

**STRATA COUNCIL MEETING MINUTES
STRATA PLAN VR 546 – "LAUREL COURT"
870 WEST 7TH AVENUE, VANCOUVER, BC**

HELD: Thursday, January 21, 2010

IN: Suite #51 courtesy of Zee Cjthamlova

PRESENT: Rik Jespersen
Zee Cjthamlova
Glenn Wagner
Graeme Hooper

MANAGING AGENT: Maxine Dias, Strata Agent, Ascent Real Estate Management Corporation

CALL TO ORDER

The meeting was called to order at 8:05 a.m.

ELECTION OF OFFICERS

The following officers were appointed:

Rik Jespersen	President
Graeme Hooper	Vice President
Zee Cjthamlova	Treasurer
Glenn Wagner	Secretary
Esenin Quijada	Member at Large
Daniel Joffre	Member at Large

MINUTES OF THE PREVIOUS MEETING

It was **MOVED** and **SECONDED** to approve the minutes of the previous council meeting held on September 22, 2009 as distributed.

MOTION CARRIED.

BUSINESS ARISING

The following items were approved for action.

1. **Planters/Parkade Leak:** Marianne Amodio provided council with a report following her meeting with Al Polonuck a construction professional, and the arborist John McCredy, regarding the slab/planter issue. Both John McCredy and Al Polonuck have identified that the leaks in the parkade are not caused by the roots of the magnolia tree; they reported that it is unlikely that the root system could penetrate the slab. They stated that the leaks are from the junction of beams and columns where the concrete steps at the stairs are, as well as from corroded pipes in suites 24 and 46. Al Polonuck suggested injecting a product called Kryton that seals the cracks. Marianne is confident that Al, who is a specialist in the field of concrete roof/parkade repair, coupled with his extensive knowledge and experience is the best choice to complete the repair in a cost effective manner. Council noted that it has reviewed three quotes and is now in a position to make a decision. Council discussed funding which is the amount available for the repair; there are some owners who have yet to pay the levy. Please note that the Strata Corporation is operating on limited funding for this project, and any owner owing the levy payment must ensure that payment is made in full to avoid further action. It was then **MOVED, SECONDED** and **CARRIED** to accept the quote as provided by Al Polonuck.

This work will be scheduled after the Olympics. Please note that AI will require access to the parkade, and residents will be asked to remove their vehicles during this time. Notices will be posted well in advance informing owners/residents of this requirement. Marianne offered her professional services to liaise with the contractor at a significantly lower cost. Following discussion, a motion was **MADE** and **SECONDED** to appoint Marianne as the project coordinator at a lower cost than hiring an outside consultant. On behalf of the owners, council would like to thank Marianne for all the time spent in obtaining the adequate information and professional advice to repair the leaks in the parkade.

MOTION CARRIED.

2. **Landscaping:** Council reviewed reports from the landscaping committee who sought advice from Bartlett Tree Services on how to remove and replace the magnolia tree. The verbal quote is at \$10,000 to \$15,000. Due to the exorbitant pricing, this item is deferred until further opinion is obtained.
3. **Fireplaces/Chimneys:** Glenn conducted a survey of the units with fireplaces and reported responses from six out of eight owners. Four owners are planning to remove the fireplace and cap the chimneys and two will be replacing the existing fireplaces. Correspondence will be sent to units 46 and 58 asking the owners to confirm their decision on the fireplaces to council.
4. **Annual Fire Inspection:** The fire regulations recommend that an Annual Fire Inspection be performed on the fire systems at the complex. Fire inspections have been scheduled; however, the success rate of entry into suites is less than 25%. Some owners report that there are no smoke alarm devices installed in the units for testing. As this is a safety feature, council is requesting that if you currently have a hardwired device installed in your unit to please inform the strata agent via e-mail at mdias@ascentpm.com. It is strongly suggested that residents with no hard wired smoke detectors install battery operated smoke alarms in their units.

FINANCIAL STATEMENTS

1. **Financial Statements:** The strata agent presented the financial statements for the periods ending November and December 2009. The strata agent then summarized the statements. Following review, a motion was **MOVED** and **SECONDED** to approve the statements as presented.

