

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-1491

HELD: On Wednesday, December 20, 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
Christine Fretwell	(Treasurer)	#213
Marc Antonich	(Buildings/Maintenance)	#422
Sherry Caves	(Secretary)	#415
Martin Brook	(Project Manager/Landscaper)	#424

REGRETS: Frank Froebel (Security) #111

STRATA AGENT: Bunny Porteous, Vancouver Condominium Services Ltd.

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

CARETAKER'S REPORT

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

1. October 31st: Kone Elevator replaced the stop button in the small elevator car.
2. The igniter on the domestic hot water boiler was replaced. PML indicated that the warranty on the boiler is one year, which has lapsed. The agent will contact PML to inquire on the warranty.
3. November 28th: Tenant of unit #313 attempted to bleed the air of their suite heating lines, and consequently the bleeder valve broke resulting in water damage to unit #313, #213 and #113.
4. Week of December 13th: Koala-T Mechanical was on site over to auger out the laundry drains in four units.
5. December 16th: IBM was on site to clean all exterior building gutters.
6. Dave (Caretaker) indicated that he will start the first week of January to paint the parking stall lines.

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 November 22, 2006 council meeting, as circulated.

FINANCIAL REPORT

1. **Monthly Statement:** It was moved, seconded and carried to adopt the November, 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 third month as at November 30, 2006 in the appropriate funds are as follows:
 - Total Cash Balance \$431,474.15 (including CRF Balance)
 - CRF Balance \$ 79,151.45 (Contingency Reserve Fund)
3. **Arrears:** The agent indicated that letters have been sent to 12 owners who are in arrears with strata fees and/or special levy payments requesting payment within 14 days. If payment is not received within 14 days, a demand letter of payment will be sent within 21 days. Should payment not be received a Certificate of Lien will be filed against owners' units with the \$350 cost to be charged against the strata lot.
4. **Invoices:** The following invoices were reviewed and approved:
 - Restoratech \$1,048.34 The replacement of the door for unit #220.
 - Koala-T \$ 201.40 Snake out a three-inch cast iron drain line to a clean out in the office.
 - Restoratech \$6,791.42 Complete the interior repairs of unit #112 as per quotation.
 - Super Glass \$2,342.60 The replacement of the patio door – unit #218.

BUSINESS ARISING

1. **Unit #112:** Restoratech has completed the restoration of the interior for unit #112 at a cost of \$6,791.42.
2. **RDH Building Engineering:** A representative from RDH Building Engineering will be on site the second week of January to proceed with the assessment of the building enclosure at a proposed budget of \$4,000 plus GST and \$1,000 for the contractor's testing work. The assessment will indicate the exterior membrane requires replacement before the Phase II sill replacement begins.

3. Painting: Alumni Painting has been on site since November 29, 2006 to complete the painting of the hallways, doors and the lobby area. Due to the extra repairs required on the walls from the removal of the wallpaper, the projected date of completion of December 24th will be extended until mid January. Alumni Painting will distribute notices to the owners with the scheduled dates of unit doors to be painted. Owners will be required to leave their doors open during the paint and drying process and it will be up to the owners to ensure security in their units during the painting and drying process. Following completion of the painting a deficiency walkthrough will be completed with a member of the strata council and Alumni Painting.
4. Decks/Cambridge: The agent has written a letter to Cambridge requesting a \$4,500 subsidy for the seven vinyl decks that required membrane replacement. As Cambridge installed the vinyl deck membrane several years ago and is no longer available for deck replacement, Cambridge recommended Hallmark to proceed with the work and as the deficiencies appeared within six months from the installation date, Cambridge agreed to subsidize a portion of the vinyl deck membrane replacement. To date the agent has not received any payment.
5. Common Room Renovations: One council member is proceeding in consultation with the upgrades to the common area office. Further details will be presented at the next council meeting.
6. Carpeting: Lonsdale Carpet completed the installation of the carpeting in the hallways and stairwells. Several minor deficiencies have yet to be addressed. The agent will contact Lonsdale as to when the deficiencies will be completed.
7. Drain Cleaning: Koala-T was on site the first week of December to complete the jet washing of the horizontal drains at a cost of \$4,600 plus GST.
8. Gutters: International Building Maintenance was on site Saturday, December 16th to complete cleaning of all the strata's gutters.
9. Leak - #313/#213/#113: On November 28th the Caretaker was contacted by the tenant in unit #313 to turn the water off from the valve which had broken while the tenant was attempting to bleed the air out of the baseboard heater. The Caretaker contacted Koala-T who instructed the Caretaker to turn off the water supply to the heating and shut down the boilers which took approximately one hour for the water to get cold and the pressure to drop. A quantity of water leaked into units 113, 213 and 313 and Restoration Shop was contacted for the emergency repairs. The strata corporation's insurance company was contacted and an adjuster was on site the following day. The agent is awaiting the scope and cost of repairs. At this time, the cost is expected to exceed the strata's insurance deductible of \$2,500. The repairs will be submitted for tender before repairs can be completed by the insurance company. As per the strata corporation's bylaws, the owner will be responsible to pay the strata corporation \$2,500 for the deductible on the insurance premium.

