

MINUTES - STRATA COUNCIL MEETING OF THE OWNERS OF THE HUB – STRATA PLAN BCS 1106

HELD: October 25th, 2007 at 6:30 pm in Suite 404 at 205 East 10th Avenue, Vancouver BC

PRESENT: Shawn Smith
Wesley Yung
Tara Sheppard
Jessica Chen

REGRETS: Erik Benediktson
Angela Hubbard

GUESTS: Peter Small
Benjamin Bichel

AGENT: Ken Armstrong, RE/MAX Property Management Services

CONFIRMATION OF QUORUM: 4/6 - Council members in attendance constitute a quorum.

CALL TO ORDER: The meeting was called to order at 6:38 pm

READING & DISPOSITION OF PREVIOUS MINUTES

It was moved and seconded that the minutes from the previous council meeting held on June 27th, 2007 be approved, none opposed, carried.

BUSINESS ARISING

1. Developer Deficiencies: The Strata has received a letter from RCABC reinstating the roofing warranty for the building. The developer has made some repairs to the parkade but at the time of these minutes has yet to complete the repair. The developer has received notice from the warranty company that they will forfeit a portion of their warranty bond if they do not complete the entire repair within 60 days.
2. Security: The Strata has improved the security for the building in the past month by completing a fob audit, rekeying the common area locks and upgrading the security plates on the main door at the parkade entrance.
3. Gate Installation: The Strata reinstalled three new gates for the rear ground floor units in the past month. The only gate left to be reinstalled is the gate for the concrete cover surrounding natural gas metering near the entrance to the parkade. This gate will be installed after the New Year.

FINANCIAL STATEMENTS

1. Financial Statements: After a brief discussion, it was moved, seconded and carried to approve the financial statements for August and September 2007
2. Accounts Receivable Report: **NOTE**: all owners are reminded that the Strata Fees are due on the first of each month. Owners who are delinquent in their fees will be fined for non-payment.

NEW BUISNESS

1. Thermostat: The property manager will be receiving quotes for the installation of an internal thermostat for the make up air unit. This thermostat will allow for the manual control of the make up air unit and will also allow the make up air unit to regulate the temperature of the building better.
2. Sidewalk Repair: The property manager has received from feedback from some a contractor on repairing and upgrading the sidewalk in front of the building. The Strata Council discussed installing an epoxy where the aggregate is failing. This epoxy would repair less long term maintenance. The property manager will continue to follow up with this project.
3. Building Maintenance: The property manager updated the Strata Council on some routine maintenance that will likely be done need to be done this summer as part of a required maintenance outlined in the building maintenance manual. This mostly involves checking all the caulking around the building as well a cleaning the exterior building.
4. Painting Touch Ups: The hallways will be touched up in the coming weeks and stainless steel corner plates will be installed on each floor around the elevator.
5. Landscaping: The Strata has retained a landscaper to maintain the vegetation in the complex. There is not much to maintain at the complex and this will be a minor yearly cost.
6. Insurance Claim for Keys: The Strata has put in an insurance claim for the building for the re-fobing and rekeying of the building.
7. Parkade: The property manager and the Strata Council discussed owners leaving items in their spots in the parkade and items being left in the common area. It was decided that this has become a problem and that a zero tolerance policy needs to be taken. Leaving item in your parking stall in a City of Vancouver Fire Code violation and is against the strata's insurance policy. **ALL ITEMS MUST BE REMOVED FROM THE PARKADE IMMEDIATELY, AN AUDIT WILL BE DONE ON NOVEMBER 14, 2007 AND ANY OWNER/TENANT FOUND TO STILL BE STORING ITEMS IN THE PARKADE COULD BE FINED.**
8. Property Management: The property manager and Shawn Smith informed the Strata Council that Shawn has joined RE/MAX Property Management. Shawn Smith then offered his resignation to the Strata Council to ensure that there is no conflict of interest. The Strata Council rejected Shawn resignation but agreed that he should no longer serve as Council President. Therefore, Shawn stepped down as Council President.

9. Strata Council: Angel Hubbard has stepped down from the Strata Council. The Council would like to thank Angela for all her effort at the building over the past few years. Gordon Cobb and Benjamin Bichel have volunteered to be on Council for the remainder of the year. The Strata Council then reorganized their positions Tara Sheppard will now assume the role as President and Benjamin Bichel will serve a Vice-President. Shawn Smith will remain o Council as a member at large.

CORRESPONDENCE

None

ADJOURNMENT

There being no further business the meeting was adjourned at 8:10 pm.

All comments, concerns and suggestions for the Strata Council or management can be forwarded to:

**The Owners, Strata Plan BCS 1106
RE/MAX Property Management Services
110 – 6086 Russ Baker Way, Richmond, BC V7B 1B4
Phone: 604-821-2999 Fax: 604-821-1822**

Attention: Ken Armstrong – Property Manager
karmstrong@mypropertymanager.ca