



SUNRISE WEST STRATA PLAN VR 483

STRATA COUNCIL MINUTES
MONDAY, APRIL 8, 2013, 7:00 PM

COUNCIL PRESENT:

Marnie Maher
Paul Morris
Laura Sinclair

Shea Dahl
Jane Welsh
Lonnie Ouellette

MANAGEMENT PRESENT:

Shawn Punton, Property Manager
Pacific Quorum Properties Inc.

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1. CALL TO ORDER

The meeting was called to order at 7:05 PM.

2. ADOPTION OF PREVIOUS MINUTES

It was asked that the December 10, 2012 minutes be formatted and the date added before approval at the next meeting.

3. BUSINESS ARISING

a) Regular Maintenance Plan

Property manager will confirm and fill in the estimated costs for regular maintenance items and contact companies to set up contracts. To be returned to council at June meeting for final approval. This will confirm assured pricing and bookings for the year.

b) Carpet Cleaning

Council approved Service Master quote, and scheduling for the coming year. Notices to be posted once firm date is booked.

c) Ground Shaking

City has repaired the bump on the road to the east of the building. Property manager will contact unit 315 to see if shaking has stopped.

d) Unit 301 Plumbing Issue

After following all recommendations made by South Coast plumbing the problem still persists. Property manager will obtain a quote from a mechanical engineer for a report on how to stop the 'air/water/debris bubbling' from the toilet.

e) Penthouse Membranes and Decks

It was:

MOVED/SECONDED (Welsh/ Ouellette) To approve the Milano quote for the membrane and deck repairs. Marnie Maher will be the liaison for this project.
CARRIED

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- f) **Depreciation Report**
Property manager will contact RDH to arrange for completion late in 2013. Paul Morris will be the liaison for this project
- g) **Lighting Recommendations**
The strata council president met with Lightworks to discuss possible lighting upgrades on the penthouse level. It was recommended that no changes are made at this time, pursuant to the National Building Standards illumination information.
- h) **Parkade Exit Door Repairs**
Property manager will follow up with Action Lock to see when the repairs will be completed to the upper parkade door, and the lower level man gate exit.
- i) **Owner Information**
Property manager to send out a reminder notice to all non-resident owners that units that are rented out need to submit a current Form K to the property manager. Per VR483 Bylaw 42.2 & 42.3.
- j) **Move In/Outs**
All owners are reminded that moves need to be booked 2 business days in advance. per VR 483 Bylaw 40.2. It was discussed that large furniture items are being put in the dumpster and fines levied for offending owners/tenants. Possible solutions were discussed including setting up a security camera. To be discussed in the future.
- k) **Superior Disposal**
It has been noticed that on several occasions the dumpster from the west neighbour building has been placed blocking the walkway from the lower man gate parkade exit. Property manager will contact the removal company.
- l) **PH3, Unit 204, Unit 217 Deck Repairs**
Milano completed urgent repairs to ensure the safety of the decks on these units, until further work can be scheduled.
- m) **Bylaw Review**
Property manager will contact the Clark Wilson, lawyer who prepared the previous 2003 bylaws, and completed the revisions to the bylaws to bring them in line with the current strata property act legislation. Clarification of the specific changes are needed. Owners will be provided a copy of the proposed revised bylaws prior to the 2014 AGM.
- n) **Parkade Draft Excluders**
Strata president will contact Milano to see when this job will be completed.

4. **FINANCES**

The treasurer had questions regarding the financial statement. The property manager will provide answers before the financials can be approved.

5. CORRESPONDENCE

a) Unit 214 Plumbing

An email was received by the owner of unit 214 regarding the plumbing in the bathroom sink. It was noted that it is not draining well. South Coast plumbing will be brought in to investigate the cause.

b) Unit 107 Fence Repair

Milano has completed the fence repair for this unit.

6. NEW BUSINESS

a) Council Member Participation

Council members were asked to stay active in the ongoing communication regarding issues and help out when they can.

b) Summer Reminders

A summer reminder notice will be prepared to remind owners that decks are to be damp mopped only to reduce the splash over to residents below.

PLEASE ENSURE THAT IF YOU PLANTERS ON YOUR DECK THAT THEY ARE RAISED OFF OF THE DECK SURFACE AND THEY HAVE A CONTAINER UNDER THEM TO CATCH THE WATER. HANGING BASKETS ARE TO BE PLACED INSIDE THE PATIO.

Patio Etiquette: Please be reminded that the time of year has come where you will want to be spending time outside on your patio. Please remember that you live in a community so remember to be courteous to your neighbours when you or your guests are outside on your deck. Please be sure to keep your BBQ away from the building and that cigarette butts are not discarded over the railings. Also the city noise bylaw are in effect.

Please remember that there is no smoking in the common areas

c) Fire Panel Upgrade

During the plumbing work on unit 301 some water got into the fire panel. Property manager has received one quote and Council has requested 2 additional quotes for a new fire panel.

d) Council Member Resigns

David Ledlin has resigned from strata council for personal reasons. Any owner that wishes to be considered for addition to the current council is asked to notify the property manager or any other council member regarding volunteering to become a council member. Meetings are currently held on Monday nights, every 2 months.

e) Tree replacement

There was an English Laurel toppled by wet snow at the East side of the building that had to be cut down.

It was:

MOVED/SECONDED (Morris/Ouellette) to replace the tree with a Portugese Laurel tree.

CARRIED



7. ADJOURNMENT

It was:

MOVED/SECONDED (Morris/Maher) to adjourn the meeting at 9:28 PM.

CARRIED

NEXT COUNCIL MEETING TO BE HELD ON MONDAY, JUNE 3, 2013, in unit 219.

Submitted by:

PACIFIC QUORUM PROPERTIES INC.

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Please Note: The Real Estate Regulations may require a vendor provide purchasers with copies of the strata corporation minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon advance order from Pacific Quorum Properties Inc.

ATTENTION SUNRISE WEST RESIDENTS

Please ensure that all unwanted items are properly disposed of.