MINUTES OF COUNCIL MEETING

STRATA PLAN VR-329

PURCELL WOODS

HELD	On Tuesday, March 16, 2010 at 6:30 p.m. in Pool Cabana at 2088 Purcell Way, North Vancouver, B.C.	
PRESENT	Jennifer Meilleur	Unit #1874
	Sarah Drummond	Unit #2088
	Cathy Iannella	Unit #1990
	Michael Fitt	Unit #1964
	Stephen Spector	Unit #1986
	Maya Butterfield	Unit #2028
REGRETS	Wolf Steche	Unit #1904
GUEST	Rudy Sedlak *(6:30-7:20 p.m.)*	
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 February 9, 2010 council meeting, as circulated.

BUSINESS ARISING

1. Building Rehabilitation Project:

   - Roof tarped at 2008 following damage to shingles caused by raccoons.
   - Gutters throughout the complex have been cleaned as required.
   - Repairs to cedar damage on roof level at 1830.
   - Lights throughout complex reviewed and adjusted as per owner's requests.
   - Reviewed and tarped roof leak at 1950.

2. Grounds: There was nothing to report.

3. Lighting: Rudy Sedlak advised council that the exterior lights in the complex have been reviewed and repaired where possible. At the previous meeting there had been some written complaints received regarding lights shining into owners' units. Mr. Sedlak advised that those lights have all been relocated or redirected in order to reduce the light transfer into units.

3. Arborist's Report: Council received an extensive report from Dave MacLean, the arborist hired by the strata corporation to complete a review of all the trees in the complex. Council is extremely pleased with the report provided by Mr. MacLean which identifies each of the trees in the complex. The report recommends that thirteen trees be removed and an explanation for each of the tree's removal is provided. In addition a total of nine were identified as having the potential to drop damaging branches on roofs and a further thirty two trees were indentified as having branches with the potential to drop debris into the eave troughs. Council agreed that a walk-about will be conducted by council members and each of the thirteen trees that have been recommended for removal will be tagged with a coloured ribbon. Owners are welcome to review the trees in order to have an understanding of which trees are recommended for removal. Council will obtain quotes for a price per tree for removal of the recommended trees and well as pruning and other recommended work for the remaining trees. Once the quote is received council will determine the extent of work able to be completed with the current budget. Owners are asked not to tamper with the ribbons around the trees at any point.

   Council understands that the removal of trees is a sensitive issue for many owners in the complex and their removal will not be taken lightly. Council intends to ensure that all owners are kept apprised of the situation; however, council intends to follow the recommendations contained in the report in order to ensure the buildings and structures of Purcell Woods are not in jeopardy.

4. Entrance Sidewalk Safety Review: The entrance sidewalk area will be reviewed by council in order to determine the extent of the safety concerns. It is not clear at this time if the landscaper has completed any cutbacks of the surrounding bushes.

5. Improved Lighting around Pool Pathways: Council agreed to defer discussion of this item until the next meeting.

6. Fire Equipment Quote: At the previous meeting the strata agent had provided the report from the District of North Vancouver fire inspector indicating that there are no fire extinguishers in the common areas of the east and west maisonettes. Council had requested the strata agent contact Elite Fire Protection to determine how many fire extinguishers are required and what the cost would be to have them installed. To that end, the strata agent provided a quote from Elite Fire Protection in the amount of $1,220 plus GST to supply and install 10 five pound fire extinguishers and surface mounted cabinets in each of the common areas. Council approved the quote and the agent will forward a contract to Elite Fire Protection. It was further agreed that each of the fire extinguishers will be tagged in order to identify them as being the property of Purcell Woods.

CORRESPONDENCE

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

1. Council received a request from an owner that the privacy fence between their home and their neighbour as well as the patio railing facing the greenbelt be replaced and painted as the owner feels they are not in good condition. Between meetings the letter was forwarded to Rudy Sedlak who has reviewed the concerns. The owner has written previously and has been advised that the structure of both the fence and railing do not require immediate repair.

2. An owner sent a letter to council requesting permission to plant a 5 foot tall Fraser Fir near their unit. Based on the information provided by the owner, council has approved the request. The agent will contact the landscaper to work with the owner to ensure that the tree is planted properly and that it is kept at an acceptable distance from the building.

3. A letter was received from an owner citing displeasure with the bylaw passed at the Annual General Meeting which increased the possible fine to be applied to owners who fail to pay their strata fees on time. The agent forwarded a response to the owner between meetings explaining the rationale behind the bylaw change. The owner did mention they were unable to attend the Annual General Meeting.

4. Council received a letter from an owner expressing displeasure with the aggressiveness of Mitchell's Towing. The owner advised that they parked without a pass for less than 10 – 15 minutes and their vehicle was towed. Council appreciates the owner's frustration; however, the parking has significantly improved since Mitchell's Towing began reviewing the complex. Council does not intend to alter any arrangements currently in place with Mitchell's Towing.

5. Council received a complaint regarding a unit in the complex which has a white door. Council discussed the issue and the agent noted that a letter has previously been sent to the owner advising that the door must be painted brown. Council instructed the agent forward an additional letter giving the owner a deadline of May 31st to have the door painted, failure of which will result in a fine being applied against the owner's account. The reason for providing the extended time to paint the door is that the doors are metal and cannot be painted when temperatures are less than approximately 15°.

6. An owner wrote to council requesting that their fence, which was removed due to structural concerns, be replaced. Council approved the fence to be replaced in its previous location. The owner also requested their front door be reviewed as it is not closing properly. Mr. Rudy Sedlak was asked to review the front door.

