



January 30, 2008

Micheal Gallagher
#202-1075 W 13th Avenue
Vancouver, BC
V6H 1N1

Dear Ms. Gallagher,

RE: Replacement of the Domestic Water System at 1075 W 13th Ave., Vancouver, BC

Please find enclosed our proposal for your consideration.


Cambridge Plumbing's sole business is repiping apartment buildings. We began repiping in 1983 and since then have repiped over 300 buildings totaling approximately 15,000 apartment suites. Last year we repiped 25 buildings totaling just under 1,600 units and we are on a pace for similar volume this year. Cambridge Plumbing employs approximately 55 full time employees including plumbers, drywallers, firestoppers, insulators and painters. All work is carried out by our qualified staff, not subcontractors. We employ four full time site foremen, one of which would be on site full time during this retrofit. We have completed buildings from 13 units to 264 units in size. Cambridge Plumbing has an excellent reputation and we try very hard to please every resident and the management. Over the years we have fine-tuned a system of installation that is very resident-friendly. There is no need for residents to move out during the repiping process. Our company will also host an information meeting for all the residents to attend and ask questions prior to us starting the work.

We carry five million dollars in liability insurance, are registered and in good standing with the Worker's Compensation Board.

If you would like any additional information or would like to visit one of our current repiping projects, do not hesitate to call me. You may also visit us at our web site www.cambridgeplumbing.com.

Yours truly,

CAMBRIDGE PLUMBING SYSTEMS LTD.



John Jurinak
President

JJ/ mt
Enclosure

1075 W 13th Ave Vancouver BC V6H 1N1 TEL: 604.872.2561 FAX: 604.877.1602



PROPOSAL

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January 30, 2008

Micheal Gallagher
#202 - 1075 W 13th Avenue
Vancouver, BC
V6H 1N1

Dear Ms. Gallagher,

RE: Replacement of the Domestic Water System at 1075 W 13th Avenue, Vancouver, BC

We are pleased to present to you the following proposal for replacement of the domestic water pipe system at the above address.

PLUMBING SCOPE OF WORK

- The replacement of all domestic hot water, cold water piping and recirculation lines within the building that consists of:
 - Ten (10) units in total, each with one (1) 3-piece washroom and one (1) kitchen sink.
 - One (1) laundry room with one (1) washer and one (1) sink.
- The water system installed according to this proposal will be a fully functional piping system.
- The work includes the installation of new type "K" Copper and Wirsbo PEX piping to all domestic:
 - Hot and cold water mains from the boiler room;
 - Hot and cold water risers serving all floors;
 - Hot and cold branch lines to suites;
 - All in-suite piping;
 - Hot water recirculating system.
- Connect new piping to existing pressure reducing valve(s), pump(s), boiler(s), hot water tank(s), storage tank(s), hose bibb lines, backflow preventers, insuite and common area fixtures as listed in plumbing scope of work.
- The installation of new brass ball valve type isolation valves to each new hot and cold water riser, hot water tank(s), and boiler(s) for domestic water is included
- Installation of gate valve(s) to new hot and cold water mains above 2" and ball valves for sizes 2" and smaller.
- Supply and install access panels as required to access all new valves located in drywall, walls and ceilings.
- Supply and install new shut-off valves to all kitchen sinks, vanities and toilets.

PROPOSAL

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PLUMBING SCOPE OF WORK, *continued...*

- Supply and install new supply tubes to each kitchen sink, vanities and toilets.
- Supply and install new shut-off valves to all clothes washer(s) and laundry sink(s).
- Water hammer arresters will be installed on laundry washing machine(s) and dishwashers if applicable. This equipment helps eliminate water hammering noise due to quick closing valves.
- Supply and install new factory formed pipe insulation to all new copper water mains as per manufacturers' recommendations.
- Balancing valves will be installed on the hot water recirculating system so that the water velocity can be measured and adjusted as necessary. Bronze check valves will be installed as required throughout the system.
- Provide identification tagging to all ball valves and gate valves such as suite numbers or riser numbers.
- The use of lead free solder will be used when soldering copper piping.
- Dielectric unions will be installed between dissimilar metals to prevent electrolysis.
- Protect all new pipes from contact with steel and concrete.
- Included are repairs to any leaks to the existing domestic water piping system 24 hours a day, seven days a week. This will be in effect from the start date to the completion date of the water pipe replacement project.

