

MINUTES OF COUNCIL MEETING

STRATA PLAN BCS-522

THE EDEN

HELD: On Wednesday, January 21, 2009, at 6:30 p.m. in the Lounge at 1225 Richards Street, Vancouver, B.C.

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

ABSENT WITH REGRETS:

Mark Cooperstone (Vice President)
Jenny Chung (Commercial Representative)

CARETAKER: 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.

NEW COUNCIL MEMBER

Council welcomes Mr. Erik Wiik to the council. Mr. Wiik is an engineer and is interested in serving on council to help the owners of The Eden.

CARETAKER REPORT

1. **General Report:** Marlon Valenzuela of Met Home forwarded a report to council regarding items that occurred throughout the building during the months of December and January. Highlights of the report include:
 - Cobra was called on Friday, January 9, 2009 to attend to repairs to the upper main door FOB that was not working.
 - GE Edwards was on site to conduct the annual fire safety inspection. 95% of the residents provided access to GE Edwards.

- GE Edwards suggested that the sprinklers on the upper main locker room be uncovered and that all locker tops be cleared. The building manager has advised the tenants and they have attended to removing items stored on top of their lockers.
- AGR Fitness has attended to repairs to the stairmaster.
- The FOB audit is 100% complete and 30 FOBs have been deleted.
- Xtreme Glass attended the building and replaced the door stopper on the front entrance door.
- The parkade entrance cage has been chained as the building manager found people sleeping in the cage area despite it being locked.
- Imperial Paddock were called to attend to repairs to a leak in the spa mechanical room.
- The upper main door and stairwell D has been reinforced with new plates supplied by Lock Masters.
- Concern was raised regarding the gym as there have been needles found in the men's gym washroom. Council agreed that changes to the hours for the gym will be reduced and the gym will now close at 11:00 p.m. The hours for the gym are 5:00 a.m. to 11:00 p.m. and arrangements will be made to adjust the closing timer accordingly. The building manager will also cross reference FOB access when the needles were found in the washroom area.

7:15 p.m. Met Home departed.

2. Met Home's Contract: Council and the agent engaged in a discussion regarding the contract with Met Home. The agent provided a revised proposal from Met Home. Council discussed the matter and the agent will follow up with Met Home regarding further suggestions that council has requested.
3. Strata Computer: Council agreed that a new office computer for the strata corporation will be purchased at a cost of up to \$500. Ken Leimer will attend to purchasing the computer and working on the set up with the building manager.

MINUTES

It was moved, seconded and carried to adopt the minutes of November 26, 2008, council meeting, as circulated.

FINANCIAL REPORT

1. **Monthly Statements:** Following discussion, it was moved, seconded and carried to adopt the November and December 2008 financial statements, 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 continuing to follow up with those owners who have various balances on their accounts.
3. **2009/2010 Draft Budget:** The agent and council reviewed the draft budget for the 2009/2010 fiscal year and made suggestions to the agent regarding updates. The agent also presented a 2009 budget priority list for council's review. The agent will update the budget accordingly for council to review at the next meeting.
4. **2008/2009 Audit:** The agent presented a quotation from Guthrie Howard for conducting the 2008/2009 audit. Additional quotations are being sought and will be reviewed at the next meeting.

COMMERCIAL

There was nothing to report on the Commercial Section at this time.

SECURITY REPORT

1. **Security:**
 - (a) **Vancouver Police Department:** VPD has completed another Operation Cooperation with ICBC and has advised the agent that The Eden will continue to receive special attention whenever possible.
 - (b) **Door Plates/Lock Upgrades:** Lock Masters attended to the installation of the high security key to the Commercial stairwell at the side of Enve to the P1/P2 levels and also installed the door plates for the upper main lobby entrance door and stairwell D door. There is a concern regarding the plates and the agent and Met Home will be following up with Lock Masters regarding this matter.
 - (c) **Security Upgrades:** A proposal will be presented to the owners at the Annual General Meeting for a $\frac{3}{4}$ vote resolution to conduct further security upgrades on the elevator by the installation of the elevator lock off system for floor specific security to the tower.

- (d) Staircase D/Alarm Monitoring: The agent presented a proposal from Vidtech regarding the alarm monitoring for staircase D. Council agreed that they will review this matter after the Annual General Meeting.

BUSINESS ARISING

1. Engineering Review: Spratt Emanuel has provided a spreadsheet on specific locations where concrete shrinkage was reported and a response has been received from Bosa Ventures regarding the work items they are willing to address as part of the warranty review. Council is currently reviewing this matter and further discussion will take place at the next meeting.
2. Landscaping:
 - (a) 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: A proposal has been received from Davey Tree Services regarding the trees on the townhouse decks of #412 and #413 and the cost for removal of the trees and pruning. Further information is being received from Davey Tree Services as there is a concern that the City of Vancouver will not allow the trees to be removed as it will change the overall landscape plan as dictated by the City of Vancouver.
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: Erik Wiik and Ken Leimer will look to ways to organize the bike rooms and bike racks that could be installed to make the bike room more efficient.
5. Carpet Cleaning: Council engaged in a brief discussion regarding the carpet cleaning and proposal from Met Home for conducting the carpet cleaning throughout the building. Council agreed to discuss this matter further at the next meeting.
6. Motorcycle Parking: The agent presented a diagram on dimensions for motorcycle parking. Council will review the parkade to determine if there are open common area spaces that could be turned into motorcycle parking and rented on an annual basis to residents of The Eden to produce revenue for the strata corporation.
7. Front Door Security Sensor: The agent presented a proposal from Cobra for the installation of an extended arm for the security sensor in the amount of \$501.53 plus taxes. Council agreed to have Cobra proceed during the next scheduled maintenance.

8. Annual Fire Inspection: GE Edwards were on site to conduct the annual fire inspection. The building manager advised that 95% of the units provided access to GE Edwards. Council thanks the owners and residents for their cooperation in this matter. The agent is awaiting the report from GE Edwards and deficiency items that needs to be taken care.
9. #1709 Sprinkler/Water Flood: First On Site are completing the repairs to the sprinkler water flood that occurred in #1709 damaging several suites. The insurance adjuster from SCM is also overseeing the repairs.
10. Contingency Reserve Fund Study: The agent has received a proposal from Halsall for the Contingency Reserve Fund Study in the amount of \$14,500 plus taxes. Council agreed to keep this proposal on file for future reference.
11. Sprinkler Head Covers: The agent presented the information from GE Security on the installation of the sprinkler head covers. The cost is \$9.50 plus taxes, along with the cost of the service call. The agent will follow up with GE Security to determine if a group project was to take place, the cost of installation following which a sign-up sheet will be circulated to residents and owners who wish to have the sprinkler head covers installed. The cost of the installation and covers will be at an owner's expense.
12. City Parking Back Alley: The agent is continuing to request that the City of Vancouver parking bylaw personnel monitor the back alley way behind The Eden to ensure that vehicles are not parked in the back alley way blocking the entrance and exit to The Eden.
13. Plumbing Sanitary Vents: The proposal for cleaning the plumbing sanitary vents has been received from Milani and funding for this project will be placed within the 2009/2010 budget.
14. Pressure Washing: The agent further advised that the neighbouring strata corporation that agreed to sell their pressure washer has rescinded the offer as they now require pressure washer for the building. Council will look to purchase a new pressure washer for the building in the spring.
15. Pressure Washing Main Parkade Gate: The building manager, Marlon Valenzuela, has attended to pressure washing the main parkade gate.
16. Power Lines/High Voltage: Council engaged in a brief discussion regarding the proposals for the high voltage power lines which may be constructed on Davie Street underground. Erik Wiik will be following up with the City regarding this matter.
17. Elevator Service: The agent advised council on the response from ThyssenKrupp Elevator regarding the elevator service. ThyssenKrupp reported that there has been one entrapment within a six-month period.

