

MINUTES OF COUNCIL MEETING
STRATA PLAN LMS-3170
SOLO, DUO, TREO

HELD: On Thursday, June 11, 2009 at 7:00 p.m. in PH11, 2228 Marstrand Avenue, Vancouver, B.C.

PRESENT:

Howard Olsen	Co-President	Unit #PH1S
Marc Prefontaine	Co-President	PH #11S
Dominic Mattman	Treasurer	PH9S

REGRETS:

Christine Funk	Landscaping	Unit #305T
Shawn Aslani		Unit #402S

GUEST: Mr. Kevin Costea, Cordial Building Services

STRATA AGENT: Bunny Porteous, Vancouver Condominium Services Ltd.

The meeting was called to order at 7:00 p.m.

GUEST BUSINESS

The council approved the hiring of Cordial Building Services to manage, clean, operate and maintain Solo, Duo, Treo as of July 1, 2009. Mr. Kevin Costea (Cordial Building Services) was invited to attend the council meeting to review the scheduling and building management services provided for Solo, Duo and Treo. Mr. Costea reported that he will manage the property, equipment and facilities will provide a full time cleaner (Monday to Friday) and part-time (four hours) Saturday and Sunday as of July 1, 2009. The council reviewed the job description for general cleaning, facilities maintenance, mechanical system monitoring and general upkeep of the building and property.

Contact and further information will be posted by July 1, 2009. The council would like to apologize for the general lack of maintenance lately, but assumes that this was due to the notice of termination submitted to National Building Maintenance on May 31, 2009. Residents are requested to please be patient with the new building management company as it will take a few weeks to obtain a routine and catch up with the general maintenance of the interior and exterior of the building.

MINUTES

It was moved, seconded and carried to adopt the minutes of April 27, 2009 council meeting, as circulated.

FINANCIAL REPORT

1. **Monthly Statements:** Following review, it was moved, seconded and carried to adopt the April and May, 2009 financial statements, as presented. Any owner wishing a copy of the strata corporation's financial statements may contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. **Account Balances:** The current balances for the 4th month ending May 31, 2009 in the appropriate funds are as follows:
 - Total Cash Balance \$562,760.65 (including CRF Balance)
 - CRF Balance \$171,779.06 (Contingency Reserve Fund)
3. **Arrears:** The agent advised council that demand letters requesting payment within 21 days have been sent to 12 owners who have yet to submit payment for the special levy passed on January 21, 2009. If payment is not received within 21 days a certificate of lien will be filed against title of the strata lot at a cost of \$150 charged against the owner's account, preventing conveyance of the strata lot units.

Owners with outstanding late strata fees or levy payments will have fines applied to their account on a monthly basis until payment is received in full.

BUSINESS ARISING

1. **Maintenance Project:** Spratt Emanuel Engineers received three qualified bids from four contractors invited to bid on the building maintenance program. The result of the tender is as follows:

(a)	Alumni Restoration Ltd.	\$ 95,000
(b)	Prostar Painting & Restoration	\$126,000
(c)	Duraseal Ltd.	\$141,635

Spratt Emanuel Engineering advised the council that the tender received from Alumni Painting is significantly below the estimated budget for reasons as follows:

- (a) Material costs are currently more competitively price than projected
- (b) The timing of the project tender enabled the engineers to take advantage of the competitive labour market.

As the lowest tender bid is much less than the original anticipated estimated cost for Phase I of \$300,000, the council requested Spratt Emmanuel obtain quote from Alumni Painting for the recommended Phase II and Phase III of the exterior maintenance project, which were projected to be completed in 2010 and 2011.

Alumni Painting submitted a quote in the amount of \$300,000 to complete the Phases I, II, and III within this fiscal year.

Spratt Emanuel submitted a recommended repair budget as follows:

RECOMMENDED REPAIR BUDGET (Estimates Rounded to Nearest \$1,000)	
ITEM	COST
Alumni Restorations Ltd. – Fixed Price Contract	\$300,000
Contingency @ 20%	\$ 60,000
Sub-total, Contract:	\$360,000
Engineering: Building envelope engineering design, contract management, tender, quality assurance and coordinating professional services, 10%	\$ 36,000
Sub-total, Project Value:	\$396,000
GST @ 5%	\$ 20,000
Total	\$416,000
Total, Project Budget:	\$416,000

The council reviewed the quotes and agreed that, with the costs received to complete Phases I, II, III in the amount of \$416,000, the strata corporation should take advantage of the competitive labour market the economy has provided and complete Phases I, II, III of the recommended maintenance project by Spratt Emmanuel Engineer within this fiscal year.

A special levy was passed on January 13, 2009 to raise a sum of money not to exceed \$300,000 to complete Phase I of the maintenance project. Council has scheduled a Special General Meeting on July 28th to present a $\frac{3}{4}$ vote resolution to the owners that a sum of money not exceeding \$116,000 be raised and spent for the purpose of completing Phase I, II and III of the Exterior Maintenance Project, such expenditure to be charged against the Contingency Reserve Fund.

2. Landscaping: Council member, Christine Funk completed a walkabout with Trees Plus Landscaping to obtain recommendations to replace plantings where required. A quote was received as follows:

- (i) Courtyard between Solo and Duo - Replace 15 Abeila shrubs \$367.50 plus GST
- (ii) Suite 102 Treo
 - (a) Replace dying rhododendrons and provide privacy with 10 six-foot cedar hedges \$350
 - (b) Install 1 – 10 foot blue spruce \$295 plus GST
- (iii) Suite 113 Treo - Replace privet hedge that died from extreme winter with a six-foot cedar hedging \$595 plus GST
- (iv) Labour for planting \$350 plus GST

Total cost \$2,092.12 (including GST)

The council approved the quote and directed the agent to contact Trees Plus to proceed.

