

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-1491

HELD: On Thursday, January 25, 2007 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
Christine Fretwell	(Treasurer)	#213
Marc Antonich	(Buildings/Maintenance)	#422
Sherry Caves	(Secretary)	#415
Martin Brook	(Project Manager/Landscaper)	#424
Frank Froebel	(Security)	#111

GUEST: Dave Patterson (Caretaker)

STRATA AGENT: Bunny Porteous, Vancouver Condominium Services Ltd.

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

CARETAKER'S REPORT

The Council reviewed the Caretaker's Report prepared by Dave Patterson. Highlights from the report include the following items:

1. January 4th: Koala-T Mechanical Systems Ltd. was contacted to clear the laundry drain in Unit #312. Kone Elevator was on site to adjust the brake shoes on the small elevator car and correct the misalignment of the large car on most floors.
2. January 18th: Professional Mechanical Ltd was contacted to replace the gasket on the heating pump in the west wing. PML indicated that the recent turbidity in the water due to inclement weather may have caused for the gasket breakdown.
3. January 23rd: PML was on site again to check the main heating boiler and determined that the problems were likely caused by a brown out (voltage spike). PML was requested to submit a detailed review of the warranty on the boiler system which was replaced during the re-piping project.
4. January 22nd: The Restoration Shop commenced with the repairs to units #313, #213 and #113 due to the flood which occurred from a broken valve in the baseboard heating system of unit #313.

5. Caretaker Daily Log: The caretaker will commence a log of all owners' daily concerns and submit to the agent once a week.
6. Painting of Parking Stall Lines: The caretaker has completed painting the parking stall lines in the northwest corner of the parkade and the remaining lines should be painted within two weeks.
7. Rooftop Deck: It was noted that the roof top deck fence requires reinforcement due to the recent windstorms. The agent will contact Restoratech to investigate.
8. Gym Mirror: Due to the repeated damage to the mirror in the gym, the council has instructed the caretaker to remove the mirror as the strata corporation cannot continue to incur additional costs for replacement.

The council thanked the Caretaker for his report and he departed the meeting at 6:50 p.m.

MINUTES

It was moved, seconded and carried to adopt the minutes of the December 20, 2006 council meeting, as circulated.

FINANCIAL REPORT

1. Monthly Statement: It was moved, seconded and carried to adopt the December, 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 fourth month ending December 31, 2006 in the appropriate funds are as follows:
 - Total Cash Balance \$476,560.97 (including CRF Balance)
 - CRF Balance \$ 82,107.38 (Contingency Reserve Fund)
3. Arrears: The agent indicated that letters have been sent to ten owners who are still in arrears with their strata fees and/or special levy payments. A second Demand for Payment letter requesting payment within 21 days has been sent to one owner who has yet to submit outstanding payment. If payment is not received within 21 days, a Certificate of Lien will be filed on the title to the strata lot preventing any conveyancing procedures without payment. The cost of \$350 would be charged to the owner's account in accordance with Section 118 of the *Strata Property Act*.
4. Invoices: The following invoices were viewed and approved for payment:

• Devak Lock & Key	\$ 140.95	To replace three mailbox locks for units #111, #510 and #223 to be charged back to the owners.
• Koala-T Mechanical	\$ 4,876.00	To jet wash the horizontal drain lines in the parkade as per quote.
• Koala-T Mechanical	\$ 816.20	Auger laundry drains of units #226, #324 and #325 and wash north end bathroom group horizontal lines.
• Koala-T Mechanical	\$ 95.40	Clear blockage in laundry drain in unit #324.
• Koala-T Mechanical	\$ 132.50	Augured laundry drain in unit #306.
• PML Professional	\$ 815.43	Repair boiler as a service light on and stage 1 and 2 not firing.
• Koala-T Mechanical	\$ 121.90	Snake laundry drain in unit #312.
• The Restoration Shop	\$ 3,154.03	For emergency restoration work in units #113, #213 and #313 to be submitted to insurance broker for reimbursement.
• Koala-T Mechanical	\$ 253.29	To change zone valve and thermostat in unit #509.
• Alumni Painters	\$48,878.19	Preparation and painting of the hallways, stairwells and lobby as per quotation and approved repairs and painting of lobby ceiling, less 10% holdback.

