

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-3170

SOLO, DUO, TREO

HELD

On Tuesday, April 27, 2010 at 7:00 p.m. in Club Solo, 2228 Marstrand Avenue, Vancouver, B.C.

PRESENT

Howard Olsen
Marc Prefontaine
Dominic Mattman

REGRETS

Norm Bogner
Christine Funk

STRATA AGENT: Bunny Porteous, Vancouver Condominium Services Ltd.

The meeting was called to order at 7:10 p.m.

ELECTION OF OFFICERS:

The following Officers were elected as follows:

Howard Olsen	-	President
Marc Prefontaine	-	Vice-President
Dominic Mattman	-	Treasurer
Christine Funk	-	Secretary/Landscaping
Norm Bogner	-	Security

MINUTES

It was moved, seconded and carried to adopt the minutes of the February 23, 2010 council meeting, as circulated.

BUILDING MANAGER'S REPORT

The council reviewed the Building Manager's Report for the month of April with the following highlights:

- Sure Fire Gas Services completed the gas fireplace maintenance in 50% of the units of Solo, Duo and Treo (owner's responsibility).

REMINDER – ENERGY COST SAVINGS

The council highly encourages residents to turn off the pilot light on their gas fireplaces as an energy savings program for the strata corporation.

Although you may not use your fireplace unless you turn off the pilot light it will continue to exert gas and heat.

Help the environment and the strata corporation.

- International Building Maintenance completed the annual window washing
- Nikls Property Services completed the quarter annual parkade gate maintenance review

FINANCIAL REPORT

1. Monthly Statements: Following review, it was moved, seconded and carried to adopt the February and March 2010 financial statements, as presented. Any owner wishing a copy of the strata corporation's financial statements should 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 2nd month as at March 31, 2010 in the appropriate funds are as follows:
 - Total Cash Balance \$429,645.42 (including CRF Balance)
 - CRF Balance \$188,630.40 (Contingency Reserve Fund)
3. Arrears: **IMPORTANT REMINDER OF SPECIAL LEVY AND INCREASE IN STRATA FEES**

Owners please note: There has been an increase in strata fees retroactive to February 1, 2010.

As the Annual General Meeting was held after the strata corporation's fiscal year-end, all owners are required to issue a "catch-up" cheque made payable to "Strata Plan LMS-3170" which covers the difference in your strata fees since the strata corporation's fiscal year-end and the time the new budget was passed on March 30, 2010.

For those owners on pre-authorized chequing (PAC), your strata fee payments will be adjusted to the new rate on May 1, 2010. Therefore, you are required to issue a "catch-up" cheque for the months of February, March and April as the "catch-up" fee will not be withdrawn from your bank account.

For those owners who pay by post-dated cheques, please issue new post-dated cheques made payable to "Strata Plan LMS-3170" at the new strata fee amount. You will also be required to issue a "catch-up" cheque for the months of February, March and April. SEE

SPECIAL LEVY: A special levy was passed. The first payment is due on May 1, 2010. This levy will NOT be added to PAC pre-authorized chequing plan. Please issue post-dated cheques payable to "Strata Plan LMS-3170".

Visit the website to see the strata fee, catch up fee and special levy schedule.

"www.soloduoetreo.com"

Late payments are subject to late fines as per the strata corporation bylaws.

BUSINESS ARISING

1. **Exterior Maintenance Project:** The final payments have been submitted to Spratt Emanuel Engineering and Alumni Painting & Restoration. The surplus funds in the exterior maintenance project in the amount of \$66,980.62 will be transferred back to the Contingency Reserve Fund. The strata council is pleased to announce that the project was completed on time and within budget.
2. **Elevator/ThyssenKrupp:** The council approved a quote in the amount of \$8,967.60 to complete water damage repairs to the governor shieve and cable in the Solo elevator. The agent contacted ThyssenKrupp Elevator to schedule the repairs.
3. **Landscaping:** Trees Plus Landscaping was approved to replace a hedge outside unit #107 Treo and a tree outside the entrance of the Duo building. Council member Chris Funk, the agent and Stephen Krush (Trees Plus) will complete a walkabout of the building to review the landscaping and obtain any recommendations for upgrades.
4. **Unit #502 (Solo)/PH7:** Proactive Building Maintenance is on site to replace the failed membrane flashing on EIF'Son the small roof of unit #502 at a cost of \$8,967 plus GST and complete flashing repairs at Penthouse #7 in the Solo building.
5. **Fitness Equipment:** Council approved the purchase of fitness equipment with a maximum expenditure of \$1,000; i.e. power blocks and stand, resistance boards and a DVD player.

6. Window Deficiencies: A survey was posted in the Solo, Duo and Treo buildings for owners to sign up with window deficiencies by April 23rd. The agent was directed to contact Action Glass to obtain quotes for the 16 owners who outlined window deficiencies. The council will review the quotes and proceed on a priority basis as per available funding.
7. Hot Water Tank/Treo Building: Quotes were obtained to replace a failed hot water tank in the Treo building. Milani Plumbing was approved to install a new AO Smith model BTRC197 direct fired hot water tank at a cost of \$6,399.97 with an extended five-year warranty (\$486 plus GST).

CORRESPONDENCE

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

1. The owner of unit #302 Treo submitted a letter outlining ongoing concerns with a distinct odor in her unit. The owner visited the unit below during an open house and discovered that the hose to the dryer vent was showing a gap of about ½" to ¾" from the dryer hose and the opening up of the wall which could be a source to emit odors within the unit. The Building Manager has been requested to review the owner's concern and assist the owner with obtaining a contractor if required (owner's responsibility).
2. Correspondence was received from two owners with building maintenance concerns. The Building Manager will review the owner's concerns.

