
Minutes of the Strata Council Meeting

Whalley Pointe - Grandview & Parkview Courts • Strata Plan LMS 1328

Held on:

Thursday, November 3, 2016

In the Amenity Room at 10523 University Drive, Surrey, BC

MINUTES

Council in Attendance

Darren Crum – President	Cole Nicks – Vice President
Crystal Solivan – Secretary	Laura Hooper – Treasurer
Philippa Powers	Paul Lee
Murray Clough	
Regrets: None	

Others in attendance:

Brian Spencer - Dorset Realty Group

1. Call to Order

The Strata Council President Darren Crum at 7:00 PM, called the meeting to order.

At 7:00 PM – An owner from 10523 arrived for a pre-arranged meeting with the Strata Council.

The owner brought the following items to the attention for the Strata Council:

1. The Strata Council may wish to consider using a security guard to patrol the Common Property on a regular basis.
2. Garburators are no longer allowed in newer buildings and with the upcoming re-piping of the buildings, consideration should be given to removing existing garburators from under Owner's sinks.
3. Owners should be reminded of the smoking signs posted on the grounds and to adhere to them.
4. There are numerous units with window coverings that are in contravention of the bylaws so these Owners should be informed to change them.

The Council thanked the owner and the Owner left the meeting at 7:06 PM.

Council discussed the items above.

There was no consensus to employ a security guard at this time. Block Watch is very active now as well as increased local police involvement and enforcement.

A notice will be provided to Owners recommending that when their old garburator gives trouble or quits, to remove the old one and NOT replace it as numerous articles suggest these devices are not good for the buildings drains.

Smokers are reminded of the Bylaws and signage that is posted outside of the buildings.

The Bylaw enforcement will be stepped up regarding particular window coverings

2. Approval of the minutes of the last meeting.

It was **MOVED** and **SECONDED** to adopt the minutes of October 6, 2016.

MOTION PASSED

3. Business arising from the previous minutes

There was no business arising.

4. Regular Business

Property Managers Report

Caretaker Report

Council reviewed the report dated October 5 to October 28, 2016.

Directives

Council reviewed twelve directives that resulted from the last meeting.

Civil Resolution Tribunal

The government sponsored program is now up and running.

The Property Manager provided an overall view of the CRT program, what it was for and an overview of the basic process. The Council was provided with several introductory pages of the on-line form called "How the CRT works".

The web site is:

<https://www.civilresolutionbc.ca/>

Incidents

- a) Water escape from SL #118 – Cause, a disconnected water supply line to the toilet.

Due to conflict of interest, Council member Crystal Barnaby was excused from the meeting.

It was **MOVED** and **SECONDED** that the Strata Council finds the Owner of SL 118 to be responsible for the cause that gave rise to the insurance claim for damages caused from a water supply line that became disconnected at the toilet tank in SL118. The Owner of SL 118 will be requested to reimburse LMS 1328 for the water damage deductible of \$10,000.00.

MOTION PASSED

Crystal Barnaby was invited to return to the meeting.

- b) SL 4 - Break and enter. A thief attempted to break into a ground floor unit in 10533 but was thwarted because the owner has installed security bars on the windows. Minor damage to some drywall was repaired by the Strata. A police report has been made.
- c) SL 97 – hole in drywall. A contractor will be inspecting the exterior components of the wall system.

Financials/Receivables

Council reviewed the financial statement for September 30, 2016.

The Operating Account balance as of September 30, 2016 = \$178,224.73

The Contingency Reserve Fund Balance as of September 30, 2016.

CRF -	\$281,204.99
CRF GIC Cash -	\$0.55
CRF GIC High Interest -	\$101,217.43
CRF GIC Home Trust -	<u>\$98,037.69</u>
Total CRF	\$480,460.66

Receivables

The receivables for September 30, 2016 = \$10,860.70.

The receivables as of November 2, 2016 = \$75,091.78

Re-pipe project payments missed.

It was noted that 52 out of 194 Owners have missed the first of six payments on November 1, 2016. Late notices will be sent to all Owners reminding them their payment is overdue.