MOTION CARRIED.

Further, it was **MOVED** and **SECONDED** to transfer the amount of \$1,159.95 in the Revitalization Levy into the CRF.

MOTION CARRIED.

2. **Accounts Receivables:** Council reviewed the accounts receivable report presented by Ascent.

All owners are reminded that strata fees and levy payments must be made in a timely manner. Any account not paid in full will be considered delinquent and subject to late payment fines and other action.

CORRESPONDENCE

1. **Noise Complaint:** Council reviewed correspondence from an owner in regards to a noise complaint. Council would like to remind owners that they live in a wood frame building and noise generated from televisions, stereos and other such electronic devices is easily transferable, so please be considerate of your neighbours during these activities.
2. **Garbage in Lane Corridor:** Correspondence was received reporting that residents tend to leave garbage in the lane corridor. Please note that garbage is not to be placed in common areas at any time as this attracts rodents and poses the possibility of rodents infiltrating units. Council urges residents to cooperate in this regard.

3. **In-suite Laundry:** Council received correspondence from an owner requesting permission to install in-suite laundry equipment. Council would like to inform owners that there are units that have combined washer-dryers available that do not require exterior venting made by LG and available at Edmonds Appliance.

NEW BUSINESS

1. **Pet Reminder:** Pet owners are reminded that pets should be kept quiet, controlled and clean at all times. Any excrement on common property or on land that is a common asset must be immediately disposed of by the pet owner.

NEXT MEETING DATE

The next council meeting is scheduled for Wednesday, April 21, 2010 at 8:00 a.m. in unit #51.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 9:30 a.m.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of the Owners' Strata Plan VR 546

Maxine Dias
Strata Agent

MD

Email Address: mdias@ascentpm.com
Direct Number: 604-293-2434
After Hours Paging Service: 604-293-2459

If you list your property for sale, you may be requested to produce for the prospective buyer at least two years of Strata Council Meeting minutes and Annual and Special General Meeting minutes. Therefore, it is recommended that you retain your minutes. Photocopy charges will apply to obtain additional copies.

*Ascent Real Estate Management Corporation – 2176 Willingdon Avenue, Burnaby, BC V5C 5Z9
Phone: 604-431-1800 Fax: 604-431-1818 Email: ascent@ascentpm.com Website: www.ascentpm.com*

**STRATA COUNCIL MEETING MINUTES
STRATA PLAN VR 546 – "LAUREL COURT"
870 WEST 7TH AVENUE, VANCOUVER, BC**

HELD: Tuesday, April 20, 2010

IN: Unit #51 courtesy of Zee Cjthamlova

PRESENT:

Rik Jespersen	<i>President</i>
Zee Cjthamlova	<i>Treasurer</i>
Glenn Wagner	<i>Secretary</i>
Graeme Hooper	<i>Vice President</i>

REGRETS: Essinen *Member at Large*

MANAGING AGENT: Maxine Dias, Strata Agent, Ascent Real Estate Management Corporation

CALL TO ORDER

The meeting was called to order at 8:20 a.m.

MINUTES OF THE PREVIOUS MEETING

The following amendment was made to the January 21, 2010 minutes:

Under "Business Arising", item #1 "Planters/Parkade Leaks", it should have stated that there are "leaks in the parkade" instead of "from corroded pipes in suites 24 and 46". It is noted that the leaks did not originate from individual units rather that the leaks were in the parkade. Work is now completed and the issue has been resolved.

It was **MOVED** and **SECONDED** to approve the minutes of the previous council meeting held on January 21, 2010 as amended.

MOTION CARRIED.

ON SITE REPORT

Ferentz Schmidt attended the meeting and provided a report to council regarding the repairs and maintenance of the complex:

1. **Unit #11:** A crack has surfaced on the exterior stucco beside unit #11. Both the agent and Ferentz reported that they have attempted to contact Stucco Doctor to address this issue, but there has been no response. Ferentz and the agent will continue to connect with the contractor.
2. **Unit #55:** Window to be repaired.
3. **Unit #25:** The plants are to be refreshed at this area. Ferentz will talk to the landscaper for suggestions.
4. **Inside Courtyard and Mail Box Area:** Ferentz to arrange for these areas to be power washed.

