MINUTES OF COUNCIL MEETING

STRATA PLAN VR-329

PURCELL WOODS

HELD	On Wednesday, April 27, 2011 at 6:30 p.m. in Unit 1904 Purcell Way, North Vancouver, B.C.		
PRESENT	Stephen Spector	President	Unit #1986
	Michael Fitt	Vice-Pres/Bylaw Committee Liaison	Unit #1964
	Cathy Iannella	Pool	Unit #1990
	Jason Hunt	At Large	Unit #1806
	Wolf Steche	Grounds	Unit #1904
	Sylvia Cromack	Treasurer	Unit #1808
ABSENT	Maya Butterfield	Pool	Unit #2028
GUEST	Rudy Sedlak		*(6:30–7:40 pm)*
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 March 23 2011 council meeting, as circulated.

BUSINESS ARISING

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

   - Decks at unit 1912 and 1914 were completed.
   - At the owner's request an attic inspection was completed in unit 1990 and everything was found to be in good condition and all vents connected. The area was dry with no moisture or obvious leakage.
   - Branches on a roof which caused gutter to overflow in unit 2086 were cut back.
   - Concrete work completed on two paths as well as the northeast University pathway.

- A drain was installed in the centre of the back deck of unit 1906 to improve water flow.
- Gutter cleaning is completed to units 1974 through to 1984 and units 1957 through to 1972.
- Various woodpecker holes throughout the complex were reviewed and some repaired.
- Interior pool cabana painted.
- Maisonette gutter repaired.
- New gutters installed in units 1982 and 1984 as well as 1912 and 1914.
- General gutter clean-up and dump run.
- Installation of down spout on the back deck as requested at 1906.
- Meeting with engineer on site to review water problem in the north side of the complex.

2. On-going Rehabilitation and Maintenance Projects:

a) Eastside Parking Stall Concrete: Mr. Sedlak advised council that the parking stall concrete has been repaired.

b) West Berm Stairs: The stair construction is underway and will be completed as time and weather permits.

c) Various Drywall Repairs: Some of the drywall repairs have been completed and an initial round of repairs will be completed within the next few weeks.

d) Playground Construction: Council agreed that the playground needs to be constructed quickly as the good weather is returning and the playground will be in demand. Two council members agreed to work with Mr. Sedlak to design the new structure.

e) Concrete Slab Spacer Replacement: The replacement of the wooden slats between concrete paving stones throughout the complex has begun and will be done as needed throughout the summer.

f) Maisonette Carpet Replacement: As per previous decision the carpet that is exposed to the weather will be cut back, the concrete underneath cleaned and the area sealed. The remaining carpet in the Maisonettes will be cleaned. This work is scheduled for completion this summer; however, there is not a confirmed timeline available.

g) Concrete Curb Repair Throughout the Complex: Mr. Sedlak advised that the concrete that required repair have been completed.

h) Staining: Council agreed that staining throughout the complex will commence as soon as the weather improves and the wood has had an opportunity to dry out.

3. Grounds: Council completed a walkabout with the representative from Good Earth and noted many areas of the complex which can be improved. It was noted that parking stall trimming throughout the complex has been completed as well as the pruning of the hedge near the east side stop sign. The west side entrance bushes is an issue which requires more work than simple pruning however Good Earth is aware of the area and will take necessary measures to improve visibility.

4. North Side Water Issue: Mr. Sedlak advised council that work of the drainage issue on the north side of the complex continues. The full cost of the drainage repair is covered by the University; however, as there was a pipe blockage within the strata corporations' property that was the strata's responsibility to repair and maintain council agreed at the previous meeting to contribute $1,500 towards the entire drainage project. Council agreed not to release the payment until more investigation and repair is complete.

   Some of the units which back onto the drainage area have reported that the water continues to pool on the surface. Mr. Sedlak reviewed the areas and met with the engineering working on this project and repairs were outlined and will be undertaken shortly. The issue seems to be the method in which the paving stones were replaced which is causing water to pool and not to seep down through the ground to the drainage system.

5. Replanting: A council member in charge of grounds meet with Good Earth in order to review the areas throughout the complex which require replanting. Good Earth provided a quote to purchase trees and bushes of various sizes and types which can be planted. Following discussion council agreed to spend up to $5,000 on replanting. The council member in charge of grounds will review the areas with Good Earth and will ensure that those areas with significant visibility concerns are dealt with first. Once the funds have been allocated and the areas replanted council will review to determine if any additional plantings are required.

6. Changes to Unit Entitlement: The unit entitlement was calculated based on liveable square footage and using the formula dictated in the *Strata Property Act*. If realtors are calculating square footage by including the carport then that is an issue separate from unit entitlement. Council requested the agent remove this item from the agenda.

7. Lighting: A council member advised that he has met with a lighting consultant who reviewed the complex in detail and will provide a quote for a lighting upgrade package. Alternate consultants are being researched to ensure that council has more than one quote to review.

CORRESPONDENCE

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

1. Council received a letter from an owner in response to correspondence from council with regards to the number of vehicles parked in their stall and with regards to a dog in their unit being off-leash. Council thanked the owner for their cooperation on both issues.

2. Council received a letter advising of various woodpeckers throughout the complex. Council is aware. In addition the owners advised that the north wall of their unit has some green algae on it. Council instructed the agent to forward a letter to the owner advising that it is a cosmetic issue and they are welcome to clean the side of their unit with a soft brush.

3. Council received a fence construction request from an owner wishing to build a fence in their back yard. Council reviewed the specification outlined and approved the request provided the owner understands that all costs are the responsibility of the owner, all future maintenance is also the responsibility to the owner. The fence must be made of cedar and must be the same colour as the rest of the complex. The owner will be instructed to contact Rudy Sedlak to confirm that all the specifications of the new fence are accurate.

