
Minutes of the Strata Council Meeting

Grandview & Parkview Courts • Strata Plan LMS 1328

Held on:

Wednesday, September 24, 2008

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

MINUTES

Council in Attendance

Darren Crum – President

Virginia Guay – Vice President

Andrew Meggait – Secretary

Len Specht – Treasurer

Absent: Paul Caouette; Murray Clough; Philippa Powers

Others in attendance:

Guest: An Owner from 10523 attended.

Brian Spencer - Dorset Realty Group Canada Ltd.

1. Call to Order

The Strata Council President Mr. Darren Crum at 7:12 PM, called the meeting to order.

An Owner from 10523 addressed the Council. The Owner asked Council to have the bylaws amended to require permission from Council before renovations can begin, restrict the days and hours for construction work within strata lots, and to restrict odours emanating from strata lots such as cigarettes and BBQ's.

2. Approval of the Minutes of the Last Meeting.

It was **MOVED and SECONDED** to adopt the minutes of June 12, 2008. (There is no minutes for the August 21, 2008 Strata Council meeting as there was no quorum.)

The **MOTION was PASSED**

3. Business Arising from the Previous Minutes

There was no business arising.

4. Regular Business

Property Managers Report

Directives

Council reviewed nine directives from the last meeting of June 12, 2008.

Announcements:

Dryer Duct Cleaning

Dryer Duct Cleaning is scheduled for Monday to Friday, October 27 to October 31, 2008.

Please watch for the notice with further details.

Fire safety inspection

The annual fire safety check is scheduled for Tuesday to Friday, November 4 to November 7, 2008

Entry will be required to each strata lot to test the in suite fire protection devices as well as the speaker.

Please watch for the notice with further details.

Carpet replacement

There is a deficiency remaining regarding the carpets on the 2nd, 3rd and 4th floors of Parkview Court. The remaining 10% holdback will not be paid until the deficiencies are rectified.

Incidents

1. Elevator

An owner on August 11, 2008 reported an incident with the operation of the elevator in Grandview Court. The incident was attended to by ThyssenKrupp Elevator and the elevator was determined to be safe and operational.

REMINDER

Please report elevator malfunctions such as the cab not levelling to the floor etc. as soon as possible to the Caretakers at 604-589-0274 or to Dorset Realty at 604-270-1711.

2. #315-10533 – water escape

A painting contractor, working in a suite and finishing off the last of the work caused by a previous water damage from the fire suppression system accidentally hit and broke a sprinkler head in unit #315-10533 causing extensive damage to Units #315, #215 and #115. The damage repairs are being paid for by the insurance company for Canstar Restorations.

3. Water escape - #303-10523

There was a minor water escape from the water supply line to the dishwasher. Fortunately it was caught early so there were no damages.

Reminder – help to prevent a water escape

Please have a professional install steel braided water supply hose lines to your washer, all sinks, the dishwasher and toilet(s). This is a low cost precaution. Remember, if these items fail, and cause damage, Owners are responsible for up to the cost of the Insurance deductible to complete the repairs. ***Do you have personal insurance that includes "Strata Deductible" coverage?***

Financials/Receivables

Council reviewed the financial statement for August 31, 2008.

The Operating Account balance as of August 31, 2008 = \$91,799.70.

The Contingency Reserve Fund Balance as of August 31, 2008 = \$63,531.99.

Carpeting PC + Flrs. 3 and 4 GC. as of August 31, 2008 = \$2,100.72.

Construction Joint Repair as of August 31, 2008 = \$32,098.27.

Receivables report.

The receivables as of August 31, 2008 = \$8,822.63.

Building

#308-10533 – drywall crack

PBEM checked out a suspicious crack in the drywall. PBEM reported that it was simply an overlap of tape and mud and nothing structural.

Island carpet

There are gaps along the outer edge of the carpet between the carpet and the base board on the 2nd, 3rd and 4th floors of Parkview Court. Island carpet has been contacted and was requested to remedy the deficiency. It will be investigated if this can be claimed under insurance as being caused by the latest water escapes.

