

Minutes of STRATA Council Meeting
The HUB: Strata Plan BCS 1106

Date: July 24, 2006
Place: SOMA Cafe
Time: 7:50pm

Present: Shawn Smith, Wesley Yung, Jessica Chen, Angie Hubbard

Regrets: Dennis Kneebone, Jonathan Schwartz, Tara Sheppard

Agenda:

- Review of the gas/hydro consumption investigation
 - Review common area deficiencies
 - Review landscaping and maintenance tasks
 - Review of security tasks
 - Discuss property management replacement
 - New Business
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Approval of Council Meeting Minutes:

It was Moved/second that the last council meeting on July 4, 2006 minutes be approved as distributed...

Approval of Financial Statements:

Motion to carry forward as treasurer was not present and the manager is still in the process of collecting the special levy passed at AGM. To be reviewed at next meeting...

Report on Litigation:

To the best of our knowledge there is no litigation to report.

Current Projects:

Review of gas/hydro consumption investigation:

Strata researched the air conditioning units in the parkade P1 and has confirmed that they run on electricity and not natural gas. As a result of the investigation, strata has found some unrelated items with respect to ventilation of the parkade. The air conditioning units were installed after the strata corporation was formed. The following action items were created:

- Dennis will investigate with Monica as to whether the air conditioner installation was done in violation of our limited common property.
- There was discussion on whether the air conditioning units are using residential power. Wes will follow-up.
- Dennis will investigate commercial usage of residential hot water.
- Shawn will explore the possibility of individual unit water metering (for future planning)

Review of common area deficiencies

Strata has compiled a complete list of building related deficiencies. It was discovered that there were several additional items which were omitted from the official deficiencies list:

- The building no longer has warranty coverage on the building roof. More details are listed in the "New Business" section of the minutes.
- Window washing cannot be performed until proper safety hooks are installed on the roof. In addition to this, WCB and Hydro regulations stipulate that hydro poles on Watson must be tented before window washing can occur.
- All hoses exterior to the building need to have hose bibs to ensure that hoses cannot be frozen and burst.
- Strata discussed the possibility of a building deficiency that may have caused the water over flow in unit #410 last year. Council will investigate further.
Strata has also moved to have a vent installed in the storage room on P2. The cost of the vent will be charged back to the developer as a deficiency. Angie will contact John Mcleod to tender a quote.

Review landscaping and maintenance tasks:

Strata will begin authorizing monies for maintenance related repairs once the special levy has been paid back to the strata corporation. Window cleaning has been deferred until the roof related deficiencies are resolved. Strata discussed the discontinuation of services with CLD. It was noted that if we discontinue our contract with CLD, strata must recover all keys to the building (especially the janitor key). In addition to this, strata also discussed the hiring of a bonded handyman.

Deferred items:

- Janitorial Logs will be deferred until we establish a new contract

Completed Items:

- Garbage door has been realigned

Action items:

- Angie will tender quotes and meet with other cleaning companies.
- Angie to call Uma at CLD to create a list of keys they have for our building
- Angie will also ask CLD to pressure wash our parkade as part of our contract. If CLD is willing to do this, Strata has authorized her to move ahead with the cleaning.

Review of security tasks:

Strata discussed the continuation of the security audit by generating a list of trades-people who still have FOB access to the building. Conversion of one of the bike lockers to addition storage was also discussed. Lastly, strata analyzed the ventilation issues with the parkade and how to add ventilation while maintaining security.

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Deferred items:

- Elevator FOB access to be deferred until we locate a new FOB security manager
- The bike locker cage repair to be deferred pending further investigation of conversion to lockers

Completed items:

- Man-door from outside into the commercial parkade was repaired

Action items:

- Wes to investigate current contract with Citilok
- Angie to generate a list of trades-people with access to our building
- Angie to ask Monica for the security audit FOB ID's of all residents
- Shawn to follow-up with locksmith on door to P1 from the commercial lot (looks like it was tampered with)
- Shawn will tender quotes for the bike locker conversion to storage and have vendors contact Angie
- Shawn and Wes to drill holes in the Lexan installed on our parking gates to add more air-flow to the parkade.
- Shawn/Wes to investigate with Wave Coffee on control of the outtake fans in the parkade (P1 and P2).

Property management replacement discussion

The council has received the response from Crosby Management with regards to claims made due to negligence by former strata manager Maria Wood. Crosby has made it clear it has no intention to reimburse strata in any way. The council has tendered 6 quotes for a new property management company and will select three companies to present at a later date.

Completed items:

- Tendered six (6) quotes from other property management companies
- Sent a formal request for reimbursement to Crosby regarding the matter of Maria Wood

Action items:

- Jessica to compile as much evidence as possible and submit a final request to Crosby
- Jessica to compile a list of questions and approach the Home Owner's Protection Office (<http://hpo.bc.ca>) and Willis.
- Wes to explore avenues with Better Business Bureau and the media.
- Shawn to follow-up with a property Lawyer. Strata has approved of a small expenditure for a 20 minute session with a lawyer for legal advice if required.

Proposed Bylaws and Rule Violations:

The following violations have been observed and need to be resolved:

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- Car in Parkade (P1) left without insurance. Wes to contact owner and follow-up.
- Bamboo 'mats' being used as privacy curtains on 1st floor outdoor patios facing Watson Street. Shawn to ask Monica to stop sending warnings and begin fining the owners for these violations.
- Wes will generate a list of guidelines which will be posted on the rooftop patio. These guidelines are not strata rules and council hopes that reasonable adherence to these guidelines will ensure that they do not become actual strata rules.

New Business:

Roof Warranty Removal:

Crosby has discovered that the building roof is no longer under warranty. Council is investigating the issue with Willis, the developer and the property manager.

Completed items:

- This item has been added to the deficiencies list

Action items:

- Shawn will follow-up with Monica on the current situation with the developer and the roofing company
- Shawn and Jessica will contact Willis for guidance
- Shawn and Jessica to speak with previous council members to gain further insight

Garage break-in:

Thieves have exploited a security hole in both commercial and residential gates to the parkade. The main bike cage was compromised and at least one bicycle was stolen.

Strata council reminds owners and tenants that it is their own responsibility to secure bikes and cars in the parkade.

Strata has also been communicating with the owner of Wave Coffee with regards to an offer to install a wireless camera in the commercial parkade in exchange for an allowance of one table on 10th avenue.

Completed items:

- Both garage gates were fixed
- The main metal bar on the commercial gate was repaired and upgraded to prevent further exploitation.
- Astrical on man-door to commercial lot from the outside has been repaired

Action items:

- Shawn will investigate adding a second roller to the main security gate to handle the additional weight of lexican security laminate.
- Shawn to continue dialogue with Wave Coffee with regards to the security camera in the commercial parking lot.

Next Meeting Dates:

August 23rd (Wednesday), 2007 @ 7:30pm @ SOMA

It was moved that the meeting adjourn at 10:00pm

*****REMINDER*****

The Special Levy to recover the deficit from the last fiscal year must be paid by AUGUST 1st, owners are reminded to ensure payment is made to Crosby before this date to ensure council has fund to repay existing vendors and continue moving forward with current action items.

Residents are also encouraged to copy Willis Warranty with any in-suite deficiencies performed or planned for their units.

Willis Warranty

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