18. Annual General Meeting Planning: Council and the agent engaged in detailed discussions regarding the AGM. The date for the AGM is scheduled for Wednesday, March 11th. Some items that will be presented to the owners for the AGM are bylaws concerning homeowners' insurance, minimum lease term, and definition of tenant along with the proposal for the security 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 concerning garbage. The council is reviewing the owner's comments and they invited the owner to attend the meeting to discuss the matter further with council and the building manager.
2. A report was received from an owner concerning a malfunctioning smoke detector in their unit which may have resulted from water entering into the area. The agent had Hydroseal investigate the rooftop area and is also having Metro Roofing investigate the B vent on top of the townhouse roof.
3. A letter was received from an owner concerning a mischief that occurred during a birthday party. An apology has since been received from the individuals involved.
4. An owner wrote to council concerning a noise disturbance. The agent has forwarded correspondence to the individuals and the matter is being monitored.
5. A letter was received from an owner concerning dryer venting. The agent is following up with Michael Smith Duct Cleaning and obtaining quotations for repairs to the ceiling.

NEW BUSINESS

1. Roof Anchor Testing: Atlas Anchors were scheduled to test the roof anchors in December; unfortunately, due to the amount of snow, the testing had to be postponed. There is some concern regarding the original roof anchors plan and the units where the roof anchors are noted and, as such, inspections to several units will need to be conducted. Arrangements are being made with Atlas Anchors to attend to this matter.
2. Fitness Equipment: Arrangements have been made with AGR to attend to repairs to the stairmaster and all is in good working order now.
3. Insurance Renewal: Council recently received insurance renewal documentation from VCS. The documentation provides details of coverage for 2009. 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.

4. Insurance Appraisal: The agent advised that the strata corporation's insurance appraisal has been received from Suncorp Valuations. The building is now appraised at \$43,437,500 and the agent has updated the insurance coverage with BFL accordingly.
 5. Interior Repairs: The agent received a quotation from Met Home regarding numerous interior repairs that are required due to dryer vent leaks. The council requested the agent obtain additional quotations for review at the next meeting.
 6. HVAC Parking Stalls #18, #19 and #20: A concern has been raised regarding water dripping from the HVAC unit above parking stalls #18, #19 and #20. The agent has requested that National Hydronics investigate the matter and the agent is awaiting a report on this.
 7. National Hydronics PPM: National Hydronics has conducted the planned preventative maintenance for the strata corporation and at this time all is reported to be in good order.
8. **Guest Suite: Residents are reminded that, if they are booking the guest suite, it is mandatory that the owner/resident provide sheets and towels to their guests. If no sheets and towels are provided, the keys for the guest suites will not be turned over.**

There being no further business, the meeting was adjourned at 9:30 p.m. The next meeting for Strata Plan BCS-522 will be held on Wednesday, February 18, 2009, at 6:30 p.m. in the lounge at 1225 Richards Street, Vancouver, B.C.

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LC/lc

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 18, 2009 at 6:30 p.m. in the Lounge of 1225 Richards Street, Vancouver, B.C.

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

REGRETS: Jenny Chung (Commercial Representative)

STRATA AGENT: Lyn Campbell, Vancouver Condominium Services Ltd.

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

COUNCIL RESIGNATION:

Council member Mark Cooperstone resigned from the strata council. The council wishes to thank Mr. Cooperstone for his past work and dedication to the strata council and the Eden

CARETAKER REPORT:

1. **General Report:** At this time, the council agreed that there would be no caretaker report from Marlon Valenzuela of Met Home for the February council meeting as the priority of the council meeting was to deal with items related to the Annual General Meeting.
2. **Met Home Contract:** Council and the agent engaged in a detailed discussion regarding the proposed contract with Met Home. Council has approached Marlon Valenzuela to become an employee of the strata corporation. Mr. Valenzuela has accepted and as a result, council will not be signing the contract with Met Home and effective April 1, 2009, Marlon Valenzuela will be an employee of the strata corporation and be the strata corporation's building manager and act as an employee for the strata corporation.
3. **Strata Computer:** Ken Leimer is working with Marlon Valenzuela regarding new replacement of the mother board for the strata corporation computer and installing additional memory on the computer. A new laser scan copier will also be purchased for the strata corporation.

MINUTES:

It was moved, seconded and carried to adopt the minutes of the January 21, 2009 council meeting, as circulated.

FINANCIAL REPORT:

1. Monthly Statement: Following discussion, it was moved, seconded and carried to adopt the January 2009 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. Arrears: Council and the agent engaged in a discussion regarding the status of various owners' accounts. The agent is continuing to follow up with those owners who have various balances on their accounts.
3. 2009/2010 Draft Budget: The council reviewed and finalized the draft budget for the 2009/2010 fiscal year. There will be a slight increase in the strata fees for the upcoming year. Owners will receive a copy of the proposed budget, along with the Annual General Meeting notice.
4. 2008/2009 Audit: A quotation was received from Stafford & Company in the amount of \$2,000 plus taxes for conducting the audit for the 2008/2009 fiscal year. Following a review of the past quotations received from Guthrie Howard & Reid Hurst & Nagy, council moved, seconded and carried to proceed with the quotation from Stafford.

COMMERCIAL:

1. There was nothing to report from the Commercial Section at this time.

SECURITY REPORT:

- (a) Door Plate/Lock Upgrades: Lockmasters have completed the installation of the new door plates on the upper main entrance door and stairwell D.
- (b) Security Upgrades: Additional funding for security upgrades has been added to the strata corporation budget for the 2009/2010 fiscal year which would include the elevator lock-off system.

- (c) February 3rd Parkade Break-in: Unfortunately, there was a parkade break-in that occurred on February 3rd. Through a review of the cameras, it was determined how the thief gained access to the parkade through the upper main door and then down through the elevators to the main lobby, to which he then gained access via the visitor parking. Owners are encouraged to vote "YES" for approving the elevator installation lock-off system for the floor specific security at the Annual General Meeting.

BUSINESS ARISING:

1. Engineering Review: Spratt Emanuel has provided a spreadsheet on the specific locations where the concrete shrinkage was reported. Council is currently reviewing the matter and will discuss the matter further at the next meeting.

LANDSCAPE:

- (a) Contract: Council reviewed the landscape contract from ParaSpace Landscaping and agreed to wait until the new council met after the Annual General Meeting upon approving the contract with ParaSpace Landscaping.
- (b) Brass Medallions: The agent is continuing to follow up with the City of Vancouver regarding replacement of the brass medallions along the sidewalk and trees in front of the building.
- (c) Arborist Report: The agent presented a report from Davey Tree Services regarding the trees on the 4th floor units that overlook Davey Street. Council agreed that before providing a resolution at the Annual General Meeting to remove the trees, a watering maintenance program should be put in place. Council will work with University Sprinklers on implementing the irrigation system once the budget has been passed for the 2009/2010 fiscal year.
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: Eric Wiik and Ken Liemer will look for ways to organize the bike room and bike racks and provide suggestions for council at the next meeting.
5. Carpet Cleaning: Due to the termination of the contract with Met Home, it is a suggestion that the council purchase a carpet cleaner that can be used by the building manager. The agent will provide proposals for the carpet cleaning machines for discussion at the next meeting.
6. Motor Cycle Parking: Further to the minutes of January 21st, a diagram on the area for motor cycle parking has been added to the agenda for the Annual General Meeting.
7. Annual Fire Inspection: GE Edwards have complete the annual fire inspection. The agent is awaiting a report on the deficiencies, following which council can approve the required work.