Invoices for approval

Clark Wilson – Invoice #2011890

It was **MOVED and SECONDED** to authorize the payment of invoice #2011890 dated October 1, 2016 to Clark Wilson for the payment for legal Services for the Supreme Court Action for the Section 173 application for \$22,639.23 to obtain an order to complete the domestic water re-pipe of both buildings as an emergency expense from the Contingency Reserve Fund. Further, the Owners of SL's 3; SL 8 and SL 11 who responded to the Sec. 172 notice, will be refunded, by way of Unit Entitlement under sections s. 171(5) and (6) their portion of the \$22,639.23. SL 3 will receive \$107.51. SL 8 will received \$107.16. SL 11 will receive \$109.11.

MOTION PASSED

Bill of Costs – Supreme Court – held August 30, 2016-Sec 173

It was **MOVED and SECONDED** that Clark Wilson LLB, lawyers acting on behalf of the Strata Council will request payment the Petitioners, namely the Owners of SL 3; SL8 and SL 11 to pay the bill of costs in the amount of \$6,777.50 granted by Mr. Justice McEwan on August 30, 2016.

MOTION PASSED

Dorset Realty Group-Administration for legal-Section 173

It was **MOVED and SECONDED** to authorize the payment of the invoice dated October 22, 2016 to Dorset Realty Group in the amount of \$3,433.50 for administration assistance for the legal application of section 173 in the Supreme Court as an Emergency expense from the Contingency Reserve Fund. Time spent was supported in an eight page time sheet from April 22, 2016 to August 30, 2016.

MOTION PASSED

Clark Wilson – Invoice #2011345

It was **MOVED and SECONDED** to authorize the payment of invoice 2011345 dated October 1, 2016 to Clark Wilson for 1,628.40 for legal Services for the Wind Mobile rooftop antenna agreement from September 6, 2016 to September 29, 2016 to be paid from Budget account item Legal - 5440-02.

MOTION PASSED

Ideal Door – Gate Operator

It was **MOVED and SECONDED** to authorize payment of invoice 71321 dated October 18, 2016 for \$2,392.69 to Ideal Door for the emergency installation of a failed overhead parkade gate operator in 10523.

MOTION PASSED

Building

Bathtub Drain - #109-10533 – SL 8

It was **MOVED and SECONDED** to ratify a previous vote by email for Benchmark Mechanical to relocate the bathtub drain to a different line in the parkade for \$1,785.00 plus tax.

MOTION PASSED

Electrical Room 10523 Grill

It was **MOVED and SECONDED** to approve a quote from Benchmark Mechanical install a filters system over the intake grill into the electrical vault for \$480.00 plus tax.

MOTION PASSED

Novus Entertainment

The signing Bonus cheque for \$500.00 was received and deposited.

Magic Building Maintenance contract proposal

Council reviewed a proposal from Magic Building Maintenance for next year. It will be fully discussed at the Strata Council Budget meeting in February.

Repipe Project

BMS is applying for the City of Surrey Permit to carry out the re-pipe project.

Re-pipe Project meeting with Owners.

The Information Meeting with owners and BMS Plumbing is scheduled for Tuesday, November 8, 2016 in the Parkview Court amenity room at 7:00 PM

Wind Mobile agreement

Negotiations are ongoing with Wind Mobile.

Grounds

Report from Landscape Committee

Paraspace Proposal dated September 20, 2016

It was **MOVED and SECONDED** to approve a quote from Paraspace Landscaping dated September 20, 2016 to implement a plan for the next drought conditions so that watering can continue in the garden areas while watering grass becomes prohibited.

This is an alternative to trying to re-plan the entire irrigation system zoning in order to isolate to garden beds from the lawns.

1. The plan will include adjusting individual Turf emitters for \$512.00 plus tax.
2. It also includes new zone installation needed will be installed on the north side as the planted beds are not currently irrigated. The cost will be \$1,684.00 plus tax.

MOTION PASSED

Paraspace Irrigation assessment of system

It was **MOVED and SECONDED** to adopt all of the recommendations made by Paraspace in their irrigation system assessment at a cost of \$816.00 plus tax.

