

MINUTES OF COUNCIL MEETING

STRATA PLAN BCS-522

THE EDEN

HELD: On Wednesday, January 30, 2008 at 6:30 p.m. in the Lounge, 1225 Richards Street, Vancouver, B.C.

PRESENT: Linda Kirste (President)
Mark Cooperstone (Vice President)
James Fowler (Treasurer)
Assunta Bortolazzo
Ken Leimer

REGRETS: Jenny Chung (Commercial Representative)

STRATA AGENT: Lyn Campbell, Vancouver Condominium Services Ltd.

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

SECURITY

Council and the agent engaged in a detailed discussion concerning the security of the Eden. The agent and council reviewed the past security breaches to the Eden along with the status of the security summary upgrades that have taken place over the past year. The agent also advised that VCS has been in contact with the Vancouver Police Department bait car and auto theft crime department along with ICBC. The strata corporation is working with ICBC and the VPD.

Council also discussed the possibilities of a surveillance specialist and security guards along with the placement of security cameras in the parkade. The council also renewed the proposal from IHN Media for the installation of cameras and a media system at no charge to the strata. The agent will be obtaining quotes for security cameras and will be in contact with IHN to organize the elevator cameras.

Posters regarding the bait program will be posted.

The agent presented a proposal from Nikls One Call for the installation of an anti-tailgating mechanism on the parkade gate, following which council moved, seconded and carried to proceed with the installation per the quotation of \$1,625 plus GST.

Council also requested the agent follow up with Houle Electric regarding the installation of additional high pressured sodium lighting in the back alley way.

Council and the agent also discussed the staircase D. This Stairway will be designated as an "emergency exit ONLY" and the agent will make arrangements to place an alarm on staircase D along with signage.

Council will investigate the traffic red light and green light and the agent will review past proposals for further discussion at the next meeting.

A special Security task force has been developed to review FOB logs and camera footage on the days incidents have occurred. Council members will be contacting residents who may have information regarding the perpetrators. Your assistance would be appreciated.

Security cameras in the EDEN not associated with building entry will be repositioned and removed from channel 116 as their footage will be reserved for the task team and police as evidence.

A separate memo concerning security in the building will be circulated to all owners and residents.

MINUTES

It was moved, seconded and carried to adopt the minutes of the December 19, 2007 council meeting, as circulated.

MANAGER'S REPORT

The council and agent reviewed the Manager's Report. Highlights of the report include:

- There have been a number of occasions that the roof doors have been noted in open position. There appears to be unauthorized access to the roof area and as such, the arrangements will be made to re-key the roof access doors.
- The AGR Fitness have found that the multi-gym cords are being worked and shredded quite frequently. AGR notes that it could be misuse of the unit. The pulley cord systems are designed to be used with weights and allow slow repetition, as opposed to without weights and rapid repetition like a cardio workout.
- Residents are reminded of electronics not being disposed of within the garbage container areas. It has been noted that a computer monitor was left in the staircase on the seventh floor. Discarded electronics have also been left in the parkade. The Building Manager has removed the items and will be disposing of them accordingly.

- Food and garbage continues to be tossed out of windows including cigarette butts. If we can determine which unit these items are being thrown from fines of \$200 will be levied against the resident's account. Residents are asked to please take pride in the Eden and note that when you toss a cigarette butt or food/garbage out your window it does land on the balconies of units below.
- Two fire extinguishers have been stolen in the month of December. GE Edwards are attending to the replacement.
- The brass flowers in the front of the sidewalk area on Richards Street in the tree plots are being stolen for the metal value. The agent has contacted the City of Vancouver to attend to replacement of the brass flowers.
- The increasing amount of furniture is being disposed of in the garbage room area. Residents are reminded it is an owner's responsibility to dispose off used furniture, beds, desks etc. and that these items should not be left in the garbage room.

If a resident or owner wishes to book the guest suite lounge and guest suite all requests must be submitted in writing on the proper forms which are available outside the office door on the wall. The Building Manager is spending an extraordinary amount of time trying to return voicemails. To ensure that there are no misunderstandings regarding the booking of the lounge and guest suite only bookings that are in writing will be accounted for.

Guest Suite bookings must also be prepaid in order to ensure smooth transition with the keys.

- Building Maintenance: Council and the agent discussed the building maintenance and reviewed a proposal from Met Homes regarding the janitorial duties for Saturday and Sunday. Council moved, seconded and carried to proceed with terminating the janitorial contract with Five Star, effective February 28, 2008 and as of March 1, 2008 commenced a janitorial service contract with Met Homes. There is an approximate savings of \$400 per month for cleaning, per the contract with Met Homes in the amount of \$1,350 plus GST per month.

FINANCIAL REPORT

1. Monthly Statements: Council agreed to review the November and December, 2007 financial statements, at the next 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. Draft Budget: The agent presented the 2008/2009 budget for council's review. This matter will be discussed further at the next meeting.
3. Audit: Reid Hurst Nagy will commence the audit for the Eden and council will review a draft at the next meeting.

COMMERCIAL

There is nothing to report on the Commercial at this time.

SECURITY REPORT

This matter was discussed prior to approval of the minutes.

Residents are advised that VCS has a 24-hour emergency contact for emergencies. Owners may contact VCS at 604-684-6291. The agent will laminate the emergency contacts for the strata corporation to be posted in the lobby and throughout the building.

BUSINESS ARISING

1. Developer/Hydro Seal: The agent has been advised that Bosa are currently on site investigating the leaks into Enve along with the exterior; gym wall and drywall repairs. The agent has requested information from Bosa for the painting of the building as the paint surface appears to be peeling in some areas after the pressure washing of the building took place. The agent would like to confirm whether or not the paint surface is aesthetics or part of the building envelope.
2. Landscaping: Council agreed to discuss landscaping at the next meeting.
3. Parkade Grate: The agent is following up with Bosa regarding the parkade grate.
4. Building Plans: Ken Leimer advised that the building drawings can be PDF formatted and scanned at an approximate cost of \$3-4 per page. Council agreed that this was needed and Ken Leimer will organize the scanning of the building plans with the Manager.
5. Upper Main Lobby Wallpaper: Arrangements are being made with The Restoration Shop to attend to the installation of the wallpaper of the upper main lobby.

6. Mechanical Systems: The agent presented the planned preventative maintenance report from National Hydronics that was completed in December on the mechanical systems. Council will review this further at the next meeting.
7. Dyer Venting: Arrangements are being made with Seal Tec for filling the ceiling cracks to stop the moisture stains due to dryer ducts in numerous units. Delays have occurred as Seal Tec wishes to attend the site and conduct all repairs at one time.
8. Bike Room: Norstad has attended the site and provided a quotation and design for the installation of additional bike racks. Council will review this matter at the next meeting.
9. Annual Fire Inspection: The agent has received the report from GE Edwards on the annual fire inspection and arrangements will be made with GE to attend to the deficiencies.
10. Fire Signs: National Fire Protection has completed making the fire sign for the upper main lobby and the sign has been delivered to the Building Manager for installation.
11. Emergency Generator: The agent advised that the emergency generator test is not due until March, 2008.

The agent will follow up with the Building Manager regarding clearing out the storage in the emergency generator area and will also obtain the documents from the past repairs that were conducted on the emergency generator.

12. Roof Anchor Testing: Atlas Anchors will be attending to the roof anchor testing for the Eden, per their quotation of \$425 plus GST.
13. Painting: The agent presented a quotation from Ed Vienneau in the amount of \$2,400 to attend to painting the main entrance lobby, the upper main lobby area third floor hallway and fourth floor hallway, including baseboards. Council moved, seconded and carried to have Ed Vienneau proceed with the painting work.
14. Emergency Key Contact List: The agent has forwarded and updated contact list to council and will be providing an emergency contact list to be posted in the building.
15. Sink Hole/Canada RAV Line: Confirmation has been received from the Canada RAV Line. The City of Vancouver has investigated the sinkhole around the manhole using ground penetrating radar and excavating to check the ground conditions. The substance was limited to a small area around the manhole as the manhole is coinciding to the alignment of the project bored tunnel. The Canada Line Project also conducted an investigation of subsidence. Boreholes were drilled in the area to check soil conditions and some layers of the loose soil were evident. In order to strengthen soil in the area additional holes were bored and grout was injected under pressure. The grouting work has been completed and the City was notified that the area is stable and available for

reinstatement. The project has monitored the settlement, monitoring points within the building and on the roadway and sidewalk on a daily basis. To date no movement has been noted on any of the points inside the building. Additional sub-surface monitoring points will be installed and all points will be monitored over the coming months. Completion of the top asphalt will be completed shortly.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters. Owners are advised that, pursuant to the Strata Property Act, correspondence which is addressed to the strata corporation must be made available to any other owner interested in such correspondence, and to certain other persons in specified circumstances. What this means is that any correspondence which is sent to the strata council in confidence might not be protected and privileged, subject to any other overriding and applicable law.

1. Correspondence was received from an owner concerning the vents. This matter was discussed under Business Arising, item #7.
2. A letter was received from an owner regarding an incident on the fob and entrance. Council duly noted the resident's comments.
3. An owner wrote to council regarding rats in the area. The agent will organize the pest control company to investigate and attend to the maintenance outside the entrance of Davie Street.

Residents are also advised to please not store dog food in their lockers as this can attract rodents.

4. An owner wrote to council concerning security. Council reviewed these matters during the discussion on security.
5. A letter was received from an owner concerning the ventilation of the window system in their shower. The agent will be following up with the engineers concerning this matter as Bosa has already attended and not been able to resolve the concerns.

NEW BUSINESS

1. Insurance Renewal: Council recently received insurance renewal documentation from VCS. The documentation provides details of coverage for 2008. Any owner wishing a copy of the insurance certificate may contact the strata agent.

All owners and residents are reminded that the strata corporation's insurance policy does not provide coverage 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/Tenant Package" insurance for this coverage, including any improvements. You should contact your home insurance company to determine if you have this coverage or not.

2. Insurance Appraisal: The agent advised that Suncorp Valuations has attended to the appraisal of the Eden. The Eden is now appraised at \$40,249,700 and the insurance has been updated accordingly.
3. Garbage & Recycling Regulations: All tenants and owners should be aware that, effective January 1, 2008, the City of Vancouver has banned recyclable materials from City Disposal Sites. This means that the garbage companies will refuse these items. Items which are now banned include cardboard, newsprint, newspaper, drywall, yard and garden waste, containers (except milk), blue box recyclables, car batteries, medications/pharmaceuticals, paint, solvents, flammable liquids, gasoline, pesticides, vehicle tires, oil, oil filters and empty oil containers and electronic waste, including personal computers printers and televisions. Owners must make arrangements to remove these materials themselves, with the exception of cardboard, newsprint and other blue bin recyclables, which must be placed in the appropriate bins.

The agent has also contacted Smithrite regarding the installation of new locks on the garbage bins when the bins are placed in the alley way.

4. Humidity in Suites: Residents are asked to please see the attached notice regarding humidity control in suites.
5. VCS Contract Addendum: The agent presented the contract addendum from VCS. Council duly signed the new contract addendum.
6. Lockers/Bosa: The agent is following up with Bosa concerning the number of parking spots and storage lockers that are available for sale so that a record can be kept in file at VCS.
7. Gas Leak: A small gas leak was reported on January 21st at the gas meter. National Hydronics have attended to the necessary repairs.
8. Efflorefence: Council engaged in a discussion regarding the efflorefence cracks showing in the parkade and boiler room. The agent will contact Bosa regarding this matter to see if a walkabout with a Bosa representative can be conducted.
9. Hydro Room/Storage Room: Council requested the agent have the Building Manager attend to cleaning the hydro room, storage room and generator room to remove all items being stored in the room such as the ladders.
10. Stairwells: A concern was raised regarding the cleanliness of the stairwells, specifically in the main lobby to P1 area. The agent will following up with the Building Manager to attend to the cleaning.

11. Hallway to Northwest Locker Room: It was noted that the hallway needs to be vacuumed and cleaned to remove the parkade dust. The agent will make arrangements with the Building Manager to attend to this matter.
12. Elevators: Council requested the agent obtain an update from Canadian Elevator Quality Assurance on the status of the elevators and rope gripper situation.
13. Hot Tub Cover: The agent will contact Ed Vienneau regarding installing a bar in the spa area to which the hot tub cover could be hung.
14. Community Garden: Owners are advised of the community garden at Pacific and Seymour to place your name on the waitlist please contact Onni, Shauna at www.vancouverpublicspace.ca.

There being no further business, the meeting was adjourned at 10:00 p.m. The next meeting for Strata Plan BCS-522 will be held on Wednesday, February 27, 2008 at 6:30 p.m. in the Lounge of 1225 Richards Street, Vancouver, B.C.

Lyn Campbell
Vancouver Condominium Services Ltd.
#400 - 1281 West Georgia Street
Vancouver, B.C. V6E 3J7

Telephone: 604-684-6291 (24-Hour Emergency Services)
Toll free: 1-877-684-6291/ Fax: 604-684-1539

LC/af

24-Hour Emergency Services

Clients using Telus Anonymous Call Blocking feature must deactivate this service (*87) to receive return calls from VCS after hours.

Please note that we will take no action on any emergency unless we have talked first to the person placing the call. If you have placed an emergency call, please keep the phone line clear so that VCS can return your call promptly.

PLEASE NOTE THAT THIS SERVICE IS FOR BUILDING EMERGENCIES ONLY: IT IS NOT FOR PERSONAL EMERGENCIES. Personal emergencies include lost building or suite access devices (i.e., keys, fobs, IRTs, garage remotes) access to relatives' apartments, inquiries about account balances, "someone parked in my stall", neighbours are having a loud party, neighbours' security alarm is going off and similar situations. We are also unable to provide assistance on calls such as "I saw a strange person enter the garage..." Suspicious activity and loud parties should be reported to the police. Break and enter and/or vandalism to your automobiles or suites should be reported to the police department.

Please feel free to report floods, broken water lines, fires, fire alarms, stuck elevators, garage gates not working and other similar building/property issues requiring immediate attention.

The 24-hour answering service is not available for general inquiries concerning accounts, council policies and other matters which are regular administration items.

MINUTES OF COUNCIL MEETING

STRATA PLAN BCS-522

THE EDEN

HELD: On Wednesday, February 27, 2008 at 6:30 p.m. in the Lounge at 1225 Richards Street, Vancouver, B.C.

PRESENT: Linda Kirste (President)
James Fowler (Treasurer)
Ken Leimer
Jenny Chung (Commercial Representative)

REGRETS: Mark Cooperstone (Vice President)
Assunta Bortolazzo

GUESTS: Steven Kerr (Commercial Representative)

STRATA AGENT: Lyn Campbell, 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 the January 30, 2008 council meeting with the following correction that 'There is no leak occurring in #413 above Enve'.

CARETAKER REPORT

The council reviewed the General Report prepared by Lynnda Adkins, the Building Manager and discussed several maintenance repairs that are required.

Council reviewed the proposal from Met Home and moved, seconded and carried that it would be beneficial to the strata corporation to engage in the services of Met Home to provide the cleaning contract along with Building Manager Services. The Met Home contract would be on a contract basis, as opposed to the strata corporation having an employee. Notice has been provided to the Building Manager regarding termination of the Building Manager position and notice to vacate the suite under the Residential Tenancy Act has also been provided. Met Home will commence immediately and effective April 1st the Building Manager from Met Home, Marlon Valenzuela will reside at the Eden. A notice has been circulated to all owners and residents concerning the Building Manager's position.

