



**THE OWNERS, STRATA PLAN LMS 4383
COUNCIL MEETING MINUTES
TUESDAY, DECEMBER 20, 2011**

The following are the Minutes of the Council Meeting, Strata Plan LMS 4383, held on Tuesday, December 20th, 2011 at the boardroom in the Comfort Inn.

A. CALL TO ORDER

The Meeting was called to order at 6:50 pm, by Dennis Kelli, the President of the Strata Corporation.

B. CALLING OF THE ROLL

The Council Members present were Mike Michl, Dennis Kelli, Jacy Lee, Barrie Brown, Blair Russell and Blaine Culling with regrets from Craig Sinclair. The Caretaker, Ilona Bristow was also present. The Management Company was represented by Geoffrey Rosen and Tiit Pikksalu.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Barrie Brown and seconded by Blaine Culling, it was RESOLVED that the Agenda be APPROVED for use at the meeting.

D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING HELD ON WEDNESDAY, NOVEMBER 29, 2011.

Upon a MOTION duly made by Barrie Brown and seconded by Jacy Lee, it was RESOLVED that the minutes of the previous Council Meeting held on Wednesday, November 29, 2011 be APPROVED as distributed.

E. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS

Barrie Brown presented the Financial Statements for the month of October 2011. He noted that there is a \$16,000.00 year to date deficit at the end of October 2011. The deficit was due to building repairs. Upon a MOTION duly made by Barrie Brown and seconded by Jacy Lee, the Financial Statements for the month of October 2011 were APPROVED as presented.

Arrears

There are sixty-three (63) Owners in arrears in their strata fees. The Strata Council directed the Management Company to continue to persue Owners to have their strata fees

paid in full. Owners who have not paid their strata fees in full by January 15, 2012 will be fined as per the Strata Corporation's Bylaws for not paying their strata fees on time. If Owners have still not paid their strata fees in full by January 30, 2012, the Strata Corporation will reduce Owner's access to only the entrance doors to the building, the garbage room and their floor. They will be locked out of the parkade and the common areas.

PLEASE NOTE: If you have not yet submitted your pre authorized payment form or cheques to National Pacific Real Estate Services Inc., the new Property Management company, please do so immediately. For those Owners who have not yet submitted their November or December payment, you will be subject to fines as per the Bylaws of the Strata Corporation, effective November 1, 2011.

Contact 604-685-8830 or email admin@nationalpacific.ca

F. REPORTS

1. Resident Manager's Report

Report for Nov. 29th, 2011 - Dec. 20th, 2011

Finished projects:

- Action repaired door strike to Spa M1 side;
- Quarterly PM was done by Allied Nov. 30th;
- Spa jet pump repaired by Imperial Paddock Pools
- Supervisor came to look at rusty cable elev. #2 in M1, he said it's safe to operate; the scheduled (Dec. 5th) Safety Test was still not done by Thyssen, they haven't re-schedule;
- Mail boxes been broken into both buildings on the night of Nov. 30th. Police File: 2011-194485;
- Water ingress problem between 18th -17th -16th floors M2 has been resolved by owner of the unit on the 18th floor;
- City Of Vancouver delivered 3 new recycling bins, according to him we should have 22 in M2 but where to store them?
- A unit on the 20th floor M1 water ingress problem from a unit on the 21st floor M1 finished;
- Ray Johnson Plumbing, Broadway Refrigeration and Galaxy plumbing to give quote for maintenance contract;
- Galaxy Plumbing owner Morris came to look at the 3" DHW supply line situation, he will send a price for remedy that problem;
- Richards' gate was not locking, Action repaired it, next time I will call Broadway Locksmith for routine repairs;

- Intercom problem solved, there will be no more cancelling the buzzer with Fob;
- Generator fuel had been delivered by Super Save;
- Dec. 14th: fire in PH 2 M1 – see Fire Inspector’s report (I will bring it to the meeting);

Work in progress:

- Gym camera and FOB reader by Action, they need to schedule it;
- Water ingress problem from the 21st floor to the 20th floor – (owner’s of 21st floor M1 responsibility);
- TH 19 ½ inch water pipe burst in his suite, inside the header, owner and his insurance are dealing with it;
- Similar problem a day later, in TH 11, the pipe didn’t burst, but was leaking, advised owner to call a certified plumber asap;
- An Owner on the 8th floor M1 has a wet patch on her living room ceiling, most likely dryer vent; Dennis advised her it was Strata’s responsibility, please advise –
- An Owner on the 21st floor M2 has marks on his ceiling consistent of D/W leak in the suite above, owner was telling me it is Strata’s problem, I advised him to work it out with his upstairs neighbour, he was not happy;
- Need to auger the **drain of PH2 M1 patio** to make sure there is no melted plastic blocking it after the fire;
- An Owner on the 20th floor M2 owner is on the end of his rope regarding noise from the tenant on the 21st floor M2 – please advise;
- One boiler in M1 needs repairs, Allied will send quote;
- Ilona reported that there was a fire alarm triggered on the evening of December 19, 2011.
- The City of Vancouver has provided an additional 3 blue bins, which are now located in the M2 garbage room.
- The Strata Council discussed the exterior door for the garbage room in M1 and it was decided to secure a quote to put grading above the door so that vagrants can’t pop the door pin allowing access to the garbage room, as this is both a safety and security issue.
- On December 14th, 2011, there was a fire in a hot tub in Penthouse 2 M1. There was no water ingress into the building and no significant damage to the exterior of the building. The Strata Corporation is dealing with the Owner’s Insurance Company to resolve the situation.

2. Management Report

The Management Company reported as follows:

- The Strata Council discussed that Owners’ patios are the responsibility of the suite Owner to maintain and repair, as it is limited common property.

- The Management Company is waiting for competitive quotes from several mechanical companies to determine whether or not the Strata Corporation would retain Allied Mechanical as the building's Mechanical Contractor for another year.
- After the request of the Strata Corporation Management reviewed the Disclosure Agreements from the buildings original Disclosure Statement and confirmed that the parkade and the storage lockers are leased for 100 years from a corporation owned by the original Developer, and by sub-agreement assigned to individual Owners.
- After further investigation, it was discovered that the Resident Manager's phone's contract had been renewed last summer, without the approval of the Strata Corporation by the former Management Company. Management will talk to Telus to determine whether or not this can be modified.
- An Owner's dishwasher leaked into the suite below. The Strata Corporation and the Management Company are talking to the Owners to ensure that repairs are made.
- Based on complaints, letters went out to several Owners in M2 reminding them that they are not allowed to smoke on their balconies. If they do smoke, they are requested to do so in their suite with the windows closed. As per the City of Vancouver Bylaws smoking is prohibited within six (6) metres of any window, door or air intakes in to any building.
- The Strata Corporation asked the Management Company to get additional quotes with respect to the upgrade of the main parkade gates and incorporate the cost into the 2012 Budget.
- The Management Company and one of the Council members, is in discussion with the landscaping company regarding the cost of emptying the planter behind the gym area and will report back to the Strata Council.
- The carpets have been cleaned on the 3rd floor of M1 and the Strata is very happy with the quality of the work performed. In the Spring of 2012, the common area carpets of both buildings will be cleaned.
- The Management Company reported that they are still waiting for the correct drawings for the anchor set-up on the M2 roof from the anchor inspection company.
- The Strata Corporation approved a contract with Finning for the two (2) major annual inspections of the emergency generator and ten (10) monthly inspections for 2012.
- Paul Fargus, who does concrete injections, will be at the building in early January 2012 to follow up with the injections he had already conducted at the building.
- The AC unit for the Contemporary Art Gallery was leaking. Management contacted the Gallery to request they have it repaired. It has been attended to.