8. 1709 Sprinkler Water Flood: First Onsite are completing the repairs to the sprinkler water floor that occurred in 1709 damaging several units. The adjuster from SCM is overseeing the repairs.
9. Sprinkler Head Cover: GE Edwards are providing an overall cost for a group project for owners to engage in installing sprinkler head covers in such areas as cupboards, etc. Upon receipt of this base price, a sign-up sheet of those owners wishing to have the sprinkler head covers installed will be circulated.
10. City Parking Back Alleyway: The City of Vancouver parking enforcement has been contacted regarding the parking in the back alleyway and unfortunately, the City will not post signs stating that there can be no parking. The strata council will approach the neighbouring building regarding putting a sign on their property requesting that there is no parking in the alleyway.
11. Pressure Washer: Council will look to purchase a new pressure washer for the building manager in the spring. The building manager will test out a number of pressure washers to determine which one will be adequate for the building.
12. Power Line High Voltage: Eric Wiik updated the strata council regarding the high voltage power line project which will be conducted with the City of Vancouver. It will be a two year project commencing in the fall of 2009 to 2011.
13. Roof Anchor Testing: Atlas Anchors have attended to the roof anchor testing and the agent is awaiting confirmation on the report to ensure that the roof anchors are in good working order.
14. Interior Repairs: The quotations are in progress of being received for interior repairs to be conducted to a number of units due to dryer vent leaks.
15. HVAC Stalls #18, #19 and #20: National Hydronics are investigating the dripping from the HVAC units above parking stalls #18, #19 and #20 and when onsite during their last planned preventative maintenance program, noted that everything was in good working order. The agent is awaiting the written report from National Hydronics regarding this matter.

CORRESPONDENCE:

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

1. Correspondence was received from an owner regarding parkade pressure washing. The council agreed that the building manager will be attending to pressure washing the parkade membrane in the spring.

NEW BUSINESS:

1. **Emergency Generator:** The agent advised that Finning conducted the semi-annual inspection on the generator in December 2008 and reported all was in good working order. The next generator test will be in the month of July 2009.
2. **Gym Towels:** Council agreed that residents should be bringing towels to the gym to help wipe down the equipment. The building manager will post signs regarding this matter.
3. **Window Washing:** The agent presented a quotation from Red Lion Exterior Building Maintenance for washing the inaccessible exterior windows in the amount of \$2,820 plus GST. Council approved the quotation. The agent will organize dates with Red Lion Exterior Building Maintenance for the cleaning to take place in late April.
4. **Parkade Leak:** It was noted that there was a leak in the parkade related to the men's washroom area from the gym. National Hydronics are looking at the matter to resolve the situation.
5. **Parkade Gate:** Residents are reminded that for their safety and security of the building, they must stop at the parkade gate. Residents are also reminded of strata corporation bylaw 34.1:

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)

The building manager noted a number of units that did not stop at the parkade gate and the agent will be forwarding warning notices to those owners. Failure to stop at the parkade gate is a \$200 fine.

There being no further business, the meeting was adjourned at 9:15 p.m. The next meeting will be the Annual General Meeting to be held on Wednesday, March 11, 2009 at the Marriott Hotel, 1234 Hornby Street, Vancouver, BC (now known as Cascadia Hotel).

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LC/jg

MINUTES OF ANNUAL GENERAL MEETING STRATA PLAN BCS-522 THE EDEN

HELD: On Wednesday, March 11, 2009 at 7:00 p.m. in the Cascadia Hotel (formerly Marriott Hotel) 1234 Hornby Street, Vancouver, B.C.

PRESENT: 46 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 present and as such Bylaw 25.4 was followed:

- (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 Co-chairperson for the meeting, along with the strata council President, Ken Leimer. Introductions were made and the meeting commenced.

PROOF OF NOTICE

It was moved, seconded and carried to accept the notice dated February 19, 2009 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 April 9, 2008 Annual General Meeting. There was no business arising.

PRESIDENT'S REPORT

The council President, Ken Leimer, gave a report on the past year's activities:

Ken Leimer thanked the owners for attending the meeting and introduced the fellow council members Assunta Bortolazzo, Erik Wiik, James Fowler, along with the building manager Marlon Valenzuela and the agent from Vancouver Condominium Services, Lyn Campbell.

In a review of events over the past year, the following items occurred:

- There was a flood on the 17th floor which affected six units and the owners were out of their units for approximately four months. The cost for the repairs was approximately \$50,000 and has resulted in the strata corporation's insurance water damage deductible increasing from \$10,000 to \$15,000 per claim.*
- There have been a number of leaks/water stains occurring from dryer vents with drywall damages to over 25 units. On an average the cost to conduct repairs to the ceilings of the units is \$1,000. Within the next fiscal year the owners will look to approve funding for completing the dryer vent cleaning on an annual basis, along with the possibility of revising the type of dryer vent grills to allow more air flow to exit via the vent.*
- There have been reports of water back ups. The main drain lines in the building will be cleaned and flushed. This has been done in the past to avoid causing water damages.*
- With the severe summer heat and winter snow a number of the plants have been destroyed and new perennial plants, as opposed to annuals will be looked to be planted this coming year.*
- Building security has been a large concern throughout the year. There have been a reported 11 break-ins involving 83 break-ins to individual vehicles, costing owners an excess of \$25,000 and much more in stolen items and damages to The Eden. Further discussion on security will take place after the President's report.*

On the brighter side the building envelope five-year review was completed by Spratt Emanuel and they reported that the building was in good condition. There are some minor stress cracking requiring repairs and Erik Wiik, his wife who is also an engineer and myself will be reviewing the matter and then a follow up with Bosa will be conducted.

The new resident building manager changes have been made with Met Home and now Marlon Valenzuela will be the new building manager and an employee of the strata corporation. The strata corporation expects great service and more comprehensive service at the same cost to The Eden.

Power Consumption has been lowered by participating in the earth hour. This involved reducing the lights in the building for a one-hour period. A power consumption review was also conducted and the light bulbs in the elevators were changed reducing the costs and saving the strata corporation at least \$300 a year. There will be additional changes in the future to help reduce costs.

The website is completed and will be on-line soon. The owners will be able to retrieve their monthly minutes directly electronically on the website and this will help save funds to the strata corporation, paper printing and mailing costs.

With respect to the security, the strata corporation engaged in a review with the Vancouver Police Department and conducted a Security audit. There were eight recommendations from the Vancouver Police Department and seven of those eight recommendations have been completed, totaling more than \$20,000 and were implemented within months of the VPD Security audit. The remaining recommendations which have come from the VPD are for the elevator and stair lock-off which has been defeated in the past years at the Annual General Meetings and will be voted on again within this Annual General Meeting.

- In addition to the security walk-about with the VPD, the following security enhancements were also conducted within the past fiscal year. Security fencing was installed to prevent vagrants from hiding out in the lane entrance area to The Eden. Alarms and new locks and restricted usage locks were installed in staircase D.
- Anti-tailgating systems in the parkade were installed. A stop sign and stop lines in the parkade were installed to help change behaviour and encourage residents to stop and ensure the parkade gate is closed before proceeding onwards.
- Enforcement of the bylaws for people not complying with stopping of the parkade gate is also in progress and letters are being sent to residents who are not complying with the strata corporation bylaws.
- Security cameras were installed within the elevators.
- The security cameras throughout the building were re-programmed with motion sensors having hours in time.
- The strata also participated in the VPD and ICBC operation cooperation program and implemented a task force to help review security incidences and make recommendations to the council.
- Going forward in 2009, the council would like to establish the following mandates:
 1. Improve security and safety at The Eden.
 2. Manage ongoing maintenance of the building.
 3. Reduce operating costs for improved livability.
 4. Above all, work within the guidelines of the owners in an approved budget.