BUSINESS ARISING

The following items were approved for action:

1. **Planters/Parkade Leak:** This project is considered completed. Council would like to thank Marianne Amodio for coordinating the parkade repairs to completion. Parkade maintenance will be ongoing; therefore, an additional line item will be included in the budget for the next fiscal period.
2. **Landscaping:** Council reviewed reports from the landscaping committee who sought advice from Bartlett Tree Services on how to remove and replace the magnolia tree; the verbal quote is \$10,000 to \$15,000. Due to the exorbitant pricing, this item is deferred until further opinions are obtained.
3. **Fireplaces/Chimneys:** A document listing all of the necessary fireplace/chimney repairs has been compiled, and quotes have been reviewed. Vancouver Chimney Chief Ltd. has been hired to act as the contractor to repair fireplaces and cap chimneys. As stated in previous minutes, essential work regarding fireplaces and chimneys will be completed while adhering to available funds for the project. The work will be scheduled as follows, please note that Vancouver Chimney Chief will contact you directly for access to your unit:
 - a) Unit 49: The chimney flap is to be removed and ceiling restored.
 - b) Units 22 & 62: Repair and chimney cleaning.
 - c) Units 61, 65 & 66: Chimneys to be capped.
 - d) Units 7, 46 & 58: Council instructed the agent write these owners asking for a response regarding their decision whether they intend to replace the fireplaces in their units or would prefer the capping of the chimney.
4. **Parkade Clean-up:** Council is pleased to note that the parking stalls are clear of items. Council thanks Ferentz for organizing the clean-up and owners for cooperating.

FINANCIAL STATEMENTS

1. **Financial Statements:** The strata agent presented and summarized the financial statements for the periods ending March 2010. Following review, a motion was **MOVED** and **SECONDED** to approve the statements for January and February 2010.

MOTION CARRIED.

2. **Accounts Receivables:** Council reviewed the accounts receivable report presented by Ascent. It was noted that nine owners have yet to pay strata fees and levies. The strata corporation must recover all monies owing, so council instructed the strata agent to send demand letters and register a lien on a unit that has not paid strata fees and levies.

OWNERS ARE ADVISED THAT IF THEIR MONTHLY MAINTENANCE/STRATA FEES FALL BEHIND BY THREE MONTHS, A LIEN WARNING LETTER WILL BE SENT TO THEM AND THEIR MORTGAGE HOLDER. A CHARGE OF \$90.00 PLUS GST FOR THE TITLE SEARCH CONDUCTED AS PART OF THE LIEN WARNING PROCESS WILL BE CHARGED TO THEIR STRATA ACCOUNT.

CORRESPONDENCE

1. **Contractor Parking:** Council reviewed correspondence from an owner in regards to contractors parking their vehicles in the back lane blocking the stairs. The agent will send correspondence to the council of the neighbouring building.

NEW BUSINESS

1. **Protection of Personal Information:** A letter was sent to council president, Rik Jespersen, providing information on the Privacy Guidelines for Strata Corporations and Strata Agents issued by the Office of the Information and Privacy Commissioner for British Columbia. The letter highlights the importance of each strata corporation's council and owners understanding and complying with privacy requirements. Some examples were discussed including the requirement to keep confidential the personal information of each owner as well as any discussions at council meetings that might lead to the inadvertent release of personal information.

Rik has been appointed as the privacy protection officer for the strata corporation.

2. **For Sale Signs:** A suggestion was made to organize the "For Sale Signs". Currently, signs are placed all along the boulevard making it unsightly. Following discussion, a motion was **MADE** and **SECONDED** to pass a rule as follows:

A tree will be installed on 7th Avenue; all For Sale Signs must be placed on this angled tree. Ferentz volunteered to arrange for the installation of the sign and the realtors will be notified that they must use this sign. Failure to remove the signs from the boulevard will result in council arranging to remove the sign without notification.

MOTION CARRIED.

