

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-2891

THE CARLINGS

HELD: On Tuesday, February 3, 2009 at 6:30 p.m. in Unit #313 - 2161 West 12th Avenue, Vancouver, B.C.

PRESENT: Tom Hamilton
Carol Storoz
Jessie Bobinski
Phillip Horner
Dylan Bliss
Diane Peel

STRATA AGENT: Olga Vergunova, Vancouver Condominium Services Ltd.

The meeting was called to order at 6:40 p.m.

ELECTION OF OFFICERS:

It was moved, seconded and carried to elect the strata corporation officers as follows:

Carol Storoz	-	President
Tom Hamilton	-	Vice President
Diane Peel	-	Treasurer

Ms. Jessie Bobinski volunteered to look after landscaping at the complex.

MINUTES

It was moved, seconded and carried to adopt the minutes of the November 13, 2008 council meeting as circulated.

FINANCIAL REPORT

1. **Monthly Statements:** It was moved, seconded and carried to approve the September, October, November and December 2008 financial statements, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Account Balances: The current balances for the 2nd month as at December 31, 2008 in the appropriate funds are as follows:
- Total Cash Balance \$101,339 (including CRF Balance)
 - CRF Balance \$ 81,284 (Contingency Reserve Fund)
3. Arrears: The agent updated council on the accounts receivable list. It was noted that some owners have not yet paid the special levy for the parkade lighting upgrade.

Owners are reminded that the special levy payment was due on January 1st. Please ensure that you send a cheque for the levy payment as indicated on the schedule attached to the Annual General Meeting minutes held on December 9, 2009.

The levy will not be taken directly from your account and you are required to issue and mail a cheque to Vancouver Condominium Services. Please make cheques payable to "Strata Plan LMS-2891". A \$25 fine per month will be charged to delinquent strata lots if the payment is not received by March 1, 2009.

Please make sure that you have sent a cheque for the catch up fee.

Owners are also reminded that strata fees are due on the 1st of each month. Late payment is subject to a \$25 fine per month.

4. Audit: The agent advised that Reid Hurst & Nagy is working on the strata corporation audit for the fiscal year ending October 31, 2008.
5. Invoices: Council reviewed invoices from Bar-El Building Maintenance for snow removal. Following discussion, it was moved, seconded and carried to pay the invoice in the amount \$789.60 for snow removal on December 17th, 21st, 22nd and 27th. Council disputed the invoice for snow removal on January 3rd and January 5th in the amount of \$ 376 plus GST.

OLD BUSINESS

1. Hallway Painting: Painting in common hallways in building 2161 has been completed. It was moved, seconded and carried to pay the invoices in the amount of \$13,318.27 including GST as per the contract quote, and \$619.50 for the additional painting carried out by the contractor at council's request.
2. Annual Fire Inspection: The agent distributed to council the annual fire inspection report prepared by Firepro Fire Protection. It was noted that 5 suites in building 2181 and 10 suites in 2161 did not provide access for inspection of in-suite fire safety equipment. Following discussion, it was moved, seconded and carried to proceed with deficiency repairs in the common areas as indicated in the report and with scheduling of the second in-suite inspection for the units that missed the first testing and for those units that require fire equipment repair. Further notice

for the residents will be distributed. It was moved, seconded and carried to pay the invoice in the amount of \$1,510 for the annual fire inspection carried out by the contractor.

It was brought to council's attention that existing in-suite smoke alarms are overly sensitive. Council requested the agent to address the matter of replacing the existing alarms with less sensitive photoelectric alarms with the contractor. The cost for the replacement would be the owner's responsibility. Further notice for the residents will be posted.

3. Computer Room: Following discussion, council requested the agent bring the issue of the water leak in the computer room to the engineers' attention during the building envelope assessment.
4. #308-2161 Repair: Ceiling repair in unit #308-2161 is scheduled in the beginning of February as per the owner's request.
5. Paving/Sidewalk Poles: Council discussed repair of paving stones in between two buildings on Salal Street. It was suggested to have a heavy concrete planter placed on the sidewalk instead of installing boulders to prevent cars from driving on the sidewalk. Council will look into options for the planter installation. In the meantime, council directed the agent to proceed with the paving stones repair.
6. Bylaw Violation/Eviction: The agent advised that the strata legal counsel is working on the matter of eviction of the tenant in one of the units. The eviction was initiated by council due to numerous bylaw violations by the tenant and complaints about the tenant's behaviour from other residents.
7. #309-2161 Hardwood Floor Damage: Council received a legal opinion prepared by a legal counsel in regard to hardwood floor damage in unit #309-2161. According to the legal opinion, repair or replacement of hardwood flooring, which was not originally installed by the developer, is an upgrade performed by the owner and therefore, the strata is not responsible for hardwood flooring repair or replacement.
8. Caretaker's Service Contract: Following discussion, it was moved, seconded and carried to award a contract for caretakers' services at the strata to Bar-El Building Maintenance at a cost of \$4,224 per month plus GST. The contract term is for one year commencing in February, 2009.
9. Building Envelope Evaluation: Council discussed options for the building envelope evaluation. The agent was requested to obtain a quote for the building envelope assessment from McCuaig & Associates. Discussion will continue at the next meeting.
10. #305-2181 Balcony Floor: The agent advised that balcony floor investigation in unit #305-2181 will be scheduled in the next week. The contractor apologized for the delay.
11. Pest Control: Council discussed pest control issues at the strata. Residents are advised that the strata has a maintenance contract with a pest control company. Residents are requested to report any pest control related issues to the agent who will organize pest control inspection in the unit if required.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters.