CIVIL SCOPE OF WORK

- Patch and repair walls and ceilings affected by the installation of new piping.
- Retexture any textured walls or ceilings affected by the installation of new piping.
- Prime paint all repaired walls and ceiling opened as part of this work.
- Construct drywall enclosures as required to enclose all exposed new piping in the common areas and within the suites, except for areas that normally would not be boxed such as piping in basement areas which are currently not enclosed and in kitchen and bathroom cabinets.
- Provide firestopping to all new pipe penetrations as required by local authority.
- Repair ceramic tile walls as affected by plumbing work. Tile will be of the best possible match if new tiles are used for repairs. We usually try to remove the existing tile using specialized equipment and reinstall the same tile if possible.
- Replace any rotten drywall around bathtub or shower faucets if wall is opened for repiping (approximately 2' x 2').

PROPOSAL

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ENGINEERING AND MUNICIPAL REQUIREMENTS

- Provide layout and design of new water pipe system.
- Provide engineered working plumbing drawings sealed by a certified plumbing engineer.
- All new piping will be sized to the current Municipal plumbing code.
- Obtain and pay for permits as required from the local Municipality.
- Arrange inspections by Municipal inspectors.
- Provide copies of all Inspection Reports as issued by Municipal inspectors upon completion of the repipe project.

TENANT RELATIONS

- Provide a full time site foreman to supervise Cambridge staff and communicate with residents.
- Provide detailed notices for "Entry" and "Water Shutdown" for each suite as required.
- Provide bottled water in the lobby for resident to use when water is shutdown throughout the building.
- Provide plastic sheeting for residents to cover their belongings.
- Protect all floor finishes with drop sheets.
- Provide daily cleaning to all areas of work.
- Hold an information evening for residents of the building to attend and ask questions, view plans and meet our Management personnel and Staff, etc., regarding the project. Refreshments and snacks will be provided by Cambridge.

MAINTENANCE AND WARRANTIES

- Provide two sets of asbuilt drawings upon completion showing all pipe and valve locations as installed for future reference.
- Provide a 2-year warranty on all labour and materials to replace or repair any faulty labour or materials in the new water pipe system excluding fixture supply tubes from fixture stops to faucets and toilets.
- Any equipment installed will carry the factory warranty for the parts and a 2-year warranty on the labour.
- The Aquapex piping system carries a 25-year manufacturers warranty.



PROPOSAL

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MAINTENANCE AND WARRANTIES, *continued*...

- Cambridge carries five million dollar liability insurance.
- Registered and in good standing with Worker Compensation Board.

BASE PRICE

Base Price:----- Seventy One Thousand Three Hundred-----xx/100 dollars (\$ 71,300.00), plus GST

CONDITIONS OF PROPOSAL

1. Wallpaper repairing or replacements is not included.
2. Dusting of furniture or window washing is not included as part of our cleaning.
3. No allowance has been made to repipe any fixtures other than as described on page #1 of this proposal.
4. If the city Building Inspector requests that any existing voids, openings, etc. be firestopped, this work will be done on a time and materials basis.
5. In the event any property is damaged resulting from water leaks of the existing water pipe system the liability will be the Owner's.
6. Piping will not be replaced from the shower valve to the showerhead and piping from dishwasher to dishwasher shut-off valves.
7. Cold water piping will be replaced starting from the boiler room down stream of the PRV (pressure reducing valve). Hot water piping replacement will be from hot water tank(s) or storage tank(s).
8. Removal and reinstallation of one piece or sectional bathwalls is not included.
9. No allowance has been made to remove and reinstall wall mirrors located outside of bathrooms.
10. We have not allowed for any sprinkler, heating, drainage, backflow preventer, ventilation or electrical work.
11. Asbestos, blown in wall insulation or U.F.I. removal or any other hazardous material removal work is not included in this proposal. The owner is responsible for all hazardous materials testing and removal.
12. Insuite washing machine connections and dishwasher connections are not included unless specifically mentioned in the Scope of Work. See breakdown on page #1 of this proposal.
13. This proposal is based on the use of the existing outside water service, pressure reducing and mixing valves.
14. Work is to take place Monday to Friday from 8:00 a.m. to 5:00 p.m., except holidays.
15. The Owner will supply keys as required for access to suites and the building.
16. Two parking spaces will be supplied if possible.



