
Minutes of the Strata Council Meeting

Grandview & Parkview Courts • Strata Plan LMS 1328

Held on:

Thursday April 21, 2005

In the Amenity Room at 10523-134th St. Surrey, BC

MINUTES

In Attendance

Ann Chambers - President

Holly Chartier – Vice President

Noella Cloutier-Treasurer

Virginia Guay

Chris Downs

Trevor Wilson

Brian Spencer - Dorset Realty Group Canada Ltd.

Absent with leave:

1. Call to Order

The Strata Council President Mrs. Ann Chambers at 7:02 PM, called the meeting to order

It was noted that Mr. Rupert Meinke – Secretary, has resigned from the Strata Council for personal reasons. The Strata Council wishes to thank Rupert for his time serving as a Council member.

2. Guest Business

Absent - Owner of Unit #0108-GC failed to show up at the meeting to protest a fine.

3. Approval of the Minutes of the Last Meeting.

It was **MOVED** and **SECONDED** and **CARRIED** to adopt the minutes of March 24, 2005.

4. Business Arising from the Previous Minutes

A brief discussion took place about contacting the City of Surrey regarding improving the street lighting around the complex. Mr. Chris Downs agreed to contact the City of Surrey.

5. Regular Business

Property Managers Report

Directives

22 Directives from the last meeting of March 24, 2005 were reviewed.

Security Cameras

3 members of the Strata Council and Mr. Duncan Peters the Caretaker met with Mr. Bruce Weinborn of Arpel Security on Saturday, April 16, 2005 on site to finalize the locations and other details for the installation of the new camera and recording equipment.

It was **MOVED and SECONDED** to proceed with the camera installation. The 4 black and white cameras scheduled to be installed in the lobby area will be upgraded to colour cameras at a cost of \$120.00 each and the parkade cameras will remain black and white. Consideration, depending on cost, will be given to upgrading the Digital Video Recorder to the next model up which would double the number of frames per second, would provide a DVD writer and increase the size of the hard drive by another 80 gigabytes.

The **MOTION** was **PASSED**.

Building envelope warranty issue

Mainland Hi-tech conducted the initial investigation for a draft in the living room area in Unit #0305-GC. MHT reported that the problem appears to be some missing flashing below the window on the exterior. RDH Engineering has been contacted and the Property Manager is waiting for a reply.

Work completed

- 1) Window cleaning completed April 15, 2005
- 2) Parkade power sweeping and scrubbing was completed April 18, 2005
- 3) The Pressure Reducing Valve that was on back order has finally been installed in GC and many owners report better mixing of hot and cold water and no pipe rattling so the water system is now balanced.

Incidents

1. A washing machine overflowed at #0205-GC.
2. A window was broken at #115 – PC due to vandalism.

3. Graffiti/Vandalism in GC exercise room

An owner and son have been identified as having vandalized the exercise room at GC by spray painting a stencil onto the clock and exercise equipment and marking the carpet as well. The Police were notified and attended.

It was **MOVED and SECONDED** to apply the maximum allowed fine of \$200.00 and all costs relating to restoration to the Owner.

The **MOTION** was **PASSED**

4. False alarm after hours call

The Manager reported that an owner in Parkview Court called Dorset Realty Group Canada Limited at 3:30 AM to report a water leak. The Caretakers investigated. There was no such water leak.

5. Satellite dishes installed on #1602-GC

The satellite dishes (2) were bolted directly through the stucco of the waterproof building envelope. On request by Dorset, the owner had the dishes removed. The area will be restored by the Strata Corporation to protect the building envelope warranty.

It was **MOVED and SECONDED** to apply the maximum fine of \$200.00 and all costs associated to restore the waterproof envelope to the owner.

The **MOTION** was **PASSED**

6. #317 – PC – Burned Balcony floor.

It was **MOVED and SECONDED** to apply the maximum fine of \$200.00 and all costs to restore the balcony flooring to the owner.

Discussion: It was noted that this incident was never reported by the tenant or the owner or the owner's agent. A written request to enter the suite and to inspect the balcony was also ignored by the Tenant.

The **MOTION** was **PASSED**

Building

Latham's quote

Replace the flue collector - PC

It was **MOVED and SECONDED** to have the flue collector on the Heating Ventilation Unit replaced at Parkview Court by Latham's at a cost of \$1,395.00 plus GST.

