MINUTES OF COUNCIL MEETING

STRATA PLAN VR-329

PURCELL WOODS

HELD	On Monday, June 28, 2010 at 6:30 p.m. in unit 1986 Purcell Way, North Vancouver, BC		
PRESENT	Stephen Spector	President	Unit #1986
	Michael Fitt	Treasurer	Unit #1964
	Jennifer Meilleur	Grounds	Unit #1874
	Cathy Iannella		Unit #1990
	Maya Butterfield		Unit #2028
REGRETS	Wolf Steche	Vice President	Unit #1904
	Sarah Drummond		Unit #2088
GUEST	Rudy Sedlak		
STRATA AGENT	Muryn Jordan, Vancouver Condominium Services Ltd.		

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

MINUTES

It was moved, seconded and carried to adopt the minutes of May 17, 2010 council meeting, as circulated.

BUSINESS ARISING

1. Rehabilitation Project: Rudy Sedlak advised council of the following:

   - Completion of carport deck replacement
   - Sidewalk spacers have started to be replaced as needed
   - Gutter cleaning as required throughout the complex
   - Review of back yard flooding, sump pump to be cleaned shortly
   - Replacement of light bulbs & repainting of some parkade lines/numbers
   - Review of various items noted in correspondence from owners

2. Grounds: Council asked the agent to contact Gordon Merrill in order to have some bushes in different parts of the complex cut back as they are encroaching on the nearby parking stalls.

3. Arborist Report: The removal of the trees outlined in the arborist report has been completed. Council instructed the agent to contact the arborist and ask that a list of species appropriate replacement trees be provided. Council does not intend to replace every tree that was removed, however there are some areas that require planting as the privacy of the nearby owners has been significantly reduced. The agent will ensure that a list is available for review at the next meeting.

4. Capilano University Film Centre Construction: Shortly after the last council meeting a meeting was held with the District of North Vancouver and the construction company and a resolution has been reached with regard to the permitted hours for construction. Council noted that there has been a decrease in construction noise since the meeting.

5. Bylaw Review: As per instructions at the previous meeting, the agent contacted Clark Wilson to obtain a quote for the updating of the strata corporation bylaws. A new set of standard bylaws can be purchased for $750 plus applicable taxes, which includes an hour of a lawyer's time. The standard template will include all changes to the Strata Property Act. The council can then review the existing strata corporation bylaws and re-write any bylaws that are specific to Purcell Woods. Council approved the expense and the agent will ensure that the template is available prior to the next meeting.

CORRESPONDENCE

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

1. Council received a letter from an owner requesting permission to rent their unit. As the rental maximum has not been reached council approved the request. The agent will advise the owner.

2. The strata council received a letter from three units, all with crawl space concerns. The entry to the crawl space in the units has deteriorated due to age and the walls around the entry are starting to crumble. Council approved the repair of the crawl space issues. Rudy Sedlak will be in touch with the owners directly.

3. A letter was received from an owner stating drainage issues off their carport balcony. The matter was forwarded to Mr. Sedlak between meetings and has been resolved.

4. An owner requested permission to extend their gas line in order to install a gas BBQ outside their unit. Council approved the request provided that the work is completed by a certified gas fitter and that all applicable permits are obtained from the District of North Vancouver. In addition, the council requested that the owner be made aware that the

strata corporation will not be held responsible for any damages caused to the owners unit, or to a neighbouring unit or common property, which results from the installation or usage of the extended gas line.

5. Council received a letter from an owner requesting that their balcony be reviewed as the owner feels it is in need of repair. Mr. Sedlak reviewed the balcony and advised that it is structurally sound; however the vinyl membrane does require replacement. Council approved the replacement of the membrane and the work will be completed by mid-Fall, when funds permit.

NEW BUSINESS

1. Fire Hydrant Testing: The agent advised council that Elite Fire Protection has been onsite and has completed the annual fire hydrant testing. All hydrants are in good working order however one has been noted as not being high enough. This is a reoccurring issue and council requested that Mr. Sedlak review the ground around the hydrant and remove excess earth in order to increase the clearance for the hydrant.

2. Pool Heater Replacement: Between meetings West Coast Pools advised the strata council that the pool heater was broken and required replacement. A quote in the amount of $4,808.09 plus applicable taxes was approved and the heater replaced as soon as possible. Council agreed to declare the replacement an emergency and pay for the repair out of the Contingency Reserve Fund as permitted under Section 98 of the Strata Property Act.

3. General Reminders:

All owners are reminded that it is the resident's responsibility to review the drainage off the balconies and decks. There are drains on all balconies and these drains must be cleaned out by the owners. Allowing excess water to sit on the balcony will cause premature aging and deterioration of the balcony surface and structure.

Residents are asked to be mindful of the number of planters and planters on balcony surfaces. All plants and planters must have a water tray underneath to catch any excess water. There must also be air space between the planter/water tray bottom and the surface of the balcony. Allowing excess water to sit on the balcony will cause premature aging and deterioration of the balcony surface and structure.

Please also be mindful that the collective weight of many plants and planters can have an impact on the deck structure.

FINANCIAL REPORT

1. Monthly Statement: The Treasurer advised the May financial statement has been reviewed and recommended approval. It was moved, seconded and carried to adopt the May financial statement as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Account Balances: The current balances for the 5th month as at May 31, 2010 in the appropriate funds are as follows:

• Total Cash Balance	$ 97,703.56	(including CRF Balance)
• CRF Balance	$152, 764.76	(Contingency Reserve Fund)

3. Arrears: The agent advised council that there are a few owners in the complex with significant arrears and liens have been applied against the accounts. Any owners with accounts balances over $400 are receiving a monthly letter and balances over $1,000 are receiving a lien warning letter.

There being no further business, the meeting was adjourned at 7:45 p.m. The next meeting will be held on Monday, July 26, 2010 at 6:30 p.m. in unit 2028.

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HST AND STRATA FEES

The HST legislation became law on April 30th, and becomes effective July 1st. Do you have to add HST to your monthly strata fee payments? The answer is "NO" if you own a residential strata lot. Continue to make your payments at the same amount as you have been doing in the past. However, note that most items in your strata corporation's budget are subject to HST. This means that your strata corporation's next budget will include an allowance for the additional HST expense which will result in an overall budget to pay for the HST. In other words, you do not have to add 7% to your payments. (The 5% GST is already in the budget). It will be "built into" your strata fees starting with your next strata corporation's budget. In some strata corporations, an allowance has already been factored in. If you own a commercial strata lot, the HST will be an additional payment to make starting July 1st.