Residents are requested to forward their concerns to the strata agent. Please do not pass issues to a council member when you meet them in the elevator, parking garage, etc.

1. Two letters were received from an owner and resident in building 2181 regarding tenancy and bylaw violations.
2. A letter was received from the Committee governing Redbud Lane. It was brought to council's attention that residents of The Carlings use Redbud Lane which is private property.

Please comply with the posted signage and do not drive through the arch on Redbud Lane.

3. A letter was received from #202-2161 informing council about possible damage of the balcony flooring on the northwest corner. Council requested the agent have a contractor to investigate.
4. Letters were received from residents in building 2161 regarding excessive noise.
5. A letter was received from an owner in building 2161 regarding unacceptable noise from one of the units on the 4th floor. The agent advised that an appropriate warning letter has been sent to the tenants in the unit and no response has been received. Council has instructed the agent to charge a \$200 fine per occurrence for each bylaw violation to the unit in question.
6. A letter was received from an owner on the 3rd floor in building 2161 regarding a pest control problem. The agent will follow up with the residents and pest control contractor.

NEW BUSINESS

1. Leak in Parkade/Quote: It was reported that water was dripping through a crack on the ceiling in parking stall #100. Latham's investigated the leak and recommended monitoring the situation, as well as camera inspection of the perimeter drain at P2 eastern wall at a cost of \$1,250 plus GST. Following discussion, council requested the agent to obtain a quote for repair of the crack in the parking stall. Council permitted the owner to park in a designated stall in the visitor parking until the repair is carried out.
2. #310-2161 Patio Deck Leak: A water leak was reported by the owner in unit #310-2161. It appears the water was entering the bedroom from the balcony due to a snow build-up on the balcony floor during the heavy snowfall.

Residents are advised that they are responsible for regular maintenance of their balconies. Please ensure that you do not allow snow or water accumulation on the balcony that can cause leaks into the building. Please ensure that drains on your balcony are clear of debris.

3. Garage Remotes: Council discussed a garage remote system upgrade and decided not to pursue the matter at this time. The garage remote system upgrade will be re-visited and presented for owners' attention at the next Annual General Meeting.
4. Parkade Light Replacement: Following discussion, it was moved, seconded and carried to proceed with upgrade of parkade lighting as per the quote in the amount of \$8,434.97 submitted by Lumatron Lighting. Council also requested the contractor replace the existing florescent lighting with energy-efficient lighting in storage locker rooms.
5. Car Wash Drain Repair: Council discussed quotations for repair of the car wash drain in the underground parkade. Following discussion, it was moved, seconded and carried to award the contract to Nikls Property Services at a cost of \$5,696 plus GST, subject to confirmation of the detailed scope of work at this location.
6. Junk Removal Day: This item was deferred to the next meeting.
7. Insurance Appraisal: Normac Appraisals submitted an updated property appraisal for insurance purposes. The cost of reproduction new as of January 13, 2009 is \$20,736,000. The insurance company has been advised and requested to update the coverage to match the appraisal.
8. Strata Suite Assessment: The agent advised that the 2009 Property Assessment for the strata suite has been received.
9. Cell Phone: It was brought to council's attention that the cell phone being used by the caretaker is not working properly due to its wear and tear. It was moved, seconded and carried to buy a new cell phone for the caretaker's use.
10. Garage Remotes/Key Fobs: Residents are advised that extra garage remotes and key fobs are available from the caretaker on site at a cost of \$70 each.

There being no further business, the meeting was adjourned at 9:15 p.m. The next meeting will be held on Wednesday, March 11, 2009 at 6:30 p.m.

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OV/ae

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-2891

THE CARLINGS

HELD: On Wednesday, March 11, 2009 at 6:30 p.m. in Unit #404 - 2161
West 12th Avenue, Vancouver, B.C.

<u>PRESENT:</u>	Carol Storoz	President	Unit #313 – 2161
	Tom Hamilton	Vice President	Unit #311 – 2181
	Diane Peel	(8 p.m. to 8:30 p.m.)	Unit #405 – 2161
	Phil Horner		Unit #404 – 2161
	Dylan Bliss		Unit #110 – 2181

REGRETS: Jessie Bobinski Unit #212 – 2181

STRATA AGENT: Vlad Postelnicu, Ph.D., Vancouver Condominium Services Ltd.

The meeting was called to order at 6:30 p.m.

INTRODUCTION

Vlad Postelnicu introduced himself as the new agent for the strata corporation LMS-2891.

MINUTES

It was moved, seconded and carried to adopt the minutes of February 3, 2009 council meeting, as circulated.