BUSINESS ARISING

1. **RDH Building Engineering:** RDH has rescheduled the assessment of the exterior building enclosure for mid-February. The assessment will indicate whether the exterior membrane requires replacement before the Phase II Load Bearing Wall project commences.
2. **Interior Painting:** Alumni Painting has completed repainting the hallways, doors and lobby area, including the lobby area ceiling. A deficiency walkthrough was completed with a member of the strata council and Alumni Painting with a few minor deficiencies to be completed. The council thanks Sherry Caves for all her work in coordinating the painting project and being the liaison for the owners with their inquiries and concerns.

3. Deck/Cambridge: Mr. John Jurinak from Cambridge has offered the strata corporation \$1,000 compensation for the seven vinyl decks which required replacement. Mr. Jurinak indicated that the membrane deficiencies were due to the plugged drains from owners' poor maintenance with potted plants on deck drains and overflow of dirt plugging the drains causing membrane failure. The council has accepted the offer from Cambridge.
4. Common Room Renovations: One council member is proceeding with consultation with the upgrades to the common area office. Further details will be presented at the next council meeting.
5. Units #313, #213 and #113: The Restoration Shop has commenced with damage repairs at the said units caused by the tenant in unit #313 who attempted to bleed the air out of the baseboard heater and broke the valve causing water leakage into units #113, #213 and #313. The total cost of repairs is approximately \$10,000. As per the strata corporation bylaw, the owner in unit #313 will be responsible to pay the strata corporation's insurance premium deductible of \$2,500.
6. Patio Fire: An owner in the building awoke to find a small fire on the balcony of their unit which had started from a defective power bar. The owner is responsible to complete the repairs at their own cost.
7. Carpeting: Lonsdale Carpeting was on site to correct the previously noted deficiencies. The council would like to thank council member Sherry Caves for all her work with coordinating and overseeing the Carpeting Project with the contractor.

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. Arrears: A letter was received from an owner requesting council reverse the owner's late strata fee/levy payment fines as the owner was unaware of any outstanding missed payments or NSF's on their account. The agent was directed to send a letter to the owner denying the request to remove the late fine noting that it is the owner's responsibility to ensure that their strata fees and special levies are up to date. The council has recommended the owner attend the next council meeting to further discuss his concerns.
2. Leak: A letter was received from the owner of unit #202 with concerns of a leak from the balcony above. The agent was directed to contact Arbutus Vinyl to investigate the deck as the membrane was recently replaced and there is a warranty in place.

3. Programmable Thermostat/Skylight: A letter was received from an owner requesting council's approval to install a programmable thermostat. The council has approved the installation at the owner's cost.

The owner also indicated a failure in one of their skylights creating water stains and cracking of the ceiling. The agent will contact Superglass to review the leaking skylight and will add the failed seal on the second skylight to the list of failed window seals in owners' units. The council will review the list in the spring and prioritize as the allotted funds are available to replace.

4. Leak: A letter was received from unit #420 with concerns of water staining in two locations in the living room ceiling. The owner has indicated that the water damage likely originates from the deck of the unit above. Arbutus Vinyl will be contacted to investigate.
5. Fitness Equipment: A letter was received from an owner requesting council to purchase a space saving set of dumb-bells for the fitness room at a cost of \$359.99. The council thanks the owner for the recommendation, but at this time there are no available funds in the operating budget to purchase fitness equipment in the current fiscal year.
6. Ceiling Leak: A letter was received from the owner of unit #416 with concerns of a water leak around a pot light fixture in the ceiling near the divided wall with the next unit. The agent will contact a contractor to investigate whether the issue is plumbing or structural.
7. Bearing Wall/Remediation: A letter was received from the owner of unit #113 with concerns regarding outstanding deficiencies in his unit from the Load-Bearing Wall Project. After reviewing the letter, council directed the agent to contact Western International Development to investigate and complete the deficiencies in the kitchen cupboards and drain area and the incomplete concrete on the patio area.
8. Renovations: The owner of unit #404 has submitted a letter requesting council's approval for the following renovations:
- Balcony Light Shade: During the recent high winds, the glass shade on the balcony was blown off and requires replacement. The owner of the unit will be added to the list of minor electrical repairs as the original shades are no longer available.
 - Kitchen Renovations: The owner has requested council's approval to complete kitchen renovations including the reconfiguration of the southeast corner wall, installation of six recessed lights and installation of kitchen cabinets. Modifications to the sprinkler pipe in the kitchen area may be required to match the new ceiling height. The council approved the owner's renovations and has directed the agent to submit a letter to the owner to ensure that should a sprinkler shutdown in the unit or building be required to complete the sprinkler head modifications, the owner is required to engage a security guard for a fire watch during the shutdown, and post notices in the elevator 48 hours in

advance. Further details for the sprinkler head modifications should be submitted to the council for review.