NEXT MEETING DATE

The next council meeting is scheduled for Wednesday, July 14, 2010 at 8:00 a.m. in unit #51.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 9:45 a.m.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of Owners' Strata Plan VR 546

Maxine Dias
Strata Agent

MD/an

Email Address: mdias@ascentpm.com
Direct Number: 604-293-2434
After Hours Paging Service: 604-293-2459

When you sell your property, you may be requested to produce at least two years of strata council meeting minutes. Therefore, it is recommended to properly file and retain the entire year's strata records. Service charges apply to obtain additional copies of the strata meeting minutes from the managing agency.

**STRATA COUNCIL MEETING MINUTES
STRATA PLAN VR 546 – "LAUREL COURT"
870 WEST 7TH AVENUE, VANCOUVER, BC**

HELD: Wednesday, July 14, 2010

IN: Unit #51 courtesy of Zee Cjthamlova

PRESENT: Rik Jespersen *President*
Zee Cjthamlova *Treasurer*
Graeme Hooper *Vice President*

REGRETS: Glenn Wagner *Secretary*
Esenin Quijada *Member at Large*

GUESTS: Representatives from Trotter & Morton

MANAGING AGENT: Maxine Dias, Strata Agent, Ascent Real Estate Management Corporation

CALL TO ORDER

The meeting was called to order at 8:05 a.m.

GUEST BUSINESS

1. **Mechanical Study of the Domestic Hot Water Boilers:** Representatives from Trotter & Morton Facility Services Inc. attended the meeting and submitted a detailed presentation of their condition assessment report on the domestic hot water boiler systems at the building. The report included preventive maintenance of all mechanical systems in the building and pricing to replace the existing system with efficient boiler tanks. Council thanked the representatives for their presentation and attendance at the meeting. Following review council agreed that discussion will continue once additional quotes are obtained and reviewed, after which a resolution will be presented to the owners at the upcoming Annual General Meeting.

MINUTES OF THE PREVIOUS MEETING

It was **MOVED** and **SECONDED** to approve the minutes of the previous council meeting held on April 20, 2010 as amended.

MOTION CARRIED.

ON-SITE REPORT

Ferentz Schmidt attended the meeting and provided a comprehensive report to council regarding the repairs and maintenance at the complex, including:

- **Unit 20:** Window and stucco repair has been completed.
- **Silverfish:** A few units have reported ant and silverfish around or within their units. Pest control has attended; please continue to report any issues.

BUSINESS ARISING

1. **Planters/Parkade Leak:** A leak at the west side of the parkade is being inspected and repaired. Ferentz volunteered to follow up on the necessary repair.

2. **Landscaping:** Council extends its appreciation to the landscaping committee who continue to maintain the grounds at the complex. The committee is looking for volunteers to help with the watering so the grounds can be maintained. Please e-mail to laurelcourt@gmail.com if you are interested in volunteering. Owners are reminded that no trees are to be pruned without the permission of council, who in turn will discuss landscaping issues with the landscape committee.
3. **Fireplaces/Chimneys:** Chimney repair is nearing completion; repair to two units were deferred due to limited access from the construction in the back lane. The chimney crew requires access from two balconies to complete the chimney repair. Thanks are extended to the owners who permitted the crew access to the roof via their balconies.

Weststar Restoration will be contracted to complete interior repair to the chimney flap repair and restore the ceiling in unit #49.

4. **Deck Repair & Maintenance:** Please do not use your deck if it is in need of repair. Council would like to remind owners that maintenance of the deck and repairs to any upgrades made is the owner's responsibility. If it appears that your deck requires repair, please contact the strata agent at mdias@ascentpm.com. Please also ensure that drains are cleared of leaf and other debris to allow for easy drainage.
5. **Pet Bylaw:** Council has received reports that some residents have more than one pet in their unit. Please note that the strata corporation's bylaws allow only one dog or one cat per unit. Residents must comply with the bylaws; failure to comply will result in fines being charged against the strata lot in question. Non-resident owners are required to provide their tenants with the strata corporation's bylaws and any rules that apply. Please refer to the copy of the registered bylaws contained in this package.

