

MINUTES OF STRATA COUNCIL MEETING

GREENWICH ON 5TH - LMS 4180

1858/1868 W. 5th Ave & 2150 – 2158 Cypress Street, Vancouver, BC

Monday June 25, 2007

ATTENDANCE

Gary Thandi	#203E	Joyce Connors	#108E
Sharon Turner	#311W	Eric Douglas	#201E
Adam Vasilevich	#310W		

Regrets

Katherine Francke #2158 Cypress

Lyndon King was present representing AWM-Alliance Real Estate Group Ltd (AWM). The meeting was called to order at 6:35 pm

MINUTES OF THE MEETING

Following discussion it was moved seconded and carried to approve the previous minutes of May 28, 2007.

FINANCIAL REPORT

Following discussion, the financial statements for April and May 2007 will be approved at the next meeting.

Accounts Receivable – The Property Manager and Council reviewed the accounts receivable where the Property Manager was instructed to affect collection as necessary. There were 2 Owners identified to be followed up for collection.

AWM-Alliance conducts collection in accordance with the bylaws each month on all outstanding accounts. Owners, please be advised that your monthly maintenance payments are due and payable on the first of each month. Non-compliance may result in the Strata Council assessing fines, interest charges applied to outstanding balances, removal of access to common facilities, and/or having a legal lien placed on the unit. **Owners are encouraged to correspond with Council if they expect delays/experience financial difficulties.**

*****Owners are advised all payments should be made by either post-dated cheques or pre-authorized payment form (EFT).*****

BUSINESS ARISING FROM PREVIOUS MINUTES

1. **Heritage Home Painting** – The Property Manager and Strata Council discussed the revised start up date of the painting which will now occur in early July 2007. Notice to follow under separate cover.
2. **Fob Box** – The Property Manager advised that the contractor will be completing the work in early July.
3. **Landscaping Improvements**—The Strata Council and discussed and approved updates slated to be implemented in the amount of \$740.00. The Landscape Committee reviewed the budget to which they are working within. The Committee will provide cost updates to the Property Manager and Treasurer.
It was further noted that the landscaper is having difficulty accessing some units on the ground floor. Please ensure the landscaper has access. If you are looking after your own area, please keep your gate closed or locked.

The Property Manager and Council also reviewed quotes for installing interlocking brick at the front sidewalk of the 1858 building. This work will be revisited later in the year due to the costs.

4. **Window and Parkade Washing**—The Property Manager advised that window and parkade washing was now complete. The invoice was approved for payment.
5. **Elevator**—The Property Manager and Council reviewed the emergency call outs over the last year to present. The Property Manager will be in touch with the contractor to ensure proper service is received. The main maintenance log will also be reviewed.
6. **Carpet Replacement 3rd and 4th Floor 1868 Building**—Following discussion the Property Manager was instructed to give the go ahead to the contractor to replace the carpet on the 3rd and the 4th floor with a wool carpet. It was noted that the contractor could not guarantee that the carpet would not wrinkle however based on the report conducted and past history with wool carpet application would be best in this situation. The Council further requested that the carpet be glued to the underlay which will be glued to the floor.
7. **Garbage Doors**—The Property Manager advised of the garbage company has agreed to repair the damaged door, repair the drywall and repair the curb in the garbage room. Work to be completed shortly.

8. **First Floor Painting 1868 Building**—The Property Manager and Council discussed quote received and approved Maclean Painting to complete the painting and include the wall along the steps leading to the basement.

9. **Boiler Invoice**—The Property Manager and Council reviewed documentation regarding an outstanding invoice. It was noted that the invoice was not paid and arrangements will be made as approved by Council to pay the invoice.

The Council also reviewed quotes for preventative maintenance and approved the proposal from CT Control Temp Ltd. The proposal also includes the newly installed boilers.

10. **Correspondence**—a letter was received from an Owner regarding a laminate floor installation which was approved as requested. It was noted that the owner will be responsible for any issues raised as a result of the installation of the laminate floor.

IMPORTANT SECURITY PRECAUTIONS

We request that all residents take these necessary precautions:

- Never leave your remote control in your vehicle
- Do not leave anything in your vehicle
- Do not leave any items in your parking stall
- Do not allow strangers into the building (behind you or through entry phone)
- Meet delivery personnel at the front door
- Watch garage gate close after driving in/out of parking garage

Condo Reminders

Rentals: In accordance with the legislation and the bylaws, all owners renting their strata lots are reminded that it is mandatory to have an updated *"Form K", Notice of Tenants Responsibilities*, given to the strata corporation each time a new tenant moves into the strata lot. It is requested at this time that all tenanted strata lots provide an updated "Form K".

AS PER THE BYLAWS, IF AN UPDATED "FORM K" IS NOT FILED WITH AWM A FINE
WILL BE ISSUED TO THE STRATA LOT EACH MONTH OF \$50.00.
TO OBTAIN A "FORM K" PLEASE SEE WEB SITE: WWW.FIC.GOV.BC.CA.

Move In/Out: Please note that seven days notice must be provided **in writing** to AWM-Alliance for all move in/out stating the date, time, and duration of the move, along with a contact phone number to confirm the appointment. Non-compliance may result in fines being assessed by the council.

Exterior Alteration: All Owners please be advised that any alterations, changes or modifications to the exterior of your suite/building must be presented to and approved in writing by the strata council prior to any work beginning. Non-compliance will result in the owner restoring the exterior to its original condition at their cost.

NEW BUSINESS

1. **Minute Distribution**—Following discussion, it was determined that a notice will be posted after each meeting to advise Residents that a meeting has been held and to go online to read them. Owners are encouraged to access AWM-Alliance's website (www.awmalliance.com, there after click on "Strata Owner's Login") and download the minutes for the Strata Council Meetings by typing: USERNAME: LMS4180 PASSWORD: GREENWICH. If Owners wish to continue having the minutes mailed to them, please inform AWM-Alliance in writing via fax: 604-893-1721 or email to info@awmalliance.com with the subject heading Greenwich on 5th Minutes Request". Please ensure you indicate your unit number in the email.
2. **Recycling/Flyers**—Following discussion it was determined to have the cleaner perform a daily clean up of the entrance lobby.
3. **Storage**—Please be aware that items left on top of lockers will be removed from the storage room and kept for a short time before being thrown out. **Do not store any items on the top of lockers. Storing items in this location is against the fire regulation as the items block the sprinklers. Your cooperation is appreciated.**

ADJOURNMENT

There being no further business the meeting was adjourned @ 7:50 pm.

NEXT MEETING – The next meeting is scheduled for
July 30, 2007.

These minutes submitted by Lyndon King, Senior Property Manager
AWM-Alliance Real Estate Group Ltd.

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