NEW BUSINESS

1. Authorization for Expenditures: The agent discussed with council a memo sent by VCS on a recent declaration made by the Real Estate Council of B.C. (the REC) on the matter of authorization for expenditures. The REC has declared that a management company (a "brokerage") cannot incur any expenditures for a client (the strata corporation) without first having obtained authorization from the strata council, without exception.

In order that a majority of council members not need to be consulted each time that a necessary or common sense expenditure be authorized, council unanimously agreed to preauthorize Vancouver Condominium Services Ltd. and its representatives to expend up to \$2,000 for routine/general maintenance.

2. Dryer Vent Cleaning: The agent has obtained a quote from National Air Technologies in the amount of \$3,000 to complete the dryer vent cleaning inside and outside. The council approved the quote and the agent was directed to contact National Air Technologies to proceed.

There being no further business, the meeting was adjourned at 8:00 p.m. The next meeting will be held on Wednesday, February 28, 2007 at 6:30 p.m.

Bunny Porteous
Vancouver Condominium Services Ltd.
#400 - 1281 West Georgia Street
Vancouver, B.C.
V6E 3J7

Telephone: 604-684-6291 (24 Hour Emergency Services)
Toll free: 1-877-684-6291/Fax: 604-684-1539

BP/sp

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-1491

HELD: On Tuesday, February 27, 2007 at 6:30 p.m. in the Common Room Office at 1500 Pendrell Street, Vancouver, B.C.

<u>PRESENT:</u>	Jeff Kingsley	(President)	#421
	Janet Brien	(Vice President)	#318
	Christine Fretwell	(Treasurer)	#213
	Marc Antonich	(Buildings/Maintenance)	#422
	Sherry Caves	(Secretary)	#415
	Martin Brook	(Project Manager/Landscaper)	#424
	Frank Froebel	(Security)	#111

STRATA AGENT Bunny Porteous, Vancouver Condominium Services

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

CARETAKER'S REPORT:

The council has reviewed the Caretaker's Report prepared by Dave Patterson. Highlights of the report including the following:

1. February 21st: WID were on-site to reinforce roof deck fence which was loosened during one of the recent wind storms.
2. February 22nd: Kone Elevator were on-site to adjust the brakes on the big car elevator which was not levelling properly. The car was shut down for 24 hours as the technician deemed it unsafe to operate until adjustments were completed.
3. February 23rd: The Restoration Shop replaced/repared the tiles in front of the elevators on the fourth and fifth floor due to wear and tear.
4. February 23rd: PML was on-site to replace the hot surface ignitor for the primary heating boiler. The council requested the agent contact PML to request a spare while they are on site during their next maintenance.

5. February 27th: WID will be on site February 27, 2007 to investigate the drain issues with the decks of units #420, #507, #505, #305 and #416.
6. Recycling: The recycling has not been picked up for a week. The agent contacted IPI who reported that three drivers had quit without notice, but assured the agent that the recycling will be picked up by Friday, March 2nd, and back on schedule next week.
8. Unit #224: Koala-T was on-site to correct a drainage problem in the laundry area of unit #224 at the owner's cost.
9. Garbage: An owner was noted disposing of three large bags of renovation debris into the strata corporation's dumpster. The owner was contacted to remove the bags and dispose at their own expense. Residents are reminded of the strata corporation bylaw 10.2:

10.2 A resident must not permit any construction debris, materials or packaging to be deposited in the Strata Corporation's disposal containers.

Owners in violation of bylaw 10.2 will be assessed a \$100 fine charged to their account.
10. #402 – Skylight: Action Glass was on site to pinpoint the source of the water leak in the skylight of unit #402. They were unable to source the leak and requested the owner monitor the skylight and contact the caretaker with any further leakage.