How do we plan to achieve this:

- To improve security and safety by: the elevator lock-offs, upgrading the doors on the P3 and P2 levels, modify locking mechanisms on the upper main door, installation of locks and fobs on doors, re-assign new random enterphone codes, strict enforcement of the bylaws, parkade vehicle audits and additional anti-pry mechanisms on the outside doors.

To reduce operating costs by:

- *Dryer vent cleaning to be conducted on an annual basis.*
- *Introduce a new bylaw requiring all tenants to have strata insurance.*
- *Introduce a sprinkler safety cage program.*
- *Have all three main drain lines in the building cleaned.*
- *Introduction of the website.*
- *The electrical review.*
- *Encourage green activities, such as washing clothes in cold water and participating in earth hour.*
- *Optimizing the landscape irrigation system and re-planting pots with perennials.*

To improve the livability in The Eden by: Holding another meeting greet. Have a movie night in the common garden area.

Optimize the bike room and introduce change to allow for motor cycle parking on the P3 level.

The Olympics is less than a year away and we will work to secure full-time security personnel during the Olympic period. There has also been talk of the guest room rental and how the owners would like to rent the guest room, whether or not it should be to a VANOC or corporate sponsor for the most profitable advantage to The Eden or to the owners on a lottery basis.

With the 2008 history and 2009 Action Plan, I encourage all owners to vote YES on the budget and resolutions and look forward to a positive 2009 year. Thank you.

Ken Leimer

SECURITY REVIEW

Ken Leimer presented the owner with a security report and slide show, starting with a security map noting where The Eden is located and information from the VPD on various "hot spots" and "shelters" in the area in relation to The Eden. The slide show contained pictures of damage that occurred during the past break-ins on the P3 level. One of the slide shows also referenced the number of vehicle break-ins that the VPD have reported in the last year.

Ken Leimer has contacted Cobra and they have also advised that over the last four months there have been an increase in break-ins into the Yaletown area and vehicles and in some areas some buildings in the mid-town Yaletown area are experiencing two break-ins per week which also have

included property break-ins at The Eden. Mr. Leimer noted that The Eden is fortunate that there have not been property break-ins into units.

There is an increased concern regarding the construction of the new skytrain station and how it will impact The Eden.

The Vancouver Police Department recommend that a building have two barriers before anyone can obtain access to the parkade or units. Those would be the front door, upper main door, parkade gate and stairwell D. The second line of defense is the P3 doors, the second parkade gate and the elevator lock-off system.

With the past break-ins that have occurred on February 3, 2009 and February 28, 2009 and the Building Manager and Ken Leimer spent many hours, reviewing the security tapes and witnessed the access paths through the buildings as the thieves entered through the upper main and took the elevator down to the main level and then obtained access to the parkade.

The owners engaged in a question period with the council regarding the security. Some of the comments were:

- When you enter the building look behind and ensure no-one follows you through the door.
- The comment was made that the new entrance/exit extension has not yet been adjusted and allows the doors to remain unlocked once you exit. Council advised that Cobra is attending and will be adjusting the closing mechanisms accordingly. This extension was placed on the doors to help protect the large door hinges, as residents were not pushing the green button to exit the door and this was creating more problems for the entry door.
- Council explained the implementation of the elevator lock-off system and that when Bosa originally installed the infrastructure for the fob security system, it did not include programming the lock-off for the individual floors and the parkades. In the past Cobra has attempted to adjust the programming but for it to be completely efficient and secure, all floors and enterphones will be controlled and need to be re-programmed for the elevator lock-off system. There are times that when you were in the elevator that you did not need to use your fob to go to a floor as when somebody entered the building with their fob, it disarmed the elevator system. With the implementation of the elevator lock-off system, this will now cease and there will be full control. With the new lock-off system, there will be tracking of the fob available.
- A security task force involving a number of owners has been formed and will continue to grow.
- The stop line has been installed in the parkade area and an owner suggested that the stop line needs to be moved forward as there are blind spots. Council will investigate

and discuss this matter. It was also suggested that the first parkade gate, when entering the building, be divided so there is a clear entrance and exit side. Council will also investigate this matter to see if it is feasible.

- The owners engaged in a discussion regarding the concept of installing security cameras. The council and an owner advised that, in the reviews that have been taking place with the Vancouver Police Department, security cameras are the line of last defense and act more as an investigation tool, as opposed to a deterrent. As such, the council is recommending that first the elevator lock-off system be implemented.
- The owners also questioned the possibility of a security guard. Council advised that the strata corporation currently has a guard that attends the building once a night, seven days a week to conduct a walk-through of the building and ensure that there is no-one left in the lounge, gym or sauna areas. They also review the parkade. In the past, the strata corporation has also engaged in the services of a security guard and during this time a vehicle was actually stolen from the underground parkade when the guard was actually onsite. Again, the council is recommending that the elevator lock-off system be put in place prior to engaging in further services with a security guard company.
- The owners engaged in a further discussion with the council regarding the suggested upgrades that Ken Leimer had discussed in the President's report.

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.

2009/2010 BUDGET (YEAR END JANUARY 31ST)

The 2009/2010 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 \$562,790 (45 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 March 11, 2009.

For those owners on pre-authorized payment chequing (PAC) your strata fee payments will be adjusted to the new rate on April 1, 2009. You will be required to issue a catch-up cheque for the months of February and March, as the catch-up fee payment will not be withdrawn from your bank account. See the 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 the attached schedule for your new strata fee amount. You will also be required to issue a catch-up cheque for the months of February and March 2009. Please see the attached catch-up fee schedule.

3/4 VOTE RESOLUTIONS

3/4 VOTE RESOLUTION #1 BYLAW AMENDMENT – HOME OWNER INSURANCE

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 35.12, to read as follows:

- 35.12** An owner must pay the insurance deductible portion of any insurance claim filed by the Strata Corporation within ninety (90) days of the written issuance of the charge if such claim results from damages caused to the common property, including limited common property or common assets by the negligence or accident of the Owner or Owner's tenant, resident, or guest. An Owner and or their tenant must purchase individual contents insurance for their strata lot. The contents insurance must also have coverage to protect the Owner and or tenant against a Strata insurance deductible chargeback, as well as any cost incurred by the Strata corporation to repair common property. The strata lot Owner must show proof of insurance to the Strata Corporation at the request of the strata council.

Following discussion, it was moved, seconded and **carried** by more than 75% of the vote to adopt 3/4 Vote Resolution #1 – Home Owner Insurance (41 in favour, 5 opposed).

3/4 VOTE RESOLUTION #2
BYLAW AMENDMENT – MINIMUM LEASE REQUIREMENTS

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 35.13 ,to read as follows:

35.13 Strata Lots shall not be rented for a period of less than six (6) months.

The owners engaged in a detailed discussion concerning this matter following which it was moved, seconded and **defeated** to adopt $\frac{3}{4}$ Vote Resolution #2 – Bylaw Amendment – Minimum Lease Requirements (23 in favour, 20 opposed, 3 abstentions).