FINANCIAL STATEMENTS

1. **Financial Statements:** The strata agent presented and summarized the financial statements for the period ending June 2010. Following review, a motion was **MOVED** and **SECONDED** to approve the statements for April to June, 2010.

MOTION CARRIED.

2. **Accounts Receivables:** Council reviewed the accounts receivable report presented by Ascent. It was noted that nine owners have yet to pay strata fees and levies. The strata corporation must recover all monies owing, so council instructed the strata agent to send demand letters and register a lien on a unit that has not paid strata fees and levies.

OWNERS ARE ADVISED THAT IF THEIR MONTHLY MAINTENANCE/STRATA FEES FALL BEHIND BY THREE MONTHS, A LIEN WARNING LETTER WILL BE SENT TO THEM AND THEIR MORTGAGE HOLDER. A CHARGE OF \$90.00 PLUS GST FOR THE TITLE SEARCH CONDUCTED AS PART OF THE LIEN WARNING PROCESS WILL BE CHARGED TO THEIR STRATA ACCOUNT.

CORRESPONDENCE

1. **Tree Trimming:** Council reviewed correspondence from an owner regarding the trimming of trees. Please note that all concerns and requests pertaining to landscaping must be referred to the landscape committee for attention.
2. **Magnolia Tree:** Council reviewed correspondence from owners regarding the magnolia tree. Owners request that the tree is left in its original place, especially since the leaks in the parkade have now been repaired.
3. **Volunteering:** Council received a letter of appreciation from an owner for all the time that is being volunteered to ensure that the strata corporation is operating efficiently.

4. The agent presented all outgoing correspondence to council for review.

NEW BUSINESS

1. **BC Hydro:** Council reviewed correspondence from BC Hydro regarding the installation of a new underground transmission line. Construction will take place on 7th Avenue and on Laurel Street between 6th Ave and 7th Avenue. A schedule of activities will be sent to owners as soon as one is received from BC Hydro.
2. **Sale of Units:** Please note that if you are planning to sell your unit that the agent will provide upon request the Completion Certificate provided by the engineer Uwe Neuman.
3. **Pressure Washer:** It was **MOVED, SECONDED** and **CARRIED** to purchase a pressure washer for the complex.

NEXT MEETING DATE

The next council meeting is scheduled for Wednesday, September 8, 2010 at 8:00 a.m. in unit #51.

The following meeting is the Annual General Meeting scheduled for Saturday, October 2, 2010 at 10:00 a.m. As a special consideration the meeting will be held on a Saturday this year.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 10:00 a.m.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of Owners' Strata Plan VR 546

Maxine Dias
Strata Agent

MD/an

Email Address: mdias@ascentpm.com
Direct Number: 604-293-2434
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**STRATA COUNCIL MEETING MINUTES
STRATA PLAN VR 546 – "LAUREL COURT"
870 WEST 7TH AVENUE, VANCOUVER, BC**

HELD: Wednesday, September 8, 2010

IN: Unit #51 courtesy of Zee Cjthamlova

PRESENT:

Rik Jespersen	<i>President</i>
Zee Cjthamlova	<i>Treasurer</i>
Graeme Hooper	<i>Vice President</i>
Glenn Wagner	<i>Secretary</i>
Esenin Quijada	<i>Member at Large</i>

MANAGING AGENT: Maxine Dias, Strata Agent, Ascent Real Estate Management Corporation

CALL TO ORDER

The meeting was called to order at 8:05 a.m.

MINUTES OF THE PREVIOUS MEETING

It was **MOVED** and **SECONDED** to approve the minutes of the previous council meeting held on July 14, 2010 as distributed.

MOTION CARRIED.

ON-SITE REPORT

Ferentz Schmidt attended the meeting and provided a report to council regarding the repairs and maintenance at the complex, including meeting with several plumbing and heating companies to obtain quotes on replacing the domestic hot water boilers.