MINUTES

It was moved, seconded and carried to adopt the minutes of the January 25, 2007 council meeting, as circulated.

FINANCIAL REPORT

1. Monthly Statement: It was moved, seconded and carried to adopt the January, 2007 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 fifth month ending January 31, 2007 in the appropriate funds are as follows:
 - Total Cash Balance \$476,098.14 (including CRF Balance)
 - CRF Balance \$ 85,111.52 (Contingency Reserve Fund)

3. Arrears: Letters have been sent to seven owners who are still in arrears with their strata fees and/or special levies. A lien has been filed on the title of one strata lot preventing any conveyancing procedures without payment at a cost of \$350 charged to the owner's account in accordance with Section 118 of the *Strata Property Act*.

BUSINESS ARISING

1. RDH Building Engineering Ltd: RDH is proceeding with the assessment of the exterior building enclosure which should be available for council's review in April. The assessment will indicate whether the exterior membrane requires replacement before the Phase 2 load bearing wall project commences.
2. Common Room Renovations: Council member Sherry Caves reported that all supplies have been purchased to upgrade a portion of the caretaker's office for a recreational common area room for all residents. **The Council is seeking volunteers (handymen) to complete the upgrades to assist with keeping the costs to a minimum. Please submit your name and phone number under the door of unit #415.**
3. Leak in Units #313, #213 and #113: The Restoration Shop is 95% complete with the repairs to units #113, #213 and #313 incurred from the broken valve in the baseboard heater of unit #313.
4. Owner's Statement: The agent has submitted a letter with clarification of the outstanding strata fees/levy payments as requested. An owner has requested the council's approval to reverse the outstanding late fees as they were unaware of any NSF cheques or PAC payments. Council has directed the agent to submit a letter to the owner requesting proof of payment be submitted for the alleged non-payments and NSF's before the council will approve cancellation of late fines.
5. Trees/Gutters: IBM Maintenance submitted a report the tree branches blocking access to the building for the fall gutter cleaning be pruned and trimmed. Natural Realm Landscaping has submitted a quote in the amount of \$240 plus GST to prune the trees for better visibility for residents and access for the maintenance workers to complete the next gutter cleaning. The agent was directed to contact Natural Realm Landscaping to proceed with the pruning once the trees had bloomed in the spring.

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 #313 – Flood: A letter was received from the unit of #313 indicating that the leak into units #213/#113 which incurred while his tenant broke the valve while attempting to bleed air out of the line in the baseboard heater was not caused from negligence and should not be the responsibility of the tenant/owner to pay for the insurance deductible. The council reviewed the incident and has approved the strata to pay the insurance deductible.
2. Handrail/Deck Repair: A letter was received from an owner with concerns of the invoice received from Restoratech in the amount of \$830 for the replacement of the railing on the balcony of their unit. The owner indicated that the deterioration of the deck railing was from rotting and not from the weight of the planter. The council reviewed the letter and determined that the railing is limited common property and is a strata corporation's cost to replace.
3. Noise Issues: A letter was received from an owner with concerns of ongoing noise in the unit above caused by the wearing of hard soled shoes on laminate flooring and the moving of furniture. The agent has submitted a letter to the owner with the following recommendations to minimize the noise:
 - (a) Place area rugs in high traffic areas.
 - (b) Insert pads under moveable furniture.
 - (c) Hard soled shoes should not be worn inside the unit when walking on the laminate flooring.

As noise complaints are a violation of the strata corporation's bylaws 13.1(a) and (b):

- 13.1 *A resident or visitor must not use a strata lot, the common property or common assets in a way that*
- (a) *causes a nuisance or hazard to another person;*
 - (b) *causes unreasonable noise;*

Continuing violation of strata corporation bylaws can result in a \$100 fine charged against owner's accounts.

4. Kitchen Renovations: A letter was received from an owner requesting council's approval to proceed with kitchen renovations. The agent was directed to submit a letter to the owner requesting further details on the renovation before approval is obtained.

NEW BUSINESS

1. **Pet Bylaws:** During the last month, dog feces has been found on the carpet in the main floor lobby and directly outside the front door. Anyone who knows who is responsible for this is act requested to contact the agent.