FINANCIAL REPORT

1. **Monthly Statements:** After review and discussion, it was moved, seconded and carried to adopt the January 2009 financial statement, as presented. The discussion of the February 2009 financial statement was deferred until the next council meeting. Any owner wishing a copy of the strata corporation's financial statements may contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Account Balances: The current balances for the 3rd month as at January 31, 2009, in the appropriate funds are as follows:
 - Total Cash Balance \$124,277 (including CRF Balance)
 - CRF Balance \$ 83,176 (Contingency Reserve Fund)
3. Accounts Receivable Report: The strata council conducted a detailed review of the accounts receivable report. After review and discussion, council decided to send lien warning letters to two owners in significant arrears requesting them to fulfill their financial obligations to the strata corporation within the next 21 days. Failing to do so will result in a lien being placed on their property.
4. Draft Audit: The discussion of the 2007/2008 fiscal year audit as drafted by Reid Hurst Nagy was deferred until the next council meeting.
5. Invoice Payment: The agent presented additional information from Bar-El Building Maintenance regarding the snow removal invoice for January 3 and 5, 2009 whose amount was disputed by council at the previous meeting. After review and discussion, council accepted contractor's proposal to pay the amount of \$188 plus GST representing 50% of the initial invoice.

BUSINESS ARISING

1. Annual Fire Test 2nd Inspection: It was noted that the 2nd inspection of the annual fire test, in the units who did provide access during the first one as long as the remediation of the noted deficiencies is scheduled for Thursday, March 12, 2009. The inspection report will be forwarded to council upon receipt. After review and discussion, council also decided to enforce the strata corporation bylaws and levy \$100 fines against the strata lots whose owners will not provide access for the second inspection of the annual fire test subject to a hearing.
2. Building Envelope Assessment: Following discussions at the previous meeting, the agent presented council with an additional estimate from McCuaig & Associates for the building envelope assessment in the amount of \$4,500 plus GST and disbursements. The strata council conducted an in-depth review and analysis of the four proposals for the building envelope assessment. Following discussions, it was moved, seconded and carried to award the building envelope assessment project to JRS Engineering for an estimated amount of \$8,500 plus GST. It was also noted that the contractor recommended to council an additional budgetary allowance in the amount of \$1,000 for a contractor to carry out the repairs of the exploratory openings.
3. Final Repairs: The agent advised council that The Restoration Shop successfully completed the interior repairs in one unit as instructed. Council was also notified that a message was sent to the owner of the respective unit requesting them to advise the agent if the repairs have been carried out to their satisfaction. No response was received from the owner to date.

After review and discussion, council approved the payment of the invoice in the total amount of \$1,181.09 related to the work and considered the project completed.

4. Paving Repairs: Following discussions at the previous meeting, the agent advised council that the contract in the amount of \$1,196 plus GST was awarded to Nikls Property Services to repair the paving stones in between the two buildings. The project will be carried out in the near future, weather permitting. It is also council's intention to install a concrete planter on the sidewalk by the curve line to prevent vehicles from driving/turning on the sidewalk. Discussions will continue at the next meeting.
5. Legal Action/Eviction: The agent presented council with updated information from Access Law Group, the retained lawyer acting on behalf of the strata corporation in the eviction action commenced against a resident who committed serious repeated bylaw violations. Discussions will continue at the next meeting. Additional information will be presented, as appropriate.
6. Parkade Ceiling Repairs: Following discussions at the previous meeting, the agent presented council with an estimate from Columbia Restorations to repair approximately 30 linear feet of cracks in the ceiling of the underground parkade in the amount of \$1,350 plus GST. Council noted that the water leak reported in the above mentioned area was a one time occurrence and after review and discussion, council decided to continue to monitor the situation and address the issue, as appropriate.
7. Parkade Lighting Replacement: The agent advised council that the parkade lighting replacement contract was awarded to Lumatron Lighting as approved at the previous meeting. The contractor is currently scheduling the project which will be carried out in the near future. Proper notices will be posted in due time.
8. Car Wash Drain Repair: The agent advised council that the carwash drain repairs was awarded to Nikls Property Services as approved at the previous meeting. The project contract is scheduled for the beginning of April, 2009. Proper notices will be posted in due time.
9. Balcony Floor Repairs Quotes: Following discussions at the previous meeting, the agent presented council with two estimates from Nikls Property Services to repair the flooring of two decks in the amounts of \$5,355 plus GST and \$5,567 plus GST, respectively. Council noted the presented information and, following an in-depth review and analysis, it was decided to corroborate the above-mentioned repairs with the reports/conclusions of the intended building envelope evaluation. Council also requested Nikls Property Services to provide additional information regarding the current safety condition of the two decks.
10. Spring Clean-Up: It is council's intention to organize a general spring clean up/junk removal and install a garbage container in the visitor's parking for one week toward the end of April beginning of May, 2009 to allow the owners to dispose of miscellaneous unwanted items and decided to obtain an estimate for the project. Discussions will continue at the next meeting.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters.

1. Correspondence was received from an owner affected by a water leak caused by an overflowing kitchen sink in the unit above. The agent also presented council with an estimate from WHS Building Services in the amount of \$558 plus GST to carry out the necessary interior repairs. Following discussions, council concluded that the owner of the unit above is responsible for the damages and, therefore, decided to forward the above-mentioned estimate and request them to carry out the presented scope of work at their own expense by March 27, 2009. Failure to do so will result in the work being carried out by the strata corporation and the related expenses charged against their strata lot.
2. Correspondence was received from an owner requesting council's permission to rent their unit. Council noted that the maximum number of four units allowed to be rented in the building has been reached and, therefore, placed owner's request on the third position on the rental waiting list.
3. Correspondence was received from an owner requesting council's permission to install hardwood floors in their unit. After review and discussion, council voted in favour of the request according to the strata corporation bylaws.
4. Correspondence was received from an owner regarding the damages to the hardwood floors sustained last year due to water ingress from an unknown source. The owner requested the strata council to initiate an additional investigation for an interior source of water ingress in their unit last August. Following an in-depth review and analysis, council concluded that the strata corporation acted in good faith and did all due diligence to investigate the possible sources of water ingress which affected the flooring of their unit. All previous investigations, addressing both the plumbing and the envelope of the building, concluded that there was no evidence of plumbing leaks or exterior water ingress and, therefore, council decided that it is owner's responsibility to address the damaged hardwood floor which is an upgrade to the unit.

