

MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN VR 2691 HELD WEDNESDAY, MAY 5th, 2004 IN SUITE #413-711 EAST 6th AVENUE, VANCOUVER, BC

The meeting was called to order at 6:30 pm

Council members present:

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

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 March 10th, 2004 as circulated. **CARRIED**

2. Caretaker's Report:

Resident caretaker, Alfonso Tang, provided a report on recent maintenance activities in the complex. Alfonso advised a round convex mirror located in the lower level hallway leading to the parking lot was recently stolen. A replacement mirror will be purchased. There was malicious damage to a fire extinguisher in a common area hallway. A leak was reported into a 3rd floor suite which the source of the leak could not be determined. Alfonso noted the owner has not experienced any further leakage in their ceiling. It was noted a U-Haul truck damaged two balconies when exiting the parking lot. A leak was reported into a suite on the 2nd floor. Following an investigation it was determined the bathtub in the suite above needed to be re-caulked. Council was advised an aluminum balcony roof cover blew off the building during the recent windstorm. It was noted no damage or injury resulted from this incident. Following discussion and questions Council thanked Alfonso for his report.

3. Council Positions:

Council members were nominated to serve in the following positions:

Chair	Mike Cooke
Vice-Chair	Brenda Wheatley
Finance	David Smith

4. Financial Statement:

Council member, Dave Smith, reviewed the March, 2004 financial statement. Following discussion and questions it was duly **MOVED AND SECONDED** to approve the statement as presented. **CARRIED**

The Property Manager, Ed Whitlock, provided a report to Council on the status of arrears for various owners with regards to maintenance fees and special assessments. Mr. Whitlock noted several large outstanding arrears have been cleaned up and the total amount of outstanding arrears is dropping rapidly. Council was pleased with the report.

5. Reroofing Report:

The Property Manager, Ed Whitlock, provided a report to Council on the progress of the reroofing of the complex. Council was advised the overall job is proceeding exceptionally well with no problems being

encountered. Mr. Whitlock noted that when the old roof was removed there was no evidence of any rot of the sub-structure. At the current rate of progress, it is anticipated the entire job will be completed by the end of May.

The reconstruction of the rooftop decks is proceeding well. It was noted the decks are being built in the parking lot in sections and will be lifted by crane to the roof deck once the roofing is complete. Council was pleased with the progress of the project.

6. Correspondence:

- a) Correspondence was received from an owner on the 2nd floor expressing concern and complaint regarding a recent move-in into the building. It was noted the person was moving in at 10:00 pm. It was noted Strata Corporation bylaws stipulate residents must advise the caretaker in advance of their move-in date and time. Following discussion Council requested a letter be forwarded to the offending resident advising fines will be levied for any future violation of this bylaw.
- b) An owner on the 3rd floor wrote to advise Council their vehicle was recently broken into. It was noted the car was parked in the underground garage. The owner noted the door leading into the garage was left ajar, which could have provided access to the thief.
- c) A request was received from an owner on the 2nd floor requesting Council permission to install a laminate floor in their suite. Following discussion and consideration Council approved the request.

7. Other Business:

- a) Council member, Chris Hawley, raised the issue of the frequency of Strata Council meetings. Chris felt that monthly meetings were excessive and suggested meetings be held approximately every six weeks. Following discussion and consideration Council agreed with this suggestion.
- b) General discussion was held with regards to cleaning up the exterior of the building and garden areas. One area sited for concern was the northeast corner wherein a large grass area has not been cut nor maintained. Council requested the landscapers be instructed to cut the grass in this area and to tidy it up.
- c) A request was received from an owner on the 4th floor asking for permission to alter a wall in their suite. The wall in question separates the kitchen area from the living room. Following discussion Council approved the request on the condition an engineer's report is received stating the wall is non-load-bearing and if it is load-bearing, the remedial work will not jeopardize the structural integrity of the building.
- d) General discussion was held with regards to tree pruning in the common area grounds. The Property Manager suggested the Strata Council review the landscaped areas as a group, to formulate specific pruning requests upon which a quotation can be received. Council was in agreement with this line of action.
- e) Council requested a letter be forwarded to a resident asking their balcony area be cleaned of miscellaneous junk and debris.
- f) Council agreed the common area hallway carpeting be cleaned following the reroofing project.

h) Council requested a resident be advised a blanket being hung from their balcony railing must be removed. Residents are reminded only patio furniture and plants are permitted on balcony areas.

There being no further new business the meeting adjourned at 8:40 pm. The next Council meeting is scheduled to be held on **Tuesday, June 15th, 2004 at 6:30 pm.**

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