

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-3432

THE PARK

HELD: On Wednesday, February 20, 2008 at 6:00 p.m. in the Amenities Room of the Park, 1723 Alberni Street, Vancouver, B.C.

PRESENT: Teri McEachern
Paul MacGillivray
Ravi Singh
Robert Trapp
Alan Boisset
Gaye Alcott-Fleet

REGRETS: Kachi Emeruwa

STRATA AGENT: Bunny Porteous, Vancouver Condominium Services Ltd.

The meeting was called to order at 6:05 p.m.

CARETAKER'S REPORT

Mr. Borchert presented council with a detailed report of the various events that occurred during the previous month. Highlights of the report are as follows:

1. January 23rd: On January 23rd and January 30th, ProCon was on site to complete the electric vault maintenance by B.C. Hydro.
2. January 23rd: Monthly emergency generator testing completed.
3. January 23rd: The pump seal on the 11th floor leaked causing water to leak into unit #1101.
4. January 23rd: Nikls Property Services relocated two speed bumps in the parkade area to ease the entering and exiting in front of two owners' parking stalls.
5. January 31st: Milani Plumbing completed the drain cleaning for the townhouses.
6. January 24th/25th: Milani Plumbing was on site to replace the washing machine hoses in 38 units.
7. February 6th, 7th & 8th: Alumni Painting completed the painting of P1 and P2 walls and doors and the walls, baseboards, doors and frames in the Amenity Room.

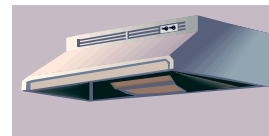
8. February 6th: Milani Plumbing completed drain cleaning in units 401, 402 and 403.
9. February 12th: Telus was contacted to pick up extra phone books left in the mailroom.
10. February 12th: Service Master Carpet completed quarter annual spot cleaning on all hallway carpets.

IMPORTANT REMINDERS

Cardboard boxes must be broken down before depositing in the recycling bins. It has been noted that residents have been tossing cardboard boxes into the recycling bin without breaking them down. On several occasions, the recycling contractors have refused pick-up, which not only is an unsightly mess in the garbage room but extra costs to the strata corporation to obtain extra pick-ups.



Residents are to turn on their kitchen exhaust fans while cooking to deter from strong odours floating in the hallways and setting off the smoke alarms within the building.



MINUTES

It was moved, seconded and carried to adopt the minutes of the January 22, 2008 council meeting, as circulated.

FINANCIAL REPORT

1. Monthly Statement: It was moved, seconded and carried to adopt the January, 2008 financial statements, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. The current balances for the 4th month ending January 31, 2008 in the appropriate funds are as follows:
 - Total Cash Balance \$386,439.89 (including CRF Balance)
 - CRF Balance (Apartment) \$ 87,866.25 (Contingency Reserve Fund)
 - CRF Balance (Joint) \$137,472.62 (Contingency Reserve Fund)
3. Invoices: Council reviewed and approved the following invoices for payment:

- Milani Plumbing & Heating \$11,557.50 Additional drain cleaning after completion of the tower drain cleaning project required in several units to remove excessive grease in the drain pipes.

 - Milani Plumbing & Heating \$4,728.00 To complete the plumbing repairs from the pipe burst in the walls between units 602 and 603.

 - Access Law Group \$1,346.22 For professional services in connection with the drug lab discovered in unit #503. The council requested the invoice be charged back to the owner of unit #503.

 - Alumni Painting \$4,557.00 Drywall repairs and painting in Amenity Room and P1, P2 fire doors, frames and walls as per approved quote.
4. Arrears: Council was advised that 18 owners are still in arrears with their strata fees arising from the fee adjustment at the AGM held in November 2007. Statements requesting payment have been sent to owners with outstanding balances. Late fees will be levied on owners' accounts on a monthly basis pursuant to the strata corporation bylaws until payment is submitted in full.

BUSINESS ARISING

1. Security: With the recent discovery of a drug lab in a unit of The Park, the council will present a $\frac{3}{4}$ vote resolution at a Special General Meeting on March 26, 2008 to install a surveillance system within The Park with a maximum expenditure of \$20,000 to be funded from the Contingency Reserve Fund.