BUSINESS ARISING

1. **Domestic Hot Water Boilers:** Due to the frequency of pipe leaks and the lack of heat the agent presented a condition assessment report on the boiler systems in the building. As council is considering boiler replacement four quotes were obtained and reviewed, council has selected the quote from Blue Mountain to present to the owners at the upcoming Annual General Meeting.
2. **Landscaping:** Council extends its appreciation to the landscaping committee who continue to maintain the grounds at the complex. And to the watering team for their diligence in watering the gardens.
3. **Fireplaces/Chimneys:** Council reviewed a request from a new owner who wishes to have a functioning fire place. It is noted that owners of units with fireplaces had made the decision to cap the chimneys, these were just recently capped at the Strata Corporation's cost. So the current owner will have to uncap the chimney in order to use it. The owner will also require to install the fireplace in compliance with current code. Permission has been granted; subject to the owner complying with the specifications provided by council and the owner must use only licensed and bonded trades, to complete the installation.

4. **Ant & Silver Fish Concerns:** A few owners have reported silver fish and ants in units. Owners are reminded that they are responsible for maintenance within their units. A simple recipe is 1 part Borax powder soap and 3 parts corn syrup, works well to eliminate these critters.
5. **Owner Maintenance:**

Council would like to remind all owners that they must perform regular maintenance of their unit. These items include, but are not limited to: re-grouting of bathroom tiles, vacuuming of smoke alarms, checking of all water supply lines to toilets, dishwashers, sinks and washing machines, inspection of all pipes under sinks to ensure that they are not leaking and ensuring that toilet seals are functioning. The Strata Corporation has had some water leaks from the above sources in the past months, and while the deductibles and all repair costs are charged back to the offending owner, any insurance claim will result in higher premiums and deductibles for the Strata Corporation. Your attention to this matter is appreciated.

FINANCIAL STATEMENTS

1. **Financial Statements:** The strata agent presented and summarized the financial statements for the period ending July and August, 2010. Following review, a motion was **MOVED** and **SECONDED** to approve the statements as presented.

MOTION CARRIED.
2. **Accounts Receivables:** Council reviewed the accounts receivable report presented by Ascent. It was noted that nine owners have yet to pay strata fees and levies. The strata corporation must recover all monies owing, so council instructed the strata agent to send demand letters to units that have not paid strata fees and levies.

OWNERS ARE ADVISED THAT IF THEIR MONTHLY MAINTENANCE/STRATA FEES FALL BEHIND BY THREE MONTHS, A LIEN WARNING LETTER WILL BE SENT TO THEM AND THEIR MORTGAGE HOLDER. A CHARGE OF \$90.00 PLUS GST FOR THE TITLE SEARCH CONDUCTED AS PART OF THE LIEN WARNING PROCESS WILL BE CHARGED TO THEIR STRATA ACCOUNT.

3. **Proposed Budget:** Council reviewed the proposed budget presented by the strata agent. Council would like to forewarn owners that an increase in strata fees is anticipated for the coming fiscal year. Council approved the budget to be presented to the owners at the upcoming AGM.

NEW BUSINESS

1. **Insurance Renewal:** The agent reported that insurance for the strata corporation has been renewed.
2. **Planning for the Annual General Meeting:** Council discussed budget and resolutions to be presented at the upcoming AGM. Council discussed presenting a resolution to replace the boilers at the complex for owner's consideration.

NEXT MEETING DATE

The next meeting is the Annual General Meeting scheduled for Saturday, October 16, 2010 at 9:30 a.m. at the Park Inn on Broadway.

As a special consideration the meeting will be held on a Saturday this year.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 9:30 a.m.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of Owners' Strata Plan VR 546

Maxine Dias
Strata Agent

MD/sb

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Direct Number: 604-293-2434
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**ANNUAL GENERAL MEETING MINUTES
STRATA PLAN VR 546 – "LAUREL COURT"
870 WEST 7TH AVENUE, VANCOUVER, BC**

HELD: Saturday, October 16, 2010

PLACE: Oak Room, Park Inn & Suites, 898 West Broadway, Vancouver, BC

MANAGING AGENT: Maxine Dias, Strata Agent, Ascent Real Estate Management Corporation

REGISTRATION

Owners were asked to sign next to their strata lot on the registration sheet provided in order to establish a tally for the quorum.