PROPOSAL

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CONDITIONS OF PROPOSAL, *continued...*

17. The Goods and Services Tax (GST) is additional to all prices. Provincial Sales Tax (PST) is included.
18. Floor plans of all floors of the building will be provided to the Contractor within 7 days of signing a contract.
19. An advanced billing of \$6,000.00 plus GST will be paid to Cambridge within 7 days of signing a contract towards engineering fees and permit fees required by the municipality.
20. Payment will be from a monthly progress draw payable within 14 days from date of invoice.
21. Any items not listed in the Scope of Work. Civil Scope of Work or Conditions is additional to the contract.
22. This proposal is open for acceptance until March 10, 2008.

Thank you for the opportunity to present our proposal. We look forward to discussing the project with you further.

Yours truly,

CAMBRIDGE PLUMBING SYSTEMS LTD.



John Jurinak
President

JJ/ mt



Some Reasons to Consider Cambridge

- Established in 1967 - B.C. owned and operated family business.
- **Over twenty four years of repiping experience.**
- **Over 300 buildings repiped** totalling approximately 15,000 suites.
- We are Members of the Better Business Bureau.
- We employ a full time staff of approximately 55 people.
- Each project has one or more **Site Foreman who dedicates all his/her time to your building.** This feature allows thorough project organization and a successful tenant relationship.
- The Site Foreman is attainable by cellular phone and/or pager for management and residents to contact him/her.
- A pre-construction letter is provided to each resident explaining the repiping process and, at the management's option, have an **informational meeting for all residents** to attend. Cambridge provides refreshments and snacks at the meeting.
- All Cambridge plumbers are ticketed **Journeyman or indentured Apprentices.**
- Each employee must abide by **Cambridge Plumbing's Standards & Procedures** as listed in the Cambridge employee manual.
- Each employee wears a burgundy coloured shirt with the Cambridge name and logo; each employee must have a clean appearance, and act in a professional manner at all times.
- Each employee cleans during and after his or her work and uses drop sheets and plastic sheeting to protect the floor finishes, furniture, etc. Plastic sheeting is also provided for residents to cover their belongings.
- All Cambridge employees (plumbers, drywallers, insulators, painters, etc.) are payroll employees, not subcontractors. This feature ensures better quality workmanship rather than piece work where quality can suffer.
- Suite Entry, Water Shutdown, and completion notices are prepared and distributed by Cambridge.
- We provide a **24-hour service** to repair the existing and new water pipe system. This service is included for no extra cost upon the start date of the project.
- A complete **thorough cleaning** of common corridors, stairwells, etc., upon completion.
- Upon completion, a full briefing is provided on the operation and maintenance of the new piping system. Maintenance manuals and two sets of asbuilt plumbing drawings are provided.
- Finally, our reputation. Our company has an excellent reputation for being **organized, professional** and providing **quality workmanship on schedule and on budget** since 1967.

