

MINUTES OF STRATA COUNCIL MEETING

GREENWICH ON 5TH - LMS 4180

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

Monday May 28, 2007

ATTENDANCE

Gary Thandi	#203E	Joyce Connors	#108E
Sharon Turner	#311W	Eric Douglas	#207E
Katherine Francke	#2158 Cypress	Adam Vasilevich	#310W
Reid Hart	#203E		

Guest: Unit 2150 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 April 17, 2007.

FINANCIAL REPORT

Following discussion it was moved, seconded and carried to approve the financial statement of March 2007. The Strata Council discussed a charge which resulted from an owner's phone not functioning properly and caused the enterphone to malfunction. Due to the nature of the repair, this cost will not be charged back to the Owner, however costs incurred by the Strata as a result of an Owner's negligence will be charged back to the Owner.

Accounts Receivable – The Property Manager and Council reviewed the accounts receivable where the Property Manager was instructed to affect collection as necessary. There were 3 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 Strata Council and Property Manager reviewed quotes received. Following discussion, the Strata Property Manager was requested to follow up with various items and confirm the painting. It was determined that the colours will remain the same and that 2 coats will be applied. Confirmation of when the painters would be able to start will be provided to the Council.
2. **Fob Box** – The Property Manager advised that the contractor has been provided with the go ahead as quoted. The metal boxes that will be removed will be kept at the building.
3. **Landscaping Improvements**—The Strata Council and discussed various items including that the aerating has been completed and that the committee is working on getting the sprinkler system started. The Property Manager will provide some assistance if needed. It was also noted that the committee is working on obtaining a quote for pruning at the front and courtyard areas.

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 committee is reviewing with the landscaper suggestions for enhancing grass growth or another alternative and will provide to the ground floor units when it becomes available.

The Property Manager was also requested to obtain a quote to install interlocking brick work at the front sidewalk area to match the other building. Property Manager to follow up.

4. **Spring Clean up**—The Property Manager advised that power washing will take place on May 29, 2007 as well as window washing. Notices have been posted. Council discussed the cleaning and caulking of the balconies which will be addressed when the Long Range Plan is put in place.
5. **First Floor Unit 1858 Building**—The Property Manager and Council discussed a request from an Owner to reimburse the Owner for repairs which are Strata related expenses. Owner to be reimbursed. Property Manager to confirm that the repairs completed are to their satisfaction.
6. **Carpet Replacement 3rd and 4th Floor 1868 Building**—The Property Manager provided costs and samples for the replacing of the carpet which is known to be buckling. Attempts made to stretch the carpet has not worked therefore

replacement is needed. The carpet layer will be provided with the report from the Heating and Ventilation Company to review to obtain a level of comfort that the new carpet will not buckle due to humidity in the hallway which is the known cause of the carpet buckling.

7. **Garbage Doors**—The Property Manager was advised of the garbage company hitting the garbage room doors. The garbage company will be requested to repair/replace the doors as well as repair the drywall damage and re-anchor the curb behind the bin. Door bumpers will also be reviewed to reduce the scratching of the doors and a door stop.
8. **First Floor Painting 1868 Building**—The Property Manager and Council discussed the need to paint the 1868's first floor. Property Manager to provide quote to paint. It was noted the paint should be a brand which allows cleaning as the area is a high traffic area. Following the painting, the painter will be requested to provide a cleaner to use so as to not damage the new paint.
9. **Boiler Invoice**—The Strata Property Manager provided an invoice for the boiler replacement which they believe was not paid. Property Manager to follow up to determine if payment was made or not. Council to be provided with information/confirmation prior to payment.
10. **Parkade Fan Assembly**—The Property Manager was requested to repair a small crack beside the parkade fan assembly.
11. **Pet Signage**—Following discussion the Property Manager was requested to reinstall the pet signage in the courtyard. Please see the corporation's by-law below.

(6) A pet owner must ensure that a Permitted Pet is kept quiet, controlled and clean. Owners are responsible for ensuring that pets do not deposit excrement on any general-use common property or on land that is a common asset. Any excrement on common property or on land that is a common asset must be immediately disposed of by the pet owner.
12. **Correspondence**—a letter was received from an Owner regarding pets on common property. It was noted that pets are allowed on common property but should not be using the common grounds to do "their business" as it damages the grass and shrubs etc. Resident's cooperation is appreciated.
13. **Fire Place Soot**—Property Manager was requested to send a letter to an Owner to have their fireplace serviced so that the soot does not cover the walls of the building.

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.

ADJOURNMENT

There being no further business the meeting was adjourned @ 8:40 pm.

NEXT MEETING – The next meeting is scheduled for
June 25th, 2007.

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

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