MINUTES OF COUNCIL MEETING

STRATA PLAN VR-329

PURCELL WOODS

HELD On Wednesday, February 8, 2012 at 6:30 p.m. in Unit #2028.

PRESENT
Stephen Spector
Michael Fitt
Jason Hunt
Sylvia Cromack
Cathy Iannella
Maya Butterfield

REGRETS Wolf Steche

GUESTS
Brian Martin, RBC Dominion Securities
Ed Janzen, Vancouver Condominium Services Ltd.
Rudy Sedlak

STRATA AGENT Bill West, Vancouver Condominium Services Ltd.

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

ELECTION OF OFFICERS

Council elected members to officers and committee positions as follows:

Stephen Spector	President
Michael Fitt	Vice-President & Parking
Sylvia Cromack	Treasurer
Sylvia Cromack/Jason Hunt	Pool
Wolf Steche/Maya Butterfield	Grounds
Cathy Iannella	Secretary

MINUTES

It was moved, seconded and carried to adopt the minutes of December 9, 2011 council meeting, as circulated.

GUESTS

Ed Janzen, the Accounting Manager at VCS, informed the council that the current $140,000 investment CRF monies at RBC Dominion Securities is not set up as a trust account. The current account does not allow VCS to oversee the CRF money. All parties agreed that it would be in the best interest of strata corporation to set up the RBC Dominion Security investment as a trust account, remove the council signatories and replace them with the managing agent, Vancouver Condominium Services Ltd. Council thanked Brian Martin from RBC Dominion Securities and Ed Janzen for attending the meeting and clarifying this matter. There is no cost associated with this change and the money remains in the same fund earning 1.2% interest.

The guests left the meeting at 7:00 p.m.

RUY SEDLAK'S REPORT

- Rudy Sedlak reviewed various work performed on the property in the previous month. Some of those projects include:
- Relocation and illumination of unit signs at entrances to Purcell Woods.
- Speed Bump Repair.
- Recommendation to trim the tree and remove the bush next to the east underground parking lot as it limits visibility and is a safety issue.
- Water leak at unit #1982 caused by plugged gutters. Gutters have been cleaned. The problem resolved.
- Squirrels causing damage to the back of a unit. After inspection it was determined that bird feeders are causing increased animal activity in this area and they should be removed. Council instructed the agent to write a letter to the owner of the bird feeders informing them of the necessity of removing these items.

- Unit #1818 – the carport is need of a new deck membrane. The previous membrane was an inferior liquid type which needs to be removed and replaced properly. Council approved the repair.

- Unit #2080 cable repair. The front walkway was excavated to a depth of 6-1/2 feet to repair incoming cables. It was then required to pour a new front sidewalk.

- Council approved proceeding with the renovation of the Maisonette flooring project through installation of a trial in 1 of the 5 entranceways, with others to follow after consultation with interested residents.

- Council approved proceeding with repairing the remaining Maisonette valleys requiring repair.

- Council discussed a tentative work schedule for the remaining fence staining, expansion slats, and cedar replacement on property. Rudy Sedlak reported that work will begin when the weather is conducive.

Mr. Sedlak left the meeting at 8:15 p.m.

BUSINESS ARISING

1. Grounds: Council approved a quote from Good Earth Services to prune and move selected trees and bushes as described in the arborist report. Cost of this service is $1,190 plus HST.

2. 1914 Driveway: The owner of 1914 reported that tree roots were lifting the driveway at the unit. Council will inspect the property, then decide what action is warranted at the next meeting.

3. Pool Keys / Parking Tags: Pool keys and parking tags were distributed to most residents at the Annual General Meeting. There are currently 11 parking tags not yet distributed. **Residents must display the new pink parking tag or your vehicle will be towed. The previous green parking tags are no longer valid.**

CORRESPONDENCE

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

1. A letter was received from an owner complaining of extreme noise on the roof when it rains. Rudy Sedlak inspected the unit and reported to council that at some point a metal skirt was installed around the chimney likely meant to mitigate a leak. The noise is a result of the rain hitting the metal. Council asked Mr. Sedlak to review the site and report what repairs would be required to remove the metal skirt. Mr. Sedlak will inform council at the next meeting.

2. Correspondence was received from an owner concerned about green algae growing on the north face siding. Mr. Sedlak inspected the area and reported to council that much of the north siding in the complex has algae on it. Council will consider a plan to power wash these areas in the spring/summer.