3/4 VOTE RESOLUTION #3
BYLAW AMENDMENT – DEFINITION OF A TENANT

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 35.14, to read as follows:

35.14 Define – Tenant

For the purpose of bylaw 35.13 a tenant is defined as someone who normally resides at the strata lot, and is noted on the required Form K – Tenants Undertaking, as opposed to a property management firm.

As the previous resolution #2 was Bylaw 35.13 an amendment was moved, second and **carried** by more than 75% of the vote to amend to $\frac{3}{4}$ Vote Resolution #3 to delete the words “For the purpose of Bylaw 35.13” (45 in favour, 1 opposed).

Following further discussion, it was then moved, seconded and **carried** by more than 75% of the vote to adopt $\frac{3}{4}$ Vote Resolution #3, as amended, (44 in favour, 2 opposed).

**3/4 VOTE RESOLUTION #4
BYLAW AMENDMENT – NUMBER OF OCCUPANTS**

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 35.15, to read as follows:

35.15 Leasing Numbers

No more than 2 occupants per studio, 3 occupants per one bedroom, and 4 occupants for two bedroom suites, penthouses, and townhomes. Exceptions can be made with authorization from the strata council.

Owners engaged in a discussion regarding this resolution and as there are concerns with the wording of the resolution, it was moved, seconded and **carried** to table the resolution for council to review the wording and bring back the resolution to the next Annual General Meeting (43 in favour, 2 opposed, 1 abstention).

The quorum changed to 45 owners.

**3/4 VOTE RESOLUTION #5
MOTORCYCLE PARKING**

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 resolution at an annual or special general meeting;

AND WHEREAS The Owners, Strata Plan BCS-522 would like to take advantage of the unusable space in the parkade between stalls 137 and 138.

BE IT RESOLVED by a $\frac{3}{4}$ vote resolution of The Owners, Strata Plan BCS-522 that the unusable space in the parkade between parking stalls 137 and 138 be allocated for motorcycle parking and potential revenue generation for the strata corporation for rental of the newly developed motorcycle parking.

Following a brief discussion, it was moved, seconded and **carried** by more than 75% of the vote to adopt $\frac{3}{4}$ Vote Resolution #5 – Motorcycle Parking (43 in favour, 1 opposed, 1 abstention).

NEW BUSINESS

1. Guest Suite: The owners engaged in a discussion regarding guest suite and what should be done during the Olympics. A motion was placed on the table to direct the council to rent the guest suite during the Olympic and Para-Olympic times in the most profitable way through a possible corporate company. Following further discussion, it was moved, seconded and **carried** to approve the majority vote.
2. Paint Touch-ups: An owner raised concerns regarding the touch-up painting of the walls in the building and rather than touch-up painting, complete painting of hallways needs to be looked at.
3. Landscaping for Townhomes: A concern was raised by the townhouse owners for the landscaping maintenance and trees. Council will be reviewing this with the landscaping contractor ParaSpace Landscaping.
4. 16th and 17th Floor Insurance Claim: With the insurance claim that occurred on the 16th and 17th floor, arrangements have been made with First on Site to attend to the painting of the common area floors.
5. Bike Room Organization: Ken Leimer and Erik Wiik will be reviewing the organization of the bike room and preparing a plan that is more efficient for the bike storage.
6. Power Lines: Erik Wiik updated the owners regarding the implementation of the power lines along Richards Street. The construction will take place any time between now and 2011 and will be most likely take place in front of The Eden for a four to six week period. An owner raised a question regarding the cleaning of the exterior building once the project has taken place.

ELECTION OF STRATA COUNCIL

The members of council for 2007/2008 automatically retired from their positions, pursuant to the *Strata Property Act*.

The following owners were nominated for council for 2009/2010 year:

- | | | |
|---|--------------------|---------------------------|
| - | Jenny Cheung | Commercial Representative |
| - | Assunta Bortolazzo | Unit #2301 |
| - | James Fowler | Unit #410 |
| - | Ken Leimer | Unit #1406 |
| - | Trent Derkoch | Unit #2003 |

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

There being no further business, the Annual General Meeting was adjourned at 10:25 p.m.

The council briefly met after the Annual General Meeting and the following slate of officers were elected:

President	-	Ken Leimer
Vice-President	-	Assunta Bortolazzo
Treasurer	-	James Fowler

The council has also set a date with to meet with Cobra representatives the week of March 16th to review the complete scope of work for the elevator lock-up system, so that the system can be implemented as soon as possible.

Owners are welcome to attend all strata council meetings. The next council meeting for Strata Plan BCS-522 will be held on Wednesday, April 1, 2009 at 6:30 p.m. in the lounge of 1225 Richards Street, Vancouver, BC.

Lyn Campbell
Vancouver Condominium Services Ltd.
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Vancouver, BC V6E 3J7

Telephone: 684-6291 (24 Hour Emergency Services)
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LC/imc

LIEN CHARGES

As per the bylaws, strata fees are due on the 1st day of every month. Please be sure to have your payment in our office by the 1st of each month or risk having a fine levied on, and/or interest charges added to your account. Accounts which remain unpaid are potentially also subject to a lien at a further cost of \$150. It is expensive not to pay.

MINUTES OF COUNCIL MEETING

STRATA PLAN BCS-522

THE EDEN

HELD: On Wednesday, April 1, 2009 at 6:30 p.m. in the Lounge of 1225 Richards Street, Vancouver, B.C.

PRESENT: Ken Leimer (President)
Assunta Bortolazzo (Vice-President)
James Fowler (Treasurer)
Erik Wiik
Trent Derkoch

REGRETS: Jenny Chung (Commercial Representative)

STRATA AGENT: Lyn Campbell, Vancouver Condominium Services Ltd

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

CARETAKER REPORT:

The Building Manager, Marlon Valenzuela updated the council on the status of various activities that occurred throughout the past month. Highlights of the report include:

- Cobra was called to fix the upper main door fob reader as it was not working. The stairwell "A" door reader was also repaired.
- GE Edwards was on site conducting the inspection of the fire extinguishers.
- Finning were on site conducting the annual emergency generator testing.
- Edenvale completed the interior repairs related to the sprinkler leak and completed the common area repairs in the hallways.
- An owner reported a gas leak. Terasen Gas was called to investigate and the gas technician repaired the stove at the owner's expense.
- Atlas Anchors completed the roof anchor inspection.
- The upper main door and stairwell "D" doors have been reinforced with new metal security plates.
- National Hydronics were on site to repair the leak in the parkade beside the interior gate. The leak was resulting from the jacuzzi. The jacuzzi has been closed for repairs.

- Nikls Property Services were on site to conduct the quarterly planned prevention maintenance service on the parkade gates.
- Cobra was called to service the front door as the fob reader was not working properly.
- National Hydronics was on site conducting the regular maintenance on the ventilation system.
- Michael A. Smith Duct Cleaning was on site and reviewed a unit regarding the dryer vent cleaning.

Residents are reminded of the following recommendations from Michael Smith Duct Cleaning:

1. Residents should not be doing more than two loads of laundry per day.
2. The laundry closet door should remain open while the dryer is on in order to circulate the air.
3. Do not overload the dryer
4. Clean the vents and dryer lint traps in the dryer.

- The Building Manager will be attending to regrouting the tiles in the spa area.

APPROVAL OF RULES:

Council approved the Rules. Please see attached.

MINUTES

It was moved, seconded and carried to adopt the minutes of the February 18, 2009 council meeting, as circulated.

