

MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN VR 2691 HELD WEDNESDAY, JUNE 4th, 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
Brenda Wheatley
David Smith
Greg Mellis
Robert McCandless
Camilla Berry

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 May 7th, 2003 as circulated. **CARRIED**

2. Caretaker Report:

The resident caretaker, Alfonso Tang, provided Council with an update on recent maintenance activities in the complex. Alfonso advised of an incident involving a resident and an alleged break-in. It was noted the circumstances surrounding the break-in were suspicious and Alfonso was instructed by Council to advise the resident to call the police in the event of any further attempted break-ins. Alfonso reported a resident in the neighborhood found a set of building keys belonging to the Picasso building. Any resident who has recently lost a set of keys should contact Alfonso. Discussion was held with Alfonso with regards to cutting of the lawn and other ground maintenance items. Moves into suites #101, #232, and #408 were noted. Council thanked Alfonso for his report.

3. Financial Statement:

Council member, David Smith, presented the April, 2003 financial statement. David noted no extraordinary expenditures were incurred. Following further discussion and questions it was duly **MOVED AND SECONDED** to approve the statement as presented. **CARRIED**

The Property manager, Ed Whitlock, reported to Council that the collection of outstanding special assessment and maintenance for a particular suite is now very doubtful, due to a complicated legal settlement of the estate of the deceased owner. The Property Manager recommended to Council that a lawyer be retained to initiate collection. Following discussion Council was in agreement to proceed with legal action.

4. Landscaping:

General discussion was held on landscaping for the complex. A Council member suggested that during the active growing season, the lawn should be cut on a more frequent basis. The Property Manager pointed out that recent inspections show large areas of the lawns are infested with weeds. Following discussion Council agreed the weeds be treated.

5. Correspondence:

- a) Two letters of complaint were received regarding excessive noise emanating from a suite on the 4th floor. following discussion and review of the particulars, Council directed a letter be forwarded to the offending resident advising fines will be levied if further complaints are received.

b) Council wishes to advise residents the suggestion box in the lobby is for suggestions only, and not for correspondence dealing with maintenance issues or complaints. These letters should be forwarded directly to the Management company for presentation to the Council at the next scheduled Council meeting. Additionally, maintenance cheques are not to be deposited into the suggestion box, and must be sent directly to Condex Property Management.

6. Other Business:

a) General discussion was held on the upcoming roof replacement project to be undertaken in the spring/summer of 2004. The Property manager suggested specifications for the project be developed in November or December, with the job being put to tender in January or February, 2004. Council was in agreement with this plan of action.

b) Residents are respectfully requested not to deposit household garbage in the lobby waste can.

There being no further new business, the meeting adjourned at 8:00 pm. The next Council meeting is scheduled to be held on *Wednesday, July 16th, 2003 at 6:30 pm in suite #418.*

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