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# Minutes of the Strata Council Meeting

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## Grandview & Parkview Courts • Strata Plan LMS 1328

Held on:

**Thursday, April 26, 2007**

In the Amenity Room at 10523-134<sup>th</sup> St. Surrey, BC

### **MINUTES**

#### **In Attendance**

Holly Chartier – President      Virginia Guay – Vice President

Darren Crum – Secretary      Len Specht - Treasurer

Paul Caouette

Tracy Mundell

Brian Spencer - Dorset Realty Group Canada Ltd.

**Absent with regrets:** Phillipa Powers

#### **1. Call To Order**

The Strata Council President Mrs. Holly Chartier at 7:00 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 March 22, 2007.

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

#### **3. Business Arising from the Previous Minutes**

##### **Metal rails and gates**

A quote will be obtained to paint the metal railing and gates.

#### **4. Regular Business**

##### **Property Managers Report**

###### **Directives**

Council reviewed fifteen directives from the meeting held on March 22, 2007.

###### **Parkade cleaning**

The parkade cleaning in Grandview Court is scheduled and will cost \$1,030.00 plus GST which is slightly less than last year. Parkview Courts parkade is kept clean by the Caretakers.

###### **Incidents**

###### **Makeup Air Unit - Grandview Court**

A bearing seized up on the air fan shaft and damaged the bearing housing. This has been repaired.

## **Building**

### **Rogers/Fido**

It was **MOVED and SECONDED** to accept the final offer made by Fido in the amount of \$12,000.00 per year for the last remaining five year term of the lease agreement.

**Discussion** – The previous rent was \$8,000.00 per year.  
**The MOTION was PASSED**

### **#603-10523 – Minor water ingress**

It was **MOVED and SECONDED** to approve a quote from Talon Contracting to repair a sill plate and install new weather-stripping on the balcony deck door. The quote includes painting the door and sill plate at a cost \$322.00 plus GST.

**The MOTION was PASSED**

### **#401 -10533-suite door replacement**

It was **MOVED and SECONDED** to direct the Property Manager to mail a letter to the Owner that the Council's decision to install a new suite entrance door will stand.

**Discussion:** The Owner does not want a new door installed. The Owner will be informed that the basis of the Council's decision that the Owner must pay for the deductible portion of the Strata's Insurance and is supported by the bylaws listed below.

#### *Bylaws-LMS 1328*

*Section 3(3) A resident or visitor must not cause damage, other than reasonable wear and tear, to the common property, common assets or those parts of a strata lot which the strata corporation must repair and maintain under these bylaws or insure under Section 149 of the Act.*

*Section 3 (5) An owner shall indemnify and save harmless the strata corporation from the expense of any maintenance, repair or replacement rendered necessary to the common property, limited common property, common assets or to any strata lot by the owner's act, omission, negligence or carelessness or by that of an owner's family, but only to the extent that such expense is not reimbursed from the proceeds raised by operation of any insurance policy. In such circumstances, and for the purposes of bylaws 3(1) through (4), any insurance deductible paid or payable by the strata corporation shall be considered an expense not covered by the proceeds received by the strata corporation as insurance coverage and will be charged to the owner.*

Note – Owners are again reminded to purchase personal insurance that includes "Strata Deductible" coverage.
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### **"Trac Tube" lock box request- Rogers/Fido**

It was **MOVED and SECONDED** to reject the proposal by Rogers to install a lock box on the exterior of the building that would contain the keys to the building due to security concerns.

**The MOTION was PASSED**

### **Thyssen/Krupp elevator**

The contractor has notified the Council that there will be no increase in their fee for

Parkview Court. GC received a 7% increase.

**Willis Canada Warranty**

A copy of the building envelope warranty from Willis Canada has finally been received.

The 5 year warranty on Parkview Court has expired on November 21, 2006. The 10 year warranty on Grandview Court for Water Penetration expires October 30, 2011.

**Fall arrest system**

The roof anchors, called the Fall Arrest System, are scheduled for re-certification. The cost will be \$325.00 plus GST.

**#107 – 10523 - Waterproof Building Envelope damaged.**

It was **MOVED and SECONDED** to direct the Owner of #107-10523 to remove a wire that runs through the exterior wall of the strata lot to the outside of the building. A hole was created through the exterior of the building's waterproof envelope on a Common Area wall for what appears to be a TV cable to the outside patio deck.

A building envelope specialist will attend to inspect and repair the hole that was created in the wall and all costs associated with the inspection and repair will be charged back to the Owner under Bylaws 3(2)(h) and 3(3) and 5. (1)(b).