"Invest in our Experience"

FLOORING QUOTATION

NAME: MARIE COURT CONTACT: MICHELLE PH: 222-8862
 DATE: JAN. 29/08 PAGE 1 OF 1
 CONTRACT NUMBER: QUOTATION Email: mlloga@shaw.ca
 MATERIAL & SERVICE SCHEDULE FOR: CARPET FOR HALLWAYS AND STAIRS

MATERIALS SCHEDULE - CARPETING AND UNDERLAY

Material Specification	Mtgr	Colour Number	Construction	cost/sq. yd.	Quantity per unit	Unit Cost	Number of units	Total Cost
SOUND ADVICE	SHAW	Carpet Tile	BCF NYLON	\$28.00	86	\$2,408.00	1	\$2,408.00
ULTIMATE SATISFACTION	SHAW	Carpet	BCF NYLON	\$23.50	165	\$3,877.50	1	\$3,877.50
DURACUSHION			Rubber	\$6.80	165	\$1,122.00	1	\$1,122.00
Subtotal of Carpeting and Underlay						\$7,407.50	1	\$7,407.50

SERVICE SCHEDULE - CARPETING AND UNDERLAY

Type of Service provided	cost/sq. yd.	Quantity per unit	Unit Cost	Number of units	Total Cost
Installation: carpet and underlay (renovation jobs)	\$4.80	165	\$792.00	1	\$792.00
Installation: stairs (waterfall, nose wrap)	\$4.00	48	\$192.00	1	\$192.00
Removal of carpet and pad	\$1.00	237	\$237.00	1	\$237.00
Waste Removal	\$0.80	237	\$189.60	1	\$189.60
Furniture moving per unit: (removal and replacement)	\$70.00		\$0.00	1	\$0.00
Installation: carpet tiles	\$6.80	72	\$489.60	1	\$489.60
Vacuum per unit (after installation)	\$30.00	1	\$30.00	1	\$30.00
Additional charges:	\$0.00		\$0.00		\$0.00
Subtotal of Service Charges					\$1,930.20

MATERIALS SCHEDULE - SHEET VINYL, RESILIENT FLOORING, CERAMIC TILE, LAMINATE, HARDWOOD

Material Specification	Mtgr	Colour Number	Construction	cost/sq. yd.	Quantity per unit	Unit Cost	Number of units	Total Cost
ULTIMA	CONG	UL 003	Sheet Vinyl	\$ 28.40		\$0.00	1	\$0.00
UNDERLAY			3 in 1 - 3.5 mm	\$5.50		\$0.00	1	\$0.00
Subtotal						\$0.00	1	\$0.00

SERVICE SCHEDULE - SHEET VINYL, RESILIENT FLOORING, CERAMIC TILE, LAMINATE, HARDWOOD

Type of Service provided	cost/sq. yd.	Quantity per unit	Unit Cost	Number of units	Total Cost
Installation: sheet vinyl & composite tile (new or renovation)	\$6.00		\$0.00	1	\$0.00
Appliance moving per unit (four appliances)	\$25.00		\$0.00	1	\$0.00
Floor Preparation for flooring: compound method only	\$5.00		\$0.00	1	\$0.00
Floor Preparation for flooring: compound and K3 Board	\$19.00		\$0.00	1	\$0.00
Floor Preparation for flooring: compound and plywood	\$27.00		\$0.00	1	\$0.00
End moulding, T transition, reducer - cost per 3 ft. piece	\$14.00		\$0.00	1	\$0.00
Supply and install 3/12" wood base	\$1.70	520	\$884.00	1	\$884.00
Remove and Replace toilet	\$50.00		\$0.00	1	\$0.00
Subtotal of Service Charges					\$884.00

Notes: 1) Specialty items ie. pianos, freezers, pool tables, etc. will require professional movers and are the responsibility of the member.
 2) The amount for floor preparation may be higher or lower than estimated depending on the condition of subfloor.

MATERIAL & SERVICE SCHEDULE FOR: CARPET FOR HALLWAYS AND STAIRS

FLOORING QUOTATION

Prepared by Michael
 Cell: 604 7

Description	Cost per unit	G.S.T. per unit	Number or units	Total Cost incl gst	PROPOSED INSTALLATION DATE
Carpeting & Underlay	\$7,407.50	\$370.38	1	\$ 7,777.88	Feb-08
Service Charges	\$1,930.20	\$96.51	1	\$ 2,026.71	
Sheet Vinyl, Resilient Flooring, Tile, Laminate	\$0.00	\$0.00	1	\$ -	
Service Charges	\$884.00	\$44.20	1	\$ 928.20	
SUMMARY TOTAL	\$10,221.70	\$511.09	1	\$ 10,732.79	

VR 84 - Marie Court

Fall General Meeting 2007 - Minutes

Date: October 30, 2007

Time: 7:30 pm

Location: Suite 101

1. Call to order
2. Approval of the agenda – **Approved, with additions**
3. Approval of the Minutes – AGM April 24, 2007 - **Approved**
4. Building Report - Roving security, no longer in place.
Question - is that something that we want to continue. \$14 per visit.