MOTION PASSED

Correspondence

Council reviewed the correspondence sent to Owners by Dorset Realty Group.

Requests

- a) **#204-10533 – Requests to keep a cat**

It was MOVED and SECONDED after reviewing the application to approve the request from an Owner in #204-10533 to keep a cat providing the owner provides the necessary information confirming neutering or spaying.

MOTION PASSED

- b) **#109-10523 – Request to keep two dogs**

It was MOVED and SECONDED after reviewing the application to approve the request from an Owner in #109-10523 to keep two dogs.

MOTION PASSED

10523 – Deadline to respond expired on bylaw fines.

It was MOVED and SECONDED to apply bylaws fines for the contravention of bylaws 30(1) and (6) for \$500.00; Bylaws (1)(a) for \$200.00; Bylaw 1(d) for \$200.00; Bylaw (1)(e) for \$200.00; Bylaw (2)(1) for \$200.00. Total = \$1,300.00.

Discussion: It was reported that although the Owner was duly in accordance with the Strata Property Act, no response was received.

MOTION PASSED

5. New Business

Booster Pumps in 10523 – Emergency Generator

It will be checked to see if the domestic water booster pumps in 10523 could operate on the Emergency generator during a power outage. Very little water is available to the upper units during a power outage.

6. Adjournment

The meeting adjourned at 9:35 PM until the next Strata Council meeting to be **Thursday, January 12, 2017** at 7:00 PM in the amenity room at 10523 University Drive, Surrey, BC.

Respectfully Submitted - Dorset Realty Group

If you require information regarding your strata maintenance fee payment account, please call the accounting department at Dorset Realty Group @ 604-270-1711 ext. 170; 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.



Block Watch 1.249
blockwatch1.249@gmail.com

Hello Fellow Blockwatchers:

I have some exciting news for all of you. At the Block Watch meeting on October 26, 2016, Gabriel Pelletier revealed a much-anticipated new strategy in the cleaning up of the strip and surrounding area. The RCMP are going to install a small trailer on the strip which will be manned (or womanned) 24/7. The hope is that with a continuous police presence, the illegal activity on the strip and in the surrounding area will be curtailed; or, dare I say, eliminated. I'm sure we'll see a decrease in criminal activity in the area once the trailer is up and running.

Gabriel listened patiently to all our concerns and took copious notes of our ideas to take back to head office with him. One of the thoughts was possibly changing the traffic flow on 105 Ave. and/or 105A Ave. The idea of making either one or both one-way streets was discussed in an effort to disrupt the easy flow of traffic into and out of this area. It was suggested that if it were more difficult to access this area then the prostitution problem might be alleviated. The other thought surrounding the traffic flow in the area was to install traffic circles. Again, the thought being that if it were more difficult, time-consuming or problematic to access this area then the prostitution problem might be eased.

Gabriel also suggested that we trim all our bushes to about 4' in height to help decrease the number of places criminals have to hide on our property while attempting to break in. It will also make those trying to sleep or shoot drugs on our property more visible to both residents and police. He also stressed several times the need for us to keep reporting any incidents as they occur. Don't forget to get a file number.

Due to the recent number of break-ins, Block Watch suggests that every resident do a thorough security check of their homes. Are your locks adequate? Locks such as chain locks are useless if someone really wants to enter your home. At night, do you close your drapes and/or blinds so potential thieves can't see what is in your home? You can get more tips at our Block Watch website:

<http://surrey.rcmp-grc.gc.ca/ViewPage.action?siteNodeId=1483&languageId=1&contentId=732>

Til next time.

The Strata Council meeting minutes of Nov. 3-16 are attached to these notices.

REMINDER ...

Food Isn't Garbage: Use your Organics bin !

