

Strata VR1382

Minutes of Strata Council Meeting Thursday, January 5, 2006 Suite 304-1232 Harwood Street

Present: Brinder Bains, Ken Dierssen, Mary Anne Waterhouse, Roland Gagel, Susan Olafson, Brian Groff, Chris Balma

Minutes

1. Meeting called to order at 7:05
2. The issue of pet ownership in the building was discussed; in particular new complaints regarding dogs being allowed to roam unleashed, and about noise levels. Residents are reminded that unauthorized dogs are not permitted in the building, and of applicable leash bylaws. Council will write a letter to the owners of suite 401 regarding outstanding pet-related fines.
3. Residents are reminded that 2006 maintenance fees are due. They should be sent to the Strata's accountant: Mr. Harley Phillips, 2803-1188 Quebec Street, Vancouver, BC, V6A 4B3.
4. A lien will be placed on suite 204 because the owner has failed to pay fines levied for late payment of maintenance fees.
5. A reminder regarding building security. Bike rooms and external gates are being left open. Please ensure doors shut behind you, and, in particular, watch the garage door close after exiting the parkade.
6. The owner of suite 502 has requested that the hall heater outside her suite be reactivated. As hallway heaters are not provided elsewhere in the building, the Council does not believe it is an appropriate/reasonable expenditure of strata funds and declines the request. The option of removing the hall heater entirely was discussed.
7. Based on the recommendation of our insurance representative, Strata building insurance coverage has been increased to \$3 million. This measure increases the building's annual premium from \$4,520 (2005) to roughly \$6,500 (2006). An appraisal inspection of the building is scheduled for January 10.
8. Van City Credit Union has requested proof that Harley Phillips, Ken Dierssen and Mary Anne Waterhouse have signing authority on behalf of Strata 1382. Let it be reflected in these minutes that any 2 of the 3 signatures are valid.
9. Reminder to suite owners that window bars are not to be replaced after interior repairs are complete. Windows bars are a safety hazard and a code violation.
10. **Residents are asked to forward proof of suite insurance to Brian Groff in suite 301. A photocopy of insurance papers is sufficient.**

11. All suites in the rear building experienced water damage in the week before Christmas as a result of work being done on the roof as part of the building envelope construction. Susan will seek assurance from Morrison Hershfield/Mar-Will that they will absorb the cost of interior repairs to these suites.
12. Recent renovations by the owner of suite 303 altered strata property (interior plumbing) without permission and as far as council is aware without a permit. Moreover, the work caused substantial leaking in the suites below as well as in the parkade. Workers involved in the building envelope renovation had to be called in to shut off the building's water. An inspection of the damage was conducted by an inspector from a restoration company and it was decided to wait to see further action is required. The owners of suite 102 wish it noted that they are reserving the right to request that the owner of 303 pay for damages to their floor if it becomes necessary. The strata council will also ask for proof that the work done meets any applicable code requirements and will require that it be redone at the owner's expense if it does not. Residents are reminded that alterations to strata property cannot be undertaken without approval of council, and that any approved work must be undertaken by licensed contractors who have obtained the appropriate permits. The owner of suite 303 is being fined \$100.
13. An update on the building envelope construction. Stucco and interior repairs should be completed in the street-facing building by late January or early February. The rear building should be complete four to six weeks later. While there is still a possibility that the work will be completed on budget, the project may incur a modest overage. This is mainly due to a greater amount of damage to the studs than was expected. Council is researching quotes on interior repairs to bathrooms to determine how to best financially navigate the final stage of renovations. A spreadsheet outlining the project expenses is attached.
14. Council has confirmed that the hardship rentals due to construction may continue until 2 months after the Certificate of Substantial Completion is granted. It is currently expected that the certificate will be issued in March; if so, the hardship tenancies will end on May 31, 2006. If the certificate of substantial completion is issued in March, council reminds those owners renting out their suites that notice must be provided to tenants by March 31, 2006 in order to comply with the notice requirements of 2 months as stated in the Residential Tenancy Act. Council accepts no responsibility for failure of owners to give notice to tenants and will levy fines to owners who violate the rental bylaws.

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Strata VR1382

Minutes of the Annual General Meeting held

Wednesday, March 22, 2006 at 7:00 p.m.

