

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-3170

SOLO, DUO, TREO

HELD On Wednesday, May 25, 2011 at 7:00 p.m. in Club Solo, 2220 Marstrand Street, Vancouver, B.C.

PRESENT

Howard Olsen	PH1 Solo
Eric Kerr	Unit #106 Duo
Andrea Vallis	Unit #401 Treo
Mark Prefontaine	PH11 Solo
Perveen Engineer	Unit #102 Duo

REGRETS Lorna Thom Unit #513 Solo

STRATA AGENT Bunny Porteous, Vancouver Condominium Services Ltd.

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

ELECTION OF OFFICERS

The following officers were elected as follows:

Howard Olsen	- President
Mark Prefontaine	- Vice-President
Perveen Engineer	- Treasurer

The following committees were formed:

Andrea Vallis	- Landscaping
Eric Kerr	- Legal
Perveen Engineer/Mark Prefontaine-	Security

MINUTES

It was moved, seconded and carried to adopt the minutes of the March 9, 2011 council meeting, with the following amendment:

Invoices – Barclay Restoration should read: Water damage repairs “to units #411 Solo”

FINANCIAL REPORT

1. **Monthly Statement:** Following review, it was moved, seconded and carried to adopt the March and April 2011 financial statement, 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 3rd month as at April 30, 2011 in the appropriate funds are as follows:
 - Total Cash Balance \$570,663.79 (including CRF Balance)
 - CRF Balance \$239,376.63 (Contingency Reserve Fund)
3. **Arrears:**

AGM REMINDER

STRATA FEES: There was an increase in strata fees retroactive to February 1, 2011.

As the Annual General Meeting was held after the strata corporation's fiscal year-end, all owners will be 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 April 7, 2011.

For those owners on pre-authorized chequing (PAC), your strata fee payments have been adjusted to the new rate on May 1, 2011. Therefore, you will be required to issue a "catch-up" cheque for the months of February, March and April as the "catch-up" fee will not be withdrawn from your bank account.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. **SEE ATTACHED SCHEDULE FOR YOUR NEW STRATA FEE AMOUNT.** You will also be required to issue a "catch-up" cheque for the months of February, March and April. **SEE ATTACHED CATCH-UP FEE SCHEDULE.**

Water Pipe Replacement - SPECIAL LEVY: A special levy was passed. The first payment was due on May 1, 2011.

This levy may be added to PAC pre-authorized chequing plan with your written authorization only if you are already on PAC for your strata fees. The authorization form was required by April 19, 2011. (If you missed the cut-off date, you are required to send in post-dated cheques).

Late special levy payments are subject to late fines as per the resolution. "Any owner who fails to make payments in accordance with this resolution shall be assessed a fine of \$100 on each such late payment. The strata corporation may further add 10% per annum compounded annually."

Bylaw 1(6) Where arrears are outstanding in the third (3) month, the owner shall be given notice to pay all outstanding fees plus penalties incurred in the previous months within seven (7) days. If unpaid and in accordance with Section 116 of the Strata Property Act, the strata corporation shall register a certificate against title to any strata lot whose owner is over three (3) months in arrears on his monthly assessment. At the discretion of the strata council the corporation may apply for judgement against any owner who is over six months in arrears of his monthly assessments.

BUSINESS ARISING

1. **Solo Elevator:** BKL Consultants completed an acoustical test in the bedroom of PH4 Solo in order to determine if the vibration levels from the elevator across the hall are within an acceptable range within the building. The consultants informed the agent that a report should be available for council's review at the next meeting. A copy of the report will be provided to the owner of PH4.
2. **BC Power Smart Program:** The agent will contact Commercial Lighting to complete a walk-about of the lighting in the common areas of the three buildings to determine if there are advantages for the strata corporation to complete lighting retrofits for energy consumption and savings in accordance with the BC Hydro Power Smart Program.
3. **Re-piping:** The owners approved a $\frac{3}{4}$ vote resolution at the AGM on April 7, 2011 to replace the compromised domestic water pipe system for a sum of money not exceeding \$1,200,000. A quote has been received from Brighter Mechanical and the agent is awaiting two additional quotes from Manna and Cambridge Plumbing to be reviewed at the next council meeting.