PML quote

It was **MOVED and SECONDED** to install a circuit balancing valve on the Domestic Hot Water (DHW) recirculation line in Parkview Court for \$796.00 plus GST. to decrease pressure and reduce corrosion on the piping which should extend the life of the copper pipe.

The MOTION was PASSED

Fido – request

Council reviewed a set of plans from Fido. Fido wishes to add some “cooling ducts” for their cabinets located in the roof top mechanical room. Space may be an issue so no approval will be given until Council is satisfied the additional ducting will not interfere with the Strata ingress or egress or to their equipment.

Invoice - James Neill and Associates

It was **MOVED and SECONDED** to authorize the payment of Invoice #5322 for \$3,138.07 to James Neill and Associates for Engineering services from June 14, 2008 to July 25, 2008 for the parking structure leakage, the construction joint repair.

The MOTION was PASSED

Invoice – Jet-Stream

It was **MOVED and SECONDED** to authorize the payment of Invoice #766 for \$6,562.50 to Jet-Stream for Expansion Joint repairs (also known as the construction joint). This is the remaining 50% owing of \$6,250.00 x 2 = \$12,500.00.

The MOTION was PASSED

Invoice – Arid Mechanical

It was **MOVED and SECONDED** to authorize the payment of Invoice #08-A4098 for \$2,577.75 to Arid Mechanical to run horizontal storm piping on the 10533 - P-1 parkade level to three planter drains as quoted.

Expansion Joint Project summary.

¾ vote resolution budget = \$32,000.00 from the CRF.

Total Engineering costs to July 25, 2008 –Final		\$5,591.45
Approximate budget was	\$2000.00 plus GST =	\$2,100.00
Total Costs for the expansion Joint		\$28,665.00

Budget per quote	\$28,665.00
Extra to contract	
Three drains (\$1,500.00-JSR), Slab scan Terra Probe)(\$840.00)+GST	\$2,457.00
Three planter drains and storm piping-10533 (Arid Mechanical)	\$2,577.75
Repair sump leak in 10533 to lockers (\$1,500.00)+GST	\$1,575.00
Total	<u>\$6,609.75</u>

Grand Total \$40,866.20

The MOTION was PASSED

Gutters – Parkview Court

It was **MOVED and SECONDED** to authorize Precision Gutter to install of aluminium gutters for \$12,741.75 inclusive of GST. This will be paid from the budget item #5205-Parkview Court Gutters.

The MOTION was PASSED

Security-Parkview Court

The windows in the exercise room are frequently being left unlocked. It was **MOVED and SECONDED** to authorize the installation of Security Bars for \$474.00 plus GST on the exercise room windows at Parkview Court.

The MOTION was PASSED

Grounds

Planter boxes

Council reviewed information from Paraspace regarding planting Cypress trees in the large concrete planters. A discussion was held and no decision was reached. This will be discussed further at the next meeting.

Centre lawn area

Council reviewed a quote from Paraspace dated July 23, 2008 to restore landscaping around area where the work was completed on the expansion joint. The quote includes the lawn for \$2,180.00 and the replacement of the hedge for \$3,450.00. Plus GST. Lacking funds, this item was postponed to be discussed at the Budget meeting.

Elevator batteries-Parkview Court

It was **MOVED and SECONDED** to authorize Webb Solutions, as part of preventative maintenance, to install new batteries required for the elevator phone at Parkview Court for \$360.00 plus GST.

The MOTION was PASSED

Correspondence

1. 10523 – A letter was received from an owner that someone has given out their private telephone number.
It was **MOVED and SECONDED** to notify the owner that it is not the policy of the Strata Council, Dorset Realty or the Caretakers to provide anyone with telephone numbers of any Owner, resident or tenant.

The MOTION was PASSED

2. A letter was received from a former owner asking the strata council to reimburse the water damage deductible. No new information was received with the letter. Since this matter was dealt with and voted on while this person was an owner, the Council's former decision will stand.