NEW BUSINESS

1. Utility Rooms: Council discussed the utility rooms in the complex and agreed to contact a locksmith to have all of the locks changed and the frames and wood areas of the doors repaired. The agent will obtain quotes for presentation at the next meeting.

2. Change of Agent: The agent advised council that there will be a change in strata agent towards the end of May.

3. College Info: A council member attended the Capilano University Film School Construction Project meeting which was also attended by a representative of the District of North Vancouver. It was noted that the project has been stalled due to a series of unforeseen difficulties but they anticipate that the building envelope will shortly be removed and glazing will start. It should take four to six weeks to accomplish. They have only been running one shift but hope for two in gearing up for this final push to close off the exterior. Expectations are that the work will transition to interior work around mid-June. Landscaping will continue.

   The on-going issue of noise from the backing up trucks was also reviewed. Discussions led to recommendation of extending hours until school is out and that after July 1st there be a nine o'clock noise time limit rather than the eleven o'clock limit as was originally proposed.

The District representative advised that the lower roadway is still in the plans for upgrades when future development is considered. The University is also being urged by the district to come up with a long-term plan. She suggests resident representation might be desirable for input at the planning stage.

The council member raised the issue of the need to reinforce the flora on the berm area which is a concern due to expected increasing traffic at the film school and adjacent parking lot areas. The University offered the services of their horticultural department to provide guidance in choice of plants and recommendations on location.

The District representative has submitted the strata corporation's traffic concerns as well as additional suggestions to the planning department for the upgrade on Purcell Way which may include a bicycle lane. Improved street lighting is definitely one of the items on the agenda which may affect some residents.

All residents are urged to attend these meetings and provide their input into the development occurring in the neighbourhood.

Council thanked the member for attending the meeting on the strata corporation's behalf.

4. General Reminders:

All residents are asked to locate their water shut-off valves in their unit. Each unit has a water shut-off valve and owners should be aware of its location.

Owners should also investigate the installation of a personal pressure reduction valve on the water line coming into their unit. Any certified and insured plumber should be able to review and install the PRV. This will prevent the possibility of a water pressure surge into the unit.

Residents are reminded that balcony railings are not suitable for use of draped or clipped-on flower containers as there needs to be consideration for the load bearing ability of the railing (especially after watering), as well as having sufficient airflow so as not to prompt deterioration (rot underneath on the railing itself). Council attributes a substantial part of any replacement cost to this practice and urges owners to seek alternate methods of adorning their units.

Rudy Sedlak departed the meeting at 7:40 p.m.

FINANCIAL REPORT

1. Monthly Statement: The strata council and the council Treasurer reviewed the March 2011 financial statement and following discussion it was moved, seconded and carried to adopt the statement. Any owner wishing a copy of the strata corporation's financial statements may contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Account Balances: The current balances for the 3rd month ending March 31, 2011 in the appropriate funds are as follows:

   - Total Cash Balance $141,829 (Including CRF Balance)
   - CRF Balance $152,347 (Contingency Reserve Fund)

3. Arrears: Council reviewed the arrears situation in the complex and requested that the agent send letters to a few owners who continue to be in arrears encouraging structured payment plans wherever possible so as to reduce the amount, age as well as time devoted to reviewing these accounts every month.

4. Audit Finalization: The agent provided council with a copy of the finalized audit as prepared by Reid Hurst Nagy.

5. CRF Loan: Council approved payment of $15,000 to be paid back to the Contingency Reserve Funds. It is standard practice to borrow funds from the Contingency Reserve when there is poor cash flow in order to pay invoices. This is permitted under the *Strata Property Act*. As funds allow the amounts are repaid to ensure that the loan is repaid in full by the end of the fiscal year.

There being no further business, the meeting was adjourned at 8:15 p.m. The next meeting will be held on Wednesday, May 25, 2011 at 6:30 p.m. in Unit 1964.

Muryn Jordan
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

MJ/sd

EARTHQUAKE INSURANCE?

Following news reports of major earthquakes, owners inquire about earthquake insurance for their strata corporations. Yes, your strata corporation **is covered, but** remember that your contents are not covered **and** that the strata corporation's policy has a deductible (see below). Please note that the strata corporation's insurance policy **does not cover your contents** and, as such, you should ensure that your homeowner's policy does. If there is a good shake "fixtures" and flooring installed by you will not, except in limited circumstances, be covered by your strata corporation's insurance policy either. Think of your strata corporation's insurance as covering your strata lot only as it existed on "day one" when it was sold by the developer. Most improvements and betterments since then are not covered by the strata corporation's insurance policy. You should check with your own insurance agent to obtain coverage for these items. If you do not have a "tenant's" or "home owner's" package, you should consider it.

Deductible:

Your strata corporation has a full insurance policy, which includes earthquake coverage. Please note, however, that the earthquake coverage has a deductible which, at this time, is between 10 - 20% of the full appraised and insured value of the strata corporation. It is clear that such a deductible means a lot of money in the event of an earthquake, even a mild one. To put it another way, your strata corporation is uninsured for earthquake caused damage up to the deductible amount. It is not possible to purchase supplementary insurance to cover this deductible; however, it may be possible for you, as a homeowner, to purchase an earthquake rider on your homeowner's policy, which may provide coverage for your own strata lot **but not for the strata corporation's common property**. Your own insurance broker should be able to provide further information on this topic.

If you have any questions concerning the strata corporation's insurance coverage, please feel free to contact your strata agent during regular business hours.