FINANCIAL REPORT

1. Monthly Statement: Following discussion, it was moved, seconded and carried to adopt the February, 2009 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. Arrears: Council and the agent engaged in a discussion on the status of various owners' accounts. The agent is continuing to follow up with those owners who have balances owing on their account. Owners are reminded that there is a strata fee increase and a catch-up payment for the difference in the new strata fees. This catch-up payment cannot be withdrawn from the automatic payment program (PAC) and as such, owners are requested

to forward a separate cheque made payable to "BCS-522" for the difference in the new strata fees.

3. 2008/2009 Audit: Stafford & Company are in the process of conducting the audit for the 2008/2009 fiscal year per their quotation of \$2,000 plus taxes.

COMMERCIAL:

1. Parking: There is still concern regarding employees of Enve Clothing store parking outside the commercial parkade gate. The council requested the agent and building manager have any vehicle which is parked outside the commercial gate towed immediately.

SECURITY REPORT:

1. Elevator Lock Off System: Council met with representatives from Cobra to discuss the elevator lock off system and the contract award document for the installation of the elevator lock off system was forwarded to Cobra as approved by owners at the Annual General Meeting. The parts for the lock off system are on order and will be installed the week of April 20th.
2. Astragal Door Plates: The agent presented proposals from Lockmasters for upgrades to the Astragal door plates on stairwell "D" and the four patio exit doors in the amount of \$1,895.62 plus GST for four channel plates. Council and the agent also reviewed a proposal from Lockmasters on a mag lock system for the upper main exit door and agreed to wait on this upgrade until after the installation of the elevator lock off control system.

Council also approved Lockmaster proceed upgrading the lever locks on stairwell "F" doors on the 3rd and 4th floors in the amount of \$829.20 plus GST.

3. Tower Door Lock off: Council reviewed a proposal from Lockmasters on the stairwell door lock offs and agreed to proceed with locking off the common area stairwell doors at a cost of \$5,980 plus GST. Each floor will have its separate key and there will be a master key for all floors. The agent will make arrangements with Lockmasters to organize the keys following which a date will be scheduled that owners can pick up keys specific to their floor so that they are still able to utilize the stairwells. Arrangements will also be made with Vidtech Services for installation of alarms on the crossover floors.
4. Enterphone Code Change: The agent will work with the Building Manager on the new enterphone code change after the installation of the elevator lock off system has taken place.
5. P2/P3 Stairwell Door Upgrades: A proposal was received from Lockmaster for installation of a new fire door on the P1 and P2 levels and upgrades on the lever sets. Council requested the agent follow up with Lockmasters and obtain a picture of the new door. The

Fire Department will not allow full sheet metal installed over the doors with a larger window and small cut out done for viewing. As such, the recommendation would be to install an 18 gauge fire rated door with a smaller window and small steel grate for security.

6. Safety Armour Glass: The agent presented a proposal from Extreme Glass for the installation of safety armour glass on the P1 and P2 window areas. The agent will have Extreme Glass break the quotation down for further review at the next meeting.

BUSINESS ARISING

1. Engineering Review: Council is currently reviewing the recommendations and report from Spratt Emanuel Engineering and will discuss the matter further at the next meeting.
2. Landscaping:
 - (a) Contract: Following a discussion, council moved, seconded and carried to renew the landscaping contract with Paraspac Landscaping. Council reviewed the calendar of services for Paraspac Landscaping and the agent will update Paraspac accordingly. Council also reviewed recommendations from the townhouse owners and will bring this matter forth for further review at the next meeting.
 - (b) Brass Medallions: The agent is continuing to follow-up with the City of Vancouver regarding replacement of brass medallions along the sidewalk and trees in front of the building.
 - (c) Irrigation Start-Up/Irrigation Upgrades: University Sprinklers will be proceeding with the irrigation start up for the building and will also be conducting upgrades to the system to relocate the front controller in the townhomes and add watering systems to the entrance pots and planters in the front of the building at a cost of \$1,150 plus GST. The agent will follow-up with University Sprinklers.
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: At the next meeting, Erik Wiik and Ken Leimer will have information on the suggestions for organizing the bike room.
5. Carpet Cleaning: Council agreed to discuss the carpet cleaning duties and possibly purchasing a carpet cleaner for the building at the next meeting.
6. Motorcycle Parking: As approved by the owners at the Annual General Meeting arrangements will be made to implement the motorcycle parking. This matter will be discussed further at the next meeting.

7. Front Door Sensor: Cobra has completed the installation of the door sensor extension per their quote of \$501.53 plus taxes.
8. Annual Fire Inspection: GE Edwards have completed the annual fire inspection and noted several deficiencies and that the batteries are needing replacement and the fire extinguishers need to be serviced. The council approved having GE Edwards proceed with the necessary repairs. The agent will follow-up accordingly.
9. #1709 – Sprinkler Water Flood: Edenvale have completed the minor deficiencies in the common areas related to the sprinkler head flood that occurred.
10. Sprinkler Head Cover: GE Edwards have provided a cost of \$9.50 plus applicable taxes for the actual sprinkler head covers. The agent is obtaining further information from GE Edwards regarding the cost of installation.
11. Pressure Washer: Ken Leimer provided council with information on the purchasing of a pressure washer for the building. Following discussion, it was moved, seconded and carried to purchase the pressure washer from Hotsy Richmond in the amount of \$695 plus taxes for a commercial grade pressure washer.
12. Roof Anchor Inspection: Atlas Anchors have completed the inspection of the roof anchors and reported that all are in good order.
13. Interior Repairs: Council and the agent reviewed a proposal from DNY regarding various interior repairs that are required due to dryer vent cracking. Council approved proceeding with the proposal from DNY. The agent will be following up accordingly.
14. Window Washing: Red Lion Exterior Building Maintenance has scheduled to proceed with the window washing weather dependent, Monday, April 27th to May 8th. Council requested that Red Lion Exterior Building Maintenance also wash the clock tower and the stucco areas off the balcony overhangs on the 4th/5th floor facing Davie Street.
15. Drain Line Cleaning: Council approved proceeding with a quotation from Milani Plumbing & Drainage in the amount of \$10,710 plus GST to proceed with the main line cleaning.

Council requested the agent follow up with National Hydronics regarding their maintenance that is conducted on the drain line cleaning.
16. Dryer Vent Cleaning: The agent presented a proposal from Michael Smith Duct Cleaning for conducting the dryer vent cleaning from the interior and exterior of the building and also opening the vents to allow better air flow. Following discussion, council approved proceeding with cleaning the dryer ducts from the inside of the units in the amount of \$36.95 plus GST per unit; modifying the vents on the balcony ceilings and reinstalling them at a cost of \$12.50 plus GST per unit, and the inspection and testing of the dryer duct booster fans at a cost of \$15.95 plus GST per booster fan.

CORRESPONDENCE

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

1. Correspondence was received from an owner regarding a request for a guest suite refund. The agent will follow up with the owner as directed by council. Owners are reminded that reservations must be made at least 24 hours in advance through the resident manager. In the event that a reservation is cancelled with less than seven days notice, the rental shall be forfeited.
2. An owner wrote to council regarding the dryer venting. This matter will be addressed when the dryer vent cleaning is conducted by Michael Smith Duct Cleaning.
3. A letter was received from an owner regarding the building manager conducting common area touch up painting. Council duly notes the owner's comments.
4. A letter was received from an owner regarding cracks in the parkade on the north east corner of the P1 level. Council is reviewing this matter during the engineer report.