NEW BUSINESS

1. PRV Repairs Quote: The agent presented council with a report from Latham's recommending the cleaning of the regulator and the installation of a complete repair kit with rubber parts, pilot regulators, speed control and strainer on the 6" domestic cold water pressure regulating valve at the P1 water entry room to prevent any damages to the building piping system in the amount of \$1,350 plus GST. After review and discussion, council voted in favour of the project.
2. Water Damage: Council was notified that one unit sustained extensive damage due to an overflowing toilet in the unit above. Phoenix Restoration was dispatched on emergency basis to address the problem. The agent presented council with an invoice in the total amount of \$2,490.18 for the above-mentioned emergency work. Council was also

presented with an estimate from Phoenix Restoration for the final repairs in the total amount of \$2,011.20. After review and discussion, council decided to change back the emergency invoice to the owner of the unit above, responsible for the damage. Council also decided to forward to the respective owner the scope of work for the necessary final repairs, requesting them to carry it out at their own expenses. Failure to do so will result in the work being carried by the strata corporation as quoted by the restoration company and the above mentioned expenses being charged back against their strata lot.

3. Loss Control Survey: The agent presented council with a report from the strata corporation insurer, The Co-Operators, who conducted a loss control survey on February 24, 2009 in the interest of fire and safety hazard control. It was noted that there were no adverse conditions noted during the survey. Council took the information under advisement.
4. Appendix: The agent presented council with Appendix D to the management agreement, authorizing the management company to borrow money from the Contingency Reserve Fund of the strata corporation to cover temporary cash flow shortages of the Operating Fund in compliance with the provisions of the *Strata Property Act*. After review and discussion, council voted in favour and signed the document.
5. Estimates: The strata council was in receipt of a budgetary estimate from Columbia Restoration to carry extensive polyurethane injection (approximately 500 linear feet) and to grout and re-seal 500 ft. in the underground parkade for estimated amount of \$23,500 plus GST and \$6,000 plus GST, respectively. Council took the information under advisement and decided to address it at a future date.
6. Graffiti Removal: After review and discussion, council decided to remove the graffiti painting on the electrical box on the west side of the 2181 building.

There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting will be held on Wednesday, April 8, 2009 at 6:30 p.m. in Unit #313 – 2161 West 12th Avenue, Vancouver, B.C.

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VP/lmc

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-2891

THE CARLINGS

HELD: On Wednesday, April 6, 2009 at 6:30 p.m. in Unit #313, 2161 West 12th Avenue, Vancouver, B.C.

PRESENT: Carol Storoz President
Tom Hamilton Vice-President
Jessie Bobinski
Phil Horner

REGRETS: Diane Peel
Dylan Bliss

STRATA AGENT: Vlad Postelnicu, Ph.D., Vancouver Condominium Services Ltd.

The meeting was called to order at 6:30 p.m.

MINUTES

It was moved, seconded and carried to adopt the minutes of the March 11, 2009 council meeting, as circulated.

FINANCIAL REPORT

1. **Monthly Statement:** The discussion of the February 2009 financial statement was deferred until the next council meeting. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. **Account Balances:** The current balances for the 4th month as at February 28, 2009 in the appropriate funds are as follows:
 - Total Cash Balance \$122,847 (including CRF Balance)
 - CRF Balance \$ 85,044 (Contingency Reserve Fund)
3. **2008/2009 Draft Audit:** The agent reviewed with council the 2008/2009 fiscal year audit as drafted by Reid Hurst & Nagy. After review and discussion, council approved the audit adjusting entries and the finalization of the audit and authorized the agent to sign the document on their behalf.