Residents are reminded that they can contact Met Home directly through 604-690-5315 or can leave a message on the office phone at 604-684-1340.

FINANCIAL REPORT

1. **Monthly Statement:** Following discussion, council moved, seconded and carried to adopt the November and December, 2007 financial statements and the January, 2008 financial statement. 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. **Accounts Receivable:** The agent and council discussed the accounts receivable report. The agent will continue to follow up with those owners that have balances owing on their accounts.
3. **Draft Budget 2008/2008:** Council and the agent reviewed the draft budget for the 2008/2009 fiscal year. There will be a proposed increase of approximately 9% in strata fees. Owners are reminded that there has been no increase in strata fees since 2005 and due to operating costs increasing and the costs of contractor labour council must look to increase the overall operating budget to maintain the standards of the Eden.
4. **Audit:** The agent presented the draft audit from Reid Hurst Nagy for the 2007/2008 fiscal year. There is approximately a deficit of \$14,000 which must be recovered within the next fiscal year, due to increased repair and maintenance expenses.

COMMERCIAL

1. **Blenz/Enve:** A representative from the Commercial Diversified Active Investments Ltd. and CPL Global Marketing Ltd. was present at the meeting to discuss various concerns with the commercial strata lots #1 to #5, in particular the security, the cleaning of the storefront awnings, stairwell to the parkade and the Commercial loading zone. Council and the agent conducted a walkabout around the Commercial area and had a good discussion with the Commercial representative. The council look forward to working with Steven Kerr on matters related to the Commercial strata lots, including the Enve parking situation.
2. **HVAC Maintenance:** The agent presented a report from Hytek Mechanical Inc. regarding the servicing of the HVAC systems for the Commercial units and all was reported in good order.

7:45 p.m. Jenny Chung and Steven Kerr departed.

SECURITY REPORT

1. Security Summary: A security summary was forwarded to all owners regarding updates and items that are being attended at the Eden and how to improve the security.
2. Bait Car Program: The strata corporation is working with the Vancouver Police Department and the ICBC Bait Car Program to help investigate the break-ins into the underground parkade area.
3. Fobs: Cobra has installed the new FOB systems in the stairwell A.
4. Anti-tailgating: Nikls One Call has completed the installation of the anti-tailgating mechanism on the parkade gates, per their quotation of \$1,625 plus GST.
5. Door Alarm: Vidtech Services have completed the installation of an alarm system on staircase D along with placing signs on the door advising that the door is now monitor alarmed.
6. IHN Elevator Media Systems: IHN is in the process of organizing the installation of cameras in the elevators along with the multimedia notice board. The installation of the cameras in the elevators is at no cost to the strata corporation.
7. Security Lighting: Council member Ken Leimer met with Houle Electric regarding the security lighting and a revised quotation was received in the amount of \$2,984 plus GST to supply and install four 175 W Metal Halide lights. Houle Electric has ordered the lights and they will be installed shortly.
8. Parkade Man Door Gates: The agent received a quotation from Nikls One Call for the installation of Lexan over the parkade door. Council did not feel that Lexan would solve the matter and requested the agent follow up with a locksmith regarding a door knob and shield casement.
9. Parkade Cameras: Council reviewed proposals from Premier Security and Cobra regarding the installation of cameras in the parkade. The quotations are very far apart and there is a concern about presenting any resolution to the owners for the installation of cameras. Council must further review this matter to ensure that the installation of cameras would be beneficial to the strata corporation.
10. Red Light/Green Light: The agent presented a previous quotation from Klassen Technologies on the installation of a red light/green light system at the parkade gate which would activate when the resident was permitted to proceed onwards. Council will view a sample of the red light/green light in working motion and this matter will be discussed further at the next meeting.

11. Fencing: The agent presented a proposal from Columbus for the installation of a bottom railing to the existing chain link in the amount of \$537.42. The agent is disappointed with Columbus that they have not returned to fix the deficiencies and are now submitting another quotation for the work. The agent will follow up with Sterling Fence regarding this matter and also obtain quotations for fencing at the bottom of the stairwell D and the Commercial side.

BUSINESS ARISING

1. Developer

- a) Warranty Review: The agent presented a proposal from Spratt Emanuel Engineering Ltd. in the amount of \$9,000 plus GST to conduct the five-year warranty review. Council agreed to proceed with the warranty review as soon as possible. The agent has also received a response from Bosa that the paint is an elastomeric-type paint called 'Insulcoat' and the same type of paint should be used to maintain the building envelope integrity. The agent is not satisfied with the response from Bosa and will be following up to determine whether the paint on the concrete surface is for cosmetic purposes.

2. Landscaping

- a) Paraspace Contract: Council agreed to renew the landscaping contract with ParaSpace Landscaping commencing April 1, 2008 to March 31, 2009 for the general landscape grounds maintenance contract in the amount of \$9,576 plus GST. The optional services will be reviewed as they are required.
- b) Tree Replacement: The agent will be following up with the City of Vancouver regarding the tree replacement. The agent has received a proposal from ParaSpace Landscaping for replacement of trees in front of 1238 and 1229.
- c) City Tree/Asphalt/Brass Medallions: The agent will also follow up with the City of Vancouver regarding replacement of the brass medallions which border the trees.
- d) Irrigation: Arrangements have been made with University Sprinklers to attend to the irrigation start-up. The agent will ensure that the 4th floor garden areas are activated.

3. Parkade Grate – Bosa: The agent is following up with Bosa regarding the parkade grate.

4. Building Plans: Ken Leimer will be PDF formatting and scanning the building drawings.

5. Upper Main Lobby Wallpaper: Arrangements are being made to attend to the installation of the wallpaper on the upper main lobby.

6. Mechanical System: The agent forwarded a copy of the most recent planned preventative maintenance review conducted by National Hydronics to council. Council will discuss this matter the next meeting.
7. Dryer Venting: Arrangements have been made with Seal Tec to attend to the filling of the ceiling cracks to stop the moisture stains due to the dryer ducts in numerous units and now the The Restoration Shop has also been contacted to attend to the drywall ceiling repairs.
8. Bike Room: Council and the agent engaged in a brief discussion regarding the bike room and bike stalls on the P3 level. Ken Leimer will forward a plan to council for review.
9. Fire Test: GE Edwards will be forwarding a date to the agent to conduct the deficiencies for the fire testing.
10. Emergency Generator: Simpower will be attending to the semi-annual inspection of the generator which is due in March. The agent also provided council with past inspection reports and repair invoices for the generator.
11. Roof Anchor Testing: Atlas Anchor were on site December 11th and completed the testing of the roof anchors. All was reported to be in good order.
12. Painting: Ed Vienneau has completed the painting of the main entrance lobby, upper main lobby, third floor hallway and fourth floor hallway, including the baseboards. Council expressed concern with the work completed as there are numerous holes that were not filled and not all areas of the lobby were painted. The agent will be following up with the painter accordingly.
13. Lockers: The agent is continuing to follow up with Bosa regarding determining whether or not there are extra lockers for sale.
14. Spa Wall: The agent has been in contact with Bosa to investigate the condensation on the spa wall.
15. Mechanical Room Storage Clean-up: The Building Manager has attended to cleaning the mechanical rooms.
16. Parkade Clean-up: The agent has forwarded letters to numerous residents regarding parking stall clean-ups. It was moved, seconded and carried to adopt a Rule which states:

"No combustible material such as gas, gas can, windshield wiper fluid, auto fluids, paper or paper products can be stored in a parking stall."
17. Pest Control Maintenance Contract: The agent presented a pest control maintenance contract from Propec in the amount of \$120 plus GST per month to conduct a basic inspection for pest control services. Council agreed to defer the discussion on the contract at this time.

18. Spa Cover: Arrangements have been made to install hooks in the spa wall to hang the spa cover.
19. Elevator Contract Maintenance: The agent will review the elevator maintenance contract and the reports from Canadian Elevator Quality Assurance for discussion at the next meeting. ThyssenKrupp Elevator has advised that there will be an increase in the maintenance contract from February 1, 2008. The monthly maintenance billing will be \$1,086 plus GST.
20. Garbage Bin/Locks: The agent is continuing to follow up with Smithrite regarding the installation of locks on the garbage bins when they are in the laneway.
21. Efflorescence: During the building envelope warranty review to be conducted by Gordon Spratt Emanuel the efflorescence staining will be reviewed.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters. Owners are advised that, pursuant to the Strata Property Act, correspondence which is addressed to the strata corporation must be made available to any other owner interested in such correspondence, and to certain other persons in specified circumstances. What this means is that any correspondence which is sent to the strata council in confidence might not be protected and privileged, subject to any other overriding and applicable law.

1. Correspondence was received from an owner requesting permission to install hardwood floors. Council approved the owner's request.

NEW BUSINESS

1. Earth Hour: Council engaged in a discussion regarding Earth Hour and having the Eden participate to help make the Eden more energy-efficient and green. Council agreed to participation and notices will be posted regarding the Earth Hour which will occur on March 29th from 8:00 p.m. to 9:00 p.m.
2. Seal Kit on Pump on 24th Floor: The seal on the pump on the 24th floor gasket leaked creating a small leak into the common area hallway. National Hydronics has attended to the repairs.
3. Website: The agent will contact the web designer regarding the possibility of having a secure login and password area on the website to which the minutes could be posted.

4. Welcome Package: The agent will forward the welcome package to council for review as updates will have to be conducted to the welcome package due to the new Building Manager.

There being no further business, the meeting was adjourned at 10:45 p.m. The next meeting for BCS-522 will be held on Wednesday, April 2, 2008 at 6:30 p.m. in the Lounge of 1225 Richards Street, Vancouver.

Lyn Campbell
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LC/ae

MINUTES OF COUNCIL MEETING

STRATA PLAN BCS-522

THE EDEN

HELD: On Wednesday, April 2, 2008 at 6:30 p.m. in the Lounge at 1225 Richards Street, Vancouver, B.C.

PRESENT: Linda Kirste (President)
James Fowler (Treasurer)
Mark Cooperstone (Vice President)
Assunta Bortolazzo

ABSENT WITH REGRETS:

Ken Leimer
Jenny Chung (Commercial Representative)

CARETAKERS: Marlon Valenzuela, Met Home
Lloyd Reese, Met Home
Rui Lopes, Met Home

STRATA AGENT: Lyn Campbell, 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 the February 27, 2008 council meeting as circulated.

MANAGER'S REPORT

The new building manager, Marlon Valenzuela of Met Home, along with Lloyd Reese and Rui Lopes of Met Home, were present at the meeting to discuss the manager's position since they have taken over the building manager as of April 1, 2008.

Marlon Valenzuela advised that a new vacuum for the strata corporation is required and council agreed to have Met Home purchase a vacuum at a cost of approximately \$600. The computer system for the office is also in need of upgrade as the printer fax is not working properly. Assunta Bortolazzo advised that the printer fax is fairly new and that there was a warranty, she will review her files for the warranty document. The strata suite is being cleaned and painted. The Met Home team are proceeding with

becoming familiar with the building. Council noted that there has been a significant difference in the cleaning and upkeep of the building since Met Home took over on April 1st.

7:05 p.m. Met Home departed.

1. Contract: Council and the agent engaged in a discussion concerning the contract with Met Home. The agent will follow up with Met Home regarding the contract to ensure that the services for the guest suite along with the pressure washing of the front and back entrance sidewalk area and the visitor parking area on a quarterly basis are included in the contract.
2. Office Computer: Arrangements have been made to purchase a new computer for the office to which the email will be set up.
3. Met Home – Meet & Greet: Arrangements will be made to hold a “Meet and Greet” function in the near future to allow the residents and owners to meet the Met Home Team.
4. Guest Suite/Laundry: Council and the agent engaged in a discussion regarding the laundry services for the guest suite. In the past, the laundry has been conducted in the Building Manager’s own in-suite washer and dryer; however, due to the commercial nature of the guest suite, it is felt that a separate washer/dryer is required. Quotations were received from National Hydronics, along with a glass company, to reconfigure the window glass for a dryer vent. Following discussion, council agreed to proceed with the installation of a washer/dryer system in the Building Manager’s office.
5. Cell Phone: The agent will make arrangements for the Building Manager, Marlon Valenzuela for either utilizing his own cell or purchasing a cell phone for the strata corporation.
6. Manager’s Suite: The manager’s suite was in need of cleaning and painting due to the heavy cigarette smoking from the previous manager. Arrangements are being made with Met Home to attend to this matter following which Marlon Valenzuela will move in.

FINANCIAL REPORT

1. Monthly Statement: Council agreed to approve the February, 2008 financial statement. 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. Accounts Receivable: The council and the agent engaged in a discussion regarding the accounts receivable report. The agent is continuing to follow up with those owners who have balances owing on their accounts.
3. Audit Finalization: Council moved, seconded and carried to proceed with finalization of the audit prepared by Reid Hurst Nagy for the 2007/2008 fiscal year. Upon the finalization of the audit, the audit adjustments will be reflected within the next financial statement.

COMMERCIAL

1. Blenz/Enve: Further to the minutes of February 27, 2008 Steven Kerr, on behalf of the Commercial owner Jenny Chung, will be forwarding correspondence to Blenz and Enve concerning the various matters.

SECURITY REPORT

- (a) VPD - Operation Cooperation ICBC Bait Car Program: Recently, the strata corporation was involved in the VPD - Operation Cooperation and ICBC Bait Car Program during which time 10 known car thieves and two known mail/identity thieves were arrested. Arrangements will be made with council to meet with Sergeant Curtis Robinson of the VPD who helped organize the Vancouver Police Department Operation Cooperation to give a briefing on the program.
- (b) Elevator Control Lock Off System: A $\frac{3}{4}$ vote resolution will be presented to the owners at the Annual General Meeting regarding the elevator control lock off system.
- (c) Anti-Tailgating Parkade Gates: Nikls One Call has installed the anti-tailgating mechanism on the parkade gates and the system seems to be working well.
- (d) Alarm System - Staircase D: Vidtech Services has installed the battery operated alarm system on staircase D. The agent will contact Vidtech regarding the 15-seconds delay that is on the alarm and have it activated faster.
- (e) IHN Elevator Media Systems: IHN, along with ThyssenKrupp Elevator, are in the process of the installation of the media system in the elevators.
- (f) Security Lighting: Houle Electric has attended to the installation of the lighting in the back alley way. The agent advised that the neighbouring building, The Space, has contacted Vancouver Condominium complaining about the new lights. Council advised that, until there is written communication from the City of Vancouver, the lights should remain as they help protect all buildings in the area.
- (g) Parkade Man Door Gate: The agent is following up with the locksmith regarding the installation of the upper main small parkade gate area for a doorknob protector on the door as opposed to having Lexan plastic placed over the door grates.
- (h) Parkade Cameras: Information on the parkade cameras is on file for future reference.
- (i) Red Light/Green Light: The agent presented a previous quotation from Klassen Technologies regarding the installation of a red light/green light. Council agreed to keep the quotation on file for future reference.
- (j) Fencing: The agent presented a quotation from Sterling Fence Co. regarding the installation of fencing to block off the area at the bottom of staircase D, the Commercial side stairwell and with placing the bottom rail on the parkade entrance fencing. Council agreed to defer discussion on

this matter until after the Annual General Meeting as there could be savings involved if the construction of the parkade bike fencing is approved.

