

**MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN VR 2691 HELD  
WEDNESDAY, FEBRUARY 11<sup>th</sup>, 2004 IN SUITE #418-711 EAST 6<sup>th</sup> AVENUE, VANCOUVER, BC**

The meeting was called to order at 6:40 pm

Council members present:

Mike Cooke, Chair  
David Smith  
Brenda Wheatley  
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 January 14<sup>th</sup>, 2004 as circulated. **CARRIED**

**2. Caretaker's Report:**

Resident caretaker, Alfonso Tang, provided Council with a report on recent maintenance activities in the building. Alfonso reported Vancouver Police attended the building, responding to a 911 call from a suite on the 3<sup>rd</sup> floor. When the police arrived there was no answer at the door, and the police wanted to forcibly gain access to the suite. Following discussion between Alfonso and the police, it was decided not to gain access and that Alfonso would monitor to determine if any disturbance was evident within the suite. Following discussion Council agreed the decision as to whether or not to enter a suit, in a similar circumstance, would be left solely with the Police Department. Alfonso reported he repaired the door lock on the west side entrance. During a power outage on January 30<sup>th</sup>, Alfonso advised Council the emergency back-up generator worked perfectly. The owner of the suite on the 2<sup>nd</sup> floor located right beside the west entrance door has expressed concern and complaint regarding the slamming of the door, which is keeping them awake at night. Following lengthy discussion and consideration Council agreed every effort be made to ensure the door closes more quietly, even if it involves the installation of a new door closer. Following further discussion and questions Council thanked Alfonso for his report.

**3. Financial Statement:**

Council member, Dave Smith, reviewed the December, 2003 financial statement. Following discussion and questions it was duly **MOVED AND SECONDED** to approve the statement as presented.

**CARRIED**

Council reviewed and monitored all outstanding maintenance accounts of various owners.

**4. Reroofing Quotations:**

The Property Manager presented to Council four quotations for the complete reroofing of the complex. The quotations received ranged from a low of \$149,300.00 to a high of \$199,500.00. It was noted all firms quoted on the same application method for the new roof.

Following a complete review of the quotations, it was duly <b>MOVED AND SECONDED</b> to award the job to Cambie Roofing, for a price of \$149,300.00+GST. <b>CARRIED</b>
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Council reviewed three quotations for the replacement of the rooftop wood decks, which would be undertaken in conjunction with the reroofing. The quotations received ranged from a low of \$43,500.00 to a high of \$48,990.00.

Following discussion and review it was duly **MOVED AND SECONDED** to proceed with rooftop deck replacement with Bravo Construction, for a quoted price of \$43,500.00+GST. **CARRIED**

The Property Manager advised that during the reroofing process, other contingency repair items may become evident when the old roof is removed. It was noted that with the funds collected for this major project, there is extra allowed for these unforeseen contingencies. With regards to the timing of the roof replacement, it is dependant upon weather conditions, however, it is possible the job could proceed in the month of April. Owners will be advised of the installation schedule as it becomes available.

#### 5. Correspondence:

- a) Four letters of complaint were received regarding excessive noise emanating from a suite on the 3<sup>rd</sup> floor due to a dog residing within the suite. It was noted the owner of the suite had recently purchased the dog, which is quite large. The Property Manager advised a letter had already been forwarded to the owners advising of the complaints. Council requested a second letter be forwarded to the owners advising that should any further complaints be received regarding the excessive noise being generated by the dog, the dog would have to be removed from the complex in accordance with Strata Corporation Bylaws.

#### 6. Other Business:

- a) A request was received from four suites on the 4<sup>th</sup> floor requesting permission to install skylights in their suites, in conjunction with the installation of the new roof. It was noted the owners would be responsible for the full cost of the installation, as well as any future maintenance with regards to the skylights.

Following further discussion and consideration it was duly **MOVED AND SECONDED** to approve the requests. **CARRIED**

- b) Residents with bicycles are requested to contact the resident caretaker, Alfonso, for a key to the bicycle storage room, which is located on the 1<sup>st</sup> floor. The bicycle room key comes with a \$25.00 deposit, which is fully refundable when leaving the building.

There being no further new business the meeting adjourned at 8:50 pm. The next Council meeting is scheduled to be held on *Wednesday, March 10<sup>th</sup>, 2004, at 6:30 pm.*

**Condex Property Management Ltd.**  
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