Motion: to agree that the two week notice for the following motion is not required.

Moved: Susan Second: Jen **Passed**

Motion: That we have roving security once a week until the construction on Spruce Street is complete. The expected cost is \$14 per visit and there will also be a sign put on the front door.

Moved: Susan Second: Jen **Passed**

5. Financial report – the boiler is paid off so all the infrastructure funds are now accumulating specifically for the re-plumbing project. Jen reminded us that the plumber who roto-routed the pipes recommended that we get the piping done as soon as possible. We are in good financial state - \$15,000 in contingency. A reminder that the cost for the removal of the tank and repaving will come from contingency funds.

Michele will make preliminary inquiries into getting the plumbing project going.

6. **Motion:** Be it resolved that a motion sensor light be installed on the West side of the building.

Moved: Stephanie Second: Jen

Moved: Amendment to the motion – that we install a security light on both the west and east sides of the building. The lights will need to be installed at the second floor level. Light intensity and direction will also need to be considered.

Moved: Eileen, Second: Jen **Passed**

Motion as amended - Passed

7. **Motion:** Proceed with purchasing of bylaw package from legal counsel.

Moved: Susan, Second: Diane **Motion denied**

We will endeavour to resolve all issues of personal property or other issues in a neighbourly manner and that members will contact other owners to discuss concerns. In addition concerns owners wish to be directed to the council, need to be submitted in writing.

The pet by law will be submitted as is.

8. **Motion:** Be it resolved that the cedar tree on the east side of the front garden be removed and replace it with a deciduous tree.

Rational: The tree has become very dense due to the severe pruning it has received over the years. It will not grow taller (branches will shoot out but they will not be strong. It will require ongoing pruning to remain tidy and to keep from contacting the building. Two arborists have recommended that the tree be removed.

Moved: Stephanie, Second: Susan

9. **Motion:** Be it resolved that, to increase security of the building, the cedar hedge on West side of the building be removed and replaced with plants/hedge that will permit better visibility of the side of the building.

Moved: Stephanie, Second: Susan

After discussion, it was demonstrated that general consensus was reached and the following motion was put forth to cover acceptance of the two preceding motions as well as providing cost limits for the council and gardening committee.

Motion: to agree that the two week notice for the following motion is not required.

Moved: Susan Second: Jen **Passed**

Motion – council has approval to spend up to \$2500 scheduled at a time when we can afford it. This budget is to include replacement stock.

Moved: Stephanie, Second: Diane **Passed**

10. Update on the tank – the tank was removed, there were holes in the tank and it has been determined that the site is contaminated. Ten tons of soil have been removed from the site and it is still contaminated.
11. Flooring for the common area – update request – The cost of replacing the floor with tile, or even carpet is not affordable at this time.
12. Set date for AGM. – Not done
13. Adjourned.