NEW BUSINESS

1. Form K – Tenant's Undertaking: Owners are submitting the Form K – Tenant's Undertaking and the agent is updating the list accordingly.
2. Earth Hour: Thank you to all owners and residents who participated in the Earth Hour on Saturday, March 28th from 8:30 p.m. to 9:30 p.m. A special thank you is also extended to the building manager Marlon Valenzuela for helping in turning off the lights in the building. 70% to 80% of the residents at the Eden participated.

The building manager has also been in contact with BC Hydro and Terasen Gas regarding a review of the building to ensure that the building is energy efficient. Information on this will be discussed at the next meeting.

3. Hydro Vault Maintenance: Prior to January 2010 the Hydro Vault must be inspected and cleaned per WCB regulations. The agent is obtaining a proposal from Procon Electric to conduct this work. During this work the power to the building will be shut off. Owners will receive notices well in advance of the Hydro shut down.
4. Monthly Building Schedule: The agent presented a draft monthly building schedule. Council and the agent will forward the schedule to Ken Leimer for further review at the next meeting.
5. Caulking/Sealant Program: The agent will be following up with Hydroseal regarding a proposal for the caulking/sealant program for the 2009 fiscal year.

6. Security Guard Moves: Council reviewed a proposal from Conexion Management Consultants regarding the security guard moves. Council agreed to proceed with the proposal at a cost of \$25 per hour with a minimum of four hours to attend to the security guard coverage for moves in and outs of the building.
7. Guest Suite: The council and the agent engaged in a brief discussion regarding the guest suite. The agent will follow-up with agencies that may be interested in renting the guest suite so council can discuss this at the next meeting.
8. Window Coverings: Residents are reminded that per the strata corporation rules, window coverings are as follows except for townhouse access doors which have horizontal blinds:

All window coverings must be vertical and cream or off white in colour as per the original colour installed by the developer to maintain continuity of the exterior look of the building.

There being no further business, the meeting was adjourned at 9:30 p.m. The next meeting for Strata Plan BCS-522 will be held on Wednesday, May 6, 2009 at 6:30 p.m. in the Lounge of 1225 Richards Street, Vancouver, B.C.

Lyn Campbell
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LC/jg

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, May 6, 2009 at 6:30 p.m. in the Lounge of 1225 Richards Street, Vancouver, B.C.

PRESENT: Ken Leimer (President)
Assunta Bortolazzo (Vice-President)
James Fowler (Treasurer)
Erik Wiik

REGRETS: Trent Derkoch
Jenny Chung (Commercial Representative)

GUEST: Marlon Valenzuela (Building Manager)

STRATA AGENT: Lyn Campbell, Vancouver Condominium Services Ltd.

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

BUILDING MANAGER REPORT

The building manager Marlon Valenzuela updated the council on the status of various activities that occurred throughout the past month. Highlights of the report include:

- The flower pots and plants in the front and back entrances have been re-planted with perennial plants which will save expense money each year with re-planting.
- The pool grout has been re-done and sealed by the building manager.
- Cobra attended the building to conduct the regular security maintenance on the security cameras.
- The building manager has completed re-waxing the lobby floors.
- Cobra has been working on the elevator and enter phone lock-off system.

- Milani attended the building to review the drain system in order to proceed with the drain-line cleaning.
- There was a broken window at the Enve clothing store which has been repaired.
- Nikls has repaired the parkade gate.
- Pressure washing has been completed on the back garden and townhouse garden decks. The parkade was pressure washed.
- The safety strip on the loading zone was re-painted.
- The power washing has been completed on the upper main loading zone and garbage room areas.
- There was a leak reported in Blenz Coffee which was a direct result of their dishwasher. Arrangements have been made with Blenz to attend the necessary repairs.
- Buster parking signs have been installed on the loading zone.
- The grass in the front of the building has been re-seeded and is being watered on a regular basis. The front boulevard area is looking much better.

OFFICE COMPUTER

The council will proceed with upgrading the computer in the building manager's office area.

BUILDING MANAGER COURSE

The council advised that the building manager Marlon Valenzuela is in the process of taking a building management course to assist in the running of the strata corporation and council agreed that the strata corporation should reimburse the building manager for the cost of the course which was \$300.

MINUTES

It was moved, seconded and carried to adopt the minutes of the April 1, 2009 Council Meeting, as circulated.

FINANCIAL REPORT

1. Monthly Statement: It was moved, seconded and carried to adopt the March, 2009 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 agents advised that two owners who were in substantial arrears have forwarded payment.

Owners are reminded that there is a strata fee increase and a catch-up fee payment for the difference in the new strata fees is required. This catch-up payment can not be withdrawn from the automatic payment program (PAC) and as such, owners are requested to forward a separate cheque made payable to strata plan BCS-522 for the difference in the strata fees.

3. 2008/2009 Audit: Staford and Company are in the process of conducting the audit for the 2008/2009 fiscal year per their quotation of \$2,000 plus taxes.
4. Novus Income: The agent advised that a cheque in the amount of \$469.58 has been received from Novus for profit-sharing between December and February 2009.

COMMERCIAL

1. Tanning Salon Awning: The awning on top of the tanning salon area was cracked and has since been replaced by Extreme Glass.
2. Parking: A concern was raised regarding notices that have been posted outside the back alleyway stating "*Authorized Parking Only*". The building manager has obtained no parking signs to be installed as there is no authorized parking in this area.
3. Smoking: A concern has been raised regarding the tenants of the Enve smoking outside the entrance door in accordance with the City of Vancouver Bylaws; there should be no smoking within three meters of an entrance. The agent will obtain no smoking signs to be installed on the doors.

SECURITY REPORT

1. Elevator Lock-Off System: Further to the minutes of April 1st Cobra is completing the elevator lock-off system.
2. Lock Upgrades: Lock Masters are proceeding with the lock upgrades which were approved at the April 1, 2009 meeting. Council approved having new doors installed on the P1

and P2 stairwell C at a cost of \$729 per door upon the agent confirming that there will be security bars over the window to prevent from the glass from breaking.

3. Cross-Over Floor Alarm Tower Doors: With the completion of the elevator lock-off system the stairwell doors will be locked. Owners will receive keys to their specific floors and those floors that are fire cross-over floors will have the door alarms installed by Vidtech.
4. Fire Exit Sign Removal: Cobra has advised that the fire exit sign in the lobby area can be removed and as such as it is not required per the code and fob readers can be installed in the garbage room and P1 doors. Council approved the quotation from Cobra in the amount of \$5,266.22 to install the two additional fob readers.
5. Intercom Code Change: Council agreed that the changing of the intercom codes should be deferred and reviewed at a further date once the other security upgrades have all been implemented.

BUSINESS ARISING

1. Engineering Review: Council is currently reviewing the recommendations and report from Spratt Emmanuel Engineering and will discuss the matter further at the next meeting.
2. Landscaping: ParaSpace Landscaping is proceeding with the landscaping upgrades. The agent is continuing to follow-up with the City of Vancouver regarding replacement of the brass medallions along the sidewalk and the trees in the front of the building.
3. Townhouse Landscaping: The strata council will be reviewing the townhouse landscaping and recommendations from the townhouse owners during a walkabout during the week of May 11th.
4. Irrigation Start-Up/Irrigation Upgrades: As approved at the April 1, 2009 council meeting University Sprinklers will be activating the irrigation system and conducting the irrigation upgrades.
5. Website: Council is currently preparing the information for the website following which TMP Designs will download the information and launch the website.
6. Bike Room Organization: Erik Wiik has reviewed the bike room. Further design analysis and costing will be reviewed at the next meeting.
7. Carpet Cleaning: The agent will obtain a quotation from Roy's Carpet Cleaning for cleaning the carpets throughout the building for council to review at the next meeting.

