

MINUTES OF THE COUNCIL MEETING OF MARQUIS MANOR – STRATA PLAN VR 60

HELD: October 22nd, 2008 at 7:00 PM in Council Room at 1950 West 7th Avenue,
Vancouver, BC

PRESENT: Jacqueline Bourque, #308
Ken Lukas, #316
Ranjit Soniassy, #108
Colin Priddle, #310

REGRETS: HESSIE HEDGES, #208

AGENT: **Pacific Quorum Properties Inc.**
Branka Pavlovic, 604 685 3828, ext.324
branka.pacificquorum@telus.net

NEXT MEETING

The next Council Meeting is scheduled for November 25th, 2008 at 7:00 PM
At the Council Room

CALL TO ORDER

As the quorum requirement of the Strata Property Act was met, the meeting was called to order at 7:00 PM.

ADOPTION OF PREVIOUS MEETINGS MINUTES

Council suggested rephrasing the sentence regarding single paned windows. It should read: As mentioned in the Building Envelope Inspection Report, windows and patio doors in the building are single glazed and Council is aware that, eventually, they will have to be replaced in order to save energy.

It was **MOVED, SECONDED** and **CARRIED** to approve the Minutes of the Council meeting held on September 23rd, 2008 as distributed.

FINANCIAL STATEMENTS

The Financial Statements for **April, May, June, July and August 2008** were discussed. It was decided that due to the transition of the Treasurer position, the financial statements will be approved at the next meeting.

Ms. Eileen Sullivan, the former Council Treasurer, will help the Strata Council with the financial matters from now on.

BUSINESS AT HAND

a) Building Envelope Inspection

Solution Renovation Inc. was asked to provide additional explanation regarding the Building Envelope Inspection Report. Strata Council is requesting the contracting company to define priorities, the scope of work required and the approximate costs for separate projects.

It was advised that the contractor is out of the country due to a family loss, therefore the requested information will be sent to Pacific Quorum Properties Inc. upon his return to work.

b) Roof Cleaning

Arbutus Roofing, the company that cleaned drain wells and debris from the roof has not sent in their report or the invoice for review. The contracting company was asked to inform the Strata Council about the labor cost, the hours spent on the project, and the hourly cost. The contracting company was also informed about the blisters located in the middle section of the roof and Council is waiting for their opinion in this regard.

Council discussed ways of communicating with contractors and Council made a decision as the following:

Owners or Residents
Must not call any contractors
Please call
Pacific Quorum Properties Inc.
at
604 685 3828
And Pacific Quorum Properties will provide assistance.

c) Painting and Hallway Ceiling Repair - Basement

At the last council meeting, Strata Council approved Orka's estimate in the amount of \$850.00 for the basement ceiling painting and repair. Meanwhile, Orka sent in a new estimate for the same project with a new price (\$1,650.00) explaining that the ceiling requires much more work than it was previously quoted. Council rejected the new offer and directed the Property Manager to provide new quotations from other contracting companies.

d) Elevator Floor

Avenue Property Services will send to Council a quotation for carpet replacement in the elevator with different types of flooring that is odor free, not slippery and easy to maintain. Council will make the decision upon receiving the proposal.

e) **Energy Saving**

BC Hydro (Power Smart) representative will contact Council to discuss the options of saving energy and energy cost as well as to suggest affordable measures to be implemented in the energy saving program.

NEW BUSINESS

1. Repair & Maintenance

Strata Council discussed the strategic planning for property repair and maintenance. The Chart presented by the Owner, Mr. Mike Gaetz, will help to decide the priorities in the two year period and make recommendations to the Strata Corporation at the next Annual General Meeting.

Council thanked Mr. Gaetz for donating his time, knowledge and experience in this regard.

ADJOURNMENT

As there was no further business, the meeting was adjourned at 8:20 PM.

Submitted by:

PACIFIC QUORUM PROPERTIES INC.