Marie Court

Council Meeting Minutes

December 11, 2007, 7:00 pm

Jen Harcus – President Diane Erdstein – Treasurer Susan Jardine – Secretary

1. **Approval of the October, 2007 council minutes** – Approved
2. **Lights in the Covered Area** – Jeff reports that he has had to change the lights in the car park frequently. Thanks, Jeff. At this point, there are three lights out. We are investigating recommendations from Mike and will ask him to change them.
3. **Re-paving** – Stephanie got four preliminary quotes. We will be following up on two of the quotes. They range between 2,900 and 3,800 for a 25 x 25 patch for 3.5 inches with no fill required. This is would cover the area that has been dug up. Jen to initiate the formal quote process and Stephanie will follow up.
4. **Trees and hedge** – Two quotes were reviewed. One quote comes in at 2,500. It includes removal of the cedar tree and the hedge, grinding of the roots, getting the permit, purchasing the hedge with about \$500 left over for tree(s).
5. **Keys** – The owner of Suite 2 wanted to know how to go about getting replacement keys for the common area. It was recommended that she go to a locksmith with ID and register the copy (a charge of around \$7). Please keep track of the number of copies you have made.
6. **Cleaning** – Veronica has given notice and Louise will be returning as our cleaner the first week of January.
7. **Oil Tank Removal** \$6,256.87 This includes the quote plus the removal of an additional 2887 litres of oil.
8. **Contamination and Environmental Consultant Costs** – We have yet received the invoice and report yet.
9. **Handy Person Update** – Michael installed the bike racks, hung the strata mail box, checked some of the doors to suites to which he had access, repaired the front door, purchased and installed the outside motion sensor light (west side of the building).
10. **Roof** – The two year inspection has taken place. There was one repair required by the roof installer (sealing some flashing). Also, a protective membrane is required between the roof and the two-by fours supporting the paving stone that is holding the satellite dish in order to maintain the warranty. Owners of 203 will be informed.
11. **For next meeting** - compare the property evaluation with the insurance.
12. Adjourned – 9:00 pm

Marie Court

Council Meeting Minutes

December 29, 2007, 11:00 am

Jen Harcus – President Diane Erdstein – Treasurer Susan Jardine – Secretary

1. **Approval of the Dec 11, 2007 council minutes** –
Approved

2. **Lights in the Covered Area** – The lights have been moved. Mike has yet to change them. Mike is meant to change them on Dec 30.

3. **Oil Tank Update** – The costs were significantly higher than anticipated due to the level of contamination and the work that needed to be done to remediate it. In the end, 60 tons of soil were removed from the site. At this point, there was still contamination on three sides and the base. No more soil could be removed as it would have compromised the foundation of the building, the utility pole and the underground utilities in the lane, so the site needed to be treated. Terry from Tri-City Tank Removal states that it is the largest clean up he has ever seen.

- a. Tank removal including oil removal \$ 6,257
- b. Soil removal and site treatment \$19,823
- c. Terasen Gas (redirecting the gas line) \$ 413
- d. Environmental Consultant – invoice not yet received

The tank removal has been paid from contingency funds. We have paid \$9,500 toward the decontamination costs. (\$7,500 from contingency; \$2,000 from the roofing fund.) Diane has agreed to use her personal line of credit to pay the remaining amounts in a timely fashion until our special meeting to approve the amount of assessment required for these costs and the paving. Thank you Diane.

4. **Replumbing** – initial estimates for re-plumbing the building are in the area of \$70,000 dollars. This is in part due to set rate set-up costs, the fact that the work cannot be done from a parking garage.

Jen will be confirming three quotes.

Due to the problem of backing up (the stuff in the pipes is building up again and roto-router will need to be called soon) and that building up the funds through the current method will not allow the project to be completed in a reasonable amount of time, the council will be bringing forward a motion for an assessment at the AGM in the Spring.

5. **Building Issues** –

- a. The owner of suite 103 has noticed that there is a leak in the ceiling of the bathroom. As required by the Strata Property Act, the strata will initiate the investigation for the source of the leak and arrange for the repair. Depending on the source the leak, repair will be paid for by the Strata or by the owner responsible.
- b. The owner of Suite 201 reports that a leak from the pipes or the roof (not current roof) has damaged the wall in his utility cupboard. He is requesting a repair. The Council will contact Mike (our handyman) to investigate and suggest a course of action.
- c. The Council has requested that the owner of Suite 201 provide a permit for the electrical work he did himself on his suite.

A reminder to all owners: City bylaws require that all electrical work done in Strata buildings be done by certified electricians. This does not include changing light fixtures.

- d. The warranty repair has been made to the roof. The installation of the protective membrane between the roof and the two by fours supporting the paving stone and satellite dish is still in process.