- (k) Mailbox Canada Post Timer: On Tuesday, March 11th, there was a break-in to the mailbox room. The enterphone timers have been changed along with Canada Post changing the lock system. The agent immediately notified the Vancouver Police Department of the attempted break-in and, with the diligence of Met Home reviewing the security tapes, information was forwarded to the VPD (Vancouver Police Department) which will help with the active investigation in this matter.

BUSINESS ARISING

1. Buildings

- a) Warranty Review – Five Years: Arrangements have been made with Spratt Emanuel to proceed with the five-year warranty review for the building. When dates for the building review are obtained, the agent will post notices alerting the owners that Spratt Emanuel will be conducting bosun chair drops on the exterior of the building to review the condition of the building.
- b) Exterior Paint: The agent has received information from Bosa regarding the elastomeric paint. The agent is requesting that Spratt Emanuel review the condition of the paint when they are conducting the five-year warranty review.
- c) Common Property Maintenance Log: The agent forwarded a common property log to Met Home so that documentation on when maintenance items are being conducted can be completed.

2. Landscaping

- a) Tree Replacement: Council and the agent engaged in a discussion regarding the tree replacement for unit #414. The agent will obtain revised quotations from Para Space Landscaping for the tree replacement.
- b) City Tree/Asphalt/Brass Medallions: The agent was advised by the City of Vancouver that they did place the asphalt within the area where the tree was removed. The brass medallions are on back order and the agent is obtaining a cost for the brass medallions.
- c) Irrigation Start Up: Arrangements are being made with University Sprinklers to activate the irrigation system for the building.

3. Parkade Grate – Bosa: The agent is continuing to follow up with Bosa regarding the parkade grate.

4. Building Plans: Ken Leimer will be PDF formatting and scanning the building drawings.

5. Upper Main Lobby Wallpaper: The agent has received conformation from Metro Wall Coverings that the wrong colour of the wallpaper was ordered for the upper main lobby. The new wallpaper is on order following which installation will take place immediately.
6. Mechanical System: Council agreed to review the planned preventative maintenance mechanical system report from National Hydronics at the next meeting.
7. Dryer Venting: Seal Tec has attended to injections into a number of units for the dryer venting cracks and The Restoration Shop are attending to the interior repairs.
8. P3 Bike Room: Marlon Valenzuela of Met Home will be re-organizing the bike room and a resolution has been placed on the table for the Annual General Meeting to attend to construction of a bike room on the P3 area.
9. Annual Fire Safety Test Inspection Deficiencies: GE Edwards will be on site Wednesday, April 23rd to conduct the deficiencies to missing units. Residents are reminded of bylaw 7.3 which states:

(3) Where the strata corporation or its representatives require access to a strata lot to carry out regularly scheduled inspections/servicing, such as in respect of in-suite smoke detectors, fire alarms, dryer ducts and vents, plumbing, electrical wiring or otherwise, access must be provided at the time(s) specified in the notice circulated to owners, unless other arrangements are made in advance between the owner/occupant of a strata lot and the strata council. If any such inspection/service visit has to be re-scheduled due to the failure of an owner or occupant to comply with the foregoing, it shall be done at the cost of the owner, to whose account all charges incurred as a result (including those of any forced entry that may be required) will be charged, and will thereupon become due and payable immediately.

The agent has forwarded notices to those owners where access is required.

10. Emergency Generator: Due to the absence of Ken Leimer, discussions on the emergency generator will take place at the next meeting.
11. Painting: The agent advised that the painter, Ed Vienneau will be re-attending the building to attend to the touch-up painting.
12. Lockers: The agent has received confirmation from Bosa that a number of lockers are available for purchase from Bosa at a cost of \$2,500. The agent will forward the list to Met Home to ensure that the lockers are not currently being utilized.
13. Spa Wall: The agent has had Bosa review the spa wall and repairs to the wall are not considered a building envelope warranty matter and a condensation matter, as such Boss will not be attending to the repairs. A quotation has been received from The Restoration Shop and Met Home will be presenting a quotation which council will review shortly.

14. **Elevator Contract Maintenance:** Council and the agent engaged in a discussion concerning the elevator contract maintenance and the various repairs that is required on the rope grippers. The agent has been advised that these repairs have been taken care of; however, to date there has been no written confirmation from ThyssenKrupp. The agent will be obtaining an update from ThyssenKrupp.
15. **Earth Hour:** Congratulations is extended to all the residents of The Eden concerning the very successful "Earth Hour". On Saturday, March 29th over 80% of The Eden residents participated and used simple action by turning off the lights for one hour. This delivered a powerful message about the need for action on global climate change. Eight volunteer ambassadors, including the new Building Manager, Marlon Valenzuela went around turning off unnecessary lights throughout the building and lighting candles in the lobby. Overall, The Eden consumption rate was lowered by 11%. In the future, we would like to make The Eden a model and make it even more green by reducing the CO2 footprint permanently. To accomplish this, the strata corporation will be reviewing lighting, heating and water requirements over the upcoming months. If you would like to help further on this project, please contact Ken Leimer at ken.leimer@hotmail.com.
16. **Pump - 24th Floor:** National Hydronics has attended to replacement of the pump on the 24th floor and The Restoration Shop is attending to the necessary cosmetic repairs.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters. Owners are advised that, pursuant to the Strata Property Act, correspondence which is addressed to the strata corporation must be made available to any other owner interested in such correspondence, and to certain other persons in specified circumstances. What this means is that any correspondence which is sent to the strata council in confidence might not be protected and privileged, subject to any other overriding and applicable law.

1. Correspondence reviewed correspondence concerning landscaping and the painting of the exterior patio door area. The agent will follow up with the owner concerning the response from council.
2. A letter was received from an owner concerning the security move services. This matter was forwarded directly to Premier and a response received from Premier which was also sent to the owner.
3. A letter was received from an owner requesting permission to install hardwood floors. Council approved the owner's request.
4. Council reviewed correspondence from an owner concerning security. The agent will be following up with the owner as directed by council.

NEW BUSINESS

1. **Website:** Arrangements will be made to add a secured section of the Website with an owner log-in and password so that the minutes can then be posted on the website.

2. Gym/Commercial Toilet: Quotations are being received from National Hydronics regarding purchasing commercial toilets for the men's' and ladies' washrooms in the gym as the current toilets are always plugged. The agent will also follow up with National Hydronics regarding a quotation for low dual flush toilets.
3. Car Wash: The agent will follow up with the Building Manager regarding the car wash hose and nozzle and also the purchase of a hose reel.
4. Visitor Parking Passes: Council and the agent engaged in a discussion regarding the visitor parking and the possibility of visitor parking passes. Council agreed that the new Building Manager should monitor the area over the next month or so, writing down license plate numbers and unit numbers to see if the system is being abused prior to visitor parking passes being implemented.
5. Guest Suite: Following discussion, it was moved, seconded and carried to approve the following rules for the Guest Suite:
 - The guest suite must be booked a minimum of 48 hours (2 night stay). A charge of \$75 per night will be associated with those who only book for one night (24 hours).
 - Reserved parking will be available at a cost of \$5.00 per night.
6. Resident Owner Orientation Package: Council is working on a Resident/Owner Orientation Package to which the Building Manager would be able to review with new residents and owners of The Eden to help them become more aware of the strata corporation's rules and bylaws.

There being no further business, the meeting was adjourned at 9:00 p.m. The next meeting for BCS-522 is the Annual General Meeting to be held on Wednesday, April 9, 2008 at the Residence in Marriott Hotel, 1234 Hornby Street, Vancouver, B.C.

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LC/ae

MINUTES OF ANNUAL GENERAL MEETING

STRATA PLAN BCS-522

THE EDEN

HELD: On Wednesday, April 9, 2008 at 7:15 p.m. in the Residence Inn, Marriott Hotel, 1234 Hornby Street, Vancouver, B.C.

PRESENT: 56 owners in person or proxy, as per the registration sheet.

STRATA AGENT: Lyn Campbell, Vancouver Condominium Services Ltd.

QUORUM REPORT

The agent advised that at 7:15 p.m. there was not a quorum and as such, Bylaw 25.4 was followed:

25(4) If within ¼ hour from the time appointed for an annual or special general meeting, a quorum is not present, the meeting stands adjourned for a further ¼ hour, and the persons entitled to vote who are then present constitute a quorum.

At 7:45 p.m. the meeting was called to order by Lyn Campbell who in agreement with the owners acted as chairperson for the meeting. Introductions were made and the meeting proceeded.

PROOF OF NOTICE

It was moved, seconded and carried to accept the notice dated March 19, 2008 as proper Notice of Meeting.

APPROVAL OF AGENDA

It was moved, seconded and carried to accept the agenda as presented

MINUTES

It was moved, seconded and carried to adopt the minutes of the March 29, 2007 Annual General Meeting. There was no business arising.

UNFINISHED BUSINESS

There was no unfinished business.

PRESIDENT'S REPORT

The council President, Linda Kirste, gave a report on the past year's activities. A copy of the report is attached to the minutes.

INSURANCE REPORT

The insurance policy for Strata Corporation BCS-522, 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 coverage 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.

2008/2009 BUDGET (YEAR END JANUARY 31ST)

The 2008/2009 budget was presented to the owners for a detailed review and analysis.

Following discussion, it was moved, seconded and **carried** to adopt the budget in the total amount of \$526,535.00 (55 in favour, 1 abstention)

OWNERS PLEASE NOTE: THERE WILL BE AN INCREASE IN STRATA FEES.

AS THE ANNUAL GENERAL MEETING WAS HELD AFTER THE STRATA CORPORATION'S FISCAL YEAR-END, ALL OWNERS WILL BE REQUIRED TO ISSUE A "CATCH-UP" CHEQUE MADE PAYABLE TO "STRATA PLAN BCS-522" WHICH COVERS THE DIFFERENCE IN YOUR STRATA FEES SINCE THE STRATA CORPORATION'S FISCAL YEAR-END AND THE TIME THE NEW BUDGET WAS PASSED ON APRIL 9, 2008.

FOR THOSE OWNERS ON PRE-AUTHORIZED CHEQUING (PAC), YOUR STRATA FEE PAYMENTS WILL BE ADJUSTED TO THE NEW RATE ON MAY 1, 2008. YOU WILL BE REQUIRED TO ISSUE A "CATCH-UP" CHEQUE FOR THE MONTHS OF FEBRUARY, MARCH AND APRIL AS THE "CATCH-UP" FEE WILL NOT BE WITHDRAWN FROM YOUR BANK ACCOUNT. SEE ATTACHED CATCH-UP FEE SCHEDULE.

FOR THOSE OWNERS WHO PAY BY POST-DATED CHEQUES, PLEASE ISSUE NEW POST-DATED CHEQUES MADE PAYABLE TO "STRATA PLAN BCS-522" AT THE NEW STRATA FEE AMOUNT. SEE ATTACHED SCHEDULE FOR YOUR NEW STRATA FEE AMOUNT. YOU WILL ALSO BE REQUIRED TO ISSUE A "CATCH-UP" CHEQUE FOR THE MONTHS OF FEBRUARY, MARCH AND APRIL 2008. SEE ATTACHED CATCH-UP FEE SCHEDULE.

3/4 VOTE RESOLUTIONS

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

3/4 VOTE RESOLUTION #1 SECURITY

WHEREAS The Owners, Strata Plan BCS-522, wish to improve the overall security of the building;

BE IT RESOLVED by a $\frac{3}{4}$ vote resolution of The Owners, Strata Plan BCS-522, that a sum of money not exceeding \$28,000 be raised and spent for the purpose of installing an elevator security control upgrade system and locking off the stairwell exit doors, except those on the fire crossover floors and installing door alarms on the crossover floor;

• Elevator control system	\$14,500
• Elevator Interface	\$ 3,000
• Lock off staircases	\$ 7,000
• Door alarms for crossover floors	<u>\$ 3,500</u>
	\$28,000

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 \$28,000 shall be assessed on April 9, 2008 and shall become due and payable in full immediately on the passing of this resolution change to due over a 6 month period starting May 1, 2008 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.

Any owner who fails to make any payment(s) in accordance with this resolution shall be assessed a fine of \$200 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.

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 $\frac{3}{4}$ vote.

Council, the owners and the agent engaged in a detailed discussion concerning $\frac{3}{4}$ vote resolution #1. Following discussion, it was moved, seconded and **defeated** to adopt $\frac{3}{4}$ vote resolution #1, Security (41 in favour, 15 opposed).

* * *

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

**3/4 VOTE RESOLUTION #2
- BYLAW AMENDMENT – PARKADE STORAGE**

WHEREAS The Owners, Strata Plan BCS-522, pursuant to Division 2 of Part 7 of the Strata Property Act, S.B.C. 1998, may amend the bylaws of their Strata Corporation;

AND WHEREAS The Owners, Strata Plan BCS-522 wish to amend the bylaws of their Strata Corporation;

BE IT RESOLVED by a $\frac{3}{4}$ vote resolution of The Owners, Strata Plan BCS-522, that the bylaws of their Strata Corporation be amended as follows, such amendment to be effective upon the filing of an Amendment to Bylaws in prescribed form in the Land Title Office:

by adding a new bylaw 32 (13) to read as follows:

32 (13) A resident or owner shall not keep or store combustible materials, such as gas, gas can, windshield wiper fluid, oil, auto fluids or cardboard, cardboard boxes or newspaper in a parking stall.

Following discussion, it was moved, seconded and **carried** by more than 75% of the vote to adopt $\frac{3}{4}$ vote resolution #2, Bylaw Amendment - Parkade Storage (54 in favour, 2 abstentions).

* * *

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

**3/4 VOTE RESOLUTION #3
- BYLAW AMENDMENT – SECURITY MOVE FEE**

WHEREAS The Owners, Strata Plan BCS-522, pursuant to Division 2 of Part 7 of the Strata Property Act, S.B.C. 1998, may amend the bylaws of their Strata Corporation;

AND WHEREAS The Owners, Strata Plan BCS-522 wish to amend the bylaws of their Strata Corporation;

BE IT RESOLVED by a $\frac{3}{4}$ vote resolution of The Owners, Strata Plan BCS-522, that the bylaws of their Strata Corporation be amended as follows, such amendment to be effective upon the filing of an Amendment to Bylaws in prescribed form in the Land Title Office:

by amending bylaw 33.9 to read as follows:

33.9 Except for the "Townhouse" strata lots, move-ins are charged \$300.00. No separate fee shall apply to move-outs. (The \$300.00 move-in fee covers both move-ins and move-outs and will cover the cost of a security guard for both the move in and move out.)

Following discussion, it was moved, seconded and **carried** by more than 75% of the vote to adopt $\frac{3}{4}$ vote resolution #3, Bylaw Amendment – Security Move Fee (44 in favour, 12 opposed).