Owners are reminded of strata corporation's pet bylaws 6.4, 6.6, 6.7, 6.8, 6.9, 6.10 which states:

- 6.4 Within 30 days of a dog residing on a strata lot the resident must provide in writing the name of the dog, breed, colour and markings, current city license number, together with the name, strata lot number and telephone number of the pet owner.
- 6.6 All pets must be controlled on a leash while on the common property in the building. Residents whose pets are on the common property but outside and not on a leash must be under the control of the resident at all times.
- 6.7 A resident must not keep a permitted pet which is a nuisance on a strata lot, on common property or on land that is a common asset. If a resident has a pet which is not a permitted pet, or if, in the opinion of council, the permitted pet is a nuisance or has caused or is causing an unreasonable interference with the use and enjoyment by residents or visitors of a strata lot, common property or common assets, the council may order such a pet be removed permanently from the strata lot, the common property, or common asset or all of them.
- 6.8 A resident whose pet contravenes bylaw 6.7 will be subject to an immediate injunction application and the owner of the strata lot will be responsible for all expenses incurred by the Strata Corporation.
- 6.9 A pet owner must ensure that a permitted pet is kept quiet, controlled and clean. Any excrement on common property or on land that is a common asset must be immediately disposed of by the pet owner in the rear garbage dumpster.
- 6.10 A strata lot owner must assume all liability for all actions by a permitted pet, regardless of whether the owner had knowledge, notice or forewarning of the likelihood of such action.

All pet owners are requested to adhere to the strata corporation's pet policy bylaws. Owners in violation of the bylaws will be assessed a \$100 fine charged to their account.

2. **Painting Maintenance Program:** The agent was directed to contact Alumni Painting to obtain a quote for a quarterly paint maintenance program to upkeep the recent hallway upgrades.

3. Caretaker: The council received a letter regarding the caretaker. A job review will be scheduled with Dave, the agent and two council members.

There being no further business, the meeting was adjourned at 8:00 p.m. The next meeting will be held on Wednesday, March 28, 2007 at 6:30 p.m.

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Vancouver Condominium Services Ltd.
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Vancouver, B.C.
V6E 3J7

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Toll free: 1-877-684-6291/Fax: 604-684-1539

BP/lc

A WORD OF APPRECIATION

Many thanks to all owners who provide their monthly strata fees promptly and without problems - either by PAC or post-dated cheques. Your co-operation is most appreciated. Please remember if you write cheques, to make them payable to your strata plan and to identify your suite number or strata lot. Payments are due on the first of each month.

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-1491

HELD: On Wednesday, March 28, 2007 at 6:30 p.m. in the Common Room Office at 1500 Pendrell Street, Vancouver, B.C.

<u>PRESENT:</u>	Jeff Kingsley	(President)	#421
	Janet Brien	(Vice President)	#318
	Christine Fretwell	(Treasurer)	#213
	Marc Antonich	(Buildings/Maintenance)	#422
	Sherry Caves	(Secretary)	#415
	Martin Brook	(Project Manager/Landscaper)	#424
	Frank Froebel	(Security)	#111

STRATA AGENT Bunny Porteous, Vancouver Condominium Services

The meeting was called to order at 6:35 p.m.

CARETAKER'S REPORT:

The council has reviewed the Caretaker's Report prepared by Dave Patterson. Highlights of the report including the following:

- February 22nd: Western International Development was on site to review the damages to decks #505, #307, #416, #420 and #405 along with fireplace flues at units #505 and #412.
- March 3rd: Water leak in unit #305 caused by a plugged downspout from #405. Western International Development was on site to investigate the damages.
- March 14th: Koala-T Mechanical was contacted to investigate a water leak in the parkade which was traced back to unit #107's hot water supply to the washing machine in the laundry area.
- March 17th: Discovered enterphone camera not functioning and has been repaired. Council thanked Dave for repairing the camera.
- March 22nd: Three empty coffee cups, a cigarette pack and lighter were found in the back yard. Residents are requested to not litter and destroy the beautification of the property.
- March 24th: One owner's vehicle was stolen and four tires removed from another owner's vehicle from the parkade area.

Council thanked Mr. Patterson for his report and he departed the meeting at 6:50 p.m.

MINUTES

It was moved, seconded and carried to adopt the minutes of the February 27, 2007 council meeting, as circulated.

