

**MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN VR 2691 HELD
WEDNESDAY, DECEMBER 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, President
Dave Smith
Brenda Wheatley
Camilla Berry
Regina Van Berckel
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 November 5th, 2003 as circulated. **CARRIED**

2. Caretaker's Report:

Resident caretaker, Alfonso Tang, provided Council with a report on recent maintenance items in the building. Council was advised Royal City Fire Services performed the annual inspection of all fire related equipment in the building. Two roof leaks were attended to during the month of November. Council was advised of seven moves in and out of the building during the month. Following discussion Council thanked Alfonso for his report.

3. Financial Statement:

Council member, Dave Smith, provided a review of the October, 2003 financial statement. All arrears for owners' maintenance payments and special assessments were reviewed in detail. Following discussion and questions it was duly **MOVED AND SECONDED** to approve the October statement as presented. **CARRIED**

4. Correspondence:

- a) Correspondence was received from an owner on the 2nd floor expressing concern and complaint regarding excessive noise emanating from the suite above. Following discussion and a review of the complaints listed, Council requested a letter be forwarded to the offending unit.
- b) Correspondence was received from an owner on the 2nd floor requesting repairs be made to the drainage on their patio. The owner also requested permission to install an electrical outlet on the outside wall of their patio. Following discussion Council agreed the drainage problem be investigated and that approval be given for the installation of an outside electrical plug, providing the job is undertaken by a ticketed electrician.
- c) Correspondence was received from an owner expressing complaint regarding the untidy condition of the laundry rooms. Following discussion Council requested the Property Manager speak to the caretaker in this regard. Additionally, the Council requests all owners to clean up after themselves after using the laundry room, and ensuring all lint and spilled soap is cleaned following usage. Thank you for your cooperation.

5. Development Reroofing

Discussion was held with regards to the process to be undertaken for the tendering and administration of the reroofing project. Council was advised an inspection firm could be retained to draw specifications for the job, tender the project, and inspect same, for approximately \$12,000.00. The Property Manager also offered he could undertake the entire project for an additional fee in the \$3,000.00-range. Following discussion and consideration Council agreed the Property Manager undertake administration of the reroofing project, including specification preparation, tendering, and inspection. It is hoped tenders will be received in order to be reviewed at the February, 2004 Council meeting, and the job to proceed as soon as possible thereafter.

6. New Business:

- a) Council requested miscellaneous articles and debris be cleaned from the aisleway of the locker room.
- b) Council requested painting touchups be undertaken throughout the building's interior.
- c) Council requests all residents' cooperation in ensuring your stereos and televisions are kept at acceptable levels with regards to volume, so as to not disturb your neighbors.
- d) Discussion was held with regards to bicycle storage in the complex. It was noted bicycles are not permitted to be stored on balconies. The bicycle storage room located on the 1st floor is available to all residents for the storage of their bike. Council noted some residents are hesitant to store their bicycle in the bicycle room for fear of theft. It was noted there has not been a break-in to the bicycle room for numerous years. Council invites suggestions for improving bicycle storage in the complex and your suggestion may be deposited in the suggestion box located in the lobby. Thank you.

There being no further new business the meeting adjourned at 8:00 pm. The next Council meeting is scheduled to be held on *Wednesday, January 14th, at 6:30 pm in suite #418.*

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