* * *

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

***3/4 VOTE RESOLUTION #4
CHANGE IN COMMON PROPERTY – BIKE STORAGE***

WHEREAS Section 71 of the Strata Property Act states that a Strata Corporation must not make a significant change in the use or appearance of common property or land that is a common asset unless the change is approved by a resolution passed by a $\frac{3}{4}$ vote at an annual or special general meeting;

AND WHEREAS The Owners, Strata Plan BCS-522, would like to increase the bike storage by creating a bike storage area in a section of open space in the parkade – P3 level which could hold an additional 20 – 25 bicycles,

BE IT RESOLVED by a $\frac{3}{4}$ vote resolution of The Owners, Strata Plan BCS-522 that an additional bike storage area is created on the P3 level of the parkade at a cost of \$10,000, 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 April 9, 2008, and shall become due and payable in full immediately on the passing of this resolution change to due on May 1, 2008 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.

Any owner who fails to make any payment(s) in accordance with this resolution shall be assessed a fine of \$200 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.

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 $\frac{3}{4}$ vote.

Following discussion, it was moved, seconded and **defeated** to adopt 3/4 Vote Resolution #4, Change in Common Property – Bike Storage (22 in favour, 30 opposed, 4 abstentions).

* * *

NEW BUSINESS

1. Security Slide Show: The owners greatly appreciated the security slide show that the strata council put together for the Annual General Meeting and suggested that the information from the slide show be available to those owners and residents who did not attend the meeting. The agent will make arrangements to post the information.
2. Cleaning Filters: An owner raised a concern and provided information that if the building is experiencing brown water that although the water clears in a day or so, owners should be cleaning the filters within their sinks.
3. Water Consumption: Due to the high charges for the water and sewer budget line item, an owner suggested the water consumption be reviewed.
4. Bike Stalls/Lockers in Parkade: As the $\frac{3}{4}$ vote resolution #4 was defeated, an owner suggested council look into allowing owners to install hooks for their bicycles in the parking stalls.
5. Guest Suite On Line Booking: An owner requested that council investigate the possibility of booking the guest suite "on line".
6. Annual Rental Fee for Bike Storage: An owner suggested that due to the bike rooms being very congested that an annual rental fee for bike storage be brought forth to the owners to vote upon.
7. Security Resolution: An owner suggested that at the next AGM the security resolution be brought forth again and separated into two sections. One being the elevator fob, and the second being locking the staircases.
8. Red Light/Green Light: Council explained the red light/green light for the parkade gates in which a red light/green light signal system could be installed to alert the owners when they can proceed onwards. This has helped in other buildings with changing the attitudes towards security.
9. Security Guards: An owner suggested that The Eden perhaps look into security guard cost sharing measures with other buildings in the area.
10. Fob System: An owner suggested that the strata council look into changing the entire fob system so that the current system is not proprietorship with Cobra.
11. Alley Planter, Boxes & Dogs: An owner requested that notices be posted in the back alley way and along the front of Richards Street informing residents that the planter beds are not for people to allow their dogs to do their "daily business".
12. Condensation/Windows: Several owners raised concerns regarding condensation around the windows. Owners are asked to please see the memo concerning humidity. This matter will also be reviewed when Spratt Emanuel Engineering are conducting the five year envelope warranty.

13. Elevator Maintenance: A concern was raised regarding the elevator maintenance as it appears the floor indicators specifically on the 24th floor are not working properly. The elevators seem to be operating slowly and are making strange noises. The agent will follow up with ThyssenKrupp regarding this matter.
14. Lounge/TV: The agent will work with Met Homes regarding repairing the TV in the lounge.

ELECTION OF STRATA COUNCIL

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

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

- | | | |
|----------------------|---------------------------|----------|
| • Jenny Chung | Commercial Representative | E |
| • Assunta Bortolazzo | Unit #2301 | E |
| • James Fowler | Unit #410 | E |
| • Ken Leimer | Unit #1406 | E |
| • Linda Christie | Unit #2104 | E |
| • Mark Cooperstone | Unit #1229 | E |
| • Shawn Iverach | Unit #409 | E |
| • Pam Searle | Unit #306 | |
| • Alex Dent | Unit #411 | |

Following a secret ballot, the following owners with an “**E**” next to their name were elected to the strata council. It was then moved, seconded and carried to destroy the ballots.

There being no further business, the Annual General Meeting was adjourned at 10:15 p.m. The next council meeting for Strata Plan BCS-522 is scheduled for Wednesday, May 28, 2008 at 6:30 p.m. in the lounge of 1225 Richards Street, Vancouver, BC

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LC/md

MINUTES OF COUNCIL MEETING

STRATA PLAN BCS-522

THE EDEN

HELD: On Wednesday, May 28, 2008 at 6:30 p.m. in the Lounge at 1225 Richards Street, Vancouver, B.C.

PRESENT: Linda Kirste (President)
Mark Cooperstone (Vice President)
James Fowler (Treasurer)
Sean Iverach (Landscape)
Assunta Bortolazzo
Ken Leimer

REGRETS: Jenny Chung (Commercial Representative)

CARETAKERS: Marlon Valenzuela, Met Home
Lloyd Reese, Met Home
Rui Lopes, Met Home

STRATA AGENT: Lyn Campbell, 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 the April 2, 2008 council meeting as circulated.

MANAGER'S REPORT

The Building Manager, Marlon Valenzuela of Met Home along with Lloyd Reese and Rui Lopes of Met Home were present at the meeting to discuss the Building Manager's report. Marlon Valenzuela provided a very detailed report on items throughout the building from April to May 2008.

- The agent will forward a new Form K – Tenant's Update list to the Building Manager.
- Met Home is organizing the replacement of the plastic lamps in the stairwells and common areas with new ones that can withstand heat.

- There are continuing concerns regarding the recycling company leaving the parkade gate open when they retrieve the recycling. The agent will be following up concerning this matter.
- Met Home will be installing the hose rack in the car wash area.
- The office computer set up has been completed and reconfiguration/adjustments will be completed with Cobra.
- A Meet & Greet will be held in the Amenities Room on Tuesday, June 10, 2008 from 6:00 p.m. to 8:00 p.m. Council wishes to thank the residents who help make The Eden a friendly and safe place to live. The strata council welcomes you to a Wine & Cheese evening to take the opportunity to meet your neighbours and the new Resident Manager and council members.

(At 7:45 p.m. Met Home departed)

1. Guest Suite Laundry: The agent advised that National Hydronics will be installing the new laundry machine in the manager's office following which a glass company will reconfigure the window glass for the dryer vent.
2. Contract: Council and the agent engaged in a discussion concerning the contract. The agent provided a spreadsheet to council on the contract between Met Home vs. a strata employee. The agent will be following up with Met Home regarding the contract.

FINANCIAL REPORT

1. Monthly Statement: The agent advised that the April 2008 financial statement is being re-run with the audit adjustments. Council will review and approve the financial statement at the next meeting.
2. Accounts Receivable: Council and the agent engaged in a discussion concerning the status of various owners' accounts. The agent is continuing to follow up with those owners who are in arrears.

Owners are reminded to submit their strata fee catch-up payment which covers the difference in your strata fees as there was an increase in strata fees when the new budget was passed. Owners are advised that the strata fee catch-up payment can not be withdrawn from the PAC automatic payment program and owners must submit a cheque made payable to "Strata Plan BCS-522 for the difference.

3. Audit Finalization: The agent advised that Reid Hurst Nagy has finalized the audit for the 2007/2008 fiscal year and the adjustments are being reflected within the April 2008 financial statement.

COMMERCIAL

1. Blenz/Enve: The agent will continue to follow up with the Commercial owner, Jenny Chung regarding concerns with Enve parking in the Commercial loading zone area when they are clearly not conducting active loading or unloading.

SECURITY REPORT

- (a) VPD - Operation Cooperation ICBC Bait Car Program: The strata corporation has completed the VPD Operation Cooperation and ICBC Bait program. The agent is continuing to be in touch with the Vancouver Police Department regarding any security concerns that may arise within The Eden.
- (b) Elevator Control Lock Off System: Council agreed that at the next Annual General Meeting a $\frac{3}{4}$ vote resolution should be presented again to the owners for the elevator lock-off system.
- (c) IHN Elevator Media Systems: IHN will be coordinating the installation of the media systems in the elevators the week of June 2nd.
- (d) Security Lighting: Houle Electric has installed the lighting in the back alleyway and it was agreed that the lighting has been a vast improvement in security for the building. The neighbouring building, The Space, has contacted the City of Vancouver concerning the installation of the new lights; however, to date, there has been no written communication from the City of Vancouver and as such, the lights will remain as is as they are a great security benefit.
- (e) Parkade Man Door Gate: The agent is following up with the locksmith regarding the installation of a door knob protector on the upper main parkade gate as opposed to having Lexan plastic placed over the door grates.
- (f) Red Light/Green Light: Council agreed to table the proposal regarding the installation of a red light/green light traffic signal in the parkade
- (g) Fencing: Council reviewed a proposal from Sterling Fence Co. for fabricating a chain link fence to block the areas at the bottom of the staircase D and the staircase of the commercial side along with installing a bottom pipe rail on the parkade ramp area. Council approved the quotation from Sterling Fence Co. in the amount of \$1,110 plus GST. The agent will coordinate the work with Sterling Fence.
- (h) Anti-Tailgating/Parkade: The anti-tailgating mechanism for the parkade has been installed. There have been a few glitches in the anti-tailgating system. The agent is following up with Nikls Property Services regarding this matter.

- (i) ICBC Bait Program: The agent has requested that ICBC submit the bait signs that can be stencilled on the entrance to the parkade area now that the Operation Cooperation with the VPD has been completed.
- (j) Security Cameras: The agent will be following up with Cobra regarding adjusting the security cameras for owners to view.
- (k) Enterphone:
 - (i) Reprogramming: Council and the agent engaged in a discussion in reprogramming the enterphone access codes. The agent will obtain a cost from Cobra for conducting such work.
 - (ii) Enterphone Signage: Council requested the agent to print up signage to be installed on the enterphone reminding residents not to allow people/strangers to follow them into the building.
- (l) Stop Sign: Met Home will install the stop sign and look to paint a stop line on the ground in the visitor parking area.

BUSINESS ARISING

1. Warranty Review: Spratt Emanuel Engineering is conducting the five year warranty review. The site reviews have been completed and at this time, Spratt Emanuel Engineering are working on the report.
2. Landscaping
 - a) Tree Replacement: The agent is obtaining updated costs from Paraspace Landscaping for the tree replacement of a tree on unit #414 and in front of the townhomes.
 - b) City Tree/Asphalt/Brass Medallions: The agent is following up with the City of Vancouver regarding replacement of the brass medallions that have been stolen along the sidewalk areas in front of the building.
 - c) Landscape Contract/Flowers: Council and the agent engaged in a discussion concerning Paraspace Landscaping and placing the spring and summer flowering annuals in the pots. Council agreed that a revised plan for relocation of the planter pots should be submitted to Paraspace Landscaping and that rather than just annuals, perennials should be included within the plantings. Ken Leimer will draft a sketch that can be forwarded to Paraspace Landscaping to obtain a quotation. With relocation of the planter pots it was also suggested that the irrigation system be expanded to ensure that the pots receive water on a regular basis.

3. Parkade Grate – Bosa: The agent advised that confirmation from Bosa has been received that a cheque in the amount of \$1,000 for reimbursement for work conducted on the parkade grate will be submitted to Vancouver Condominium Services.
4. Building Plans: Ken Leimer is in the process of scanning the building plans. A steel filing cabinet for the plans has been received and is in the manager's office.
5. Upper Main Lobby Wallpaper: Further to the minutes of April 2nd the wallpaper has been received from Metro Wall Coverings and arrangements will be made to have it installed shortly.
6. Mechanical System: The agent presented the planned preventative maintenance mechanical system report from National Hydronics for their inspection that took place in April. The agent will be following up with National Hydronics regarding the timers on the boilers and the temperature set point for the water holding tanks.
7. Dryer Venting: Michael Smith Duct Cleaning and Seal Tech have completed cleaning a number of vents and The Restoration Shop are conducting the cosmetic repairs. The agent will obtain a quotation from Michael Smith Duct Cleaning for cleaning the dryer vents.
8. Annual Fire Safety Test Inspection Deficiencies: GE Security have completed the annual fire safety deficiencies. The agent presented information from GE Security on the paging system for the fire panel.
9. Emergency Generator Testing: The agent presented the reports from Collicutt Energy Services for the emergency generator test that took place on March 11th. All is in good order.
10. Lockers: The agent is coordinating with the Building Manager a review of the number of lockers to ensure that the 'Bosa' lockers are not being utilized.
11. Spa Wall: The agent presented a quotation from Met Home and The Restoration Shop for repairs to the spa wall. Following discussion, it was moved, seconded and carried to proceed with the quotation from Met Home in the amount of \$4,200 plus GST.
12. Elevator Contract Maintenance: The agent is following up with ThyssenKrupp Elevator regarding concerns with the speed of the door closure, scraping noises when the door closes and the condition of the door front panels on the elevators.
13. Earth Hour: Council and the agent engaged in a discussion regarding the "Earth Hour" and the possibility of a cooperative share car program for The Eden. Council will obtain additional information for discussion at the next meeting.
14. Website: The agent advised that expansion of the website is possible and the quotation will be received from Crank Webworks for updating the website.

15. Gym/Commercial Toilets: The agent presented a quotation from National Hydronics in the amount of \$960 plus GST to proceed with upgrading the toilets in the men's and women's washrooms in the gym/spa area. Council agreed to proceed with the upgrades.
16. Resident Orientation Package: Council has completed the resident orientation package and the Building Manager will be meeting with new residents to walk them through the orientation package and provide them with the Best Security Tips package that was developed by the strata council.
17. Bike Rooms: Council and the agent engaged in a discussion regarding the bike rooms and the agent will follow up with the City of Vancouver regarding the building code and requirements for the number of bike storages per unit. Met Home will also look at organizing an audit of the bike room.

CORRESPONDENCE

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

1. Correspondence was received from an owner regarding constructing a gazebo on their deck area. The agent will follow up with the owner as directed by council.
2. A letter was received from an owner regarding cracks within their ceiling. The agent has having Edenvale Restoration investigate and found the cracks are simply settlement cracks.
3. An owner wrote to council concerning the paint of the back door of their townhouse area that is peeling. The agent will obtain quotations for the repairs.
4. An owner wrote to council requesting permission to install hardwood floors within their unit. Council approved the owner's request.
5. A letter was received from an owner regarding the malfunctioning fire speaker within their unit. The agent will follow up with GE Edwards concerning this matter.
6. An owner wrote to council concerning potential condensation that is in their townhouse units. Council advised the agent to follow-up with the owner and advise that the fans in the top of the third floor must be circulating at all times to prevent condensation build up.

NEW BUSINESS

1. Window Washing: Red Lion Exterior Building Maintenance have completed the window washing for The Eden. There are several deficiencies that were noted and the agent will follow-up accordingly.
2. Fitness Equipment: The agent presented a report from AGR Fitness for repairs to the treadmill and running belt in the amount of \$433.90. Council approved proceeding with the repairs.

3. Insurance Bylaw: Council and the agent engaged in a discussion regarding the possibility of an insurance deductible bylaw requesting that the owners submit a copy of their insurance policies. The agent advised that this is against the *Strata Property Act* to introduce such a bylaw.

All owners and residents are reminded that the strata corporation's insurance policy does not provide coverage 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.

4. Recycling: Council and the agent engaged in a discussion regarding recycling and the programs available from Encorp. The agent will be following up with Encorp regarding this matter.