3. An owner wrote requesting a fence replacement. Upon inspection it was noted that the section of fence in need of repair is the front fence which is the owner's responsibility, not the strata's.

4. Two letters were received from a unit owner. The first letter concerned various repair issues at the property. The peeling membrane on the deck will be repaired and was mentioned previously in these minutes. The repair of this deck will be attended to when weather permits. The 2nd letter was a vote of confidence in council's past performance and congratulations on the successful AGM recently held.

5. An owner wrote regarding a cold home reportedly resulting from the loss of crawlspace insulation caused by animals. Care Pest Control inspected the site as did Rudy Sedlak. The results of the investigation showed that the area underneath the living room never has had insulation under it as it is solid concrete to the ground. There is no way to install insulation from the crawlspace in the area desired.

6. An owner wrote complaining of the neighbour's barking dog. The complaint detailed the dog whining and barking for hours when the dog's owner was absent. Council has instructed the agent to write a bylaw violation complaint letter to the owner and tenant of this unit informing them that they must stop the noise or the strata will have no choice but to begin fining the offending unit.

NEW BUSINESS

1. Pool Safety Plan: Council approved commissioning West Coast Pools to devise the required pool safety plan necessary in order to begin pool operation in May. The cost of this service is $450 plus HST.

2. Christmas Light Removal: Residents are reminded that bylaws require that all Christmas lights be removed in a timely manner. All Christmas lights must be removed from exterior property within five days of the publication of these minutes otherwise fines may result.

3. Pool Key & Parking Pass Replacement Policy: Council wishes to clarify for all owners that pool keys and parking passes may be replaced once per year at a cost of $50. There is no specific time that this must be done. They will be replaced when needed but only once.

4. Parabolic Mirrors at Driveway Entrances: Council instructed the agent to investigate and obtain quotes for installing parabolic mirrors to aid motorists when exiting onto Purcell Way and when exiting the underground parking garages.

5. Rental List Update: Council reviewed and approved two units for rental. The units 1982 and 1886 will be advised that they have 90 days to enjoin a tenancy and submit the required Form K "Notice of Tenants' Responsibilities", or else rental approval will be rescinded and similar permission granted to the next owner on the waiting list.

6. Council Walkabout: Council agreed that twice a year council members would walk the property to note various issues requiring strata's attention.

7. Dryer Vent Cleaning: Residents are reminded that they must properly maintain their dryer vents. The flexible vent extending from the dryer to the wall should be made of metal as this is current code. The short section from the interior to the exterior should also be checked to make sure it is free of lint and debris. Plugged dryer vents not only waste electricity and require longer drying times, but are a potential fire hazard as well. Please inspect your vents and maintain them properly.

FINANCIAL REPORT

1. Monthly Statements: Following discussion it was moved, seconded and carried to adopt the December, 2011 and January 2012 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. Account Balances: The current balances for the 1st month ending January 31, 2012 in the appropriate funds are as follows:

- Total Cash Balance $200,713 (including CRF Balance)
- CRF Balance $161,001 (Contingency Reserve Fund)

3. Arrears: Council discussed the current outstanding owner accounts noting that no action is currently warranted.

4. Invoices: Council approved payment of the following invoices:

• Professional Mechanical Ltd.	$194.88	To be charged back to the unit owner.
• Miura Property Services	$1,400 plus HST	Winter salting of the roadway.

5. **Please save the attached "Amenity Room Rental Agreement" form for future use.**

There being no further business, the meeting was adjourned at 9:30 p.m. The next meeting will be held on Wednesday, March 14, 2012 at 6:30 p.m.

Owners please be advised that new strata fees went into effect January 1, 2012. Your PAC will be adjusted automatically on March 1, 2012. Strata fees were reduced from last year and a refund cheque will be sent for the January and February 2012 overpayments providing your account is not in a negative balance.

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

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

BW/kh

SELLING YOUR UNIT?

If you are planning to sell your unit, it is a good idea for your realtor to visit our website at www.vancondo.com. There, the realtor will find a link where they are able to order documents requested by potential purchasers such as minutes, bylaws, and engineer reports. Using this process rather than phoning our office may decrease the processing time. You can also find valuable tips on the *Strata Property Act* in the monthly bulletins distributed by our office.