- The Management Company presented an unsolicited proposal for a vacuum cleaner to be installed where the car wash is located at a cost of \$300.00 per month. The Strata Council confirmed that they did not think this was something that the Strata Corporation was interested in, at this time.
- A Townhouse reported that one of their water lines cracked and leaked into their suite. Since the pipe broke IN the suite, it is not a common pipe, and the Strata Corporation is not responsible for the repairs. Under the Strata Property Act an Owner is responsible for all repair and maintenance in a strata lot.
- An Owner contacted the Management Company and the Resident Manager regarding no power in their suite. The Resident Manager investigated and explained that there were no issues with the system on the common property side, so the Owner should contact B.C. Hydro or an electrician.
- Action Lock when repairing damage having been done to the mailboxes, presented a quote for \$4,500.00 to upgrade the security on the mailboxes. The Strata Corporation felt that the current security on the mailboxes is adequate and declined the quote.
- An Owner requested additional access to other floors in M2 to try to determine where a noise issue was coming from. The Strata Council decided that Residents should not be wandering around the building, as it could lead to potential security issues, the request was declined.
- An Owner reported that the tenants above them are making excessive noise in the early hours of the morning. The Management Company has been trying to reach the property manager of the offending unit, and will continue to try to reach them, to resolve the matter, as it has become a nuisance to the Owner making the complaint.

REMINDER TO OWNERS: WHEN NEW TENANTS MOVE IN TO THE BUILDING, OWNERS MUST SUBMIT A FORM K (NOTICE OF TENANT'S RESPONSIBILITIES) WITHIN TWO (2) WEEKS OF THE TENANCY COMMENCING OR THEY WILL BE IN VIOLATION OF THE B.C. STRATA ACT WHICH CARRIES A \$200.00 FINE.

3. Security Report

- The mailboxes that were broken into at the beginning of November were repaired by December 2, 2011.
- The thieves who had broken into the mailboxes at the end of November have been apprehended by police, it is believed they were short term residents in the building.
- The upgrade to the FOB system in the gym is scheduled for completion in early January 2012.

4. Project Reports

- A roofing company was brought in to cut through the membrane in the back planter box, behind the gym area, as it had not been draining properly. It appears the drain had been covered by the membrane since the building was built. The Strata Corporation will investigate having the membrane replaced in the Spring of 2012 and making alternate use of the planter.

5. Correspondence

- A complaint had been received concerning a dog, which is brought into the building wet, and then shaking the moisture all over the lobby and elevators, this happens daily and usually several times. The Strata Corporation asked the Management Company to send a letter to the Owner asking him/her to ensure the dog is dried off prior to entering the building.

G. UNFINISHED BUSINESS

1. Flooring repairs

- The Strata Corporation asked the Management Company to bring in a carpet repair person to commence repairing the carpet seams throughout the two (2) towers as the carpets are starting to show wear.

2. Roof Anchors

- The Management Company is still waiting for the drawings of the roof anchors. Contact has been made with the City of Vancouver and Atlas Anchor, the building's anchor inspection company.

3. Emergency Generator

- The Strata Corporation approved a contract with Finning for inspections of the emergency generator.

4. Pool Table

- As the table is not used, Mike Michl recommended that the bumpers be taken off the pool table and it can be turned into a boardroom table. Dennis Kelli will investigate whether this is possible, if so, the bumpers will be removed over the Christmas break.

5. Vent in Parkade storage room door

- This project is still in progress.

6. Parkade – oil stains

- The project is still in progress. Letters will be sent to Owners who have oil stains in their parking stalls asking them to clean their stalls or the Strata Corporation will bill these Owners \$75.00 per stall to have them professionally cleaned.

H. NEW BUSINESS

1. Asset Restoration Committee

- Blaine Culling recommended that the Strata Corporation should undertake a comprehensive investigation to determine the cost to replace the carpets, upgrade common areas, repaint walls and replace wallpaper over the coming year. The Strata Council suggested that this should be a year long process and this matter should be brought to the upcoming Annual General Meeting. It will be recommended to the Owners that a committee should be struck with the findings to be reported back to the Strata Council in the summer of 2012, and a comprehensive proposal presented at the 2013 Annual General Meeting.

I. Next Meeting

It was unanimously agreed to hold the next Strata Council Meeting on

**Tuesday, January 17, 2012
@ 6:30 p.m.
in the M1 Amenity Room**

The Annual General Meeting is scheduled for

Tuesday, February 21, 2012.
(Invitations packages will be forwarded to all Owners)

J. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made, it was RESOLVED that the meeting would be adjourned at 9:00 p.m.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes. Please retain these Minutes provided to you for future reference, as replacement copies are subject to a fee.

Minutes Prepared by:
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