BUSINESS ARISING

1. Fire Test Second Inspection Report: The agent presented council with the report from Firepro Fire Protection following the second inspection of the annual fire test conducted on March 12, 2009 in the units which did not provide access during the first one. It was noted that all outstanding units have been inspected and the deficiencies noted during the annual fire test were remediated. It was noted that the fire protection system is well maintained and in compliance with the current Code. Council also decided to charge back the expenses related to changing smoke detectors at owners' request against the respective strata lots.
2. Building Envelope Assessment: The strata council formally signed the contract with JRS Engineering to conduct an assessment of the building envelope as decided at the previous meeting. The project will be scheduled during the fall 2009. Proper notices will be posted in due time.
3. Paving Repairs: The agent advised council that Nikls Property Services successfully repaired the paving stones from the back walkway half circle between the two buildings as approved. Council expressed their satisfaction about the quality of work and a job professionally done. Strata council representatives will meet with the landscaping contractor onsite to analyse several options to install a concrete planter or similar, to prevent vehicles from driving/turning on the sidewalk. Discussions will continue at the next meeting.
4. Legal Action: The agent presented council with updated information from Access Law Group, the retained lawyer acting on behalf of the strata corporation in the eviction action commenced against a resident who committed serious repeated bylaw violations. It was noted that the Dispute Resolution Officer assigned to the matter granted the strata corporation an Order of Possession against the resident at the telephone hearing conducted at the beginning of April. The resident of the unit did not appear at the teleconference hearing but had the opportunity to do so. Once the Order is received, it will be delivered both to the resident and to the non-resident owner of the unit. Additional information will be presented as appropriate. Discussions will continue at the next meeting.
5. Parkade Lighting Upgrade Project: The agent advised council that the Lumatron Lighting successfully completed the parkade lighting replacement project. Council expressed their satisfaction about the quality of work and a job professionally done.
6. Car Wash Station Repairs: The agent advised council that Nikls Property Services successfully cleaned the drain and resurfaced the car wash area. Council expressed their satisfaction about the quality of work and a job professionally done.
7. Spring Cleanup: Following discussions at the previous meeting, the agent presented council with an estimate from Waste Management to install a low profile garbage container in the underground parkade for a general spring cleanup of the building. The contractor also specified that the following materials are not allowed in the garbage container: corrugated cardboard, newsprint, gypsum drywall, yard and garden waste, beverage containers, car

batteries, pharmaceuticals, paint, solvent and renovation debris. Considering this, the strata council decided to cancel the intended project and would like to remind all owners/residents that it is their obligation to remove from the property all unwanted items specifically mentioned above and dispose of them as appropriate.

8. Deck Cleaning: After review and discussion, council decided to organize a deck cleaning day on Saturday May 2, 2009. Proper notices will be posted in advance.
9. PRV Repairs: The agent advised council that Latham's successfully cleaned the regulator and installed a complete repair kit on the domestic cold water pressure regulating valve at the P1 water entry room to prevent any damages to the building piping system as approved at the previous meeting.
10. Interior Repairs: The agent advised council that the final repairs in two units damaged by water ingress coming from above from sources determined to be owners' responsibility, have been properly addressed as per council's decision at the previous meeting.
11. Graffiti Removal: The agent advised council that Goodbye Graffiti removed the graffiti painted on the electrical box on the west side of the 2181 building.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters.

1. Correspondence was received from an owner regarding dog issues. After review and discussion, council decided to send correspondence to the dog owner requesting them to comply with the strata corporation bylaws, notifying them about the particulars of the complaint, requesting them to respond back in writing if they disagree with the complaint, if they wish to present their position in person at a council meeting, or if they consider that the imposition of a fine in this instance would be inappropriate for any reason.
2. Correspondence was received from an owner complaining about loud noises emanating from a neighbouring unit at inappropriate hours, disturbing the neighbours and becoming a nuisance. See Business Arising, item #4.
3. Correspondence was received from an owner regarding draining issues outside their unit. After review and discussions, council requested Nikls Property Services to inspect the reported problem and present an estimate for the necessary repairs, as appropriate. The repairs will be carried out upon council's approval of the recommended scope of work and cost estimate.
4. Correspondence was received from an owner regarding landscaping on the west side of their building. After review and discussion, it was decided that strata council representatives will meet with the landscaping contractor and address the issue as appropriate.

5. Correspondence was received from an owner complaining about loud TV/radio sounds emanating from a neighbouring unit. After review and discussion, council requested the owner to provide additional information and be specific on the source of the noted noises.

NEW BUSINESS

1. Insurance Renewal: It was noted that the strata corporation insurance policy for the period March 31, 2009 to March 31, 2010 was renewed with The Co-operators for an annual premium of \$25,815.
2. Indemnity Agreement: The strata council signed the Indemnity Agreement between the strata corporation and the owner who received council's approval to install hardwood floors at the previous meeting, stating that them and any other subsequent owners of the respective unit will be responsible for any further repairs and maintenance costs, due to the changes/improvements they made to the strata lot.
3. Preventative Maintenance Program Renewal: After review and discussions, the strata council approved the renewal of the Preventative Maintenance agreement with Latham's for an annual cost of \$3,456, which represents an increase of \$72 per year.
4. Window Washing: After review and discussion, council decided to obtain an estimate to clean all exterior inaccessible windows of the complex.

There being no further business, the meeting was adjourned at 8:10 p.m. The next meeting will be held on Tuesday, May 5, 2009 at 6:30 p.m. in Unit #313 at 2161 West 12th Avenue, Vancouver, B.C.

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VP/md

A WORD OF APPRECIATION

Many thanks to all owners who provide their monthly strata fees promptly and without problems - either by PAC or post-dated cheques. Your co-operation is most appreciated. Please remember if you write cheques, to make them payable to your strata plan and to identify your suite number or strata lot. Payments are due on the first of each month.

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-2891

THE CARLINGS

HELD: On Tuesday, May 5, 2009 at 6:30 p.m. in Unit #313 - 2161 West 12th Avenue, Vancouver, B.C.

PRESENT: Carol Storoz President
Diane Peel Treasurer
Dylan Bliss

REGRETS: Tom Hamilton Vice-President
Jessie Bobinski
Phil Horner

STRATA AGENT: Vlad Postelnicu, Ph.D., Vancouver Condominium Services Ltd.

The meeting was called to order at 6:35 p.m.

MINUTES

It was moved, seconded and carried to adopt the minutes of April 26, 2009 council meeting, as circulated.