An owner has also requested that the strata agent be accessible via email and the strata council set up an email account. Residents are requested to drop off complaints, concerns etc. in the strata mail box or fax (604) 684-1539) or mail to Vancouver Condominium Services Ltd., 400 – 1281 West Georgia Street, Vancouver, BC V6E 3J7 and the council will review the letters at the council meeting.

As VCS manages approximately 16,000 units, it is simply impossible to allow correspondence via email from owners and hope to administer the traffic and service clients efficiently. All email is undoubtedly efficient from an owner's perspective. It is not possible to address emergencies or urgent matters put forth by owners when received en masse.

3. A letter was received from an owner in the Solo building requesting the water damaged tiles from a wall pipe leak be repaired. The agent will contact Barclay Restoration to complete the repairs to the affected kitchen area.

NEW BUSINESS

1. **AGM:** The owners at the AGM requested the council review the following items:
 - (a) **Enterphone connections.**
 - Building manager has reviewed the system and it seems to be in working order.
 - (b) **Replace "In case of emergency" signage beside the elevators in the Duo building.**
 - Signs have been ordered.
 - (c) **Risk Maintenance Program.**
 - To be discussed at the next meeting.

2. **Insurance Policy Review:** Council acknowledged receipt of information from VCS regarding a planned third party insurance policy review to be undertaken on behalf of VCS clients. This review takes place approximately every three years. For this review, VCS will retain Copper Roof Risk Management, a well-established independent firm which is used widely by industry and government to provide advice and guidance. Council would receive the report in the spring/summer at which time the strata corporation will be invoiced for their proportionate share of the expense (approximately \$100 to \$150). Copper Roof will make observations and comment on the suitability of the various insurance programs commonly utilized by strata corporations. The review will not undertake determination of pricing as, in any event, quotations for 2011 renewals will not be available until December. The review addresses the quality of the insurance program.

Following discussion, council decided not to participate in the review of the various insurance programs that are available to strata corporations as they have recently renewed (May 1) the insurance policy for the strata corporation.

3. **Insurance:** VCS requested quotes for the insurance renewal for Strata Plan LMS-3170. Insurance brokers were unable to obtain quotes from their underwriters with the exception of BFL Canada. Council approved the renewal of the strata corporation's insurance with the current insurance provider BFL Canada who they are pleased with the policy and services. The annual premium as of May 1, 2010 is \$57,652 (5% increase). The key deductibles remain the same; All Risk \$2,500, Water Damage, \$10,000, Earthquake 10%, Glass \$100.

4. **Power Washing:** The council approved a quote from Valley Power Sweep in the amount of \$2,295 plus GST to complete the power sweeping and scrubbing of the parkade which will be scheduled in June.

5.

JUNK AMNESTY DAY

The strata is holding Junk Amnesty Days on May 29th and 30th, where owners can complete Spring Cleaning of the cupboards, furniture, etc.

Clean Sites Rubbish Disposal will be on site to pick up the following 'ACCEPTABLE ITEMS ONLY':

Example:

General Household Items

- Small appliances
- Furniture
- Paint cans (*maximum 5 per unit please*)

Renovation/Construction debris i.e. drywall is not acceptable.

Residents are permitted to drop off their unwanted items (acceptable items only) in the area blacked off in the Solo building's interior visitor parking area on Saturday, May 29th and Sunday, May 30th. Items will be removed on May 31st.

This is a **ONE TIME OFFER**. Residents are reminded that the garbage room is for garbage and recycling only, not unwanted items.

Residents are required to dispose of their own unwanted items. Residents noted disposing unwanted items in the garbage room will be charged for the cost of removal.

Residents are highly encouraged to remove all unwanted bikes from the bike storage room and deposit into the allocated visitor parking area which will be donated to charity.

6. Block Party: Stayed Tuned. The council will be contacting neighbouring buildings to hold a block party in July. Notices will be posted with further information.

IMPORTANT/COMMUNICATION

- (a) Looking to rent Club Solo:

Applications available on the website www.soloduotheo.com and also in Club Solo. Building Manager will contact or submit approval under your door within 72 hours.

- (b) Non-Emergency Maintenance Concerns:

Drop off a note in the mailbox Club Solo.

- (c) **EMERGENCIES: Contact VCS 24 hours a day (604) 684-6291**

(d) Purchase a Fob/Key:

Fill out a form available on the website or in Club Solo and drop in mailbox in Club Solo. Building manager will contact you within 48 hours.

(e) Enterphone Updates:

Drop off requested name to be posted on the enterphone in Club Solo (please make sure you identify which building).

(f) Book Elevators for Moves:

Drop off information (date/unit/phone number) in Club Solo mailbox or leave a message on the office phone (604) 730-0560 (will return call within 48 hours).

Building manager will post notice and install moving pads.

(g) Renovation Approval:

Submit a letter outlining details of the proposed renovations and drop in the Club Solo Mailbox, or Fax to VCS 604-684-1539 or mail to VCS 400 – 1281 West Georgia Street, Vancouver, B.C. V6E 3J7.

There being no further business, the meeting was adjourned at 8:00 p.m. The next meeting will be held on Tuesday, May 25, 2010 at 7:00 p.m. in Club Solo, 2228 Marstrand Avenue, Vancouver, BC.

Bunny Porteous
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