The council is seeking a project assistant to be the liaison between the selected mechanical contractors, Vancouver Condominium Services and the owners. The project assistant will be responsible to perform pre and post unit inspections, collecting and handling of and collecting owners' keys (to be secured in a lock box), communication via e-mail with non-resident owners. This is a paid position and the assistant will be provided with an e-mail address and cell phone during the project.

Residents who are interested in applying for the position should submit their name and resume to B. Porteous (agent) at VCS via fax 604-684-1539 or mail to 400 – 1281 W. Georgia Street, Vancouver, B.C. V6E 3J7

Once the council has completed reference checks and has selected a contractor, an information meeting will be scheduled with the contractors to discuss the timeframe and details for the project.

4. **Tile Repairs:** Vancouver Innovating Contracting has been engaged to complete tile repairs around the exterior of the building.

5. Parkade Leak: Spratt Emanuel has been requested to review the slab-on water ingress around several parking stalls in P3 and provide a repair strategy.

The building was built on a stream and several attempts have been tried to direct the water that comes through the concrete; however, with the excessive rain within the last couple of months, the amount of water has increased.

6. Parkade Cleaning: Council reviewed two quotes to complete the parkade cleaning and approved Valley Power Sweep at a cost of \$2,595 plus HST to complete the power sweeping of the parkade. The agent will contact Valley Power Sweep to schedule the cleaning at the end of June. Owners will be required to remove their vehicles in order to complete the work.

CORRESPONDENCE

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

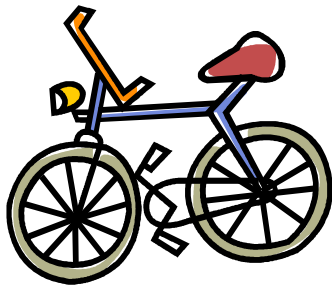
1. A letter was received from the owner of unit #404/ Duo requesting the failed window seals be replaced. A letter of response was submitted to the owner to sign up on the window survey which has been posted in the lobby of each building.
2. The owner of unit #108 Solo received council's approval to install engineered hardwood with an underlay sound transmission rating of 73.

The owner was requested to:

- (1) Provide a copy of the invoice and manufacturers of the flooring and underlay to VCS.
- (2) Submit notices to neighbouring units with the time frame of renovations.
- (3) Adhere to the Strata Corporation Renovation Bylaws.

NEW BUSINESS

1. Annual General Meeting: At the AGM, an owner requested the planters outside the Treo be replaced. The agent has contacted the Trees Plus landscapers to obtain a quote.
2. Parkade CO Sensors: Siemen Technology is scheduled to complete the annual CO sensor testing in the parkade in June.
3. Bike Cleanup:



NOTICE TO RESIDENTS

STRATA PLAN LMS-3170

SOLO DUO TREO

BIKE STORAGE CLEAN-UP

There appears to be bikes in the bike storage areas which have been unused for a long period of time and the strata corporation is experiencing a shortage of bike storage.

All bikes will be tagged by the building manager. Residents are requested to remove the tag on their bike(s) by June 30, 2011.

ALL bikes with tags after June 30th will be considered unwanted or abandoned and will be removed and donated to charity.

Residents with unwanted bikes and wish to donate to charity should put a note in the strata mailbox in Club Solo.

Thank you for your assistance to clean up the bike room.

If you have any questions, please contact B. Porteous at 604-684-6291.