FINANCIAL REPORT

1. **Monthly Statement:** After review and discussion, it was moved, seconded and carried to adopt the February and March, 2009 financial statements, as presented under the provision that Bar-El Building Maintenance will be requested to credit the strata corporation with the amount of \$188 plus GST representing 50% of the invoice for snow removal on January 3 and 5, 2009. Any owner wishing a copy of the strata corporation's financial statements may contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. **Account Balances:** The current balances for the 5th month ending March 31, 2009 in the appropriate funds are as follows:
 - Total Cash Balance \$127,006 (including CRF Balance)
 - CRF Balance \$86,892 (Contingency Reserve Fund)

3. Accounts Receivable Report: The strata council conducted a detailed review of the accounts receivable report. Council would like to remind all owners that it is their responsibility to fulfil their financial obligations to the strata corporation by the due date. Failure to do so will result in enforcement measures in compliance with the strata corporation bylaws and the *Strata Property Act*.
4. 2008/2009 Audit: Following their approval at the previous meeting, the agent presented council with a 2008/2009 fiscal year audit as finalized by Reid Hurst Nagy.

BUSINESS ARISING

1. Envelope Assessment: The agent advised council that JRS Engineering will conduct the building envelope assessment during the fall of 2009. Proper notices will be delivered in due time.
2. Landscaping: The strata council conducted a review of the landscaping around the complex. After review and discussion, council authorized an expenditure of maximum \$800 to upgrade the landscaping on the west side of the building by adding topsoil and plants as necessary. Council also decided to install two planters along the curb line at the back walkway half circle between the two buildings to prevent vehicles from driving and turning on the sidewalk.
3. Legal Action: The agent presented council with updated information from Access Law Group, the retained lawyer acting on behalf of the strata corporation in the eviction action commenced against a resident who committed serious repeated bylaw violations. It was noted that the Order of Possession issued by the Dispute Resolution Officer assigned to the matter, requesting the current residents to vacate the unit by April 30, 2009 at 1:00 p.m., was served to the unit residents and to the non-resident owner of the strata lot. It was noted that the resident did not comply with the Order of Possession by the due date. After review and discussion, council authorized Access Law Group to file a Writ of Possession and ask the Bailiff to enforce and carry out the Order of Possession. Updated information will be presented as appropriate.
4. Deck Cleaning: As decided at the previous meeting, the deck cleaning was conducted on May 2, 2009. Council would like to thank all owners who volunteered for the project.
5. Repairs: Following discussion at the March 2009 meeting (when the strata council was presented with an estimate from Columbia Restoration to repair approximately 30 linear feet of cracks in the ceiling of the underground parkade in the amount of \$1,350 plus GST), the strata council decided to follow up and double check if the reported water leak reoccurred or was only a one-time incident as suspected and, once confirmed, to ask the respective owner to start using the parking stall again.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters.

1. Correspondence was received from an owner regarding several issues which council responded as follows:
 - (a) After review and discussion, council decided to obtain an estimate to address the reported two-inch water mark around the living room sprinkler.
 - (b) The strata council is considering placing the street numbers of the two buildings on the enterphone panels for easier identification.
 - (c) After review and discussion, council decided to investigate the legal and cost implications of installing metal awnings above each window, as suggested by the owner. Discussion will continue at the following meetings.
2. Correspondence was received from an owner regarding pest issues. It was noted that the strata corporation has service agreement with Propec Pest Control which includes perimeter traps and other measures to protect the common property from rodents and other pests. Council would also like to remind all owners to address any related problems inside their units in a timely manner.
3. Correspondence was received from two owners requesting council's permission to rent their units. After review and discussions, council noted that the maximum number of units to be rented in their building has been reached and their requests have been placed on the waiting list of their respective buildings.

NEW BUSINESS

1. Window Washing Quote: Following discussion at the previous meeting, the agent presented council with a quotation from Ace Window Cleaning to wash all inaccessible exterior windows for an estimated amount of \$2,400 and to tuckerpole the exterior railing glass for an estimated amount of \$400 plus GST. Council retained the information for further analysis and decided to obtain alternate quotations for the project. The information will be forwarded to council upon receipt.

2. Repairs: The agent advised council that leak from a bathtub drain was reported in the unit below. Latham's was requested to address the water leak and Edenvale Restoration to provide an estimate for the ceiling repairs in the unit below. After review and discussion, council approve the above-mentioned measures.
3. Moving Out: After review and discussion, council requested the agent to secure the services of a security guard to assist in a moving out on Saturday between 9:00 a.m. and 2:00 p.m.
4. Posting Boards: After review and discussion, council decided to replace posting boards in the elevators.

There being no further business, the meeting was adjourned at 7:20 p.m. The next meeting will be held on Tuesday, June 2, 2009 at 6:30 p.m. in unit #313 at 2161 West 12th Avenue, Vancouver, B.C.

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VP/md

A WORD OF APPRECIATION

Many thanks to all owners who provide their monthly strata fees promptly and without problems - either by PAC or post-dated cheques. Your co-operation is most appreciated. Please remember if you write cheques, to make them payable to your strata plan and to identify your suite number or strata lot. Payments are due on the first of each month.

MINUTES OF ANNUAL GENERAL MEETING

STRATA PLAN LMS-2891

THE CARLINGS

HELD: On Tuesday, December 9, 2008, at 7:00 p.m. in St. John's School Gymnasium, 2215 West 10th Avenue, Vancouver, B.C.