5. Balconies: With the warm weather approaching, residents would like to take advantage of their patios and balconies however, it is hard when water/cigarette butts, ashes, gum etc. are tossed over the balconies. Residents are asked to please be aware that there are suites below and when you toss a cigarette butt it lands on the lower balconies creating a mess for someone else to clean up. Cigarette butts are also an extreme fire hazard.



Residents are also asked that if you wish to wash your balcony, please use a damp mop as opposed to flooding the balcony with water as the water drain empties directly onto the lower units. This also applies to over-watering plants.

With your help in following the above, everyone can have a safe, fun and enjoyable summer!

6. Security/Maintenance Log: The agent provided the Maintenance Inspection Report from Cobra Integrated Services for maintenance on the camera system and security system for the building. All was in good order.
7. Harris Irrigation: The agent will be following up with Harris Irrigation regarding the wireless remote for the start up of the irrigation system on the townhomes.
8. Lighting Efficiency: Met Home will be providing a review of the lighting in the building to ensure that the lights used at The Eden are energy efficient.

9. Garbage Can – Richard/Davie: Council and the agent engaged in a discussion with Met Home regarding the garbage can at the corner of Davie and Richards Street that is becoming a concern as household garbage is being deposited into the garbage can. Council agreed to remove the garbage can as there are several garbage cans located only a half a block further in the park.
10. Smoking On Patios: Residents are asked to please be considerate of their neighbours if they have guests or are smoking on the patio. The smoke emanates to the higher units creating a disturbance for others in the building.

There being no further business, the meeting was adjourned at 9:30 p.m. The next meeting for BCS-522 The Eden will be held on Wednesday, June 25, 2008 at 6:30 p.m. in the Lounge of 1225 Richards Street, Vancouver.

Lyn Campbell
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Toll free: 1-877-684-6291
Fax: 604-684-1539

LC/ae

WHAT YOU NEED TO KNOW ABOUT AN EARTHQUAKE

1. You are on your own. Do not count on your strata council or management company for assistance.
2. There is not a supply of food, water, blankets or other survival provisions stored anywhere on the property. You are on your own.
3. If there is natural gas service to your strata corporation there is no plan for shutting off the gas supply.
4. There are no arrangements for alternate living quarters if you are unable to return to your strata lot. You are on your own.
5. Depending on the severity of the earthquake, you may not be able to telephone/email the management company for assistance.
6. The contents of your strata lot, your automobile(s) and other personal property are not insured by the strata corporation. If you have made improvements to your strata lot, such improvements or betterments are not insured by the strata corporation either.
7. The strata corporation is insured for earthquake damage; HOWEVER, there is a deductible which means that there is no coverage for damages within that deductible. Generally the deductible is 10% of the value of the strata corporation although in some instances (ie. Richmond) the deductible could be 15% or 20% of the value of the property. In most cases this will amount to millions of dollars. Your strata corporation does not have reserve funds available to meet such a huge deductible. Repairs will have to be funded by one or more special levies. These could be substantial.
8. There is NO government plan or fund to assist either you or your strata corporation. You are on your own.

While it would be nice to hear that there are plans and that there is a safety net, your strata council and VCS bring you the above information in an effort to alert you to the reality of an earthquake scenario. Accordingly, you need to develop your own personal plans for survival. Like many people, you will not be adequately prepared and that is "human nature". Please remember, however, that "You are on your own" is the only rule that counts.

For further information, visit the following websites:

Ministry of Energy & Mines (Gov. of BC)

<http://www.em.gov.bc.ca/Mining/Geosurv/Surficial/quake/>

Ministry of Public Safety & Solicitor General

http://www.pep.bc.ca/hazard_preparedness/earthquake_preparedness.html

City of Vancouver Emergency Preparedness

<http://www.city.vancouver.bc.ca/corpsvcs/emerg/prepyourself/earthquaketips.htm>

Neighbourhood Emergency Preparedness Program

<http://www.city.vancouver.bc.ca/corpsvcs/emerg/nepp/NEPPworkshops.htm>

MINUTES OF COUNCIL MEETING

STRATA PLAN BCS-522

THE EDEN

HELD: On Wednesday, June 25, 2008 at 6:30 p.m. in the Lounge at 1225 Richards Street, Vancouver, B.C.

PRESENT: Linda Kirste (President)
Mark Cooperstone (Vice President)
James Fowler (Treasurer)
Assunta Bortolazzo
Ken Leimer

REGRETS: Sean Iverach (Landscape)
Jenny Chung (Commercial Representative)

CARETAKERS: Marlon Valenzuela, Met Home
Lloyd Reese, Met Home
Rui Lopes, Met Home

STRATA AGENT: Lyn Campbell, 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 the May 28, 2008 council meeting as circulated.

MANAGER'S REPORT

The Building Manager, Marlon Valenzuela of Met Home along with Lloyd Reese and Rui Lopes of Met Home were present at the meeting to discuss the Building Manager's report. Marlon Valenzuela provided a very detailed report on items occurring throughout the building for the month of May.

1. **Gym Floor:** It was noted that the floor in the gym needs to be stripped and re-waxed. Met Home will provide a quotation for this work for council to review at the next meeting.
2. **Guest Room:** Mr. Valenzuela noted that an additional bed cover for the guest room is required. Assunta Bortolazzo will purchase one for the building.

3. Office Computer: The office computer is functioning; however, a network card is required. Ken Leimer will investigate and if unable to attend to the repairs, the agent will organize having Vidtech Services attend.
4. Meet & Greet: The Meet & Greet was held on Tuesday, June 10th from 6:00 p.m.- 8:00 p.m. in the lounge was very successful. Council wishes to thank everyone who attended the evening to meet the Met Home team.

(7:00 p.m. Marlon Valenzuela, Lloyd Reese, and Rui Lopes departed)

5. Met Home Contract: The agent discussed the Met Home contract and finalized the rental amount for the strata suite. The revised contract will be received from Met Home following which it can be signed by council.
6. Guest Suite Laundry: Brookshaw, the electricians, are currently investigating the electrical component for the installation of the laundry machine in the office. The agent will have a quotation on hand for discussion at the next meeting.

FINANCIAL REPORT

1. Monthly Statement: Following discussion, council approved the April 2008 financial statement. 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.

The agent will obtain a general ledger report on the landscaping costs for the current fiscal year.

2. Accounts Receivable: Council and the agent engaged in a discussion concerning the status of various owners' accounts. The agent is continuing to follow up with those owners who are in arrears.

Owners are reminded to submit their strata fee catch-up payment which covers the difference in your strata fees as there was an increase in strata fees when the new budget was passed. Owners are advised that the strata fee catch-up payment can not be withdrawn from the PAC automatic payment program and owners must submit a cheque made payable to "Strata Plan BCS-522 for the difference. Cheques can be place in an envelope and submitted to the Building Manager.

COMMERCIAL

1. Parking: Concerns continue to be raised regarding Enve parking in the commercial loading zone when individuals are clearly not conducting active loading or unloading. The agent will follow up with a towing company regarding this matter.

2. Graffiti: It was noted that graffiti was placed on several exterior doors of the building. Met Home attended to removing the graffiti.

SECURITY REPORT

- (a) IHN Elevator Media Systems: IHN are completing the installation of the media systems in the elevators following which the security camera for the elevators will be installed.
- (b) Parkade Man Doors: Lockmaster has reviewed the parkade man doors and are providing suggestions on a door knob protector on the upper main parkade gate as opposed to having lexon plastic placed over the door.
- (c) Fencing: Sterling Fence Co. have completed the fabricating of a chain link fence to block the areas at the bottom of staircase D and the staircase on the commercial side along with installing a bottom pipe rail on the parkade ramp area per their quotation of \$1,110 plus GST.
- (d) Bait Car Program: The agent has been in contact with the ICBC representative in charge of the Bait Car Program and ICBC will be proceeding with the stencilling of the bait car decals. The agent will also follow up with ICBC regarding additional bait car program stickers.
- (e) Security Cameras: Cobra has conducted the adjustment of the security cameras; however additional adjustments are required and the agent will follow-up accordingly.
- (f) Enterphone Re-Programming: The agent presented a quotation from Cobra for reprogramming the enterphone and enterphone codes. Council agreed that a fob audit and enterphone audit should be conducted prior to reprogramming the enterphone codes. The agent will work with the Building Manager regarding the fob audit.
- (g) Stop Sign – Visitor Parking: Council engaged in a discussion regarding the installation of a stop sign in the visitor parking area to remind residents to please stop and wait for the gate to close. Council agreed on the position of the stop sign and the agent will follow up with Met Home regarding the installation on of the stop sign.
- (h) Security Alert – June 13th: Unfortunately, there were noted break-ins in the parkade on June 13th. There was no physical signs of forced entry into the parkade. Residents are reminded to please ensure that they do not allow strangers to follow you in through the parkade gates or the entrance doors.
- (i) Door Alarm Decals: The council and the agent engaged in a discussion regarding door alarm decals and placing the alarm on the exterior doors. The agent will follow up with Vidtech regarding this matter.
- (j) Operation Co-operation: Due to the last parkade break-in the agent advised that contact with the VPD has been made and during the next Operation Cooperation/ICBC Bait

Program that will be taking place shortly, the VPD will look to include the Eden in the program to help with security.

BUSINESS ARISING

1. **Engineer Warranty Review:** Spratt Emanuel Engineering are completing the warranty review. Council raised concerns regarding the efflorescence in the mechanical rooftop rooms and requested the Building Manager wash off the efflorescence so the area can be monitored. The council also requested that when the warranty review is ready, that a representative from Spratt Emanuel meet with council to discuss the report.
2. **Landscaping:**
 - (a) **Tree Replacement - #414:** The agent presented a quotation from Paraspace Landscaping for replacing a tree that died at unit #414. Council approved the quotation from Paraspace for the new Magnolia tree.
 - b) **Tree/Asphalt/Brass Medallions:** The agent is continuing to follow-up with the City of Vancouver regarding replacement of the brass medallions that were stolen along the sidewalk areas in front of the building.
 - (c) **Landscape Contract/Flowers:** Ken Leimer has purchased flowers and plants for the planter pots in the back area and has submitted a plan to Paraspace Landscaping for additional planting materials in the other planter beds. Paraspace has provided a quotation and Ken Leimer will review the quotation and work with Paraspace on the planting irrigation system.
 - (d) **Irrigation:** Harris Irrigation has ensured that the watering irrigation system for the townhomes and all garden beds around The Eden has been activated and is in working order. Harris Irrigation and University Sprinklers are providing a quotation for expanding the irrigation system to help with the watering of the planter pots. Upon receipt the quotations from University Sprinklers and Harris Irrigation, the agent will forward them to council for review.
3. **Building Plans:** Ken Leimer has completed scanning the building plans and a steel filing cabinet for the plans has been received, organized and is now in the manager's office. The agent will make copies of the CD's of the building plans for council.
4. **Upper Main Lobby Wallpaper:** Arrangements will be made to have Met Home conduct the installation of the wall paper on the upper main area.
5. **Mechanical System:** The agent presented information from National Hydronics regarding the mechanical systems and temperature set points for the water in the holding tanks. National Hydronics advised that the temperature must be kept as set to avoid any bacterial disease from forming.

6. Dryer Venting: The agent presented a quotation from Michael Smith Duct Cleaning for the dryer vent cleaning which will be kept on file for reference for the next fiscal year. It was also noted that during the next dryer vent cleaning, cleaning of the sensors for the booster fans should also take place.

The agent will create a list of those units that have longer dryer vent runs and work with the Building Manager, Marlon Valenzuela, in reviewing the drawings so those specific units can have their dryer vents cleaned on an annual basis as apposed to a bi-annual basis.

7. Lockers: The Building Manager is completing the review of the lockers to ensure that the Bosa lockers are not utilized.
8. Spa Wall: Met Home has completed the restoration and repairs to the spa wall per their quotation of \$4,200 plus GST.
9. Elevator Contract Maintenance: ThyssenKrupp Elevator has attended to the adjustment of the door closure to ensure that the door is not scraping when the door opens or closes. The agent will follow-up with ThyssenKrupp regarding the speed that the doors close.
10. Cooperative Shared Car Program: Council agreed to defer discussion on this item until the next meeting.
11. Website: The agent presented information from Crank Webworks for updating the website. The agent will also be obtaining information from TMP Designs for upgrades to the website.
12. Commercial/Gym Toilets: National Hydronics have completed the installation of the new toilets in the gym area.
13. Bike Rooms: Met Home are going to be reviewing the configuration of the bike room to make suggestions on how to make the room more efficient, following which a bike room audit will be completed.
14. Fitness Equipment: AGR Fitness have completed the repairs to the treadmill running belt and all is in good working order.
15. Recycling: The agent presented information from Encorp regarding recycling programs. Encorp would offer the building \$200 per year for bringing additional recycling containers for bottles to the building. Council agreed that due to the small amount of revenue, it was not warranted.
16. Energy Efficiency: Met Home have confirmed that the lighting in The Eden is very energy efficient. The exit lights are already LED lights. The only area that could be improved are the lights in the elevators. The agent will follow up with Met Home regarding this matter.

17. Garbage Can Removal: Met Home have completed the removal of the garbage can outside Blenz.

CORRESPONDENCE

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

1. Correspondence was received from an owner concerning installation of hardwood floors. Council approved the owner's request.
2. A letter was received from an owner concerning their bathroom faucet, repairs and request for reimbursement. Council reviewed the matter and the agent will follow-up with the owner as directed by council.
3. An owner wrote to council regarding renovations to their unit which involve the removal of a closet and relocation of the sprinkler head. The relocation of the sprinkler head will be done by National Hydronics. Council approved the owner's request.
4. Council and the agent reviewed correspondence from an owner regarding the installation of a heat pump/air conditioning unit in their unit. Council denied the owner's request as there would be concern for the noise that would emanate from the air conditioning/heat pump and that venting for the unit would have to be conducted through the stucco which would null and void the exterior warranty of the building.

NEW BUSINESS

1. Drain Lines: A concern has been raised regarding the main drains and ensuring that they are clear so that backups do not occur. A quotation is on hand from Milani and a second quotation is being received from Lambert Plumbing for cleaning the main drain lines.

Residents are reminded that kitty litter should not be placed down toilets as this will plug the drain lines and create a backup.



2. Exit/Entrance Signs: Council requested the agent make a new sign at the entrance/exit at the front building to alert owners where the button is when exiting the building.
3. Carpet Cleaning Contract: Council and the agent discussed the carpet cleaning contract and it was agreed to terminate the carpet cleaning contract with Cleaning Connection and obtain quotations. The agent will request a quotation from Met Home.
4. TV Remotes: The agent will follow-up with Met Home regarding obtaining universal remotes for the TV in the lounge area.

5. Baseboard Painting: The agent will follow-up with the previous contractor regarding returning to attend painting deficiencies.
6. Rental/Bylaw/AGM: At the next Annual General Meeting council will discuss the possibility of creating a bylaw concerning rentals to ensure that owners sign leases with their tenants that are three months or longer to avoid the short-term lease situation and the constant rental turnover.
7. Pet Committee: Council and the agent engaged in a discussion concerning the formation of a Pet Committee. This matter will be discussed further at the next council meeting.
8. Emergency Shut-Off: Council engaged in a discussion regarding the location of emergency shut-offs and to ensure that the Building Manager, Met Home know how to deal with the emergency shut-offs for the water, gas and sprinkler fire system, emergency generator and security.
9. Emergency Door "D": Council suggested that a note be placed on the exit door in staircase "D" stating that the door is only for 'emergency exit only'.