8. Motorcycle Parking: Council and the agent engaged in discussion regarding the motorcycle parking. Council requested the agent have Nikls proceed with the removal of the bollard. Council will take the measurements of the parking area. There will be four stalls available for motorcycle parking.

Council agreed that a cost of \$350 a year for rental of the motorcycle parking would be appropriate and as such any resident interested in renting one of the motorcycle parking stalls is asked to contact the agent at Vancouver Condominium Services Ltd.

9. Annual Fire Inspection Deficiencies: GE Edwards will be on site Wednesday, May 20th to attend to the Annual Fire Safety Deficiencies and second inspection required for those units that they could not access.

Owners are reminded of the strata corporation's bylaw 7.3, permit entry to strata lot:

7.3 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.

10. Sprinkler Head Cover: The agent has received a proposal from Bartec Fire Safety Systems for the installation of sprinkler head covers. A questionnaire will be sent to owners regarding participating and determining how many owners are interested in having sprinkler head covers installed.
11. Pressure Washer: Ken Leimer has purchased a commercial grade CAT pressure washer from Hosty, Richmond per the cost of the \$695 plus taxes.
12. Interior Repairs: Further to the minutes of the April 1st DNY is proceeding with the interior repairs to a number of units.
13. Window Washing: Red Lion exterior building maintenance will be proceeding with the window washing April 27th to May 8th.

Council requested that Red Lion proceed with washing the clock tower and the balcony edges on the decks off of the third/fourth floor deck areas on Davie Street.

14. Drain Line Cleaning: Milani will be on site the week of May 11th to Friday May 15th attending to the power flushing and cleaning of the main drain lines. Notices have been circulated to those owners whose units that require access for the drain line cleaning to take place.
15. Dryer Vent Cleaning: Michael Smith Duct Cleaning will be on site the week of May 25th to May 29th to proceed with the dryer vent cleaning. Notices will be circulated to owners reminding them of the access required to their units.
16. Hydro Vault Maintenance: The agent presented a quotation from Pro-Con Electrical for conducting the hydro vault maintenance that is required by WCB regulations. The cost for the hydro vault maintenance is \$2,140. Council approved proceeding with the proposal from Pro-Con Electric. The agent will follow-up as there will be a power shut-down to the building. Owners will receive notices while in advance of the hydro shut-down.
17. Caulking Sealant Program: The agent presented a proposal from Hydro Seal for the caulking sealant program in the amount of \$5,000 plus GST. Council approved having Hydro Seal proceed with the inspection of all exterior sealants, repairs to any failed sealants notification of any major problems with recommendations and a report detailing any findings during the inspection including pictures.
18. Common Area Maintenance Log/Monthly Building Schedule: The agent and council engaged in a brief discussion regarding the monthly maintenance schedule and maintenance log. Council will be revising and adding additional items to this log for discussion at the next meeting.
19. Greening Eden – Power Smart: Arrangements are being made to meet with Terasen Gas and BC Hydro to further obtain information regarding power smarting and greening the Eden.

CORRESPONDENCE

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

1. Correspondence was received from an owner regarding a situation involving two units and a door that was installed in between the two units. The agent will follow-up with the individuals involved.
2. A letter was received from an owner requesting permission to conduct renovations and a concern regarding a dryer vent crack. The council approved the owner's renovations and

the agent will follow-up with the building manager regarding investigating the dryer vent crack.

3. Correspondence was received from an owner regarding the insurance deductible, laminate flooring that was recently installed in the unit above, a parking stall and tenants with dogs. Council reviewed the owner's correspondence and the agent will follow-up accordingly as directed by council.

NEW BUSINESS

1. 1221 Pipe Leak: A pipe leak occurred in unit 1221. National Hydronics has attended to the necessary pipe repairs and First Onsite is attending to the resultant damage.
2. Parkade Pressure Washing: The building manager is nearing completion of the parkade pressure washing.
3. Spa Timer: The agent presented a quotation from Imperial Paddock for the installation of a push-button spa timer in the amount of \$775 plus GST. Council agreed that this was not required at this time and would defer the quotation for review in the future.
4. Tap Cartridges: Any owner is experiencing dripping taps are advised that the tap cartridges can be obtained from the building manager. They have been sourced and the model number is known. There is a lifetime warranty. The building manager will be picking up a number of tap cartridges for owners to utilize and replace themselves.
5. Renovation and Assumption of Liability Agreement: The agent presented a draft renovation assumption of liability agreement for council to review for approval when owners wish to conduct renovations within their unit. Council reviewed and approved the assumption liability agreement and the agent will forward the agreements when owners are requesting permission to conduct renovations.
6. Parkade – Oversized Vehicles: A concern has been raised regarding two vehicles parking in the parkade that are oversized and over 6'8" tall. There is a risk that the vehicles exceeding this height will hit the sprinkler lines/electrical/plumbing in the parkade creating a flood and damage to the building as such council has approved the following rules:
 - (1) There is a height restriction for vehicles parking in the parkade of 6'8". No vehicle over 6'8" is permitted to park in the common area parkade of the Eden including the visitor parking area.
 - (2) No vehicle may extend further than 18 feet (small car space) or 19 feet (regular space) out past the wall.

- (3) Vehicles must park equal distance between the yellow lines i.e. in the center of the parking stall.

The agent will follow-up with two residents regarding their oversized vehicles.

7. Painting Hallways: A quotation has been received from Nidido in the amount of \$325 plus GST per floor for conducting common area hallway painting. Council agreed that they will review the floors and provide a priority list for painting. This matter will be discussed further at the next meeting.
8. Rubber Flooring Elevator: Council requested the agent obtain a rubber flooring matting for the moving elevator to be utilized when moves are taking place so that the tiles in the elevator are not damaged.
9. Garbage: It was noted that garbage pick-ups three times a week may not be required and as such council agreed to reduce the number of garbage pick-ups to twice a week on Mondays and Fridays. The agent will follow-up with Smithrite regarding this matter.
10. Building Cleaning/Painting: Council engaged in discussion regarding cleaning the building and painting as it is very dirty. The agent will follow-up with Alumni Painters to obtain a quotation and also query whether or not a sealant can be placed over the stucco paint to help deter the dirt from attracting to the stucco.
11. Business Cards: The agent will make arrangements to have business cards purchased for the building manager.
12. Garbage: It was noted that an owner of the building was leaving garbage in the alleyway outside the garbage bins across from Enve. It is all owners and residents responsibility to ensure that they dispose of their garbage appropriately in the strata corporation's garbage bins. The agent will follow-up with the owner regarding this matter.
13. Welcome Package: Council and the agent engaged in discussion regarding the Welcome Package and updates. Council will review the Welcome Package to have updates completed for the next meeting.
14. Towing: Council requested the agent to follow-up with Busters ensuring that council is authorized to tow vehicles that are illegally parked especially in the back alleyway.
15. No Smoking: The agent will forward so smoking signs to the building manager that remind residents and owners regarding the City of Vancouver Bylaws that no smoking should take place at least three meters away from the entrance of the building.

16. Balconies: With the warm weather, residents are asked to please be respectful of their neighbours and not throw items off their balconies and also deter the smoking on the balconies as it can disturb other residents in the building.
17. Dogs: Residents are reminded that the strata corporation bylaws that dogs must be on the leash at all times when in common property.

There being no further business, the meeting was adjourned at 8:55 p.m. The next council meeting for Strata Plan BCS-522 will be held on Wednesday, June 3, 2009 at 6:30 p.m. in the Lounge at 1225 Richards Street, Vancouver, B.C.

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