

**MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN  
VR 2691 HELD WEDNESDAY, DEC. 15<sup>TH</sup>, 2004 IN SUITE #418 -711 EAST 6<sup>TH</sup>  
AVENUE, VANCOUVER, BC**

The meeting was called to order at 6:30 pm

Council members present:

- Mike Cooke
- David Smith
- Chris Hawley
- Camilla Berry
- Damaris Sargent
- Brenda Wheatley
- Robert McCandless

**1. Previous Minutes**

It was duly MOVED AND SECONDED to approve the minutes of the previous Council meeting held Oct. 27/04 as circulated. CARRIED

**2. Building Cleaning Concern:**

An informal discussion was taken to address the cleanliness of the inside and outside of the building including grounds, parking lot and laundry rooms. It has been noted that is a multi-unit building and that with an increase in tenants moving in and out this past year, especially rental tenants, it has resulted in messier hallways and stairways, more damage to paint on walls and doors and also a security concern when doors are left unattended. Laundry rooms have also been kept at a maximum usage of time, especially on the west side. There have also been reports of garbage deposited on the front of the building and lobby areas and pet litter bags remaining on the grounds for a longer period of time than necessary before being picked up. A vote was taken to form a committee of 3 council members to address this growing cleaning concern.

**3. Correspondence:**

The council has received 2 written complaints about a disturbance on the fourth floor. Thank you. Since we have received these complaints, a written warning will be issued to the owner of the offending suite. A verbal warning has been issued prior to this.

Correspondence was received from an owner for permission to install hardwood flooring in their suite. Council agreed they could go ahead as long as the owner would respect other surrounding owners during and after the installation.

**4. More Laundry Facilities Requested:**

Tenants of the building have requested more laundry facilities on the 3<sup>rd</sup> & 4<sup>th</sup> floors to be followed by a written request spear headed by a long time owner. A possible location was discussed for a new laundry room on the west 2<sup>nd</sup> floor and additional space is still under consideration until the next January meeting.

5. **Front lobby concerns:**

With the change in weather temperature it has been noted the front door will not close properly. New information has been received about the use of graphite door spray instead of WD40 so the door adjustment stays closed even when temperature changes.

Since the camera has been installed council is still working on fine tuning the video surveillance display. As noted in previous minutes, any tenant can access the camera screen through channel 59 on your TV screen. Security in the building, especially mail theft is an ongoing issue. More modifications to security will be added as funding permits.

6. **Finance & Accounting report;**

Council member, David Smith, reviewed the Oct. 2004 financial statements. Following discussion and questions it was dully **MOVED AND SECONDED** to approve the statements as presented. **CARRIED.**

Ongoing issues: Council reviewed outstanding receivables for monthly strata fees and re-roofing assessments and noted 2 owners are making up 2/3 of the arrears of our receivables. Council feels the arrears are still too high but have come down considerably lately. Of the 2 owners, legal action has been taken on one owner but due to the costly legal action of the deceased 2<sup>nd</sup> owner nothing can be done until later in the future.

Accounting notes to date:

\$15,814.42 surplus

\$110,000 contingency

Activities of the past year

\$196,000 re-roofing/deck (completed)

\$20,000 retaining wall (just completed)

\$30,000 roofing surplus for repairs east wall (2005)

Overall the Budget is very close to the projected budget even with high insurance rates on the property this year.

7. **Tree Pruning;**

Emergency pruning has been done to the front trees that were hanging down and blocking the front side walk and entrance ways. Alfonso tried to come up with a temporary solution but the trees are so tall that a professional tree pruning company had to be called in. This is a temporary pruning solution and more consideration needs to be done in future. At this time the BC Plant Healthcare has done a brief consultation on possible solutions. The big round trees surrounding the building have reached maturity and would cost approximately \$1000 each to prune at their current state. The arborist mentioned the trees are at the end of their useful life and it has been recommended to us to replace them. An approximate

estimate of \$1000 to remove and \$300 / tree to replace them with something else. The replacement trees, purchased from a nursery, would be an additional charge. Either solution requires more planning and should be voted on at the next annual general meeting.

**8. Council Meetings:**

Council has decided to return to monthly meetings due the volume of issues that need to be addressed on a monthly basis. Council meetings were previously held every 6 weeks as a trial last year.

**9. Parking Lot:**

Council agreed more needs to be done to ensure the parking lot looks up to standard. Council approves in the early spring, the walls to be pressure washed, stalls to be swept, and spaces to be re-lined. More discussion on abandoned cars to come.

**10. Other Business:**

Council OK'd food & beverage receipts of Xmas Dec. 15<sup>th</sup> meeting for \$45.49.

Council OK with change of date of next meeting to Jan. 12<sup>th</sup> 2005.

There being no further new business the meeting adjourned at 9:00 pm

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If you have any issues or suggestions to the council please deposit in the suggestion box (in the lobby) before the next council meeting Wednesday, Jan. 12<sup>th</sup>.

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Council thanks all owners who helped make this a better building to live in. All the best for a Happy New Year 2005.