
Minutes of the Strata Council Meeting

Grandview & Parkview Courts • Strata Plan LMS 1328

Held on:

Wednesday, September 27, 2006

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

MINUTES

In Attendance

Holly Chartier – President

Paul Caouette - Secretary

Virginia Guay-Treasurer

Brian Spencer - Dorset Realty Group Canada Ltd.

Absent with regrets: Philippa Powers Ann Chambers – Vice President Laszlo Kapus

1. Call to Order

The Strata Council President Mrs. Holly Chartier at 7:13 PM, called the meeting to order.

2. Approval of the Minutes of the Last Meeting.

It was **MOVED** and **SECONDED** to adopt the minutes of July 20, 2006.

The MOTION was PASSED

3. Business Arising from the Previous Minutes

There was no business arising.

4. Regular Business

Property Managers Report

Directives

Nineteen directives from the meeting held on July 20, 2006 were reviewed.

Description of completed/pending project(s)

Carpets and floors.

The Carpets were cleaned and floors were stripped and waxed at both buildings on August 6, 2006.

Fire safety plan

At the request of Dorset Realty, the Caretaker has confirmed that a Fire Safety Plan is available for the Fire Department in the lobby of each building according to the fire code.

Police activities.

From time to time it is required, that the RCMP, need the cooperation of the Strata Corporation to carry out their duties. The Strata Council discussed and

set down procedures, one of which is that the Strata Council will be informed by the property manager as soon as reasonably possible about police activities or pending police activities involving the complex.

Fido Lease Renewal

Tracy Robinson of Fido has advised that a complete review is being conducted by all of their departments due to the higher amount of rent that has been requested by the Council for the next 5-year term. Ms. Robinson will contact Dorset Realty Group Canada Limited when they have completed their review.

Dryer vent ducts

Cleaning is scheduled for Monday, Oct 23, 2006 to Friday Oct 27, 2006.

Insurance renewal

The policy will renew on Sept 28-06. The cost is \$40,049.00 due to the increase in insurable values up by \$2,778,300.00. Dorset negotiated successfully that the underwriter will remove the \$50,000.00 Grow-op deductible.

Cold water booster pump

Located in P1-10523 the pump was found not to be working. Latham's was authorized to proceed and repair it per their quoted ranging in cost from \$198.00 to \$396.00.

Gas valve on the MUA unit

Located in the mechanical room at 10523, the gas valve that had failed was replaced on the Make up Air unit per the quote from Latham's of \$795.00. This was a safety issue and the MUA unit was shut down pending the repairs.

Incidents

Confrontation – Police incident

There was an incident between with a visitor where the Caretaker felt it necessary due to concern for her safety, to call the police. Council reviewed written reports regarding this matter.

French door on site office.

A discussion took place and consideration will be given to increasing the security at the site office by installing a French style door to restrict physical entry. Further discussion and research will be done first before deciding on this measure.

#401-10533 – Fire Dept.

The Fire department attended and damaged the entrance door to gain entry because a pot was left on a hot burner on the stove.

Emergency call to Dorset

Dorset Realty Group Canada Limited responded to an after hours call from an owner in 10533 on Sept 18, 2006 that the bathtub tap would not shut off.

Emergency water escape

Water escaped from some fire pump packing and flooded the pump room. No serious damage occurred. The caretakers worked diligently to clean up the water.

Drain installation

Latham's has been requested to provide a quote to install a drain in the pump room as the water has the potential to drain into the electrical room below.

Emergency call to Dorset

Dorset Realty Group Canada Limited responded to an after hours call on Friday, September 8, 2006 for no hot water at 10523. The Caretakers worked to resolve the problem with Latham's on Saturday as parts were not readily available to quickly fix the problem.

Building

#1503-10523 – Fire – pot left on the stove.

It was **MOVED and SECONDED** to notify the Owner of #1503-10523 to reimburse the Strata Corporation for the insurance deductible portion of the insurance claim in the amount of \$1,000.00. The cause of the insurance claim was due to negligence by the owner leaving the burner "on" on the stove with a pot on the burner.

The MOTION was PASSED

#115-10533 – Contaminated water escape

It was **MOVED and SECONDED** to notify the Owner of #115-10533 to reimburse the Strata Corporation for the insurance deductible portion of the insurance claim in the amount of \$2,500.00. The cause of the insurance claim was from water escaping from a toilet bowl due to the negligence of the owner not repairing and maintaining the toilet shut off valve in the toilet tank so that when the toilet clogged, it kept overflowing and caused contaminated water damages in excess of \$29,000.00 to #115, #116, the common hallway, the amenity room and the exercise room.

The MOTION was PASSED

#401-10533 - Fire – pot left on the stove.

It was **MOVED and SECONDED** to notify the Owner of #401-10533 to reimburse the Strata Corporation for the replacement of the suite entrance door. The cause of the damages was due to negligence by the owner leaving a pot on a hot burner on the stove.

The MOTION was PASSED

Fire protection-annual and servicing

It was **MOVED and SECONDED** to change fire protection companies from Fire Pro to GE Security (Edwards) for the annual fire protection inspection and servicing.

The MOTION was PASSED

Latham's contract

It was **MOVED and SECONDED** to renew the Latham's contract for a further one year term with an increase in fees of 1%.

The MOTION was PASSED

Parkade leaks

It was **MOVED and SECONDED** to proceed with the recommendations made by James Neill's and Associates in their report dated August 18, 2006 which is supplemental to their initial report dated April 19, 2006. Jim Neill, the Engineer, recommends that the work described in items 3.1 and 3.2 in the August 18, 2006 report be completed first and then the condition monitored. The maximum cost is not to exceed \$5,500.00 including GST.