Suite 102-1232 Harwood Street

ATTENDANCE

Present: Owners of Suites 102, 206, 301, 302, 304, 305, 306, 402, & 404

Proxies: Owner of Suite 203

Absent: Owners of Suites 101, 103/104, 201, 202, 204, 205, 303, 401, 403, 501 & 502

1. The meeting was called to order at 7:15.
2. One proxy was certified as listed above and it was determined that a quorum was present.
3. Prior to the vote on Resolution #1 it was stated by council that a couple of issues have come up with the contractor offering the lowest priced bid for the work on the bathrooms. It was therefore decided to give the work to the group offering the next lowest bid. Attached is a copy of the revised budget.
4. Owners and tenants will be contacted as soon as a schedule for the bathroom work has been agreed upon with the contractors. It is anticipated that the work on the suites will be done in 3 groups and all work should be completed in a 2-week period expected to commence April 3.
5. It is still expected that the Certificate of Substantial Completion will be obtained before the end of March. The deficiencies will be cleaned up during the following couple of weeks. The common areas will be painted and new carpets will be installed as soon as possible.
6. Resolution #1 as stated below was passed unanimously. A copy of Schedule "A" is attached. **Note that cheques are due and payable as outlined in section (c). Fines will be levied against owners failing to pay on time.**

3/4 Vote Resolution #1 - Building Envelope Repair Levy

Be it resolved by a 3/4 Vote of The Owners, Strata Plan VR 1382 (the "Strata Corporation") that:

(a) the Strata Corporation is authorized to impose a levy on the strata lots comprising the Strata Corporation, in proportion to unit entitlement of each strata lot and in the amounts shown opposite each strata lot in Schedule "A" (attached hereto and forming part of this resolution, the aggregate sum of \$60,000.00 dollars (the "Repair Levy") for the payment of costs to remediate the exterior of the building comprising the Strata Corporation, as well any resultant damage to strata lots or common areas arising from or relating to water ingress into the strata lots from the building's exterior;

(b) any remedial work undertaken to strata lots will be done to the standard of comparable quality to the existing conditions in a strata lot. Unless an owner can prove that existing conditions exceed original construction, original construction standards will be deemed to be the applicable standard for remedial work within a strata lot;

(c) each strata lot's share of the Repair Levy is due and payable on May 1, 2006.

7. It is expected that there will be a change in occupancy in a number of suites due to upcoming sales and the revoking of permission to rent during the construction period. Therefore the strata would like to state that all moves must be in accordance with the rules outlined in Bylaw 41.

- notice must be given to the strata corporation of all moving arrangements at least 72 hours before the moving date
- all moves must take place between 8:00 a.m. and 8:00 p.m., Monday through Friday and 10:00 a.m. to 6:00 p.m. Saturday, Sunday and statutory holidays
- doors and gates are not to be left open, ajar or unattended and furniture is not to be left piled in common areas
- all moves must be through the back lane/parkade and/or elevator, not through the front door of either building
- the elevator key must be used to control the elevator; the elevator doors must not be jammed open
- the elevator key may be obtained by calling 604-689-3717
- all common areas must be left damage free and must be cleaned immediately upon completion of the move

- a fee of \$100.00 plus a further refundable damage deposit of \$400.00 must be paid 72 hours prior to any move, and any expenses incurred by the strata corporation attributable to the resident and all fines levied will be deducted from the deposit
 - no cardboard is to be put in the dumpster or recycle bins; flattened cartons may be put in the yellow bin on the west side of the building
8. Prospective buyers should be made aware that there will be no rentals allowed and permission must be obtained **in advance** for any pets. Because of problems with noise, permission to have a dog will not be granted.
9. Meeting was adjourned at 8:15.

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ADDITIONAL SPECIAL ASSESSMENT

Suite No.	Unit Entitlement	Assessment
101	73	\$2,749.53
102	73	\$2,749.53
103	72	\$2,711.86
104	72	\$2,711.86
201	73	\$2,749.53
202	73	\$2,749.53
203	74	\$2,787.19
204	76	\$2,862.52
205	76	\$2,862.52
206	74	\$2,787.19
301	73	\$2,749.53
302	73	\$2,749.53
303	74	\$2,787.19
304	76	\$2,862.52
305	76	\$2,862.52
306	74	\$2,787.19
401	73	\$2,749.53
402	73	\$2,749.53
403	69	\$2,598.87
404	73	\$2,749.53
501	62	\$2,335.22
502	61	\$2,297.55
Total	1593	\$60,000.00

Strata VR1382

Minutes of Strata Council Meeting Tuesday, April 11, 2006 Suite 304-1232 Harwood Street