PRESENT: 39 owners in person or proxy, as per the registration sheet.

STRATA AGENT: Olga Vergunova, Vancouver Condominium Services Ltd.

QUORUM REPORT

The agent reported that 36 owners present in person or proxy at the time when the meeting was called to order at 7:00 p.m., represent a quorum. The meeting was called to order by Mr. Tom Hamilton, the strata President, who chaired the meeting. Introductions were made and the meeting commenced. .

PROOF OF NOTICE

It was moved, seconded and carried to accept the notice dated November 18, 2008, as proper Notice of Meeting.

APPROVAL OF AGENDA

It was moved, seconded and carried to accept the agenda.

MINUTES

It was moved, seconded and carried to adopt the minutes of the December 11, 2007, Annual General Meeting.

UNFINISHED BUSINESS

There was no unfinished business.

PRESIDENT'S REPORT

The strata corporation President, Mr. Tom Hamilton, presented his report. Please see the attached.

At this point, the quorum of the meeting changed to 37.

INSURANCE REPORT

The insurance policy for Strata Corporation LMS-2891, as attached to the AGM notice, was reviewed by the owners and approved.

All owners and residents are reminded that the strata corporation's insurance policy does not provide for individual contents, betterments or improvements (i.e., storage locker contents, clothing, furniture, decorating, upgrading of carpets, flooring, etc.). Owners and residents must carry their own "Owner Package" insurance for this coverage, including any improvements. You should contact your home insurance company to determine if you have this coverage or not.

At this point, the quorum of the meeting changed to 38.

2008/2009 BUDGET (YEAR END OCTOBER 31ST)

The 2008/2009 budget was presented to the owners for a detailed review and analysis, for the strata corporation Treasurer, Ms. Diane Peel. Following discussion, it was moved, seconded and carried to adopt the budget in the total amount of \$386,255 (unanimous).

OWNERS PLEASE NOTE: THERE WILL BE AN INCREASE IN STRATA FEES RETROACTIVE TO NOVEMBER 1, 2008.

FOR THOSE OWNERS WHO PAY BY CHEQUE, PLEASE ISSUE POST-DATED CHEQUES AT THE NEW STRATA FEE RATE COMMENCING JANUARY 1, 2009, MADE PAYABLE TO "STRATA PLAN LMS-2891". PLEASE SEE THE ATTACHED STRATA FEE PAYMENT SCHEDULE FOR DETAILS. IT WILL BE NECESSARY FOR YOU TO SEND A "CATCH-UP" CHEQUE FOR THE MONTHS OF NOVEMBER AND DECEMBER, 2008. PLEASE REFER TO THE CATCH-UP FEE SCHEDULE FOR DETAILS.

IF YOU ARE ON THE PAC AUTOMATIC PAYMENT PROGRAM, YOUR PAYMENTS WILL BE AUTOMATICALLY ADJUSTED TO THE NEW RATE JANUARY 1, 2009 FOR THE 2009 FISCAL YEAR. THEREFORE, IT WILL BE NECESSARY FOR YOU TO SEND A "CATCH-UP" CHEQUE MADE PAYABLE TO "STRATA PLAN LMS-2891" FOR THE MONTHS OF NOVEMBER AND DECEMBER, 2008. PLEASE REFER TO THE CATCH-UP FEE SCHEDULE FOR DETAILS.

3/4 VOTE RESOLUTIONS

The following 3/4 vote resolution was presented to the owners for their consideration:

3/4 VOTE RESOLUTION #1
ENGINEER'S REPORT/BUILDING ENVELOPE REVIEW

WHEREAS The Owners, Strata Plan LMS-2891, wish to engage an engineering firm to perform a comprehensive professional review of the building envelope condition for the purpose of the building maintenance;

BE IT RESOLVED by a $\frac{3}{4}$ vote resolution of The Owners, Strata Plan LMS-2891, that a sum of money not exceeding \$11,500 be spent for the purpose of conducting of the building envelope review by a professional engineer, such expenditure to be charged against the Contingency Reserve Fund.

Following discussion, it was moved, seconded and **carried** by more than 75% of the vote (unanimous) to adopt $\frac{3}{4}$ Vote Resolution #1 – Engineer's Report/Building Envelope Review as presented.

The following $\frac{3}{4}$ vote resolution was presented to the owners for their consideration:

3/4 VOTE RESOLUTION #2
PARKADE LIGHTING UPGRADE

WHEREAS The Owners, Strata Plan LMS-2891, wish to upgrade the existing parkade fluorescent lighting with energy efficient electronic ballast lighting;

BE IT RESOLVED by a $\frac{3}{4}$ vote resolution of The Owners, Strata Plan LMS-2891, that a sum of money not exceeding \$10,000 be raised and spent for the purpose of the parkade lighting upgrade, such expenditure to be charged as a special levy upon the owners in proportion to the unit entitlement of their respective strata lots.

Subject to Sections 108(5) and (6) of the Strata Property Act (see attached), in the event that the actual cost of the proposed project is less than the special levy amount, the remaining funds shall be transferred to the Contingency Reserve Fund. Interest earned on funds raised pursuant to this resolution will be allocated to the special levy fund.