The MOTION was PASSED

Men's shower stall GC

It was **MOVED and SECONDED** to resurface the men's and ladies' shower stalls in 10523 at a quoted cost of \$250.00 plus GST.

The **MOTION was PASSED**

Financials/Receivables

Current Financial Statement

Council review the financial statement for August 2006.

- The operating Account balance as of August 31, 2006 = \$44,403.53
- The Contingency Reserve Fund Balance as of August 31, 2006 = \$54,227.63

- Parkview Court Metal Roof Fund as of August 31, 2006 = \$36,595.34.
- Parkade leaks fund as of August 31, 2006 = \$9,937.91

Invoice for approval

James Neill and Associates

It was **MOVED and SECONDED** to authorize to pay invoice #4634 for \$2,333.48 to James Neill and Associates for consulting services from April 1, 2006 to May 5, 2006. 15.75 Hrs.

The **MOTION was PASSED**

It was **MOVED and SECONDED** to authorize to pay invoice #4694 for \$913.72 to James Neill and Associates for consulting services from June 10, 2006 to July 21, 2006. 6.25 hours.

The **MOTION was PASSED**

Receivables report.

- The receivables as of August 31, 2006 = \$21,069.47.
- The receivables as of September 26, 2006 = \$22,908.47

Correspondence

1. 10533 – An Owner responded to the letter from Council and confirmed the person in residence is a spouse.
2. 10533 – A letter was sent to the owner with the intention to fine him \$200.00 accusing the owner of allowing another vehicle to follow him in through the parkade gate and the second vehicle proceeded in damaging other vehicles. The deadline for the Owner to respond is Oct 2, 2006. The Owner has showed his intention that he will attend this meeting.
3. 10523 – A letter was sent to an owner asking him to reimburse the Strata Corporation for the cost to remove his Realtor's Lockbox from the exterior of the Common Property against the bylaws.
4. 10523 – A letter was sent to the owner warning the owner not to invite an individual into the building who is banned from the property.
5. 10523 – A letter was sent to an Owner advising him he is immune to the rental bylaw and can rent out his unit.
6. 10533 - A letter was sent to an Owner asking for information about who is living in the suite.

7. 10523 - A letter was sent to an Owner advising him that the rental hardship ends on November 30-06
8. 10523 - A letter was sent to an Owner regarding a smell in the building from a local skunk.
9. 10523 - A letter was sent to an Owner fining him \$200.00 for excess noise from his tenants. This is a repeat offence.
10. 10523 - A letter was sent to an Owner about his tenants warning him about them tampering with a lobby camera.
11. 10533 - A letter was sent to an Owner advising them to return a loaner pass.
12. 10523- A letter was sent to an Owner advising his pet request will be considered at the next meeting.
13. 10523 - A letter was sent to an Owner charging back \$136.74 for garbage pick up. Grow up.
14. 10523 - A letter was sent to an Owner fining them for moving in after hours. The Deadline date is August 23, 2006 for the owner to respond.
15. 10523 - A letter was sent to an Owner requesting the loaner pass back.
16. 10533 - A letter was sent to an Owner warning them not to allow water to drip over the balcony edge.
17. 10533 - A letter was sent to an Owner to conditionally allow their child to walk her bike through the lobby.
18. 10533 - A letter was sent to an Owner advising them the pet is approved
19. 10523 - A letter was sent to an Owner advising him \$50.00 was reversed from his account.
20. 10523 - A letter was sent to an Owner fining them \$75.00 for not cleaning up the parking stall.

Requests from owners:

1. It was **MOVED and SECONDED** to approve that Unit #310-10533 will be immune to carrying the dog on Common Property. A doctor's note was provided.
The MOTION PASSED
2. It was **MOVED and SECONDED** to approve that #1207-10523 can keep a dog namely a Pomeranian "Tea Cup" type of dog.
The MOTION PASSED

5. New Business

Realtor lockboxes – against the bylaw on Common Property.

It was **MOVED AND SECONDED** that when a Realtor's lockbox is found attached on the common property, an attempt will be made to contact the owner or his realtor that the lockbox must be removed immediately. If it is not removed by 4:30 PM on the same day it will be removed at the owner's expense.

THE MOTION WAS PASSED.

Common Property-pet bylaw

It has come to the attention of the strata council that some owners are not complying properly with the pet bylaws that relate to carrying their pet. A notice will be included with these minutes to remind owners that pet must be carried all the way off the common property. This means that after exiting the lobby the pet must be continue to be carried all the way to the public street.

Parking Rule – Decal placement

It was **MOVED and SECONDED** to amend the parking rule number 1.1 as follows:

1.1 The parking decal must be affixed to the:

To DELETE:

- a) *Lower right corner of*
- b) *Or the lower left corner of*

1.1 will now read:

1.1 The parking decal must be affixed to the:

- a) The vehicle's front windshield;
- b) Or the rear window.

The MOTION was PASSED

Exterior plywood protection on locker wall.

It was **MOVED and SECONDED** to have any plywood that is installed against the exterior of the locker room wall on P2 be painted to match.

The MOTION was PASSED

Install plywood protection

It was **MOVED and SECONDED** to add a piece of plywood to a damaged area on the locker room wall on P2.

The MOTION was PASSED.

6. Adjournment

The meeting was adjourned at 8:50 PM until the next meeting to be held on **Thursday October 19, 2006** 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.