3. **Bylaw contravention. Signage-Parkview Court.**

It was **MOVED and SECONDED** to notify an owner at Parkview Court by way of a warning letter to remove a sign they have displayed on the limited common property.

The MOTION was PASSED

Requests from owners:

1. **Request for payment-10523**

A letter was received from an owner in 10523 asking the Strata Corporation to pay him \$56.00 for repairs he did in his strata lot after the new sprinkler heads were installed.

It was **MOVED and SECONDED** to deny the request from an owner at 10523 that \$56.00 be paid to him by the Strata Corporation for repairs he did himself to his strata lot.

All Owners were advised in the notice that repairs would be done by the Strata and there is no prior agreement between the Owner and Council to pay the owner for the work.

The MOTION was PASSED

2. **#402-10523 – dryer vent fan**

A letter was received from an owner requesting a dryer fan be installed. Michael A. Smith duct cleaning will be requested to inspect the duct in #402-10523 and provide a report to Council.

The MOTION was PASSED

3. **#1008-10523 – dryer vent fan**

A letter was received from an owner requesting a dryer fan be installed. Michael A. Smith duct cleaning will be requested to inspect the duct in #1008-10523 and provide a report to Council

The MOTION was PASSED

4. **Second hand smoke complaint**

Council is in the process of purchasing the necessary signage to comply with the City of Surrey Smoking Bylaw #16694. Once this signage is installed, complaints about smoke can be pursued more readily.

5. A letter was received from an owner in 10523 complaining about another owner's cat. A bylaw letter and fines have been issued by the strata against the owner with the cat.

A letter was received from an owner complaining about another owner allowing water to escape from their upper balcony. A bylaw letter has been issued by the strata to the other owner.

6. A letter was received from an owner asking for a bylaw to restrict construction to the hours of 8 a.m. to 6 p.m. from Monday to Friday, with no construction allowed on weekends or statutory holidays. This request is being considered by the Council. Also, that sledgehammers, etc cannot be used to break up the tile, etc. Noise must be kept to a minimum, out of respect to other owners, etc.

4. **10533 - insurance deductible payment**

It was **MOVED and SECONDED** to deny the owners request to pay off the \$5,000.00 Insurance deductible by way of monthly payments over a one year period that is owed to the strata as a result of a kitchen fire.

Discussion: It was noted that the deductible has already paid to the contractors from the funds provided by other owners by way of their strata fee payments and it is reasonable to expect an owner to repay this money promptly.

The MOTION was PASSED

Reminder - Do you have personal insurance that includes "Strata Deductible" coverage?

5. **New Business**

Parking stall – temporary move.

It was **MOVED and SECONDED** to provide a rental parking stall to the Owner in unit #316-10533. On a temporary basis, the LCP parking stall #78 will become a rental stall.

The purpose is to provide the owner with a dry parking stall until the water ingress in parking stall #78 can be abated.

The MOTION was PASSED

Ceiling painting-GC

An owner brought it to the attention of Council about the blackish dirt on the ceiling on some floors of Grandview Court opposite the air duct returns. It was agreed to obtain a quote to paint these areas.

Blind on the GC meeting room door

A new blind will be purchased for the left door as it is damaged.

Budget item – treadmill for Parkview Court

Council will consider budgeting for a new treadmill for Parkview Court.

Landscaping-hedge

The hedge along 134th St. is quite high and will be pruned down.

Locker room storage

It is prohibited by the fire code to store anything on top of a locker because it can restrict the fire sprinklers from working properly. An owner in Parkview Court will be notified.

Vacuum Cleaner/Garbage can-GC

It was **MOVED and SECONDED** to allow an owner to donate a shop vacuum cleaner that can be used by owners at the car wash in GC. It was also approved to purchase a garbage can for the car wash area at GC.

The MOTION was PASSED

6. **Adjournment**

There being no further business the meeting was adjourned at 9:07 PM until the next meeting to be held on **Thursday October 16, 2008** 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.**