

MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN VR 2691 HELD WEDNESDAY, SEPTEMBER 3rd, 2003 IN SUITE #418-711 EAST 6th AVENUE, VANCOUVER, BC

The meeting was called to order at 6:35 pm.

Council members present:

Mike Cooke
Regina Van Berckel
Brenda Wheatley
David Smith
Camilla Berry
Robert McCandless

Condex Property Management Ltd.

Edward N. Whitlock, Property Manager

1. Previous Minutes:

It was duly **MOVED AND SECONDED** to approve the minutes of the previous Council meeting held July 16th, 2003 as circulated. **CARRIED**

2. Caretaker Report:

The resident caretaker, Alfonso Tang, provided a report to Council on recent maintenance activities in the complex. It was reported the convex mirror in the lower level hallway was recently stolen. Additionally, the glass in the west side exit door was broken. Alfonso reported additional roof repairs have recently been completed noting the roof to be in extremely poor condition. Council confirmed the roof structure is scheduled to be replaced in the spring of 2004. The pump on the west pond was recently vandalized. Alfonso was able to repair the pump. It was reported a suite on the 4th floor required repairs to their tub enclosure area, as the suite below was experiencing water leakage into their bathroom. The Property Manager advised the resident on the 4th floor has been advised of the necessary repairs. Alfonso advised there were six move-in and move-outs for the building during the past six weeks. Alfonso advised he has undertaken power washing in various areas of the exterior of the complex, however, was unable to complete the job due to water usage restrictions. Council thanked Alfonso for his report.

3. Financial Statement:

Council reviewed the July, 2003 financial statement. Following discussion and questions it was duly **MOVED AND SECONDED** to approve the statements as presented. **CARRIED**

Council carefully reviewed all outstanding arrears for various owners' maintenance accounts.

4. Landscaping:

Council member, Regina Van Berckel, reported to Council that there was a poor response for volunteers for help in weeding the common area gardens. It was also noted that the extremely dry weather has prevented any planting of new materials, as they would not survive the drought conditions. Pruning of large trees in the complex was also discussed, however, this will be addressed in the new year.

5. Building Cleaning:

General discussion was held with regards to the cleaning of the interior of the building. Council noted Alfonso's duties are extensive and minor cleaning of various areas such as dusting window ledges and stairwell railings may not be completed. The Property Manager advised a new resident in the complex offered their services, for a fee, to help Alfonso. Following lengthy discussion and consideration,

Council agreed the resident be retained twice a month, for 4 hours each day, to help with additional cleaning in the common areas.

Council also requested Alfonso adjust common area doors for slamming.

6. Correspondence:

- a) Several letters were received expressing concern and complaint regarding loud and boisterous tenants in a suite on the 4th floor. Council requested the owner of the suite be written to and advised any further complaints would result in fines being levied against them.
- b) Correspondence was received from an owner complaining of excessive noise emanating from a suite on the 1st floor. Again, Council requested a letter be forwarded to the owner of the suite advising fines will be levied for further complaints received.

7. New Business:

- a) Council received a request from an owner on the 4th floor to have their balcony surface repaired and a new membrane installed. The Property Manager advised he had inspected the balcony and noted the surface to be in extremely poor condition and a possible safety hazard due to the deteriorated surface. Following discussion and consideration Council agreed to proceed with repairing the balcony and resurfacing the deck.

b) All residents are advised any articles left in the common aisleway of the locker room will be disposed of without notice.

- c) Council requested the carpet on the middle stairwell between the 2nd and 3rd floors be repaired, as one step has become loose.
- d) Brief discussion was held on carpet cleaning for common area hallway carpets. It was agreed this item be tabled.

There being no further new business, the meeting adjourned at 8:15 pm. The next Council meeting is scheduled to be held on *Wednesday, October 1st, 2003.*

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