**The MOTION was PASSED**

**#107 – 10523 – Parking decal**

It was **MOVED and SECONDED** to notify the Owner of #107-10523 by way of a warning letter to properly affix the parking decal on the vehicle in accordance with Parking Rule #1 (1.1)(a) and (b).

**Discussion:** Records indicate that the decal is not installed on the window and is instead lying on the dashboard.

**The MOTION was PASSED**

**Bike Storage Agreement**

It was **MOVED and SECONDED** to approve the copy of the new Bike Storage agreement drafted by Dorset Realty Group Canada Limited. It was also agreed to purchase consecutively numbered decals.

**The MOTION was PASSED**

**Insurance Valuation update**

Suncorp Valuations sent in an updated Valuation dated April 23, 2007 that increases the Cost Replacement New to \$32,275,300.00. This is an increase in value of \$4,287,300.00. The Strata's insurance will be increased to reflect the new value.

**Financials/Receivables**

**Financial Statement**

Council reviewed and approved the financial statement for March 31, 2007.

The operating Account balance as of March 31, 2007 = \$61,695.48.

The Contingency Reserve Fund Balance as of March 31, 2007= \$116,895.30.

Parkview Court Metal Roof Fund as of March 31, 2007 = \$157.96. (This fund will now be closed and the funds will be placed into the CRF.)

### **Invoice for approval**

#### **Island Carpet**

The payment of invoice #6049 dated February 26, 2007 for \$12,384.60 for carpeting the main floor of Grandview Court is postponed. There are some outstanding deficiencies that must be corrected before payment is made.

#### **Parkade minor water ingress - Jet Stream**

It was **MOVED and SECONDED** to authorize the payment of invoice #701 dated April 9, 2007, for \$2,968.00 for coring and installing new drains and piping and other miscellaneous work to minimize leakage to the P2 and P3 parkade levels per the plans and specification provided by James Neill and Associates LTD – Engineers.

**Discussion:** It was noted that the water entry at these locations has mainly been stopped. However there are two spots that have been reduced to a small trickle and James Neil will have these two small leaks repaired at a budget cost of \$500.00.

**The MOTION was PASSED**

### **Receivables report.**

The receivables as of March 31, 2007 = \$7,175.32

### **Correspondence**

#### **Bylaw letters to owners**

1. 10533 – Balcony storage
2. 10533 – Pink window coverings
3. 10533 – Noise complaint
4. 10533 – Parkade bylaw-gate
5. 10523 – Dog walking in lobby – Pit Bull
6. 10523 – Window coverings
7. 10523 – Parkade gate
8. 10523 – Parking in visitors

#### **Chargeback letters**

1. 10523- Household Garbage
2. 10523- Household Garbage
3. 10523- Household Garbage
4. 10523- Household Garbage

#### **Payment Demand letters**

1. #107 – 10533 - \$802.94
2. #604 -10523 - \$472.66

#### **Other**

1. #304-10523 – Letter received from the Owner – Council has responded.
2. Terasen Gas – Dorset Realty Group Canada Limited requested that they remove the PST from the new gas meter account.

**Requests from owners:**

- #504 – 10523 – Complaints re-cigarette odours-butts-cats loose in hallways. Council reviewed the Owners complaints  
It was **MOVED and SECONDED** that the Strata Council will send a letter to the Owner.  
**The MOTION was PASSED**
- #808-10523  
It was **MOVED and SECONDED** to install a dryer vent blower fan due to the long dryer duct run and the fact moisture from the dict damaged the ceiling.  
**The MOTION was PASSED**

**5. New Business**

**Household Garbage only**

It was **MOVED and SECONDED** to apply a \$100.00 fine to owners or residents or tenants who deposit items into the garbage room or the garbage dumpster in contravention of the Rules. Clean up costs will also be charged back to the Owner per the following Rule:

**Disposal of Appliances-Carpet –Other debris (other than regular garbage)**

Residents/Owners/Tenants/Occupants are not permitted to deposit materials or debris of any kind, other than regular household garbage into the garbage bins provided by the Strata Corporation. This includes material or debris from any in-suite upgrades, repairs or renovations, including appliances, furniture, beds or mattresses or carpeting or underlay, or paper or materials or any other materials relating to a business etc. Residents/Owners/Tenants/Occupants must not place or leave the above items for any period of time anywhere in the Common Area inside of the building nor on the exterior of the Common Property grounds, and must remove these items at their own expense.

**Discussion:** Due to the number of contraventions per week, it has become necessary to apply a fine to deter Owners from depositing trash that is in contravention of the rule above.

**The MOTION was PASSED.**

**6. Adjournment**

There being no further business the meeting was adjourned at 8:55 PM Until the next meeting to be held on **Thursday, May 24, 2007** at 7:00 PM in the amenity room at 10523 134<sup>th</sup> 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](mailto: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.**