

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

HELD On Wednesday, November 23, 2011 7:00 p.m. in Club Solo, 2228 Marstrand Street, Vancouver, B.C.

PRESENT Howard Olsen President
Mark Prefontaine Vice-President
Perveen Engineer Treasurer
Eric Kerr
Andrea Vallis
Lorna Thom

GUEST Sean Aslani Unit #402 Solo

STRATA AGENT Bunny Porteous, Vancouver Condominium Services Ltd.

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

GUEST BUSINESS

Sean Aslani attended the council meeting to discuss his request for the strata to replace the tiles in his bathroom.

Following discussion council thanked Sean and he departed the meeting.

MINUTES

It was moved, seconded and carried to adopt the minutes of September 21, 2011 council meeting, as circulated.

BUILDING MANAGER REPORT

Bylaw Reminders:

3. Use of Property

- (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;*
 - (b) *causes unreasonable noise;*
 - (c) *unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot;*
 - (d) *is illegal;*
 - (e) *is for solely professional or commercial purposes; or*
 - (f) *is contrary to a purpose for which the strata lot or common property is intended as shown expressly or by necessary implication on or by the strata plan.*

- (3) *Unless otherwise authorized by the council, all strata lots may not exceed the number of occupants:*
 - (a) *studio & one bedroom strata lots – no more than two occupants;*
 - (b) *one bedroom and den strata lots – no more than three occupants;*
 - (c) *two bedroom strata lots – no more than four occupants;*
 - (d) *two bedroom and den strata lot – no more than five occupants.*

- (4) (A) *An owner, tenant or occupant must not keep any pets on a strata lot other than one or more of the following:*
 - (a) *fish or other small aquarium animals that can be contained in a 20 gallon aquarium;*
 - (b) *up to 2 caged birds;*
 - (c) *up to 2 cats, or 2 dogs, or 1 cat and 1 dog*

- (D) *Pets will not be permitted at any time on the interior common or limited common property unless the pet is clean and dry, leashed and/or under control of the owner of the pet or another responsible adult.*

- (E) *No owner, occupant or tenant shall permit his or her pet to urinate or defecate on the common property or limited common property. If this event occurs, the owner, occupant or tenant shall immediately and completely remove all of the pet waste and dispose of it in a sanitary manner.*

- (F) *Pets must be kept within the boundaries of a strata lot at all times except when being transported to and from the property.*

- (G) *All visitors must be informed of the bylaw 3(4) and the owner, tenant or occupant will be held responsible for the behaviour of their guest and their pet.*

- (H) *An owner, tenant or occupant whose pet, in the opinion of the council, becomes a nuisance whether on the strata lot, common property or limited common property will*

on written notice from the council, remove the pet creating the nuisance permanently within 30 days of the written decision of the council.

- (I) *The council may request the SPCA, or other appropriate agency, to remove any unaccompanied pet from the common property whether the pet is owned by an owner, occupant or tenant.*

FINANCIAL REPORT

1. **Monthly Statement:** It was moved, seconded and carried to adopt the September and October, 2011 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 9th month ending October 31, 2011 in the appropriate funds are as follows:
 - Total Cash Balance \$1,276,100.70 (including CRF Balance)
 - CRF Balance \$ 255,211.53 (Contingency Reserve Fund)
 - Domestic Re-pipe \$1,202,175.76
3. **Arrears:** Demand letters requesting payment within 21 days have been sent to 7 owners who have yet to submit payment for the domestic water re-piping project special levies. Liens will be filed against the units who do not submit payment within the 21 days with \$165 lien charge charged to the owners' accounts.

Late fines plus interest will be charged to the strata lots until outstanding payments are submitted in full.

4. **Budget:** The agent distributed a draft budget for the fiscal year 2012/2013 for council's review. The draft budget is for discussion purposes only. Once the draft audit has been completed, the draft budget will be updated and included in the Annual General Meeting Notice.

BUSINESS ARISING

1. **Re-piping Project:**
 - (a) Brighter Mechanical will be on site beginning mid-December to begin work in the common areas.

Brighter Mechanical will be holding a wine and cheese Information Meeting in

January (date to be determined) provide a detailed presentation on the re-piping process timeframe in the units, how the process will affect the residents, what is required prior to Brighter Mechanical entering each unit and answer resident's questions.

The re-piping process will begin in the Treo building in mid-January followed by the Duo and Solo buildings.