There being no further business, the meeting was adjourned at 8:55 p.m. The next meeting for BCS-522 The Eden will be held on Wednesday, July 30, 2008 at 6:30 p.m. in the Meeting Room of 1225 Richards Street, Vancouver.

Lyn Campbell
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LC/ae

WHAT YOU NEED TO KNOW ABOUT AN EARTHQUAKE

1. You are on your own. Do not count on your strata council or management company for assistance.
2. There is not a supply of food, water, blankets or other survival provisions stored anywhere on the property. You are on your own.
3. If there is natural gas service to your strata corporation there is no plan for shutting off the gas supply.
4. There are no arrangements for alternate living quarters if you are unable to return to your strata lot. You are on your own.
5. Depending on the severity of the earthquake, you may not be able to telephone/email the management company for assistance.
6. The contents of your strata lot, your automobile(s) and other personal property are not insured by the strata corporation. If you have made improvements to your strata lot, such improvements or betterments are not insured by the strata corporation either.
7. The strata corporation is insured for earthquake damage; HOWEVER, there is a deductible which means that there is no coverage for damages within that deductible. Generally the deductible is 10% of the value of the strata corporation although in some instances (ie. Richmond) the deductible could be 15% or 20% of the value of the property. In most cases this will amount to millions of dollars. Your strata corporation does not have reserve funds available to meet such a huge deductible. Repairs will have to be funded by one or more special levies. These could be substantial.
8. There is NO government plan or fund to assist either you or your strata corporation. You are on your own.

While it would be nice to hear that there are plans and that there is a safety net, your strata council and VCS bring you the above information in an effort to alert you to the reality of an earthquake scenario. Accordingly, you need to develop your own personal plans for survival. Like many people, you will not be adequately prepared and that is "human nature". Please remember, however, that "You are on your own" is the only rule that counts.

For further information, visit the following websites:

Ministry of Energy & Mines (Gov. of BC)

<http://www.em.gov.bc.ca/Mining/Geolsurv/Surficial/quake/>

Ministry of Public Safety & Solicitor General

http://www.pep.bc.ca/hazard_preparedness/earthquake_preparedness.html

City of Vancouver Emergency Preparedness

<http://www.city.vancouver.bc.ca/corpsvcs/emerg/prepyourself/earthquaketips.htm>

Neighbourhood Emergency Preparedness Program

<http://www.city.vancouver.bc.ca/corpsvcs/emerg/nepp/NEPPworkshops.htm>

MINUTES OF COUNCIL MEETING

STRATA PLAN BCS-522

THE EDEN

HELD: On Wednesday, July 30, 2008 at 6:30 p.m. in the Lounge at 1225 Richards Street, Vancouver, B.C.

PRESENT:

Linda Kirste	(President)
Mark Cooperstone	(Vice President)
James Fowler	(Treasurer)
Ken Leimer	
Sean Iverach	(Landscape)
Jenny Chung	(Commercial Representative)

REGRETS: Assunta Bortolazzo

CARETAKERS: Marlon Valenzuela, Met Home
Lloyd Reese, Met Home

GUESTS: Alex Dent
Scott Hamilton - PML

STRATA AGENT: Lyn Campbell, Vancouver Condominium Services Ltd.

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

GUEST PRESENTATION

The owner of unit #411 was present at the meeting to discuss the request to install a heat pump/air-conditioning unit on the patio area of his townhouse suite. Council engaged in a discussion with the owner and the representative from PML who will conduct the installation. Council raised concerns regarding the noise that would emanate from the unit itself along with the installation and areas that the heat pump would be vented via the rooftop, as opposed to the exterior stucco of the building. Mr. Dent advised that they would be engaging in the services of the engineers to ensure that the work was performed properly and that the envelope warranty was not null and void.

Council engaged in a question and answer period, following which the owner and PML representative departed. The agent will follow up with the owner, as directed by council.

7:00 p.m. Alex Dent and PML departed.

CARETAKER'S REPORT

The Building Manager, Marlon Valenzuela of Met Home along with Lloyd Reese from Met Home were present at the meeting to discuss the Building Manager's report. Marlon Valenzuela provided a detailed report on items occurring throughout the building for the month of July.

- Met Homes has suggested that a hose rack be installed in the spa area and that an electronic thermometer for the pool and spa be installed. Met Homes will attend to the necessary upgrades.
- The Health Inspector has also requested that a stand be placed in the storage room for the chemicals for the spa. Met Home has additional shelving units and will supply the strata with one.
- There are continuing problems with birds coming into the shelter in the retail garbage area and a pest control company is required. Met Home will make arrangements with Propec Pest Control to investigate the matter.

7:35 p.m. Met Home departed.

- Guest Suite Laundry: Council and the agent reviewed a quotation from Brookshaw Electric in the amount of \$3,885.57 to install the wiring for the installation of the washer/dryer system in the manager's office. The agent will obtain a second quotation from an electrician for review at the next meeting.

MINUTES

It was moved, seconded and carried to adopt the minutes of the June 25, 2008 council meeting, as circulated.

FINANCIAL REPORT

1. Monthly Statement: Following discussion, it was moved, seconded and carried to adopt the June, 2008 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact the agent during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. Arrears: Council and the agent reviewed the status of various owners' accounts. The agent is continuing to follow up with those owners who are in arrears.
3. Novus Income: The agent advised that a cheque in the amount of \$455.77 has been received from Novus for the profit-sharing between March and May, 2008.

COMMERCIAL

1. Blenz/Enve Parking: Concerns continue to be raised regarding the Enve parking in the commercial loading zone. Council requested the agent investigate switching towing companies so that the tow trucks will attend the site.
2. No Smoking Signs: Council requested the agent follow up with Met Home and Blenz regarding the installation of the standardized 'no smoking' signs in front of commercial units.
3. Birds: As discussed under the Caretaker's Report a concern has been raised regarding birds entering into the loading bay area and the agent is following up with Propec Pest Control regarding this matter.

10:00 p.m. Jenny Chung departed.

SECURITY REPORT

1. IHN Elevator Media System: IHN has completed the installation of the media system in the elevators. Owners are advised that there is a security camera which will monitor the elevators and help with the overall security of the building.
2. Parkade Man Door Gates: Lockmaster is providing a proposal for a door knob protector on the upper main parkade gate as opposed Lexon plastic placed over the door.
3. Anti-tailgating/Parkade: Nikls Property Services has reviewed the parkade gate and reported that all appears to be in working order. The Building Manager will continue to monitor the gate to ensure that the anti-tailgating system is working on a regular basis.
4. Bait Car Program: Arrangements will be made with ICBC to proceed with the stencilling of the bait car decals, the last two weeks in August.
5. VPD Operation Cooperation: The next time that the VPD is conducting an Operation Cooperation ICBC Bait Car Program, the Eden will be involved in the project. At this time, dates have not been scheduled and the agent will continue to follow up with the VPD concerning this matter.
6. Enterphone/FOB Audit: Arrangements are being made with the Building Managers who conduct the enterphone/fob audit.
7. Enterphone Security Enhancements: Effective immediately, residents must press '0' on the telephone to give their guests access via the back door entrance of the upper mezzanine lobby. Continue to press '6' to give access via the P1 and front lobby. Please continue to ask people, you do not know to fob into the building.

8. Stop Sign: As a deterrent, a stop sign has been installed in the visitor parking area. Residents are asked to please ensure that they stop at the stop sign and allow the gate to close before proceeding onwards. This will help with the overall security of the building.
9. Door Alarm Decals: Met Home has completed the installation of the door alarm decals throughout the building.
10. Elevator Lock-off System: Council will look to placing the elevator lock-off system on the agenda for the next Annual General Meeting.
11. Security Lights: A letter was received from the City of Vancouver regarding the security lights that were installed in the back alley way. The lights were shining onto the neighbouring property disturbing owners. As such, arrangements have been made to filter the lights and all appears to be in working order. Thank you is extended to Met Homes and Ken Leimer for their assistance in this matter.

BUSINESS ARISING

1. Engineering Warranty Review: Spratt Emanuel are completing the warranty review. The draft report is being produced and Spratt Emanuel will meet with the strata council to review the draft report. The report is expected the week of August 18th.
2. Landscaping:
 - a) Tree Replacement - #414: Arrangements are being made with ParaSpace Landscaping to replace the tree which died at unit #414 with a new magnolia tree. The agent is still continuing to follow up with the City of Vancouver regarding replacement of the brass medallions that were stolen along the sidewalk areas in front of the building.
 - b) Irrigation: Council and the agent engaged in a discussion regarding the irrigation and council reviewed a proposal received from University Sprinklers for upgrading the irrigation system to the planter pots. At this time, council agreed to hold off on this project until later within the fiscal year.
 - c) Flower Pots: Council reviewed a detailed report from Ken Leimer regarding the landscaping and suggestions for landscaping plants. A concern was raised regarding why ParaSpace Landscaping cut the Bleeding Heart plant from the back of the building as the plant was still in bloom and added colour to the back entrance area. Normally the plant would be removed in October. The agent will follow up with ParaSpace Landscaping concerning this matter.

Concern was also raised regarding the fifth floor landscaping and council requested the agent look to see if the original landscaping plans are available for review.

2. Upper Main Lobby: Council agreed to defer the installation of the upper main lobby wallpaper to later within the fiscal year.
3. Dryer Venting: The agent is in the process of creating a list of those units that have longer dryer vents and will be working with the Building Manager, Marlon Valenzuela in reviewing the drawings so that those specific units that have longer dryer vents will have their vents cleaned on an annual basis as opposed to a bi-annual basis.
4. Lockers: The Building Manager is completing the review of the lockers to ensure that the both side lockers that are available for sale are not utilized by residents.
5. Elevator Maintenance: The agent advised that ThyssenKrupp has attended to speeding up the closing of the doors; however, council requested the doors be closing faster. The agent will follow up with ThyssenKrupp concerning this matter.
6. Greening Eden/Cooperating Share Program: Council and the agent engaged in a discussion concerning the cleaning of the Eden and a cooperative shared car program. Council member, Linda Kirstie updated the strata council with respect to the shared car program and that other people outside of the Eden would have access to the parkade area for the use of the cooperative shared car program and as such, council thought this was a security risk and does not wish to pursue the matter further.
7. Website: The agent presented a quotation from TMP Designs for upgrading the website. Council agreed to proceed with the proposal from TMP. The agent will follow up immediately with TMP so that the website can be up and running in the month of August.
8. Bike Room Organization: Council and the agent discussed the bike room organization with Met Home along with reviewing a PowerPoint presentation from Ken Leimer on the bike room. The agent and Met Home will obtain quotations for new bike racks and this matter will be discussed at the next meeting.
9. Elevator Lighting/Energy Efficiency: Ken Leimer and Met Homes have been working on the energy efficiency lighting and changes have been made to the light bulbs in the elevator to help reduce the amount of energy consumption. Ken Leimer will also review the possibilities of reducing the power wattage for the lobby lighting and this matter will be discussed at the next meeting.
10. Drain Line Cleaning: The agent is awaiting a proposal from Lambert for cleaning the main drain lines. This matter will be discussed at the next meeting.

11. Exit/Entrance Sign: The exit sign has been installed by Met Home. Residents are reminded that they must stop and wait for the gate to close before proceeding onwards. Failure to do so may result in a fine levied against the owner's account in accordance with the strata corporation bylaws. Residents are reminded of bylaw 34(1) and 34(2).

Security

- 34 (1) *All residents are requested to stop their vehicle upon passing the parkade gate and to remain stopped until the gate closes completely. (March 23/2005)*
- 2) *Residents are required not to grant access to the building to any individual who does not scan their own fob at any common area door regardless of how harmless or familiar they may appear. (March 23/2005)*
12. Carpet Cleaning: The agent is obtaining quotations for a quarterly maintenance contract for the carpet cleaning services and is awaiting the proposal from Met Home. Council will then review the proposals received from Edenvale, ServiceMaster and Met Home at the next meeting.
13. Linoleum Floors/Gym: Met Home provided a quotation in the amount of \$400 to strip and wax the gym floors. Council agreed to defer this until the fall/new year.
14. Lounge/TV: Met Home has purchased remote controls for the TV.
15. Emergency Shut-offs: Arrangements are being made with Met Home and Marlon Valenzuela for reviewing the procedures for the alarms and locations/procedures for the shut-offs in the event of an emergency.
16. Painting: The agent will be following up with the painter to come back and do touch-up painting around the baseboards.

CORRESPONDENCE

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

1. A letter was received from an owner regarding the second floor hedges requiring pruning. The agent has made arrangements with ParaSpace Landscaping.
2. An owner wrote to council regarding the 24th floor stucco cracks. This matter is being reviewed with the engineer Spratt Emanuel.
3. Two owners requested permission to remove the trees on their common area patio decks. Council suggested ParaSpace Landscaping look at the specific trees and review the root structure of the trees.

4. An owner wrote to council requesting that the frame around the exterior door off their patio area be painted as the paint is chipping. The agent is obtaining a quotation from Met Home on this matter.
5. A letter was received from an owner regarding dryer venting. The agent has made arrangements with Michael A. Smith Duct Cleaning and Met Home to attend to the necessary repairs.
6. An owner wrote to council requesting that a move fee be reduced for their unit. Council denied the owner's request.
7. A letter was received from an owner requesting that the move fee be waived as they are moving from one floor to another. As the move fee covers the move in and move out of the building, council denied the owner's request.

NEW BUSINESS

1. Planned Preventative Maintenance Report: The agent presented the planned maintenance report from National Hydronics. All was reported to be in good working order.

There being no further business, the meeting was adjourned at 9:45 p.m. The next meeting for Strata Plan BCS-522 will be held on Wednesday, September 3, 2008 at 6:30 p.m. in the Lounge at 1225 Richards Street, Vancouver, B.C.

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LC/af

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 BCS-522

THE EDEN

HELD: On Wednesday, September 3, 2008 at 6:30 p.m. in the Lounge at 1225 Richards Street, Vancouver, B.C.

PRESENT: Assunta Bortolazzo
James Fowler (Treasurer)
Jenny Chung (Commercial Representative)
Ken Leimer (President)
Mark Cooperstone (Vice President)
Sean Iverach (Landscape)

ABSENT WITH REGRETS:

Linda Kirste

CARETAKERS: Marlon Valenzuela, Met Home
Lloyd Reese, Met Home

STRATA AGENT: Lyn Campbell, Vancouver Condominium Services Ltd.

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

COUNCIL POSITION

Linda Kirste has advised that she is unable to serve as the council President for the remainder of the fiscal year; however, will remain on council. As a result, it was moved, seconded and carried that Ken Leimer now take on the position of council President.

CARETAKER'S REPORT

Council and the agent reviewed a detailed report from Marlon Valenzuela of Met Home regarding items that occurred throughout the building in the month of August.

- Met Home was concerned with the service being received from the recycling company as they are continuing to leave the parkade gate open when they are removing the recycling bins. The agent has forwarded correspondence to the recycling company concerning this matter.