Present: Brinder Bains, Ken Dierssen, Roland Gagel, Brian Groff, Susan Olafson, Mary Anne Waterhouse

Absent: Chris Balma

1. A letter was reviewed in which the owner of strata lot 21 requested changes to the design of the balconies in the unit. A letter will be sent to the owner stating that construction is complete and no further changes will be made to the building. It should be noted that the owner was involved in design meetings with the architect at the commencement of the remediation project and the impact of the alterations the owner requested were thoroughly explained at that time.
2. A letter will be sent to the owner of strata lot 18 requiring compliance with the bylaws regarding noise and pets.
3. The strata council reviewed a request from the real estate agent for the owner of strata lot 6 in which a prospective purchaser requested permission to have two Fox Terriers. The strata council denied the request after determining the likelihood of disturbance to other residents. The council wishes to state that any requests by current or future owners to have pets will be reviewed on a case-by-case basis and the best interests of the strata as a whole will be the determining factor in any decision.
4. The council reviewed and denied a request from the owner of strata lot 6 for an exemption to the rental restrictions. Remediation work is no longer a hindrance to sale of the suites as evidenced by the recent purchase of one of the units.
5. The Certificate of Completion was granted March 31. The contractors will be taking care of deficiencies for the next few weeks. When this work is complete the common areas will be recarpetted and painted.
6. Toe locks have been installed on all the new sliding doors in order to provide extra security.
7. Council would like to state that the remarks written on the wet paint sign on the front door were not appreciated. Although the contractors made a mistake in the colour, these scribbles were totally childish and the slight against renters was especially rude.
8. The contractors plan to wash and apply sealant to the concrete pavers next week. Please remove all items from the courtyard and balconies until this work has been completed and the contractors have given the OK.

9. Now that access to the balconies has been restored, everyone is reminded of the bylaws restricting hanging or display of articles from windows, balconies or other parts of the building. The placing of items on balconies and patio areas is limited to free standing, self-contained planter boxes or containers, summer furniture and accessories. Balconies and patios are not to be used for storage areas.
10. Once again, we wish to issue a reminder regarding building security. Bike rooms and external gates are not to be left open. Please ensure doors shut behind you, and, in particular, watch the garage door close after exiting the parkade.
11. Once the contractors have removed all of their material from the parkade the council will strictly enforce the bylaw restricting the use of parking areas for storage. A notice will be put up and any unauthorized items will be disposed of.
12. A notice will be put up announcing a date and time for power washing the parkade. During this time all vehicles must be removed from the parkade.

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Strata VR1382
Minutes of the Strata Council Meeting held
Wednesday, October 19, 2006 at 7:00 p.m.
Suite 304-1232 Harwood Street

ATTENDANCE

Present: Ken Dierssen, Brian Groff, Brinder Baines, Susan Olafson

Regrets: Chris Balma

1. Attached is a copy of the notice and agenda for the AGM to be held November 1st.
2. The building envelope restoration is complete. To ensure that the warranty is maintained no alterations, attachments or penetrations may be made to the exterior of the building including the walls, windows and balconies. This applies to common property and limited common property.
3. In the common areas the carpets have been replaced and the walls and ceilings have been painted. In order to prevent damage to the common areas, owners are reminded of the bylaws prohibiting the movement of items such as bikes, buggies, building material, furniture, etc. through the front entrance. The movement of any large items is to be done through the parkade and elevator. The elevator key may be obtained from the strata council.
4. We wish to make it clear that owners who receive permission from council to have a pet are given permission for that particular pet only.
5. Owners who wish to make alterations to their suite are reminded that prior permission must be obtained from the strata council. Any upgrades must be covered under the owner's insurance policy as the strata policy will not cover them.
6. The PST rebate has been received from the Homeowner Protection Association and as agreed will be used to finance the landscaping and bathroom renovations.
7. A landscaper has been hired to do work on the front and sides of the building as well as in the courtyard.
8. The gate to the courtyard is scheduled for repair.

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NOTICE OF ANNUAL GENERAL MEETING
STRATA CORPORATION VR1382

DATE: WEDNESDAY, NOVEMBER 1, 2006

TIME: 7:00 P.M.

LOCATION: 301-1232 HARWOOD STREET (Entercode 011)

An agenda for the meeting, along with some explanatory notes concerning voting procedures is included. Please read this material carefully prior to the meeting, and bring it with you to the meeting for reference.