FINANCIAL REPORT

1. **Monthly Statement:** It was moved, seconded and carried to adopt the February, 2007 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 sixth month ending February 28, 2007 in the appropriate funds are as follows:
 - Total Cash Balance \$436,268.84 (including CRF Balance)
 - CRF Balance \$ 88,062.76 (Contingency Reserve Fund)
3. **Arrears:** A Demand letter will be sent to the five owners in arrears with their strata fees and/or special levies requesting payment within 21 days. Council would like to thank all owners for ensuring their strata fees and/or levies are paid up to date.

BUSINESS ARISING

1. **RDH – Assessment:** RDH Engineering has obtained the architectural drawings from the City of Vancouver for the strata and will be on site within the next three weeks to commence the investigation. RDH has projected the report to be completed for councils review at the June meeting.
2. **Urgent Deck Repairs:** Western International Development (WID) was contacted to investigate water leaks in units #420, #416, #305, #308, #208 and #423. WID discovered that the leaks in units #420, #416, #305, #308 and #208 were incurred from the decks in the units above, and the leak in unit #423 incurred from the wall junction in unit #510. A quote was submitted by WID with an estimated cost of \$55,000 to complete the repairs. Please see attached report from WID for scope of repairs.

A Special General Meeting will be held on Thursday, April 26th at 7:00 p.m. to present a $\frac{3}{4}$ vote resolution to the owners as follows:

Urgent Repairs $\frac{3}{4}$ Vote Resolution

That a sum of money not exceeding \$55,000 be spent for the purpose of completing the urgent repairs to the exterior and interior of units #405, #407, #416, #505, #507, and #510, such an expenditure to be charged against the Contingency Reserve Fund.

Only the above noted decks which are over living spaces and are urgent repairs will be attended to. Residents with any other deck issues are requested to submit a letter to VCS with their concerns.

3. Common Room Renovations:

The council is still seeking volunteers/handyman to complete the carpentry upgrades in the common area office. A portion of the office will be renovated as a recreational common area room for all residents. Volunteer handyman are required to assist with keeping the costs of the upgrades to a minimum.

Please submit your name and phone number under the door of unit #415.

4. Leaks – Units #313, #213 and #113: The Restoration Shop has completed the repairs to the said units incurred from the broken valve in the baseboard heater of unit #313. A few minor deficiencies are being completed.
5. Paint/Maintenance: The agent was directed at the last council meeting to obtain a quote for a quarterly paint maintenance program to upkeep the recent hallway upgrades.

Alumni Painting has recommended scheduling two workers for a day or two at a cost of \$700 per day inclusive of materials to complete the touch-ups on an annual basis. The council has recommended contacting Alumni Painting when a day's worth of touch-ups are required.

6. Caretaker: Two council members and the agent will meet with the caretaker on Thursday, April 5th for his annual review.
7. PML – Quote: A recommendation and quote was received from PML as follows:
- Upgrade three boiler gas igniter systems with six new igniter modules at a cost of \$2,044 plus GST. The council has deferred the upgrades as this is a recommendation and the budget will not sustain the extra costs.
 - Replace two Boiler Heating Pump Seals at a cost of \$577 plus GST. The agent was directed to contact PML to proceed with the replacement of the pump seals.

- PML has submitted a quote and option package for the maintenance plan service agreement renewal. Council member Marc Antonich will contact PML to review the option agreements and present a report at the next council meeting.
8. Appraisal: The insurance valuation appraisal - Strata Plan LMS-1491 was completed March 2, 2007. The cost of reproduction new for the 2007/2008 fiscal year is \$12,440,000.
 9. Pet Applications: VCS has received four pet applications. Residents with pets are requested to complete the pet application as per the strata Pet Bylaw 6.4 and return to the strata mailbox.
 - 6.4 Within 30 days of a dog residing on a strata lot the resident must provide in writing the name of the dog, breed, colour and markings, current city license number, together with the name, strata lot number and telephone number of the pet owner.

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. Deck Issue: A letter was received from the owner of unit #306 requesting an investigation into the significant depression at the centre of the deck causing water to pool. Arbutus Vinyl will be contacted to investigate as the deck was replaced in September 2006.
2. Windows: A letter was received from the owner of unit #322 requesting council's approval to change the window in the small bedroom and install French doors in lieu of the patio doors.