- The main door was not latching and Xtreme Glass has been called. The door needed to be shifted and all appears to be in working order.
- Council requested the agent follow up with Vidtech regarding the possibility of redesigning the sensors or adjusting the sensors for further distance. Met Home also suggested that a quote be obtained for installing stoppers on the door so it does not swing open further.
- The main entrance carpet requires repairs and, as such, it has been removed so that it can be repaired and cleaned.
- Residents are reminded to please not place garbage bags outside their doors as the garbage "juice" can seep through the plastic garbage bag and stain the carpet. Residents are encouraged to also double bag their garbage so that the garbage debris does not spill onto the carpets.

Guest Suite Laundry: Further to the minutes of July 30th, the agent is obtaining a second quotation from Houle Electric for the installation of the laundry machine in the building manager's office.

7:15 p.m. Met Home departed.

MINUTES

It was moved, seconded and carried to adopt the minutes of the July 30, 2008 council meeting, as circulated.

FINANCIAL REPORT

1. Monthly Statement: Following discussion, it was moved, seconded and carried to adopt the July, 2008 financial statement, as presented. Council and the agent engaged in a discussion regarding the gas expenses and a re-allocation to the prior year will take place as an invoice received for the past fiscal year and charged to this current fiscal budget. Council is concerned about the operating expenses and will be watching the expenses closely.

Any owner wishing a copy of the strata corporation's financial statements should contact the agent during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Arrears: Council and the agent engaged in a discussion regarding the status of various owners' accounts. The agent will particularly follow up with two owners who are in substantial arrears.

COMMERCIAL

1. Blenz/Enve Towing: The agent is following up with Busters and Drake Towing regarding the towing company for the strata corporation. At this time, Busters is now attending and towing vehicles when requested. The commercial representative is also following up with their tenant to ensure that they do not park in the loading zone area.
2. Blenz/Toilet: A toilet leak occurred in Blenz. The toilet was plugged and water ran down into the parkade area. Blenz are attending to the necessary repairs.
3. Birds: The building manager has installed wire meshing around the fence areas to stop birds from entering into the commercial parking loading zone area.
4. Bosa Clock/Light Out: It was noted that there is a light out on the Bosa clock. The agent will follow up with Met Home concerning this matter.
5. Awnings: Council requested the agent obtain a quotation for painting the metal awnings on the commercial units as there are signs of rust showing.

8:00 p.m. Jenny Chung departed.

SECURITY REPORT

1. Security Upgrades:
 - (a) Bait Car Program: ICBC will be placing the bait car signs on the side of the building which will help deter would-be thieves from entering the strata corporation parkade.
 - (b) ICBC Operation Co-operation: The next time the ICBC is conducting a VPD operation cooperation ICBC bait car program, the strata will be involved in the project. To date, the agent has not been advised of the scheduled date. The agent will continue to follow up with the ICBC concerning this matter.
 - (c) Enterphone Fob Audit: Arrangements will be made with the building manager to conduct an enterphone fob audit in the fall.

NEW BUSINESS

1. Engineering Warranty Review: Spratt Emanuel are completing the warranting review. The draft report has not yet been received. Spratt Emanuel will meet with the council to review the draft report. The agent has requested the report be received as soon as possible so any warranty items can be addressed with Bosa.

2. Landscaping:

- (a) Tree Replacement #414: Para Space Landscaping has completed the installation of the Magnolia tree on #414 on July 22nd.
- (b) Flowers: The agent followed up with Para Space Landscaping concerning the bleeding heart plants that were removed. Para Space advised that they were removed due to the extreme hot weather that was in the early summer and that they had wilted and became quite unsightly.
- (c) Asphalt Brass Medallions: The agent is continuing to follow up with the City of Vancouver regarding replacement of the brass medallions that have been stolen along the sidewalk/trees in front of the building.
- (d) Landscape Plans: Para Space has advised that they do have the landscaping plans for the building and will be forwarding them to the strata corporation.
- (e) 412/413 Tree Removal: The owners of these units have requested that the trees on their rooftop patio areas be removed. The agent has discussed this matter with Para Space Landscaping and Para Space Landscaping has suggested that an arborist report be obtained.

3. Dryer Venting: The agent is creating a list of those units that have longer dryer vents to record specific units that will need to have their dryer vents cleaned on an annual basis as opposed to a bi-annual basis.

4. Lockers: The building manager is completing the review of the lockers to ensure that the Bosa owned lockers are available for sale and not utilized by residents.

5. Elevator Maintenance: ThyssenKrupp has attended and sped up the door closer for the elevators.

6. Website: Council and the agent engaged in a discussion regarding the website being prepared by TMP Designs. The agent has attended the building and taken pictures for the website. Council and the agent will now work on the content for the website.

7. Bike Room: Met Home has provided a quote for organizing the bike room with the installation of 30 bike hooks and 12 bike racks plus labour. The quote was \$2,680.99 plus GST. Met Home will be providing the drawings and specs on the bike racks for review at the next meeting.

8. Energy Efficiency: A number of changes have been made to the lighting in the building to help reduce the wattage and to produce cost savings for the strata corporation. Thank you is extended to Ken Leimer and Marlon Valenzuela for the work on the energy savings for the building.
9. Drain Line Cleaning: Council will include the funding for the main drain line cleaning within the next fiscal budget per the quotation from Milani in the amount of \$10,200 plus GST.
10. Carpet Cleaning: The agent presented a quotation from Edenvale Service and Service Master for the carpet cleaning. Council requested the agent follow up with Service Master and Met Home regarding the spot cleaning and cleaning once per year.
11. Touch-Up Painting: Met Home has provided a quotation in the amount of \$1,500 plus GST to conduct a touch-up painting program four visits per year at eight hours per visit to conduct touch-up painting to the worst walls identified by the building manager. Council agreed to review the quote further at the next meeting.
12. #412/#413 Exterior Patio Doors: Met Home provided a quotation for repainting the patio exterior doors on #412 and #413. Met Home will review this matter further for further discussion at the next meeting.

CORRESPONDENCE

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

1. Correspondence was received from a resident regarding a move fee. The agent will follow up with the resident as directed by council.

NEW BUSINESS

1. Compressor: Concerns have been raised that the compressor originally installed in the building for the fire system may not sufficient for the building's needs. The agent is following up with National Hydronics concerning this matter.
2. Recycling: Residents are asked to please ensure that they follow the recycling guidelines that have been posted in the building.
3. Window Washing: The agent presented a quotation from Red Lion Exterior Building Maintenance in the amount of \$2,696.40 for conducting the window washing for the exterior of the building. It was noted that the cost for the exterior window washing has not increased since 2006. Council approved proceeding with the quotation from Red Lion Exterior Building Maintenance.

4. Motorcycle Parking: Council and the agent engaged in a discussion regarding creating a motorcycle parking area on the P3 area. Met Home will measure the area and determine the number of stalls that could be available. This matter will be brought forth at the next Annual General Meeting.
5. Eden Social Club: Residents are advised that an Eden Social Club will be forming soon and to please watch for notices.
6. Fan/Gym: Council suggested that a free standing fan be purchased for the gym. Ken Leimer will make the arrangements.

7. Moves: Owners and residents are reminded that all moves must be scheduled through the building manager and that a security guard must be on hand. Please contact the building manager directly to schedule the move.

8. Building Tour: Council requested the agent organize having a building tour with Met Homes for the next meeting.

There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting for Strata Plan BCS-522, The Eden, will be held on Wednesday, October 22, 2008 at 6:30 p.m. in the Lounge at 1225 Richards Street, Vancouver, B.C.

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MINUTES OF COUNCIL MEETING

STRATA PLAN BCS-522

THE EDEN

HELD: On Wednesday, October 22, 2008 at 6:30 p.m. in the Lounge at 1225 Richards Street, Vancouver, B.C.

PRESENT: Ken Leimer (President)
James Fowler (Treasurer)
Assunta Bortolazzo

ABSENT WITH REGRETS:

Jenny Chung (Commercial Representative)
Mark Cooperstone (Vice President)
Sean Iverach (Landscape)

CARETAKER: Marlon Valenzuela, Met Home

STRATA AGENT: Lyn Campbell, Vancouver Condominium Services Ltd.

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

COUNCIL RESIGNATION

Council member, Linda Kirste unfortunately has resigned from the strata council. The council wishes to thank Linda for all her past dedication and assistance on the council.

CARETAKER'S REPORT

1. General Report: Marlon Valenzuela of Met Home reviewed a report with council regarding items that occurred throughout the building in the month of September and early October.
 - The hose rack has been installed in the pool area.

- There was a water sprinkler break in unit #1709 causing a significant amount of damage to other units. Edenvale Restoration are currently attending to the repairs and the strata corporation's insurance adjuster has been contacted.
- The main door has been repaired.
- Cobra were on site conducting the planned preventative maintenance for the security system. While on site they replaced some door magnets and noted everything was in good working order.
- The electrical cord on the treadmill has been replaced.
- There has been another leak in the bathroom of Blenz Coffee. Concern has been raised regarding the occupants of Blenz Coffee and this matter will be discussed with the Commercial representative to see if Blenz Coffee can lock the washroom off.
- The main entrance mat has been cleaned and repaired.
- The Commercial street level awnings have been washed.
- There has been a leak in the spa circulation pump and Imperial Paddock Pools are attending to the necessary repairs. Council requested the agent follow up with Imperial Paddock Pools regarding the spa circulation pump and the volume of bubbles created in the spa.
- The FOB reader in the lounge was replaced.

Owners are advised that maintenance of the fireplaces is an owner's responsibility and they can contact Delco Fireplaces at 604-530-2166.

- It was noted that a few residents have not been stopping at the parkade gate. The agent will be forwarding letters to those specific residents.

It is important that residents stop at the parkade gate to ensure that they close before proceeding onwards. This will help with the overall security of the building.

Marlon Valenzuela departed 7:45 p.m.

Council raised concerns regarding the pressure washing of the common area grounds and Met Home not proceeding with the pressure washing. The agent will follow up with Met Home concerning this matter and possibly look to cost for a new pressure washer for the building.

2. Guest Suite Laundry:

- (a) Council and the agent reviewed quotations from Houle Electric for installation of the wiring required for the washer and dryer to be installed within the building manager's office. Council engaged in a detailed discussion regarding the guest suite and compared other strata corporations in the way that they manage their guest suites and, as a result, effective December 1st, owners/residents will be responsible for bringing their own sheets for a queen size bed and towels when renting the guest suite. Cleaning of the guest suite will still be conducted by Met Home; however, owners and residents who rent the guest suite will now have to bring their sheets and towels for their guests. The agent will have Met Home proceed with purchasing a mattress pad cover for the guest suite bed.

Effective December 1st, owners/residents will be responsible for bringing their own sheets for a queen size bed and towels when renting the guest suite. Cleaning of the guest suite will still be conducted by Met Home; however, owners and residents who rent the guest suite will now have to bring their sheets and towels for their guests. The agent will have Met Home proceed with purchasing a mattress pad cover for the guest suite bed.

MINUTES

It was moved, seconded and carried to adopt the minutes of September 3, 2008 council meeting, as circulated.

FINANCIAL REPORT

1. Monthly Statement: Following discussion, it was moved, seconded and carried to adopt the August, 2008 financial statement, as presented. 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. Arrears: Council and the agent engaged in a discussion regarding the status of various owners' accounts. Council requested the agent clean up the past owners' account balances that have some credit showing on their accounts.
3. Novus Income: The agent advised that a cheque in the amount of \$469.94 has been received from Novus for the profit sharing between June and August, 2008.

4. 2009/2010 Draft Budget: The agent will be preparing the 2009/2010 draft budget and council will review the budget at the next meeting.
5. 2008/2009 Audit: The agent will obtain quotations for conducting the audit for the 2008/2009 fiscal year.
6. Annual General Meeting Planning: In preparation for the Annual General Meeting, council is looking to propose the following bylaws:
 - A bylaw regarding homeowners insurance.
 - A bylaw stating that rentals in the building must be for a period of six months or longer.

COMMERCIAL

1. Awning: Met Home are proceeding with painting the commercial awning.

SECURITY REPORT

1. Security Upgrades:
 - (a) Bait Car Program: ICBC has installed the bait car signs on the side of the building which will help deter would-be thieves from entering the strata corporation's parkade.
 - (b) ICBC Operation Co-operation: The agent advised that at this time there is no further dates on scheduling the next VPD Operation Co-operation; however, a new information project with the VPD is being formed to help maintain a partnership with the community and create communication between the VPD and the homeowners. The VPD will be creating security update bulletins which will be forwarded to the agent to be circulated.
 - (c) Enterphone Fob Audit: Arrangements have been made with the building manager to conduct the enterphone FOB audit. Notices are being circulated on the FOB audit and residents are asked to please return the completed FOB audit form to the building manager no later than Friday, November 28th at the fourth floor office.

BUSINESS ARISING

1. **Engineering Warranty Review:** Council reviewed the engineering warranty report from Spratt Emanuel. Spratt Emanuel advised that overall the building is in good shape and the membrane and sealants are performing well. Council requested the agent follow up with Spratt Emanuel regarding a spreadsheet of the specific locations where they noted "concrete shrinkage". The agent will be forwarding the report to Bosa and the third party warrantor for their review and action.
2. **Landscaping:**
 - (a) **Asphalt Brass Medallions:** The agent is continuing to follow up with the City of Vancouver regarding replacement of the brass medallions along the sidewalk/trees in front of the building.
 - (b) **Landscape Plans:** The agent confirmed that the strata corporation does have copies of the landscaping plans.
 - (c) **#412/#413 Arborist:** A further arborist report is being obtained. Council advised that Para Space can prune the trees and will speak to Para Space regarding this matter.
 - (d) **Long Term Landscape Plans:** When considering the budget for the next fiscal year, council will look to upgrades to reduce maintenance costs with the long-term maintenance plan.
3. **Website:** Council is currently preparing the information to propose on the website following which TMP Designs will download the information and launch the website.
4. **Bike Room Organization:** Met Home will be providing the specifications and drawing designs for the bike room and the bike racks.
5. **Energy Efficiency:** Council is continuing to review the yard lighting to further reduce electrical costs. Council advised that new energy efficiency light bulbs have been installed throughout the building.
6. **Carpet Cleaning:** The agent presented information from Met Home and Service Master on the carpet cleaning. The agent will clarify the definition of spot cleaning by Met Home. Council will then consider the quotation from Met Home in the amount of \$2,000 per year for one full cleaning, three spot cleanings and to have the full cleaning conducted in March.

7. Painting – Touch-Up Program: When preparing for the budget for the next fiscal year, the agent will look to include the painting touch-up program for the building as proposed by Met Home.
8. #412/#413 Patio Doors: A quotation was received from Met Home in the amount of \$225 plus GST per door to paint and caulk the townhouse exterior doors on #412 and #413. Council agreed to proceed with the quotation from Met Home.
9. Motorcycle Parking: Marlon Valenzuela and Ken Leimer are reviewing the parkade for the cost of designing rental motorcycle parking stalls in the parkade. This would then be approved by the owners at the Annual General Meeting.
10. Window Washing: Red Lion Exterior Building Maintenance were on site October 6th to October 17th conducting exterior window washing.
11. Front Door Stopper/Door Sensor: The agent has followed up with Xtreme Glass regarding the installation of a door stopper; unfortunately, the problem seems to exist with the door sensor. The agent will follow up with Cobra on the design and possibly installing a new heavy duty sensor on the door.