Notices with the date of the Information Meeting will be posted in the elevators and sent to all non-resident owners. It is extremely important that all TENANTS attend the Information Meeting to obtain important information on the re-piping project.

(b) **Project/Keys:**

Residents are required to provide unit keys for the duration of the project. The project assistant will be in Club Solo on Saturday, December 10, 2011 from 10:00 a.m. to 12:00 p.m. and Monday, December 12, 2011 from 7:00 p.m. to 8:30 p.m. to collect keys from all residents. It is extremely important to obtain all suite keys for access to complete the work in your unit and in case of emergencies (quick access could be a cost savings to residents who may incur water damages.) Keys will be stored in a high security lock box which will only be accessed by Brighter Mechanical, the building manager and the project assistant.

If access is unavailable during the scheduled work dates, residents will be charged \$100 per hour and the cost of a locksmith. Work in units cannot be delayed or dates changed. The plumbing is all interconnected vertically and the contactors will be working simultaneously on many vertical stack suites at one time.

(c) Contactors Site Office: Brighter Mechanical will install their site office in 2 of the Duo visitor parking stalls.

2. Landscaping: Council member, Perveen Engineer, is scheduled to meet with Stephen from Trees Plus to review the landscaping around the perimeter of the complex and obtain recommendations for landscaping upgrades during the next fiscal year.
3. Elevator Upgrade: The owner of PH4 has offered to subsidize 50% of costs to mitigate the existing level of elevator noise in PH4. The strata council has declined the offer in view that the consultants' report outlines the level of noise as acceptable.
4. Unit #102/Patio: Following review of the patio membrane of unit 102 – Solo, it was determined that the water proofing membrane has failed and requires replacement. Several ground floor patio membranes were observed and determined to be failing.

According to the condition assessment report completed by SEE in 2008 the strata was recommended to budget for replacement of the ground floor membranes within 3-5 years. The agent will obtain quotes to replace the ground floor patio membranes in 2 phases.

5. Insurance: The strata corporation's insurance provider, BFL Canada, has introduced a new benefit to the strata's insurance called "legal expense insurance", which will be included automatically upon the renewal of the strata's insurance. BFL Canada provided a pro-rate premium of \$263 to add the legal expense insurance to the current policy until the policy is reviewed May 30, 2012. The council directed the agent to contact BFL Canada to add the legal expense insurance at a cost of \$263.

CORRESPONDENCE

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

1. The owner of unit #209 (Duo) was approved to install laminate flooring. A copy of required manufacturer's details outlining the maximum available soundproofing will be installed between the hardwood and the underlying structure. The owner will notify the neighbouring units with the timeframe of the renovations.
2. A letter was received from an owner in the Duo building outlining maintenance recommendations. The council thanks the owner and will take the recommendations into consideration.

NEW BUSINESS

1. Treo Building Elevator Contract: With the recent partnership with FirstService Residential, Otis Elevators has offered a 10% discount on elevator maintenance with a 5-year contract. The council agreed to renew the elevator maintenance contract in the Duo & Treo buildings with a 10% discount.
2. Solo Driveway: The building manager obtained quotes between \$1,450 and \$6,200 to repair the northeast parking entrance driveway to the Solo building. The council requested the building manager review the quotes with the contractors to obtain a permanent repair with the best warranty and provide a report at the next meeting.
3. Elevator Floor Stripping: The council approved a quote in the amount of \$1,923 from Cordial Building Services to strip and refinish the lobby and elevator lobby floors of all three buildings.
4. Carpeting: Council member, Andrea Vallis obtained several quotes and samples to replace the carpeting in the Treo building. The quotes are within the approved budget. The council recommended the painting of the common hallways of the Treo building be

completed while the carpet is replaced. The work is to be completed following the re-piping of the units in the Treo building.

An Information Meeting will be held for the owners of the Treo building to review and select one of the two carpet samples.

There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting will be held on January 19, 2012 at 7:00 p.m.

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BP/ys

Rain Rain Go Away . . .

Unfortunately, the rain is not going to go away and, in fact, here comes the very heavy rainy season. Now is the time to check any gutters and drains around the exterior of your unit (including perimeter drains, balconies, patios, roof decks, etc.) to make sure that they are free of leaves and other debris. You can save yourself a lot of grief and save your strata corporation some money by having a quick look at these areas which normally create floods and great inconvenience and expense. Please report these to your strata agent who will take action to make sure that they are cleaned.