430-1200 West 73rd Avenue

Vancouver, BC, V6P 6G5

Tel: 604 685 3828; Fax: 604 685 3845;

E-mail: branka.pacificquorum@telus.net

Please Note: The Real Estate Regulations requires a vendor to provide purchasers with copies of Strata minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon a seven (7) day advance order from *Pacific Quorum Properties Inc.*

MINUTES OF THE COUNCIL MEETING OF MARQUIS MANOR – STRATA PLAN VR 60

HELD: November 25th, 2008 at 7:00 PM in Council Room at 1950 West 7th Avenue, Vancouver, BC

PRESENT: Jacqueline Bourque #308
Ken Lukas #316
Eileen Sullivan #214
Colin Priddle #310

REGRETS: Ranjit Soniasy, #108 and HESSIE HEDGES, #208

GUEST: Clayton Molica, #202

AGENT: Pacific Quorum Properties Inc.
Branka Pavlovic, 604 685 3828, ext.324
branka@pacificquorum.com

NEXT MEETING

The next Council Meeting is scheduled for January 13th, 2008 at 7:00 PM
in the Council Room

CALL TO ORDER

As the quorum requirement of the Strata Property Act was met, the meeting was called to order at 7:00 PM.

ADOPTION OF PREVIOUS MEETING MINUTES

It was **MOVED** (#316), **SECONDED** (#214) and **CARRIED** to approve the Minutes of the Council meeting held on October 22nd, 2008 as distributed.

FINANCIAL STATEMENTS

The Financial Statements for **April, May, June, July and August 2008** were discussed. Council would like to clarify with the management company regarding the following issues: dates of invoices posted and dates of payments for services; Aged Receivable Summary; penalties for late payment to Terasen Gas and bank change.

The Treasurer will discuss the details of the above issues with the accountant of Pacific Quorum Properties Inc.

It was **MOVED** (#214), **SECONDED** (#310) and **CARRIED** to approve the financial statements for April, May, June, July and August 2008.

BUSINESS AT HAND

a) Building Envelope Inspection

Strata Council discussed the Building Envelope Inspection Report sent by Solution Renovation. It was decided to review two quotes proposing repairs for roof fascia, balcony fascia, stucco and South – West elevation. With the assistance from the chart made by owner of #304, Council will establish a short and long term repair and maintenance program that will be presented at the Annual General Meeting.

b) Key Cut Authorization

It was agreed to authorize two other council members to sign key cut authorization forms with Gunnebo Security, since the authorized council member is currently ill and unable to cut keys at the moment.

c) Hallway Ceiling Repair – Basement

A proposal to repair the hallway ceiling in the basement was presented to Council. It was **MOVED** (#310), **SECONDED** (#316) and **CARRIED** to approve the repair of the ceiling in the amount of \$750.00 + GST.

d) Elevator Floor

It was reported that the quotation for carpet replacement in the elevator was received from Avenue Property Services. Odor free ceramic tiles with rough surface are proposed as the best option for the replacement since they are not slippery and easy to maintain. Council will make the decision upon receiving samples of the tiles and other materials for elevator flooring. The elevator company will be contacted by the Property Manager to check the elevator shaft during their regular monthly maintenance.

BLOCK WATCH REPORT

Strata Council was informed about Block Watch activities. Ms. Eileen Sullivan completed the floor plan and updated the owners/residents list. She will also attend the re-training session. The Block Watch social meeting is planned to take place in the near future.

NEW BUSINESS

1. #106

Council members received the extremely sad news that the owner of unit #106, Mr. Dennis Waxtain, has recently passed away. Since Dennis has no family or close relatives, the Public Guardian will be contacted to carry out the legalities related to his estate.

2. #202, Balcony Railings

The owner of unit #202 attended the meeting to inform Council on the unit's balcony railing being loose. Property Manager will send repair man to check the railings and recommend repair.

TO OWNERS / RESIDENTS

**PLEASE BE ADVISED THAT ALL OWNERS ARE ALLOWED
TO RENT THEIR PARKING STALL "ONLY" TO OWNERS OR RESIDENTS THAT
RESIDE IN THIS BUILDING.**

ADJOURNMENT

As there was no further business, the meeting was adjourned at 9:10 PM.

Submitted by:

PACIFIC QUORUM PROPERTIES INC.

430-1200 West 73rd Avenue

Vancouver, BC, V6P 6G5

Tel: 604 685 3828; Fax: 604 685 3845;

E-mail: branka@pacificquorum.com

www.pacificquorum.com

Please Note: The Real Estate Regulations requires a vendor to provide purchasers with copies of Strata minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon a seven (7) day advance order from *Pacific Quorum Properties Inc.*