A quote in the amount of \$3,068 was received to upgrade the lawn in front of the Treo building. With council member Christine Funk absence from the meeting, the discussion was deferred until a walkabout with council was completed to review the quote.

3. Units PH12/PH9 – Repairs: Spratt Emanuel Engineering is proceeding to investigate and determine the source of the leak in the ponywall between PH9 and PH12. The engineers have attempted to complete minor repairs followed by water tests and determined that the leak has yet to be corrected.
4. Parkade Power Washing: Polycrete will be on site Wednesday, June 17th and Thursday, June 18th between 8:00 a.m. and 5:00 p.m. to perform power sweeping and washing of the parkade.

5. Website: Council President Howard Olsen is proceeding to design a web site for the strata corporation to facilitate communication for all residents. As a cost saving measure for the strata corporation, once the website is up and running, the council will implement a policy to post the minutes on the website only along with important notices, bylaws, rules, reports etc. Once the website is up and running, a notice will be posted with the website email address, etc.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters.

1. A letter was received from an owner, with a resident(s) allowing their dogs to urinate in the lobby/elevator, parkade and fourth floor common area hallways.

IMPORTANT REMINDER

Residents are reminded that allowing dogs to urinate on common property is not only a strata corporation bylaw violation but also unsightly and could pose a serious health concern for owners with breathing difficulties Residents who witness the negligence are asked to contact VCS. Owners noted in violation will be assessed a bylaw fine of \$200 against their account.

2. The owner of PH4 (Solo) submitted a letter requesting the council hire a vibration specialist to repair the elevator in the Solo building. The owner hired an acoustical engineer to take readings and conduct a study of the elevator noise problem he been in his unit across from the elevator. The engineer's readings show there is a disturbing noise from the elevator affecting the owner's unit. The agent was directed to submit the engineer's report to ThyssenKrupp Elevator to obtain a quote on the recommended repairs.
3. Correspondence was received from an owner with the following concerns and recommendations:
 - (a) Replacing the pots at the Duo entrance.
 - (b) Upgrading the front of the lawn area in front of the Treo with a selection of shrubs and plants.
 - (c) Review the security of the garbage room.

Council will take the owner's recommendations and concerns under review.

4. Correspondence was received from the owner of unit #101 outlining the smell emanating from the garbage room vent situated in the planter beside her patio door. The fan blows non stop which is like living in the garbage room. The agent will contact a contractor to obtain a recommendation from Milani Plumbing to relocate the direction of the vent.

NEW BUSINESS

1. **Garbage:** It was brought to the attention of the council that owners are not tying their garbage bags tightly before tossing into the garbage bin and also dumping bags beside the bins which is not only creating an awful smell to permeate through the building but also causing a health hazard (ie. rodents).

PLEASE RESPECT THE RESIDENTS IN THE BUILDING AND SECURELY TIE YOUR GARBAGE BAGS AND TOSS INTO THE BIN.

2. **Apology:** On September 16, 2008, the strata council met to consider a complaint from an owner against Ms. Enns regarding allegations of unreasonable noise and interference with the owner's use and enjoyment of her strata lot. The strata council subsequently directed the strata corporation's agent to forward a warning letter to Ms. Enns without providing specific details of the complaint or first giving her the opportunity to defend herself against the allegations. The strata council wishes to apologize to Ms. Enns for this oversight and for any emotional discomfort or distress caused by the actions of the strata council.
3. **Smoking:** There has been an increase of residents smoking on the balcony, tossing cigarette butts over the balconies which is not only a fire hazard but is also causing smoke to filter into neighbouring units. Residents are advised this is a disturbance to residents with 2nd hand smoke and also a violation of the strata corporation bylaw 3(1)(a).

3. Use of Property (see also Bylaws 28 and 34)

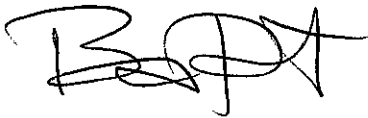
(1) *An owner, tenant, occupant or visitor must not use a strata lot, the common property or common assets in a way that:*

- (a) *causes a nuisance or hazard to another person;*

Please respect your neighbours and refrain from tossing cigarette butts over the balcony or smoking on the balcony.

4. Noise: It is summer and residents are reminded that sounds travel with open windows. Please respect your neighbours and try and keep noise levels to a minimum.

There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting will be the Special General Meeting to be held on July 28, 2009 at 7:00 p.m. and the council meeting to be held at 6:00 p.m.



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BP/md

RENTING YOUR UNIT DURING THE OLYMPICS?

If you are thinking of renting your strata lot during the Olympics you should give very careful consideration to the following:

1. Your strata corporation may have a bylaw that prohibits or limits rentals. Violations of the bylaw could lead to fines as high as \$500/wk.
2. Have you arranged for special insurance? The strata corporation's insurance policy remains in effect but it does NOT provide coverage for damages to your unit's contents or your belongings. Also, the strata corporation's insurance policy has deductibles. If a claim is made as a consequence of your tenant, you may well be responsible for the deductible which could be thousands of dollars.
3. Have you prepared a "Conduct Check List" for your tenant(s)? Back in 1986 when we had Expo 86, we observed a pattern of behaviour where short-term tenants thought that it was "party time" and "anything goes". Your strata council will likely not be in a mood to tolerate such conduct so we suggest that you develop a Conduct Check List for your tenants. It might save you the unnecessary expense of fines.