<p>SECURITY TIPS</p> <ol style="list-style-type: none"> 1. Ensure the door closes behind you when entering or exiting the building. 2. Do not allow strangers into the building 3. Do not buzz people into the building that you are not expecting 4. Wait until the gate is closed before entering or exiting the parkade area 5. If you note suspicious people or activity please contact the police immediately via 911.

2. Landscaping: Premier Landscaping submitted a quote in the amount of \$7,575 plus GST to complete the following landscaping upgrades:
- (a) Remove and replace the four Ash trees on Alberni Street due to the danger of them leaning, and replace with 8' – 12' flowering Cherry trees with a 2.5" diameter at a cost of \$3,595 plus GST.
 - (b) Removal and cleaning of the planters along Alberni Street at the front of the townhouses on the upper sidewalk level and the first balcony level \$2,130 plus GST.
 - (c) Supply and plant a small hedge of Boxwood Japanese Holly along the top of the rock wall at a cost of \$1,850 plus GST.

Council approved the quote and directed the agent to contact Premier Landscaping to proceed.

3. SGM: A Special General Meeting has been scheduled for Wednesday, March 26, 2008 at 7:00 p.m. in the Amenity Room. The following $\frac{3}{4}$ vote resolutions will be presented:
- Security Upgrades
 - Current Rental Bylaw Amendments
 - Interior Painting
4. Owner/Contact Form Ks: Vancouver Condominium Services is updating the owner/tenant data base and requested all owners complete the information form attached to the January council minutes. Owners whose units are rented were also requested to ensure they have submitted the required Form K forms (tenant information). Please contact Vancouver Condominium Services if you require an owner contact form.

RENTAL BYLAW INFORMATION

Prior to possession of a strata lot by a tenant, an owner must deliver to the tenant a copy of the current bylaws and rules of the strata corporation, and notice of tenant's responsibility (Form K). Within two weeks of renting a strata lot, the landlord must give the strata corporation a copy of the Form K signed by the tenant in accordance with section 146 of the *Strata Property Act*. Owners who do not submit a Form K with tenant information are requested to contact VCS to obtain a form. Owners who do not submit a Form K by February 28th will be assessed a \$200 bylaw violation fine against their account as noted in the minutes of January 22nd. Owners may contact VCS to obtain a Form K

FOB RE-REGISTRATION

5.

Fob Registration: The council is updating the FOB system, and requests all owners re-register their fobs in the Amenity Room, 1723 Alberni on the following dates:

- **Saturday, March 15th, 10:00 am to 12:00 pm**
- **Monday, March 17th, 6:00 pm to 8:00 pm**
- **Saturday, March 29th 10:00 am to 12:00 pm**

Owners/residents who do not present themselves on the above noted dates to re-register their fobs will have their fobs deactivated and will be required to contact Vancouver Condominium Services to complete the forms and to have their fobs re-activated to access the building. Non-resident owners who live out of province and do not rent their unit, are requested to contact VCS.

6. **Building Assessment/Levelton:** VCS submitted surveys to all owners of The Park to complete and submit to VCS by January 31st with any noted deficiencies. Levelton engineers are compiling the surveys and will proceed shortly with the visual field work for the envelope assessment. A report should be available for the owners' review for the April council meeting.
7. **Fire Inspection – 2nd Visit:** Fire Pro will be on site Tuesday, February 26th from 3:30 p.m. to 8:00 p.m. to inspect and test the fire safety equipment in units not accessed during the first visit. All in-suite fire safety devices must be tested in accordance with the local fire code. Owners who do not allow access will be required to contact Fire Pro at the owners' cost to test their safety equipment as per the Fire Code. Units with safety equipment not tested will be held liable and negligent if a fire occurred and it is determined that the fire originated in their unit.
8. **Washing Machine Hoses:** Council highly recommended owners replace their washing machine hoses every seven years (owners' responsibly). Two quotes were obtained and Milani Plumbing was selected to complete the hose replacement in owners' units who submitted the form sent to all owners in the hose replacement project, to deter from costly damages and inconvenience to owners from burst hoses.
9. **Unit #1807:** As per the strata's request, the management company for unit #1807 Sea Park Property Management filed a 45-day eviction notice to remove the tenants due to the ongoing concerns the tenants in the unit are causing to residents on the 20th, 19th, 18th and 17th floors in the building. Seven letters and five noise bylaw violation fines have been submitted to the management company in the last seven months with the ongoing excessive noise and music. The police have attended to four excessive noise complaints to unit 1807 within the last three months.