NEW BUSINESS

1. Roof Damage: Between meetings, the roof of 2006/2008 was damaged by racoons who removed an approximate 3 X 3 square foot section of shingles. The roof of this section has not recently been replaced. Heyes Roofing provided a quote in the amount of $6,324 plus GST to re-roof units 2006 and 2008. Council approved the quote and the strata agent will ensure that a contract is forwarded.

   Also between meetings, the roof of unit 1950 showed signs of leaking. The roof has been tarped and a quote is pending from Heyes Roofing.

2. Capilano University Film Centre Construction: Council received information via the strata agent that the new Film Centre construction at Capilano University is pending. Major construction activity is to begin over the next few weeks and it is anticipated that the primary impact of the noise will be pile driving. The noisiest activity with the construction of the new building will be heard and felt by neighbouring residents. This phase of work is scheduled to commence on or about March 31st and be completed on or about April 27th. These activities will take place during normal working hours. A council member advised that additional information has been researched and Capilano University has been given permission to complete construction work six days per week. Capilano University has confirmed that the construction timelines for the new building is aggressive. It is anticipated that building construction will be completed by March 31, 2011. The new building will be located at the northern limits of the campus and the open field to the west of the Monashee Road transit exchange. Translink will be re-routing buses during construction.

   Council advises all owners that the information with regard to the Film Centre construction was only recently received. Any owners who would like additional information are welcome to contact the Director for Contract Services at 604-984-4915.

3. District of North Vancouver Fire Bylaw: The strata agent received a letter from the District of North Vancouver regarding the fire and security systems bylaw which is being enforced. This bylaw refers to procedures when the fire department personnel are responding to a property that is showing a false alarm or a call not requiring an emergency service action. The District of North Vancouver is requesting contact information for three residents in the complex. Council discussed and agreed that the council President will contact the District of North Vancouver Fire Dept. as it appears that the bylaw is only applicable to those complexes with an automatic fire sprinkler system which is not the case at Purcell Woods.

4. Christmas Lights: All owners and residents are reminded of the following bylaw:

> *6 - (17) All Christmas and seasonal lights and decorations must be removed by the owner no later than January 31st by the owner.*

Council is aware that the City of Vancouver encouraged all owners in the surrounding municipalities to keep their Christmas lights on during the Olympics; however, the Olympics are completed and all owners are asked to ensure their lights are removed immediately.

5. Pest Control: Council received and reviewed a quote from Care Pest Control in the amount of $300 plus GST to remove squirrels that have entered the attic space of a unit. Council approved the quote and the agent will forward a contract.

Rudy Sedlak departed the meeting.

FINANCIAL REPORT

1. Monthly Statements: Council reviewed and discussed the January and February 2010 financial statements. Following review the Treasurer recommended approval of both financial statements. It was moved, seconded and carried to approve the January and February 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 2nd month ending February, 2010 in the appropriate funds are as follows:

• Total Cash Balance	$ 52,902.86	(including CRF Balance)
• CRF Balance	$152,730.09	(Contingency Reserve Fund)

3. Arrears: Council expressed concern regarding an owner in the complex who is in significant arrears. The strata agent was instructed to forward to the owner advising that if payment is not received shortly, foreclosure proceedings may begin against the unit.

4. Draft Audit: Between meeting the agent forwarded the draft audit prepared by Reid Hurst Nagy for the 2009 fiscal year. Council agreed to defer discussion and approval of the audit until the next meeting.

There being no further business, the meeting was adjourned at 7:30 p.m. The next meeting will be held on Tuesday, April 20, 2010 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/lc

WHAT YOU NEED TO KNOW ABOUT AN EARTHQUAKE

We recognize that this is a sensitive topic due to the recent devastating earthquake in Haiti; however, it is imperative that we all understand the reality of dealing with the aftermath of a major earthquake ...

1. You are on your own. Do not count on your strata council or management company for assistance.

2. There is not a supply of food, water, blankets or other survival provisions stored anywhere on the property. You are on your own and need to prepare accordingly.

3. If there is natural gas service to your strata corporation there is no plan for shutting off the gas supply.

4. There are no arrangements for alternate living quarters if you are unable to return to your strata lot. You are on your own.

5. Depending on the severity of the earthquake, you may not be able to telephone/email the management company for assistance.

6. The contents of your strata lot, your automobile(s) and other personal property are not insured by the strata corporation. If you have made improvements to your strata lot, such improvements or betterments are not insured by the strata corporation either.

7. The strata corporation is insured for earthquake damage; HOWEVER, there is a deductible which means that there is no coverage for damages within that deductible. Generally the deductible is 10% of the value of the strata corporation although in some instances (ie. Richmond) the deductible could be 15% or 20% of the value of the property. In most cases this will amount to millions of dollars. Your strata corporation does not have reserve funds available to meet such a huge deductible. Repairs will have to be funded by one or more special levies. These could be substantial.

8. There is NO government plan or fund to assist either you or your strata corporation. You are on your own.

While it would be nice to hear that there are plans and that there is a safety net, your strata council and VCS bring you the above information in an effort to alert you to the reality of an earthquake scenario. The Government of Canada advises you should be prepared to be self sufficient for at least 72 hours. Accordingly, you need to develop your own personal plans for survival. Like many people, you will not be adequately prepared and that is "human nature". Please remember, however, that "You are on your own" is the hard truth and the only rule that counts.

For further information, please visit the following websites:

Ministry of Public Safety & Solicitor General
http://www.pep.bc.ca/hazard_preparedness/earthquake_preparedness.html

City of Vancouver Earthquake Preparedness Tips
http://vancouver.ca/emerg/prepyourself/earthquaketips.htm

Public Safety Canada - What To Do during an Earthquake
http://www.preparez-vous.ca/_fl/earthquakes-what-to-do-eng.pdf