The council has requested the owner submit details and specifications for the recommended French doors and bedroom window. The owner must ensure the colour of the frame is the original colour, brown.
3. Bearing Wall Repairs: A letter was received from the owner of unit #313 with settlement concerns around the patio door which was part of the Bearing Wall Project. The council directed the agent to submit a letter to the owner with the Bearing Wall Project engineer's name and address to review the concerns.
4. Water Leak: A letter was received from the owner of unit #420 with concerns that during the heavy rains, water was ingressing into the unit from the balcony above. WID has investigated and the unit has been included with the urgent repair project.

5. Flood Damage Repairs: A letter was received from the owner of #213 concerned with the workmanship of the painters who were engaged to complete the damage repairs incurred from the broken valve in the baseboard heater in unit #3B. The Restoration Shop was contacted to complete the deficiencies.
6. Leak: A letter was received from the owner of unit #416 with concerns of a leak in the ceiling of the main bedroom and a leak in the living room. WID was on site to investigate and the unit repairs are included with the urgent deck repair project.
7. Failed Window Seal: A letter was received from the owner of unit #506 indicating that one of their living room window seals have failed. The owner's unit has been added to the list for failed window seals to be reviewed in the near future, pending available funding.
8. Wall Crack: A letter was received from the owner of unit #324 reporting a crack in the interior wall from the top of the patio door to the ceiling. The council indicated that there are many units that have the same issue which has been related to the settlement of the building. As this is not qualified as an urgent repair, the council recommended the owner attend to the non-structural issue.
9. Kitchen Renovations: A letter was received from the owner of unit #304 indicating that their building inspector was contacted and verified that the recommended wall to be removed is not a load bearing wall, and all plumbing and electrical changes will be completed by a qualified technician. The council thanks the owner for the details and approved to proceed.
10. Downspouts: A letter was received from an owner with concerns that the downspouts on the second floor on the west side of the unit requires cleaning as it is constantly overflowing. The owner also requested the 4'x2' piece of siding which was removed several years ago to complete an investigation be replaced. The letter has been forwarded to Western International Development to complete the cleaning and replace the siding.
11. Renovations: A letter was received from the owner of unit #405 with the requested additional details on the proposed renovations in their unit. Council reviewed and approved the renovations and directed the agent ensure the owner abide by the strata's Renovation Bylaws and inform the neighbouring units of the scheduled time frame of the renovations.
12. Rental Renewal: The council approved the renewal of the one year rental lease from unit #418 with the same tenant for another year, starting August 1, 2007.
13. Leaks: The owner of unit #412 submitted a letter to report a leak in the ceiling pot lights by the fireplace. The agent contacted WID to investigate and submit a report.

NEW BUSINESS

1. **Lattice Work:** The agent was directed to submit a letter to the owner of units #101 and #105 to complete the repairs to their damaged lattice work to maintain a proper aesthetic look for the building.
2. Due to recent vandalism, please note the following:

Security Reminders:

- **WAIT** until the garage gate is completely closed before entering or exiting the parkade.
- **DO NOT** leave keys, remotes or valuables in your vehicle. If you lose your keys or **REMOVE** contact the caretaker immediately to deter from a security breach.
- **NEVER** let a stranger in to the lobby when entering, close the door after you.
- **DO NOT** buzz persons into the building unless you are personally expecting them, including contractors and delivery people.
- **NEVER** hide any keys outside your unit.
- **DO NOT** leave ladders, chains or other objects that can be used as a climbing device outside your balcony.
- Residents are requested to be security cognizant in reporting suspicious people/activities to the police via 911.

3. **Barking Dog:** The council has received complaints from several owners with an owner's dog who continually barked while left alone. The agent was directed to submit a letter informing the owner of the strata's Pet Bylaws 6.7, 6.9, 6.12 and 6.13:

- 6.7 *A resident must not keep a permitted pet which is a nuisance on a strata lot, on common property or on land that is a common asset. If a resident has a pet which is not a permitted pet, or if, in the opinion of council, the permitted pet is a nuisance or has caused or is causing an unreasonable interference with the use and enjoyment by residents or visitors of a strata lot, common property or common assets, the council may order such a pet be removed permanently from the strata lot, the common property, or common asset or all of them.*
- 6.9 *A pet owner must ensure that a permitted pet is kept quiet, controlled and clean. Any excrement on common property or on land that is a common asset must be immediately disposed of by the pet owner in the rear garbage dumpster.*
- 6.12 *Residents are responsible for noise caused by their own or their visitors' pets within the strata lot.*
- 6.13 *A resident who contravenes any of bylaws 6.1 to 6.7 and 6.10 to 6.13 (inclusive) will be subject to a \$100.00 fine.*

Reminder to Residents

Keeping in mind the challenges and limit of high density living with families of all ages and sizes, residents are asked to keep noise levels and pets controlled so as to not to disturb the quiet, rest, enjoyment, comfort and convenience of other residents.