CALL TO ORDER

The meeting was called to order at 9:45 a.m. by the Council President, Rik Jespersen.

QUORUM REPORT

Registration confirmed that there were nineteen (19) owners present in person or by proxy at the commencement of the meeting, with one owner arriving late for a total of twenty (20). This exceeded the required quorum of nineteen (19) and the meeting was therefore declared competent to proceed with the business at hand.

PROOF OF NOTICE

The Notice of Call was delivered in accordance with the provisions of the *Strata Property Act of British Columbia*. A motion was **MADE** by unit #15 and **SECONDED** by unit #29 to accept the Notice of Call as presented.

MOTION CARRIED.

MINUTES

It was **MOVED** by unit #15 and **SECONDED** by unit #51 that the minutes of the Annual General Meeting of November 28, 2009 be adopted as distributed.

MOTION CARRIED.

INSURANCE COVERAGE REPORT

The strata agent advised that the insurance certificate must be submitted with each Notice of Call, pursuant to the *Strata Property Act of British Columbia*. The agent encouraged all owners to retain this document for their personal files and reminded owners that the strata corporation's insurance does not provide coverage for improvements/betterments to their unit or re-location costs. The strata agent reviewed the amount of coverage and explained the importance of owners carrying their own contents insurance and ensuring their contents insurer is aware of the strata corporation's deductible levels as, in the event of a claim on the strata corporation's policy, the deductible portion can be charged back to the owner and recovered by the owner from their contents insurer, provided

the owner carries sufficient coverage. Please refer to the information sheet that was attached to the Notice of Call.

PRESIDENT'S REPORT

Council President, Rik Jespersen, summarized the activities of the past 12 months, noting that council had a busy year. The council members worked together well and moved ahead on a number of items, especially obtaining and reviewing quotes for boiler replacement. The leaks in the parkade have been repaired and the fireplace and chimney issue have been resolved as recommended. He thanked council: Zee, Graeme, Glenn and Essenin for giving up their time to be on Council. It is a huge responsibility, and the whole focus is for the betterment of Laurel Court. He further thanked Marianne Amodio for her time in monitoring the parkade repair, Ferentz for obtaining the boiler quotes and special thanks to the landscape committee for continuing to ensure that the grounds are well maintained. .

Thanks to Maxine for her guidance and her knowledge and, helping to coordinate repairs.

BUDGET APPROVAL

The strata agent spoke to the budget.

The agent detailed each expense and income line item. She explained that each line item was scrutinized and as expenses were kept as low as possible, there was no room to go any lower in the budget. The increase in maintenance fees was explained as a result of the general increase to all services provided to the strata corporation due to the implementation of the HST.

Following a brief question and answer period, it was **MOVED** by #15 and **SECONDED** by #46 to approve the budget as presented in the Notice of Call.

MOTION CARRIED UNANIMOUSLY.

3/4 VOTE SPECIAL RESOLUTION #1 - OPERATING BUDGET SURPLUS/DEFICIT

As per section 105 of the *Strata Property Act*, the strata corporation must address any operating budget surplus or deficit during the next fiscal year. This resolution would satisfy that requirement by transferring any surplus to the Contingency Reserve Fund or by paying any deficit from the Contingency Reserve Fund. This will be done once the final operating budget position is known.

RESOLUTION

BE IT RESOLVED, the owners, Strata Plan VR 546, "Laurel Court", do hereby authorize the transfer of any operating surplus to the Contingency Reserve Fund or by paying any deficit resulting from the current year's operating budget from the Contingency Reserve Fund, satisfying *Strata Property Act* requirements.

It was moved by 40 and seconded by unit 55 to approve the resolution as presented.

MOTION CARRIED.

3/4 VOTE SPECIAL RESOLUTION #2 – BOILER REPLACEMENT

PREAMBLE

WHEREAS the Owners Strata Plan VR 546 "Laurel Court", are desirous of undertaking the replacement of the Domestic Hot Water Boilers. Please see attached Hot Water Boiler tendering sheet.