Discussion: It was determined this was the cause of the frequent failures of this unit.

The **MOTION** was **PASSED**

Inspect the sensing relays

It was **MOVED and SECONDED** to have Latham's inspect the sensing relays on the 3 domestic cold water booster pumps at GC at a cost of \$198.00

The **MOTION** was **PASSED**

Information disclosure request

It was **MOVED and SECONDED**, on the advice of Mr. Mendes, the lawyer for the Strata Corporation, to permit Vancity Credit Union to disclose their amount of the building envelope settlement amount because of a lawsuit they are involved in.

The **MOTION** was **PASSED**

Security Committee

An application has been received from an owner to volunteer to serve on a security committee.

It was **MOVED and SECONDED** not to form a security committee this year. Mr. Chris Downs will be the security adviser on Council.

Discussion –It was discussed about whether or not to form a security committee this year. The Strata Corporation has not received any other applications. The Caretakers will be advised to notify Mr. Downs right away about incidents involving security breaches.

The **MOTION** was **PASSED**

Garage door gates vulnerable-Security problem

It was **MOVED and SECONDED** to approve the installation of a combination of expanded metal mesh and Lexan to both parkade gates by Ideal Door at a cost of \$3,000.00 plus GST. This expense is to be coded to item 5260-Security-fencing-lighting etc. in the current operating budget.

Discussion: The thieves that broke into some of the lockers recently gained entry to the building by cutting out and removing a vertical rail in the parkade gate.

The **MOTION** was **PASSED**

Financials/Receivables

Review of the financial statements for March 2005. Due to a software problem, the March statement is not yet completed. Council will review the March statement at the next meeting.

Invoice for approval

It was **MOVED and SECONDED** to pay invoice #1706592 dated April 1, 2005 for \$354.31 to Clark Wilson for Strata matters.

The **MOTION** was **PASSED**

Strata Matter

It was **MOVED and SECONDED** to respond to an owner's request for some further details on a strata matter. Due to privacy, the details will not be reported here.

The MOTION was PASSED

Drainage account

It was **MOVED and SECONDED** to transfer \$3,651.83 from the Contingency Reserve Fund to the Drainage levy account to cover the expense of the final invoice to DEC design, the Engineer.

Discussion: One final cheque to DEC had not been cashed as reported in previous minutes. These funds are required to partly cover this final cheque.

The MOTION was PASSED

Receivables report.

- o As of March 31, 2005 the receivables = \$18,832.73
- o As of April 19, 2005 the receivables = \$16,723.86.

Correspondence

Summary:

- Bylaw complaint – 6
- Damage to Common Property - 2

Request from owners:

1) Payment of Strata fee.

Council reviewed a request from an owner not to apply late fines due to a personal situation that made it difficult to pay the strata fee on time. The Property Manager was requested to contact the owner.

2) Door decoration

Council reviewed correspondence regarding a door decoration that Dorset Realty requested be removed from an owner's suite door at PC. It was agreed to review the specific bylaws or rules that apply to decals and notices on suite doors before the next Annual General Meeting.

6. New Business

Exercise bike - PC

The recently purchased Elliptical bike keeps breaking down and the dealer, Visions, is being contacted.

Garage Sale

It was **MOVED and SECONDED** to approve another garage sale this year. Owners will be asked to bring their own tables this year.

Discussion: An announcement of the date and time will be posted.

The MOTION was PASSED

Request not to carry a pet

It was **MOVED and SECONDED** to approve an owners/residents request from Unit #0603 GC, not to carry the dog on Common Property subject to the owner providing to Dorset Realty Group Canada Limited a Doctors Certificate as required in Bylaw 35(9).

The MOTION was PASSED

7. Adjournment

There being no further business the meeting was adjourned at 9:17 PM the next meeting to be held on **Thursday May 19, 2005** at 7:00 PM in the amenity room at 10523 134th St., Surrey, BC.

Respectfully Submitted - Dorset Realty Group Canada Ltd.

If you require information regarding your strata maintenance fee payment account, please call the accounting department at Dorset Realty Group Canada Limited @ 604-270-1711 ext 125;
Fax 604-270-8446 or e-mail general@dorsetrealty.com

**To all owners: these minutes hold historical information and form an important part of information that may be required by you when it comes time to sell your strata lot or to arrange future financing.
It is recommended that you keep all the Minutes of all meetings and the Annual General Meeting minutes in a safe place for future reference.**