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 and privileged, subject to any other overriding and applicable law.

1. **#315:** A letter was received from the owner of unit #315 requesting council's approval to install laminate flooring in the entrance way of the unit. The agent was directed to submit a letter to the owner with approval with the following conditions:
 - i) To absorb noise, the maximum available sound-proofing must be installed between the hardwood and the underlying structure.
 - ii) Area rugs are to be laid in high traffic areas.
 - iii) Shoes should not be worn inside the unit when walking on the hardwood floors.

All bylaws pertaining to renovations and alterations of the strata corporation must be adhered to.

NEW BUSINESS

1. **Insurance:** The renewal insurance policy for Strata Plan LMS-1491 has been received. The premium for the year 2007 is \$24,041.
2. **Hallway Items:** In the last minutes it was requested that owners not leave items in the hallways, areas which could create a security and safety concern as per strata corporation bylaw 34.4 indicates:

34.4 Common property is not to be used by any owner, resident or tenant for storage purposes.

At this time, it is noted that there are still items in the hallways and owners are requested to ensure the items are removed.

3. **Parkade Storage:** It has been brought to the council's attention that there are owners who are still in violation of the strata corporation bylaw 35.9 and bylaw 39.9. There is to be no storage of any items in the parking stalls and general parking area except as allowed by the strata corporation.

There are several owners who have propane tanks and paint stored in their parking stall which is in contravention of the strata corporation City Fire Code bylaws and the insurance policy. The City of Vancouver Fire Code requires that **NO PROPANE TANKS, PAINT CANS OR ANY FLAMMABLE ITEMS ARE TO BE STORED IN THE PARKING STALL.** Owners who are in violation will be submitted letters to remove the above noted items

within ten days if the violation continues a \$50 bylaw violation fine will be charged against the owner's account.

4. **Washing Machines:** It has been noted that Koala-T has been contacted on several occasions to attend to a back-up in plumbing stacks and has discovered that the ongoing issue is due to the amount of soap owners are using in their washing machines. Most detergents are highly concentrated and Koala-T has requested you cut the amount of soap per load in half, as using more soap does not clean your clothes any better and will not rinse from your clothes and block the pipes. The council thanks you for your cooperation in this matter.
5. **Lobby Decorations:** The council would like to thank owners Robert Morgan and Larry Bauer for their beautiful Christmas decorating in the lobby again this year.

There being no further business, the meeting was adjourned at 7:45 p.m. The next meeting will be held on Wednesday, January 24, 2007 at 6:30 p.m.

The council would like to wish all residents a safe and happy holiday season.

Bunny Porteous
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BP/ae



HAPPY HOLIDAYS

Please note that our office will be closed on Monday, December 25th, Tuesday, December 26th and Monday, January 1st. Emergency service is available if necessary: please call the usual telephone number, 604-684-6291, for assistance. We take this opportunity to wish everyone a very Happy Holiday Season.

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-1491

HELD: On Thursday, August 31, 2006 at 6:30 p.m. in the Common Area Office at 1500 Pendrell Street, Vancouver, B.C.

PRESENT:

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

REGRETS:

Jeff Kingsley	(President)	#421
Sherry Caves	(Treasurer)	#415

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 include the following items:

1. August 1/2 - Kone Elevator on-site to Install new detectors in both elevators.
2. August 22nd - Viking Fire Protection – Annual fire testing common areas.
3. August 23rd - Caretaker monitored the lobby from 8:30 a.m. to 11:20 a.m. for move out from unit #410.

Residents are reminded that security is required at the front door for move ins/outs which is the responsibility of the resident and not of the caretaker. The caretaker is on duty between 11:00 a.m. and 5:00 p.m. to complete duties and is not available to monitor move ins/outs for residents.

Should residents require assistance for move ins/outs during the caretaker's off hours, residents are requested to contact Vancouver Condominium Services and a fee will be charged for the allotted time for the caretaker to monitor the front door.

4. August 29th - Arbutus Vinyl on-site to replace the vinyl on the identified deficient decks.