WHEREAS the first option for the boiler replacement is the Super Hot Com Boiler. Please see below the cost break-down:

Blue Mountain Services Ltd.	\$23,000 plus applicable taxes
Neal Mechanical Ltd.	\$23,700 plus applicable taxes
Latham's Heating & Plumbing	\$34,760 plus applicable taxes

BE IT RESOLVED the owners, Strata Plan VR 546, "Laurel Court" authorize an expenditure not exceeding \$30,000.00 for such purpose, such expenditure to be funded from the Contingency Reserve Fund.

In the event that the actual cost of the proposed project is less than the amount transferred from the CRF, the remaining funds shall be transferred to the Contingency Reserve Fund.

Rik spoke to the resolution informing owners that council took the path of presenting the boiler replacement after receiving recommendation from several plumbing and heating companies that it is time to replace the domestic hot water boiler. Quotes were obtained and the summary of the quotes are now being presented to owners for review. After reviewing the quotes council is suggesting accepting the quote from Blue Mountain Services. Owners asked why both the systems i.e heating and hot water were not being considered for replacement. Council responded that the boiler supplying heat to the complex is functioning well and does not need replacement. Following a brief question and answer period, It was **MOVED** by unit 15 and **SECONDED** by unit 40 to approve the resolution as outlined in the notice of call.

There were twenty (20) votes in favour.

MOTION CARRIED.

NEW BUSINESS

1. **Parkade Clean-Up:** Residents are requested to remove any storage items from the parking stalls. Please note that the British Columbia fire code requires that the parkade is to be used for vehicles only. Residents storing items in parking stalls are advised that fines will be charged against the strata lots identified as using the parking stalls as storage.
2. **Deck Drains:** The agent to arrange for cleaning of roof top deck drains.
3. **Roof Deck:** An owner reported water pooling on the roof top deck. The agent to arrange for cleaning of drains on decks.
4. **Mail Door:** An owner suggested council investigates replacing the door to the mail box area. This has been tampered with again and has compromised the security of the area.
5. **Patios:** Residents are reminded that patios are not to be used as areas of storage.

ELECTION OF STRATA COUNCIL

Mr. Jespersen informed the owners that the current council resigns at this time.

The following owners were nominated by acclamation and agreed to stand:

Rik Jespersen	Zee Cjthamlova
Kim Graham	Glenn Wagner
Essenin Quijada	Graeme Hooper

It was **MOVED** and **SECONDED** to elect those nominated by acclamation.

Owners thanked the previous council for spending their time and energy in this volunteer service, and extended appreciation for their dedication and the many hours spent in the maintenance of the complex.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:45 a.m.

NEXT COUNCIL MEETING DATE: The next council meeting is scheduled for Wednesday, January, 12, 2011.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of the Owners' of Strata Plan VR 546

Maxine Dias
Strata Agent

MD

Email Address:	mdias@ascentpm.com
Direct Number:	604-293-2434
After Hours Paging Service	604-293-2459

**COUNCIL MEETING MINUTES
OCTOBER 16, 2010**

Shortly after the meeting was adjourned, the newly elected council met to establish council positions:

ELECTION OF OFFICERS

The following officers were elected by unanimous agreement as follows:

ELECTION OF OFFICERS:

Rik Jespersen	President
Zee Cjthamlova	Treasurer
Kim Graham	Member At Large
Glenn Wagner	Vice President
Essenin Quijada	Member At Large
Graeme Hooper	Member At Large

After a discussion amongst council and the strata agent, council thanked the strata agent and the meeting was adjourned at 8:35 p.m.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of Owners' Strata Plan LMS 2672

Maxine Dias
Strata Agent
Direct Line: 604-293-2434

MD

PLEASE NOTE:

If you list your property for sale, you may be requested to produce for the prospective buyer at least two years of Strata Council Meeting minutes and Annual and Special General Meeting minutes. Therefore, it is recommended that you retain your minutes. Photocopy charges will apply to obtain additional copies.

**PLEASE NOTE THE ASCENT MANAGEMENT AFTER HOURS EMERGENCY NUMBER:
604-293-2459**

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