrical system in the main electrical room as Kone Elevator suggested that ongoing elevator problems that were related to the electrical system. Trotter & Morton discovered that the main disconnect is worn and should be replaced in the near future but was not the cause of the elevator malfunctioning. Trotter & Morton will submit a complete report on the infra-red scan for review at the next council meeting. Kone Elevator was contracted and returned to discover the malfunctioning was due to a fuse issue. The fuses have been replaced and both elevators are working.

Kone Elevator has recommended that with the age of the elevators, consideration should be given to budget for a complete upgrade/modernization to improve reliability and to meet present elevator safety code requirements. Kone will submit a quote and report for council's review at the next council meeting.

The council directed the agent to contact Kone Elevator to proceed with the installation of two new electronic door detection devices at a cost of \$4,820 plus GST. The installation of the new door detectors will greatly reduce the chance of injury to people and reduce the amount of wear and tear on the door equipment.

AGTION: Agent/Kone Elevator

3. **Carpets:** At the last council meeting, the council reviewed three quotations from Robertson Flooring, ISO Carpeting and Lonsdale Flooring to replace the carpeting in the common hallway, lobby and stairwell. ISO Carpeting submitted a quote in the amount of \$58,399 plus GST which includes the removal of the old carpeting and supply and install new carpeting. Lonsdale Carpeting and Robertson Flooring have advised that because of the way the previous carpeting had been laid, it would be very labour-intensive to remove the old carpeting; therefore, they would not provide a quote on the removal, only on supplying and installing new carpeting and underlay.

The agent was directed by council to contact Lonsdale Carpeting and Robertson Carpeting to enquire if they were interested in matching the quote from ISO Carpeting to remove and supply and install new carpeting. The agent will request carpet samples from the contractors for council's review.

The strata council will be calling a Special General Meeting in the near future to present a $\frac{3}{4}$ vote resolution to approve the expenditure from the Contingency Reserve Fund to pay for the carpet replacement project.

Samples will be on-site in the office before the SGM for owners to review before voting on their choice of carpet at the SGM.

ACTION: Agent/Carpet Suppliers

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. **Unit #406:** A letter was received from an owner with concerns regarding their balcony which was repaired by Cambridge several years ago. The covering on the balcony floor has formed a small bubble and one corner has come loose from the deck. Cambridge was on-site last summer to review. Council requested the agent contact Cambridge to inquire if the balcony repairs are still under warranty.

ACTION: Agent/Cambridge

2. Unit #214: A letter was received from the owner of unit #214 requesting the strata corporation sell the small area beside their suite which is not being used by anyone. The owner would apply for all necessary City permits and present architectural drawings and build a wall that would be the exact style of the hallway walls and run it from the area that is adjacent to the fire exit door, on the second floor by the elevator and extend to the unit. The wall would become part of the hallway corridor and would not disrupt the look of the building in any way. The council will review the costs, liabilities and procedures of selling a part of the common area and discuss further at the next council meeting.

ACTION: Agent

NEW BUSINESS

1. Window Washing: The agent was directed to contact Red Lion Building Maintenance to proceed with the cleaning of all inaccessible windows and skylights, not including balconies. Notices will be posted for all owners with the scheduled date.

ACTION: Red Lion

2. Parking Locker Info Forms: Only 55 out of 100 forms have been submitted with the resident parking and locker information. A second form has been attached to your minutes for all owners who have not completed their forms. Please complete and return to the common area office by June 15, 2006. The council would like to thank all owners who have complied and completed the forms.

ACTION: Residents

There being no further business, the meeting was adjourned at 8:10 p.m. The next meeting date is Wednesday, June 28, 2006 at 6:30 p.m.

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LIEN CHARGES

As per the bylaws, strata fees are due on the 1st day of every month. Please be sure to have your payment in our office by the 1st of each month or risk having a fine levied on, and/or interest charges added to your account. Accounts which remain unpaid are potentially also subject to a lien at a further cost of \$350. It is expensive not to pay.