There is also concern with the hinges on the front door and the agent will obtain a quotation from Xtreme Glass for installation of new hinges.

12. Compressor: The agent has obtained information that the compressor originally installed in the building for the fire safety systems does meet code.

CORRESPONDENCE

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

1. Correspondence was received from an owner concerning some cracks in the paint of their ceiling. Met Home investigated and that this was not a structural but simply a settlement crack and, therefore, an owner's responsibility to attend to painting.
2. An owner wrote to council requesting that no further approval for installation of hardwood floors be approved by the council as it creates a noise disturbance to the units below. Council duly noted the owner's comments, however, if the appropriate sound barrier is installed, it should not be a problem.
3. A letter was received from an owner requesting permission to conduct renovations within their unit. Council approved the owner's request.

4. Council reviewed correspondence from an owner concerning garbage being left out beside their door. Council discussed this matter with the building manager and agreed that the building manager was doing his due diligence when returning a bag of garbage found in the stairwell. The agent will be following up with the owner as directed by council.
5. An owner wrote to council concerning the rentals in 2010 and the Olympics. Council encourages long-term leases. The agent will advise the owner accordingly.
6. An owner wrote to council regarding various items including their sliding door and dryer venting. The agent will have a contractor investigate.

NEW BUSINESS

1. Junk Mail/Red Dot Campaign: Those owners who do not wish to receive junk mail can place a red dot in their mailbox and the mail delivery person will stop delivering the mail.
2. Annual Fire Inspection: GE. Edwards advised that the annual fire inspection is due in the month of December. The agent will make arrangements for the inspection to take place and notices will be circulated to residents.
3. Parkade CO Sensors: Global Gas Detection are attending to the parkade CO sensor testing.
4. PPM Report: The agent forwarded the report from National Hydronics on the planned preventative maintenance for the building. It was noted that the PRV on the third floor is in need of repair. Council has approved the repairs and National are awaiting the materials.
5. Pressure Washing: As noted earlier within the manager's report, concern is raised regarding the pressure washing. The agent will be following up with Met Home regarding this matter.
6. #1709 Sprinkler Water Flood: Unfortunately, the resident of #1709 hung an item on one of the sprinkler heads which broke and created a water flood and has damaged numerous units. The strata corporation's insurance has been notified and an insurance adjuster assigned to the case. Edenvale are attending to the emergency work and quotations for the repairs are being sought following which the insurance adjuster will assign a contractor to attend to the repairs. Council instructed the agent to forward correspondence to the owner of #1709 charging back the insurance deductible to the unit as it was a direct result of negligence by the tenant in the unit.

7. Contingency Reserve Fund Study: Council and the agent engaged in a discussion regarding a long-term Contingency Reserve Fund study. The agent presented a draft report prepared by Halsall for review. Council requested the agent obtain a quotation from Halsall for review at the next meeting.
8. Emergency Protocols: Council and the agent engaged in a discussion concerning emergency protocols and meeting with Met Home to ensure that when an alarm occurs that there is someone positioned at the front entrance directing any emergency personnel to the area in question.
9. Sprinkler Head Covers: Council engaged in a discussion regarding the possibility of installing cover guards over the sprinklers heads, specifically in the upper main level lobby where moves occur and also inside owners' closets. The agent is following up with GE Security and the insurance company regarding the cost and any potential liabilities that could result by the installation of the security guards.
10. Stairwell to Residential Tower of Lobby Lock: The council requested the agent follow up with the locksmith regarding the installation of a mag lock to auto disengage the lock on the stairwell to the Residential Tower in the event of a fire alarm.
11. Alley Parking: A concern has been raised regarding vehicles parking in the alley close to the entrance of The Eden as the parked cars obstruct the view lines of vehicles exiting The Eden and present a danger. The agent will follow up with the City regarding this matter.

There being no further business, the meeting was adjourned at 9:20 p.m. The next meeting for Strata Plan BCS-522 will be held on Wednesday, November 26, 2008 at 6:30 p.m. in the lounge at 1225 Richards Street, Vancouver, B.C.

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LC/sd

MINUTES OF COUNCIL MEETING

STRATA PLAN BCS-522

THE EDEN

HELD: On Wednesday, November 26, 2008, at 6:30 p.m. in the Lounge at 1225 Richards Street, Vancouver, B.C.

PRESENT: Ken Leimer (President)
James Fowler (Treasurer)
Assunta Bortolazzo
Mark Cooperstone (Vice President)

ABSENT WITH REGRETS:

Jenny Chung (Commercial Representative)

CARETAKER: Marlon Valenzuela, Met Home

GUESTS: Mr. & Mrs. Dent (411)
Residents of 1237

STRATA AGENT: Lyn Campbell, Vancouver Condominium Services Ltd.

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

GUESTS

The guests were present at the meeting to discuss the concerns regarding security of the building. Council and the agent discussed the security updates that have occurred throughout the building. At this time, all recommendations that the Vancouver Police Department have recommended have been conducted and a security FOB audit is in process.

The Vancouver Police Department have recommended that a block watch program be initiated to help with security of the building and council will be investigating this further.

The main security concern is the elevator lock-off system as the elevators can still access the parkade for anyone who enters into the building. In the past, the council has twice brought forth a resolution at the AGM's to install an elevator lock-off system in the building; however, the owners defeated the resolution. The council will bring forth this resolution a third time at the Annual General Meeting in the New Year. It is imperative that, for the security of the building, that the elevator lock-off system be installed.

It has also been suggested that residents leave their car doors unlocked. Notices stating ***"DOOR UNLOCKED, NOTHING OF VALUE IN CAR, PLEASE DO NOT BREAK GLASS"*** are available in the building manager's office.

7:15 p.m. Guests departed.

COUNCIL RESIGNATION

Council member, Sean Iverach has resigned from the strata council. Council thanked Sean for his past involvement and work on the strata council and wish him the best in the future.

CARETAKER REPORT

1. **General Report:** Marlon Valenzuela of Met Home reviewed a report with the council regarding items that occurred throughout the building during the month of November. Highlights of the report include:

- The light in the steam room and pool lights have been replaced
- The ballast for the outside light in the landscaped area has all been replaced
- The electrical outlets on the 14th, 15th, 16th, 17th and 18th floors were repaired
- The electrical outlets in the main lobby entrance and in the parking entrance were replaced
- Cobra CIS did a general maintenance on the camera system
- The circulating pump in the spa and pool spa jets have been repaired
- The pressure washing on the perimeter of the building has been conducted

8:00 p.m. Marlon Valenzuela departed.

2. **Met Home Contract:** Council and the agent engaged in a discussion regarding the contract with Met Homes. The strata council is concerned regarding the extra costs being charged by Met Home. The agent will express the concerns to Met Home.

MINUTES

It was moved, seconded and carried to adopt the minutes of October 22, 2008, council meeting, as circulated.

FINANCIAL REPORT

1. **Monthly Statements:** Following discussion, it was moved, seconded and carried to adopt the September and October 2008 financial statement, as presented. 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. **Arrears:** Council and the agent engaged in a discussion regarding the status of various owners' accounts. The agent is following up with owners who have various balances on their accounts.
3. **2009/2010 Draft Budget:** The agent is preparing the 2009/2010 draft budget for review at the next meeting.
4. **2008/2009 Audit:** Quotations are being sought from Berris Mangan Elliott, Heddon Chong & Associates and Guthrie Howard for conducting the audit for the 2008/2009 fiscal year. The quotations will be reviewed at the next meeting.

COMMERCIAL

1. **Awning Painting:** Met Home has completed the painting of the commercial awning.
2. **Enve Break-in:** There has been two reported break-ins to the clothing store in which merchandize was stolen from the store. The police have attended and the window repairs have taken place.

SECURITY REPORT

1. **Security Upgrades:**
 - (a) **Enterphone FOB Audit:** The building manager advised that the enterphone/audit is nearly 70% complete.

Owners are reminded to please ensure that they return their FOB audit forms to the building manager as soon as possible to avoid their FOBs from being deactivated from the system.

- (b) **Door Plates:** The agent presented a quotation from Lock Masters for the installation of the door plates. Council will review this matter at the next meeting.
 - (c) **Stairwell:** Council requested the agent ensure that the commercial stairwell at the side of Enve to the P1/P2 level be rekeyed with a high-security key and also obtain a cost for monitoring alarm systems for staircase D into the alley way.

BUSINESS ARISING

1. **Engineering Warranty Review:** The agent is following up with Spratt Emanuel regarding a spreadsheet of the specific locations where concrete shrinkage was reported and is following up with Bosa Ventures regarding the work items they are willing to address as part of the warranty review.
2. **Landscaping:**
 - (a) **Asphalt Brass Medallions:** The agent is continuing to follow up with the City of Vancouver regarding replacement of the brass medallions along the sidewalk/trees in front of the building.
 - (b) **#412/#413 Arborist:** The arborist from Davey Tree Services has visited the site and reviewed the trees on the townhouse decks at #412/#413 and the agent is awaiting the report from Davey Tree Services.
3. **Website:** Council is currently preparing the information for the website following which TMP Designs will download the information and launch the website.
4. **Bike Room Organization:** Council agreed to discuss the bike room organization and specifications and drawing designs for the bike room and the bike racks.
5. **Carpet Cleaning:** The agent has presented information from Met Home regarding cleaning the carpets. The cost is \$2,000.00 and that would include one full carpet cleaning throughout the building in March and then three quarterly spot cleaning. The spot cleaning would involve checking all floors and cleaning spots that were noted. Council agreed with this and will review the carpet cleaning when reviewing the contract with Met Home.
6. **#412/#413 Exterior Patio Doors:** Met Home has completed the repairs to #412 and #413 exterior patio doors.
7. **Front Door:** Cobra is preparing information on the larger new heavy duty door sensor. The agent has also received information from Xtreme Glass that the door closer is a very high quality and the only time that the door closer needs to be replaced is when they are leaking oil.
8. **Annual Fire Inspection:** The annual fire safety inspection will be scheduled with GE Edwards in January 2009. Notices will be circulated to residents regarding the annual fire inspection.
9. **Parkade CO Sensors:** Global Gas Detection has attended to the testing of the parkade CO sensors on October 30, 2008, and reported all was in good order.

10. Pressure Washer: Met Home has completed the pressure washing of the perimeter of the building. The agent is obtaining information on a pressure washer at a neighbouring building that may be for sale.
11. #1709 Sprinkler/Water Flood: First On Site has attended to drying the units involved in the water leak and the adjuster is currently receiving a second quotation for the repairs from Balfor. Upon receipt of the second quotation, the adjuster will view the quotations and assign a contractor to conduct the repairs to the units.
12. Contingency Reserve Fund Study: The agent is awaiting the proposal from Halsall for the Contingency Reserve Fund Study. This matter will be discussed further at the next meeting.
13. Sprinkler Head Covers: The agent presented a quotation from GE security for the installation of sprinkler head covers. The cost of each cover is \$9.50 plus taxes, along with a minimum two-hour service call. Council will discuss this matter at the next meeting.
14. City Parking Back Alley: There has been no improvement in the parking in the back alley way of the City. The agent will continue to follow up with the City of Vancouver and look to possibly installing "No Parking" stickers in the alley way.
15. Mag Lock Stairwell to Residential Tower: Cobra has advised that if there is no exit sign above the door that the reader is on, it does not have to release on a fire. The exit sign tells you that this is the path to safety in the event of a fire, meaning it cannot be locked from the side the sign is on.
16. Spa Pumps and Jets: Imperial Paddock Pools have attended to repairs to the pump seal and the spa jets are now working properly.
17. Annual General Meeting Planning: In preparation of the AGM, council will be looking to propose the following:
 - A bylaw regarding homeowners insurance;
 - A bylaw stating that rentals in the building must be for a period of six months or longer;
 - Security upgrades for the elevator lock-off system.

CORRESPONDENCE

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

1. Correspondence was received from an owner regarding a noise complaint. The agent has forwarded correspondence to the individuals and is monitoring the situation.

2. A letter was received from an owner concerning the hot tub timer and dryer venting. Michael Smith Duct Cleaning has attended to the dryer venting and the agent is following up with Imperial Paddock Pools regarding the hot tub timer.
3. An owner wrote to council concerning a leak from the dryer vent. Michael Smith Cleaning has attended to cleaning the area. The agent will follow up regarding interior repairs.
4. An owner wrote to council regarding condensation which occurs quite often in the unit. Please see the attached information regarding managing humidity in the suites.

NEW BUSINESS

1. Sanitary Vents: The agent received a proposal from Milani for cleaning the sanitary vents from the roof down to the parkade on the "O1" and "O2" suites in the amount of \$3,650.00. This matter will be reviewed at the next meeting.
2. Christmas Trees/Christmas Decorations: Residents are reminded of the strata corporation bylaws concerning Christmas decorations. Cut Christmas trees are not permitted in the building. Christmas lights in windows and balconies are permitted only between December 1st and January 15th. Christmas decorations/wreaths are also permitted on common area doors of suites but only that they must not impede accessibility through doors or in any way create an escape or visible obstacle in common area hallways.
3. Elevator Safety Test: The elevator safety test for the building is due and the agent is making arrangements with ThyssenKrupp to conduct the mandatory elevator safety test per the B.C. Safety Authorities at a cost of \$595.00 per elevator plus GST.
4. Pressure Washing Main Gate: Council requested the agent follow up with Met Home and the building manager regarding pressure washing the main gate.
5. Enve Parking: Concerns were raised regarding the owners of Enve washing their cars in the loading zone area. The agent will instruct the building manager to call the tow truck immediately to remove the vehicle.
6. Building Walkabout: Council will hold a building walkabout and tour of the mechanical room on Thursday, December 11th at 6:00 p.m. The agent will follow up with the building manager regarding this matter.
7. Elevator Service: The agent will follow up with ThyssenKrupp regarding the elevator service as there have been reports of the elevators being out of service.

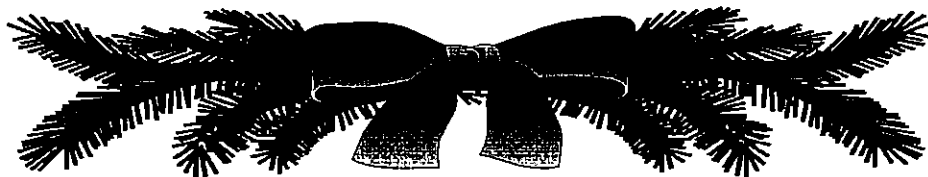
8. Power Lines - Richards Street: Council engaged in a brief discussion regarding the proposed high voltage power lines which may be constructed on Richards Street underground. Council will review this matter further at the December 11th council meeting.

There being no further business, the meeting was adjourned at 9:00 p.m. The next meeting for Strata Plan BCS-522 will be held on Thursday, December 11, 2008, at 6:30 p.m. in the lounge at 1225 Richards Street, Vancouver, B.C.

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LC/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.

Strata Plan BCS-0522

COUNCIL MEETING SCHEDULED FOR:

THURSDAY, DECEMBER 11, 2008

**WAS ONLY A WALKABOUT OF THE
BUILDING WITH MET HOME BUILDING
MAINTENANCE**

THERE ARE NO MINUTES