There being no further business, the meeting was adjourned at 8:00 p.m. The next meeting will be held on Thursday, April 26, 2007 at 5:30 p.m. followed by the SGM at 7:00 p.m.

Bunny Porteous
Vancouver Condominium Services Ltd.
#400 - 1281 West Georgia Street
Vancouver, B.C.
V6E 3J7

Telephone: 604-684-6291 (24 Hour Emergency Services)
Toll free: 1-877-684-6291/Fax: 604-684-1539

BP/ae

A WORD OF APPRECIATION

Many thanks to all owners who provide their monthly strata fees promptly and without problems - either by PAC or post-dated cheques. Your co-operation is most appreciated. Please remember if you write cheques, to make them payable to your strata plan and to identify your suite number or strata lot. Payments are due on the first of each month.

MINUTES OF SPECIAL GENERAL MEETING

STRATA PLAN LMS-1491

HELD: On Thursday, April 26, 2007 at 7:00 p.m. in the Common Area Office, 1500 Pendrell Street, Vancouver, B.C.

PRESENT: 41 owners in person or proxy, as per the registration sheet.

STRATA AGENT: Bunny Porteous, Vancouver Condominium Services Ltd.

QUORUM REPORT

There being a quorum present, the meeting was called to order at 7:00 p.m. by Jeff Kingsley, Council President, who in agreement with the owners chaired the meeting. Introductions were made and the meeting commenced.

PROOF OF NOTICE

It was moved, seconded and carried to accept the notice dated April 5, 2007 as proper Notice of Meeting.

APPROVAL OF AGENDA

It was moved, seconded and carried to accept the agenda distributed with the Notice of Meeting.

3/4 VOTE RESOLUTION

The following $\frac{3}{4}$ Vote Resolution was presented to the owners for their consideration:

$\frac{3}{4}$ VOTE RESOLUTION URGENT REPAIRS

WHEREAS The Owners, Strata Plan LMS-1491, wish to complete the identified urgent repairs to the following units that have incurred damage from deck deficiencies and drain deficiencies;

BE IT RESOLVED by a $\frac{3}{4}$ vote resolution of The Owners, Strata Plan LMS-1491, that a sum of money not exceeding \$55,000 be spent for the purpose of completing the urgent repairs to the exterior and interiors of units 405, 407, 416, 505, 507, and 510, such expenditure to be charged against the Contingency Reserve Fund.

Due to a typographical error in the listing of units included in the scope of work for the urgent repairs, Mr. Jeff Kingsley requested a motion to amend units #305 and #420 in the list of urgent repairs to be completed.

It was moved, seconded and **carried** unanimously to amend the $\frac{3}{4}$ vote resolution.

Mr. Kingsley informed the owners that due to possible poor design construction, several deck membranes have failed and require replacement. The council is continuing to investigate when the decks were replaced, and who the engineer and contractor were who replaced the decks to ascertain if there is any recourse on the failure of the decks.

Following discussion, it was moved, seconded and **carried** by more than 75% of the vote to adopt the $\frac{3}{4}$ Vote Resolution, Urgent Repairs, as amended (40 in favour, 1 opposed, 0 abstentions).

There being no further business, the Special General Meeting was adjourned at 7:20 p.m. The next regular scheduled council meeting will be held on Wednesday, May 23, 2007 at 6:30 p.m.

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BP/md

Insurance Coverage

All owners and residents are reminded that the strata corporation's insurance policy does not provide coverage for any individual contents, betterments, or improvements (i.e. storage locker contents, clothing, furniture, decorating, upgrading of carpets, flooring, etc.). Owners and residents must carry their own "Owner Package" insurance for this coverage, including any and all improvements. You should contact your home insurance company to determine if you have this coverage or not.