6. **Special General Meeting**

We have scheduled a Special General Meeting for January 30, 2008 at 7:00 pm. It will be held in Suite 103. There will be two motions: one to authorize repaving the entire back of the building; and another to approve an assessment to pay for the tank removal costs and for the repaving. As we do not yet have the invoice for the environmental consultant, we will provide detailed amounts with the official announcement and agenda.

7. **Compare the property evaluation with the insurance.**
– postponed to a later date.

8. Adjourned – 12:30 pm

VR 84 - Marie Court

Fall General Meeting 2007

Agenda

Date: October 30, 2007

Time: 7:30 pm

Location: TBA (new volunteers needed, thank you)

1. Call to order
2. Approval of the agenda
3. Approval of the Minutes – AGM April 24, 2007
4. Building Report
5. Financial Update
6. Motion: Be it resolved that a motion sensor light be installed on the West side of the building.
Moved: Eileen, Second: Jen
7. Motion: Proceed with purchasing of bylaw package from legal counsel.
Moved: Susan, Second: Diane
Rational: Our key concerns are the ability to legally enforce:
 - a. the rule of personal property left in common areas.
 - b. The pet bylaw
The benefits of purchasing this package would be to have a complete package of bylaws.
8. Motion: Be it resolved that the cedar tree on the east side of the front garden and replace it with a deciduous tree.

Rational: The tree has become very dense due to the severe pruning it has received over the years. It will not grow taller (branches will shoot out but they will not be strong. It will require ongoing pruning to remain tidy and to keep from contacting the building. Two arborists recommended that the tree be removed.
Moved: Stephanie, Second: Susan
9. Motion: Be it resolved that, to increase security of the building, the cedar hedge on West side of the building be removed and replaced with plants/hedge that will permit better visibility of the side of the building.
10. Set date for AGM.

Marie Court

Council Meeting Minutes

October 9, 2007, 7:00 pm

Jen Harcus – President Diane Erdstein -- Treasurer Susan Jardine – Secretary

1. **Approval of the Sept 10, 2007 council minutes** – Approved
2. **Insurance** - Insurance has been renewed - \$3658.00. The company suggested an appraisal which we have already requested. Diane will investigate.
3. **Garbage Collection** – There is a surcharge for removal as the garbage must be trucked to Cache Creek. Once the strike is over, there surcharge will be cancelled.
4. **Oil tank** – Removal will commence October 10th through to Saturday October 15th. No cars can park in the back while this work is going on.

We had an appointment with Teresan for Tuesday October 9 for the gas line to be moved closer to the property line. Hillcrest plumbing and heating will be coming on Wed., October 10 to relight the boiler.
5. **Vancouver Fire and Security inspection** – October 9. The report should be ready for the General Meeting.
6. The executive will be attending the CHOA symposium on Saturday, October 20. Anyone else interested in attending contact Diane by the Friday the 12th.
7. **Personal Property in Common Area** – There are items that were listed last month that are still.

The following items are to be removed immediately:

Boiler Room – kit bag
Locker Room – Mirror, ladder
Hallways – base boards

In Addition – there are new items left in common property. These also need to be removed.

Reminder - Temporary, transitional storage of items in the laundry may still occur for a maximum of two days.

Items need to be labelled with suite # and the date left. Ensure that the items are a reasonable size and stored unobtrusively to ensure safety and functional use of the laundry room.

Exceptions will be made for extenuating circumstances. However, the **council must be informed** of the circumstances and information about time needed provided.

8. We have had several break-ins/attempted break-ins (both external and internal) in the past 12 days. Entry to the building **may** have been gained by the exterior doors not locking due to the change in oil viscosity in the hydraulic closer. This has been adjusted for this season. Strata responded to this by hiring Acme Security to do internal and external checks from Saturday, Oct 6 until further notice. The gate on the west was removed. We will send letters to our neighbours to let them know that we have been having these difficulties. We will discuss this further at the general meeting.
9. Planning for General Meeting – See agenda
10. Adjourned – 9:00 pm