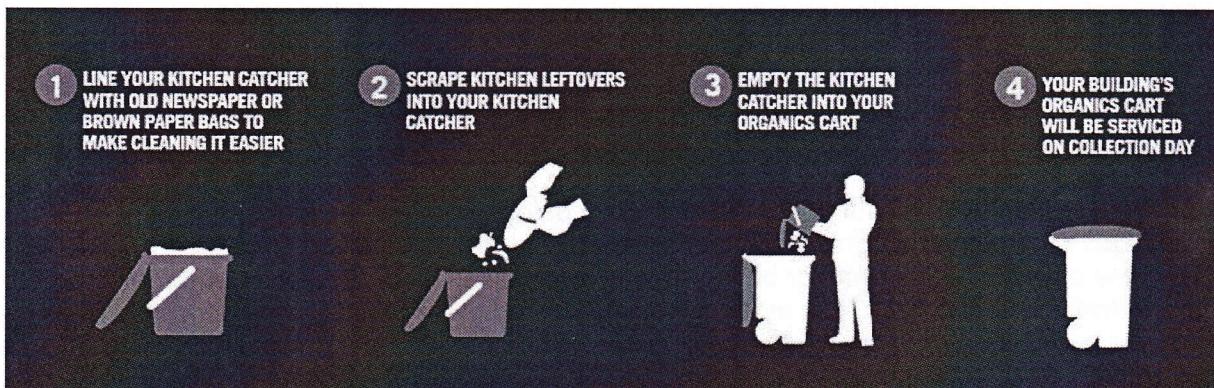
Metro Vancouver is now banning organic materials, including food scraps, from disposal as garbage. **Surrey's Rethink Waste Program** requires multi-family units to separate kitchen waste from their garbage into separate organic waste bins provided by the City.



Did you know...? You can pick up paper bags for your organics bin at the **North Surrey Recreation Centre!**

10 bags for \$1.10

Contact the Caretaker if you need an organics collection bin for your unit.



KITCHEN CATCHER CLEANING TIPS

Line bottom of your catcher with old newspaper, cardboard, or a paper food waste bag.

Wrap food scraps in newspaper, paper bags, paper towel, or cereal boxes before placing in your catcher.

Freeze meat scraps in a paper bag until collection day.

Keep the lid closed.

Sprinkle small amounts of baking soda over food waste if necessary to decrease odour.

Wash your catcher out periodically with mild soap or vinegar/water solution.

Empty your catcher for collection every week even if it's not full.

Thank You from your Strata Council

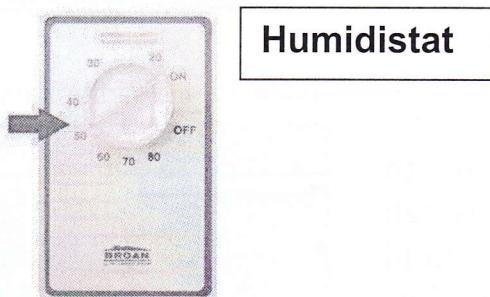
BULLETIN

DO YOU SEE MOISTURE ON THE INSIDE OF YOUR WINDOWS? THIS IS CONDENSATION.

**Condensation on the windows is not something you want.
The cause of the condensation is because the humidity level
within your strata lot is too high.**

This can cause mold to form.

How do I get the condensation off my windows?



Look for this item in the photo on the wall near your main bathroom. Set it at 50 or below. It will turn on your bathroom fan and the fan will run until the humidity decreases to 50% or to the setting you have selected.

You should notice the condensation starting to disappear from the windows.

Be patient, this could take several days.

What else can I do?

1. Refer to the CMHC bulletin attached
2. Set the humidistat on the wall at 50 or below.
3. Turn on the bathroom fan when showering – always!
4. Turn on the stove hood fan when doing steamy cooking. Always
5. Open some windows to let some dryer air into your strata lot.

You will know when the humidity is at the right level when NO water forms as "condensation" on the inner window glass that you can touch.

Too high humidity is unhealthy for occupants and can cause damage to the inside of the strata lot.

Measuring Humidity in Your Home

STRAIGHT FACTS ABOUT HUMIDITY

Humidity is the amount of moisture or water vapour in the air. You, your family, and your pets produce moisture when you breathe or perspire.

Even your indoor plants produce moisture. We add water vapour to indoor air through routine household activities: cooking, showering, bathing, doing laundry, and dishwashing.

When is humidity a problem?