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4. Failed Window Survey: This has been posted in the Solo, Duo and Treo buildings for all owners with failed window seals or hinges/handles deficiencies. Residents are requested to sign up their name, unit numbers by Friday, June 17th. The council will review the list and complete a priority list to proceed as the available funding is within the fiscal year budget.
5. Annual Summer Block Party: The annual summer Block Party will be scheduled in August (date to be determined). Council President, Howard Olsen is seeking volunteers to assist with the organization of the party. Residents who are interested should sign up on the Solo, Duo, Treo website. The agent will attempt to locate the names of council members in the neighbouring building to join in with organizing another fun filled day for residents to meet their neighbours.
6. Junk Amnesty Day:



NOTICE TO RESIDENTS

STRATA PLAN LMS-3170

SOLO DUO TREO

SPRINGTIME JUNK AMNESTY DAYS

Saturday, June 25th and Sunday, June 26th

The strata is holding Junk Amnesty Days on June 25th & 26th, 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 blocked off in the Solo building's interior visitor parking area on Saturday, June 25th and Sunday, June 26th. Items will be removed on June 27th.

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.

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7. Visitor Parking: It has come to the council's attention that residents are parking in the visitors' parking stalls on a regular basis.

10. Visitor Parking Restrictions

- (1) *Residents are not allowed to park their vehicles in the Visitor Parking Areas.*
- (2) *A visitor may park in the Visitors' Parking Areas while they are visiting an owner or resident for a period of no longer than three (3) days; provided that the suite number being visited must be noted on a piece of paper on the dashboard clearly visible from the outside of the vehicle. After three (3) days, the vehicle may be subject to a warning and/or may be removed at the expense of the vehicle owner. Anyone requiring staying in excess of the three (3) day period is to seek approval of the strata council representative or the property manager. Permission may be granted for a stay to a maximum of fourteen days.*
- (4) *Vehicles may be towed without notice from the 20 Minute zones in the front of the buildings when the time limit is exceeded.*
- (5) *Hereafter, anyone violating the Parking Regulations will be warned subject to the following:*
 - First Violation - Warning*
 - Second Violation - tow without notice and at the owner's expense*

There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting will be held on Wednesday, June 16, 2011 at 7:00 p.m.

Bunny Porteous
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Toll free: 1-877-684-6291
Fax: 604-684-1539

BP/ys

ARE YOU RENTING YOUR STRATA LOT?

If so, here is a bulletin you should read. The following is a true story – you will find it interesting and valuable as a non-resident owner.

One Saturday morning, our office received a telephone call on our emergency line that there was a water leak in a building we manage so we dispatched a restoration contractor to mop up the water. The contractor had to access several strata lots to get the job done, and, at one unit, no one answered the door and a locksmith was called to “pick the lock”. Once open, the restoration contractor stepped inside and, to his horror – a fully equipped meth lab.

The police and fire departments were called and the building had to be evacuated. The fire department’s HAZMAT team gingerly dismantled the meth lab. The City then advised that the strata lot could no longer be occupied and, further, the entire strata lot has to now be “deconstructed” and rebuilt. The owner of the strata lot will be facing a cost estimated at about \$100,000 to reimburse the City and to reconstruct. On top of this will be fines from the strata corporation and other legal consequences.

The non-resident owner was in shock to learn all this. It turns out that little was known about the tenant other than he had paid cash for his monthly rent payments and security deposit.

No doubt the vast number of renters in strata corporations are properly screened by non-resident owners such as yourself, or their agents, and in reality there are likely only a few bad apples. Nevertheless, let this true episode serve as a huge heads-up to you (and your rental agent if applicable) that renting your apartment involves a lot more than merely collecting the monthly rent.

You ought to be aware also that most strata corporation insurance policies are now imposing huge deductibles (\$50,000 in some cases) for damages arising from illegal operations. In some policies, the coverage is denied altogether. You can be sure that your strata council is not going to step up to the plate and have the strata corporation pick up the tab if your strata lot is one of these bad apples. Also, be aware of a very significant court case recently heard in the Supreme Court of British Columbia involving insurance claims. The essence of this case is that if an occupant of a strata lot is responsible for the cause of an incident and the insurance of the strata corporation has a deductible, the owner is responsible for paying the deductible. That would be you if your tenant is the culprit for some incident.

Accordingly, we urge you to properly screen your tenants, obtain background and reference checks, and, make frequent inspections of your rental premises. Collecting the rent is the least of your worries given the above facts.