PURPOSE

The meeting is being held to vote on the budget and to elect a new strata council.

QUORUM

In order to conduct this meeting, one third of the persons entitled to vote must be present either in person or by proxy. If you are unable to attend, please complete the enclosed proxy form and send it to Ken Dierssen at 305-1232 Harwood Street, Vancouver, BC, V6E 1S2 or fax it to Susan Olafson at 604-683-9164. If within ½ hour from the time appointed for the meeting, a quorum is not present, the meeting stands adjourned for a further ½ hour on the same day and at the same place. If within a further ½ hour from the time of the adjournment, a quorum is not present, the eligible voters, present in person or by proxy, constitute a quorum.

VOTING

Except in cases where, under the Strata Property Act, a unanimous resolution is required, no owner is entitled to vote at a General Meeting unless all the contributions and fines due in respect to his or her Strata Lot are paid in full in advance of the meeting.

AGENDA

1. Call to order
2. Proxy certification and determination of quorum
3. Adoption of minutes of EGM of March 22, 2006
4. Financial and Council report
5. Adoption of 2006/2007 budget
6. Other business
7. Election of new Strata Council
8. Adjournment

**STRATA PLAN VR1382
PROPOSED OPERATING BUDGET
JULY 1, 2006 - JUNE 30, 2007**

INCOME	
Maintenance Assessment	\$39,264.00
Laundry	\$4,000.00
TOTAL	\$43,264.00
EXPENSES	
Accounting	\$2,400.00
Bank Charges and Interest	\$50.00
Building Repairs - Exterior	\$1,000.00
Building Repairs - Interior	\$1,000.00
Depreciation	\$3,000.00
Electricity	\$7,000.00
Elevator Maintenance	\$2,700.00
Enterphone Maintenance	\$500.00
Fire Protection	\$2,000.00
Insurance	\$6,000.00
Janitorial	\$4,800.00
Janitorial Supplies	\$700.00
Landscaping	\$800.00
Legal	\$1,000.00
Miscellaneous	\$214.00
Office Supplies	\$250.00
Pest Control	\$650.00
Power Washing	\$0.00
Property Tax	\$0.00
Refuse Removal	\$1,300.00
Utility Tax	\$0.00
Washer/Dryer Maintenance	\$400.00
Water and Sewer	\$3,000.00
Window and Carpet Cleaning	\$500.00
Transfer to Contingency Reserve	\$4,000.00
TOTAL	\$43,264.00
NET INCOME (DEFICIT)	\$0.00

Strata VR1382

Minutes of the Annual General Meeting held

Wednesday, November 1, 2006 at 7:00 p.m.

Suite 301-1232 Harwood Street

ATTENDANCE

Present: Owners of Suites 201, 204, 205, 206, 301, 304, 305, 402, 404 & 502

Proxies: Owners of Suites 303 & 306

Regrets: Owners of Suites 101, 102, 103/104, 202, 203, 302, 303, & 401, 403

1. The meeting was called to order at 7:05.
2. It was determined that a quorum was present.
3. The minutes of the EGM of March 22, 2006 were adopted.
4. It was reported that there is more than enough money in the Strata operating account to pay for the landscaping and a few other projects that need to be completed.
5. Morrison Hershfield has issued a Building Envelope Maintenance Manual which contains Maintenance and Renewal Plans as well as copies of the different warranties from the General Contractor and Sub-contractors. It is the responsibility of the Strata to establish a Maintenance Program to ensure that warranties are maintained. The Strata Council must ensure that no owner makes changes to the balconies or exterior of the building that would compromise the warranties.
6. MH wants to remind all owners to use bathroom exhaust fans whenever taking a shower. If the fan is not working properly, it is the owner's responsibility to replace it. It is also important to leave at least one window slightly open at all times to prevent a buildup of humidity in the suites.
7. The Strata Council will monitor the costs associated with inspection and maintenance to determine if it is necessary to raise maintenance fees next year.

8. Owners are responsible for keeping the weepholes in the window frames clean and unobstructed to allow drainage of water to the outside. If condensation between the two panes of glass is observed, it must be reported to the Strata Council.
9. The Strata Council will check with the building insurer to determine how often the chimneys should be cleaned and will act accordingly.
10. The 2006/2007 budget was unanimously adopted.
11. Brian Groff from 301, Arpal Dosanjh from 402, John Irwin from 205 and Tom Finlay from 201 were elected to form the new Strata Council.
12. The meeting was adjourned at 7:40.

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