We need humidity for our comfort and health. But too much or too little humidity can produce a host of difficulties for householders. (see *Humidity hassles*). Some of the problems are no more than nuisances; others could be far more serious.

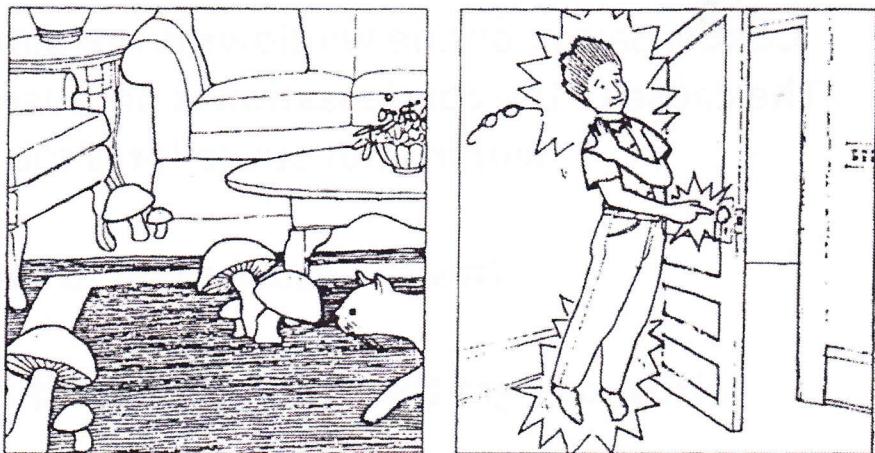


Table I Humidity hassles

	Too Much Humidity	Too Little Humidity
Typical Symptoms	Condensation on windows Wet stains on walls and ceilings Moldy bathroom Musty smells Allergic reactions	Chapped skin and lips Scratchy nose and throat Breathing problems Static and sparks Problems with electronic equipment
Long-Term Effects	Damage to the house and its contents Ongoing allergies Other health problems	Continuing discomfort Damage to furniture and other items

Many are familiar to Canadians, often occurring during the heating season when it is very cold outside, our windows are closed and indoor air circulation and ventilation are reduced.

Humidity: How much is too much, or too little?

Experts have developed rules of thumb to help homeowners make decisions regarding humidity levels in their houses. The limits should be used as guides only. Acceptable or comfortable humidity levels will actually vary from season to season, from house to house, and even between rooms in the same house.

Rules of thumb

To prevent window condensation during the heating season, the recommended indoor Relative Humidity (RH) is 30 per cent to 50 per cent. When it is below $-10^{\circ}\text{Celsius}$ outdoors, recommended indoor RH is 30 per cent.

Taking action

Humidity can be controlled. If the relative humidity in your home is too high, you can reduce it; if it is too low, you can increase it.

This may require simple changes in your family's habits, such as remembering to open or close doors or windows. Or you may need to use equipment, such as exhaust fans in bathrooms or kitchens, to remove excess humidity. Very low indoor RH levels in the winter may be due to cold, dry air leaking in from outside.

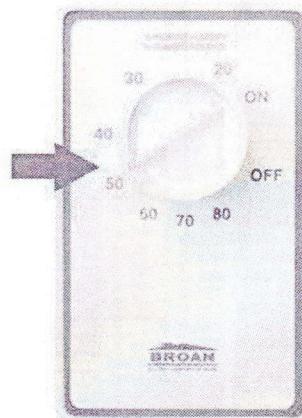
Sealing up the house keeping windows and patio doors closed will improve humidity conditions indoors, and may reduce your heating bills at the same time.

Stand-alone Humidifiers can be useful for increasing indoor RH levels. But remember that humidifiers, if not used and maintained properly, can also be sources of excess moisture and mold in your home.

Final analysis

Humidity levels in your home can be too high or too low. In either case, problems can result.

If you have a humidity problem, it can usually be controlled.



Recommended indoor humidity setting is 30 – 50%

Using the wall mounted hygrometer located in your suite will help remove excess humidity by activating an exhaust fan, usually located in an adjacent bathroom.

Excerpt from CMHC Bulletin: About your House – Measuring Humidity in your home

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