10. Leaks – Units #603, #602, #601, #503, #502, #501, #403, #402, #401: Onside Restoration has been engaged to complete the repairs in the above noted units incurred from the pipe burst in the walls between units #603 and #602. Onside Restoration will be contacting the owners of the affected units to schedule the repairs. The total cost of the repairs is estimated at \$76,000 of which the strata corporation will be responsible for the \$5,000 insurance deductible.
11. Parking Stalls: The council is continuing to complete walkabouts in the parkade area and owners who continue to store unauthorized items in their parking stalls will be assessed a \$200 bylaw violation fine against their account.
12. Storage Room: Council deferred discussion on the storage room until the next council meeting.
13. Dryer Vent Cleaning: National Air Technology will be on site Tuesday, March 4th to Thursday March 6th to complete the dryer vent cleaning from the outside of the building. Access to owners' units will not be required. Owners should not be alarmed by the action sound inside their dryer exhaust duct during the cleaning process.
14. Window Cleaning: Ace Window Cleaning will be on site in March to complete the spring window cleaning. Notices will be posted with the scheduled date.
15. Unit #TH 1733 – Repairs: Western International Development (WID) has been contacted to complete a deficiency with the deck tiles from the exterior repairs at TH1733. The council approved the owner's request to hire the contractor to replace the damaged hardwood flooring in their unit with a maximum expenditure of \$6,000.
16. Unit #2303 - Noise: The council has requested the agent contact the owner of unit 2303 to file an eviction notice as per the *Strata Property Act*, Section 138, Interference, on their tenants due to the ongoing excessive noise and loud music at all hours of the day and night. Several letters and noise bylaw violation fines have been charged against the owner's account, and the music and noise continues.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters. Owners are advised that, pursuant to the Strata Property Act, correspondence which is addressed to the strata corporation must be made available to any other owner interested in such correspondence, and to certain other persons in specified circumstances. What this means is that any correspondence which is sent to the strata council in confidence might not be protected or privileged, and is subject to any other overriding and applicable law.

1. Noise Issues: The agent advised council that several noise complaint letters have been received regarding excessive noise and loud music in units #1807 and #2303. The agent was directed to assess bylaw violation fines in the amount of \$200 against the owners' accounts of units #1807 and #2303.

2. Garbage Concerns: It has been brought to the council's attention that a resident is tossing dead flowers and garbage out of the window which is not only a bylaw violation, but could create a safety/security concern to residents below. A letter has been sent to the resident to stop immediately. Residents who witness this action are requested to contact Vancouver Condominium Services.
3. Hot/Cold Water Domestic Plumbing System: A letter was submitted from an owner recommending the council invite Milani Plumbing and a mechanical engineer to a council meeting to discuss the increase in plumbing issues and inquire as to whether a mechanical assessment be completed on the buildings hot/cold water domestic systems. The council agreed and requested the agent contact Milani Plumbing and a mechanical engineer to attend the next council meeting.

NEW BUSINESS

There was no New Business.

There being no further business, the meeting was adjourned at 8:50 p.m. The next meeting will be held on Wednesday, March 19, 2008 at 6:00 p.m.

Bunny Porteous
Vancouver Condominium Services Ltd.
#400 - 1281 West Georgia Street
Vancouver, B.C. V6E 3J7

Telephone: 604-684-6291 (24 Hour Emergency Services)
Toll free: 1-877-684-6291/Fax: 604-684-1539

BP/ae