This special levy of \$10,000 shall be assessed on December 9, 2008, and shall become due and payable in full immediately on the passing of this resolution by the owners on title as at the end of that day and any owner who sells, conveys or transfers his/her title, or remortgages, before payment of this special levy is made in full, shall then pay the full amount outstanding.

As a matter of financial convenience only, the owners may pay this special levy at any time up until January 1, 2009. Notwithstanding the foregoing, this special levy is not considered as an "installment" levy as contemplated by Section 108(3)(e) of the Strata Property Act, and Section 109 of the Strata Property Act therefore does not apply.

Any owner who fails to make any payment(s) in accordance with this resolution shall be assessed a fine of \$25.00 on each such late payment. The strata corporation may further add interest charges on overdue payments at the rate of 10% per annum compounded annually (if bylaws provide for such).

Sections 116, 117 and 118 of the Strata Property Act (see attached) shall be applicable where an owner fails to make the required payment as authorized by the passing of this ¾ vote.

At this point the quorum of the meeting changed to 39.

Following discussion, it was moved, seconded and carried by more than 75% of the vote (36 in favour, 3 opposed, 0 abstention) to adopt ¾ Vote Resolution #2 – Parkade Lighting Upgrade as presented.

NEW BUSINESS

Owners requested the new council consider looking into the following in the next fiscal year:

1. Improve situation with rentals at the complex.
2. Repair pavers at the back of the complex.
3. Investigate an option of changing the existing garage remote system from 1 to 2 button clickers.
4. Look into installation of pole(s) on the sidewalk at the back, between the buildings, to prevent cars driving onto the sidewalk.
5. Have a junk removal day for all residents at the complex.

Owners also discussed other issues and concerns related to the strata matters.

ELECTION OF STRATA COUNCIL

The members of council for 2007/2008 automatically retired from their positions, pursuant to the Strata Property Act. The owners expressed their appreciation for a job well done by their outgoing council.

The following owners were nominated for council for 2008/2009:

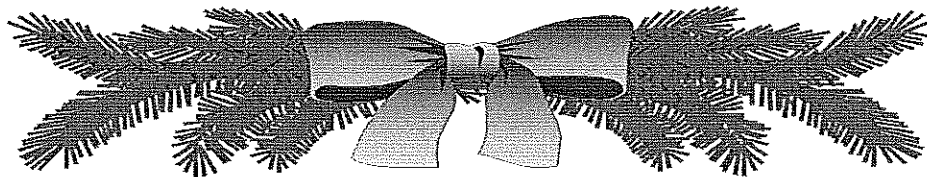
Dylan Bliss	Unit #110 - 2161
Phillip Horner	Unit #404 - 2161
Tom Hamilton	Unit #311 - 2181
Diane Peel	Unit #405 - 2161
Carol Storoz	Unit #313 - 2161

There being no further nominations, it was moved, seconded and carried to cease nominations. The owners nominated were declared elected by acclamation.

There being no further business, the meeting was adjourned at 8:50 p.m. The next meeting will be held on Tuesday, February 3, 2009 at 6:30 p.m.

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OV/jms



HAPPY HOLIDAYS

Please note that our office will be closed on Thursday, December 25th, Friday, December 26th, Thursday, January 1st and Friday, January 2nd. Emergency service is available if necessary: please call the usual telephone number, 604-684-6291, for assistance. We take this opportunity to wish everyone a very Happy Holiday Season.

Council President's Report - 2008 Review

Thank you all for coming out tonight.

Brief summary of Strata Councils work over the past year.

Introductions:

Property Manager: Olga Vergunova of Vancouver Condominium Services Ltd.

2008 Council:

Carol Storoz

Phil Horner

Diane Peel (Treasurer)

Nair Kumaran

Ronald Schreckenbach

Tom Hamilton (President)

Stu Julien (Vice-President) Resigned in August

This past year was a busy one for strata council and I was glad that, for the most part, we had a full council to share in the business of managing the Carlings. Council meeting agendas were quite full at times and strata council often stayed beyond the two hour time frame allotted for meetings in order to deal with all the issues at hand.

The major accomplishments of 2008 involved seeing through to completion the planned and budgeted maintenance and replacement projects, including carpet replacement and interior painting of the common areas of both buildings, and pressure cleaning of the building exterior.

Council also formed a committee to undertake a review of the non-resident caretaker as requested by the owners at the 2007 AGM. This review involved the reiteration of caretaker duties, responsibilities and performance expectations, and included feedback from committee members to the non-resident caretaker as to what improvements were needed. A follow up review was conducted after a period of time, which resulted in council deciding to exercise the option to terminate the strata's contract with Judy Williams. Caretaker services are presently contracted out to Bar-El Building Services.

In addition to the regular day-to-day issues involved in managing The Carlings, council dealt with several unexpected issues that occurred over the course of the year and which resulted in considerable unplanned expenditures. The more significant of these issues involved: damage to an owner's ceiling caused by a balcony leak above – the leak was located and repaired; a hot water tank was found to be leaking and had to be replaced; a faulty storm pump and a CO sensor also had to be replaced; and a broken pipe in the hallway of 2181 caused water damage to the walls and ceiling, which had to be repaired immediately.

Council saw these issues as reminders that The Carlings are now 11 years old and we will need to plan for more such issues in the future as the buildings age.

Finally, I would like to thank my fellow council members and Olga, our property manager, for their hard work and ongoing dedication to managing The Carlings.

Thank you.

* * * * *