

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-3432

THE PARK

HELD: On Tuesday, January 20, 2009, at 7:00 p.m. in the Amenities Room of The Park, 1723 Alberni Street, Vancouver, B.C.

PRESENT:

Teri McEachern	#2402
Alan Boisset	# 801
Gaye Alcott-Fleet	# 907
Ravi Singh	#1401
Robert Trapp	#1707
Mike Fong	#1777 TH

STRATA AGENT: Bunny Porteous, Vancouver Condominium Services Ltd.

The meeting was called to order at 5:10 p.m.

ELECTION OF OFFICERS

The following Officers were appointed:

• President	Teri McEachern	#2402
• Vice-President/Project Liaison	Mike Fong	#1777 TH
• Treasurer	Gaye Alcott-Fleet	# 907
• Landscape	Robert Trapp	#1707
• Security	Ravi Singh	#1401
• Maintenance	Alan Boisset	# 801

BUILDING MANAGER REPORT

Mr. Kevin Costea of Cordial Management Services presented council with a detailed report of the various activities that have occurred. Highlights of the report are as follows:

1. Valley Power Sweep completed power sweeping of the parkade.
2. Plumbing/Air Vent/AC Maintenance completed.
3. Parkade sprinkler system winterized.
4. Major clean-up of the corridors (walls, doors, light fixtures).

5. Storage rooms – There are still 15 owners who have yet to register their lockers. Lockers must be registered with the building manager by February 15, 2009, or the lockers will be emptied.
6. Bicycle room clean-up – there are 12 unregistered bicycles, which will be removed on February 15, 2009, if not registered with the building manager.
7. Parkade entrance lights upgraded for increased visibility.
8. Schindler Elevators replaced brake pads on elevator #1.

IMPORTANT REMINDERS

1. Cigarette butts, garbage etc
It has been noted that residents are continuing to toss burning cigarette butts/garbage over their balconies or out of their windows, which is not only unsightly, but a potential high risk for causing a fire to the units below.

Residents are required to stop tossing items/burning cigarette butts over their balconies, which endanger the lives of residents below.

A monitoring system has been put in place and residents found to be in violation will be charged a bylaw fine with \$200.00 charged against the owner's account.
2. Garbage Compacter
Residents are required to double-bag their garbage before placing it in the compactor. The following items are not to be placed in the compactor; cardboard, boxes, furniture, clothes, hangers, plastic containers, foam, wire and construction materials.

MINUTES

It was moved, seconded and carried to adopt the minutes of the October 30, 2008, council meeting, as circulated.

FINANCIAL REPORT

1. Monthly Statement: Council reviewed the December 2008 financial statement. It was moved, seconded and carried to adopt the October, November and December 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. Account Balances: The current balances for the 3rd month as at December 31, 2008, in the appropriate funds, are as follows:
- Total Cash Balance \$472,906.91 (including CRF Balance)
 - CRF Balance (Apartment) \$ 80,487.58 (Contingency Reserve Fund)
 - CRF Balance (Joint) \$159,581.54 (Contingency Reserve Fund)
3. Arrears: The agent advised council that there are several owners who have yet to submit their January special levy payment for the exterior maintenance project approved at the Annual General Meeting on November 27, 2008.

REMINDER TO OWNERS – SPECIAL LEVY

A special levy for the exterior maintenance project was passed on November 27, 2008. As matter of financial convenience, the owners may pay the special levy over a period of twelve months, such payments to be made in twelve equal payments on the 1st of each month, commencing on January 1, 2009, and ending on December 31, 2009. This levy may be added to the PAC plan, with your written authorization only, if you are already on PAC for your strata fees. Please access the website "www.vancondo.com" to obtain the form "ADD LEVY TO PAC" and submit to VCS. If you missed the cut-off date for the first payment, you will need to send in a cheque for the month. If you pay by monthly cheque, please issue post-dated cheques, payable to "Strata Plan LMS-3432" effective January 1, 2009, to December 31, 2009. Should you require further information, please contact VCS at 604-684-6291. **Any owner who fails to make payments in accordance with the Resolution shall be assessed a fine of \$100.00 on each such late payment. The strata corporation may further add interest charges on overdue payments at the rate of 10% per annum, compounded annually.**

BUSINESS ARISING

1. Exterior Maintenance Project: Levelton Engineering is proceeding to prepare a contract to prepare the specs, submit the project to tender, and oversee the Exterior Maintenance & Repair Project. The engineers have recommended the various repair work to be carried out on the townhouses, the tower and the parkade, to proceed as follows:
- First Priority – repair and remediation work to the townhouses. Because there are active leaks and the existing conditions have caused, and continue to cause, damage to the building envelope, the issues pertaining to the townhouses should be addressed first.
 - Second Priority – repair and remediation work to the tower. While some of the deficiencies observed by Levelton Engineering must be addressed on a high priority basis, it remains that those deficiencies have not yet led to reported cases of active leaks. However, the observed deficiencies must be corrected as they may lead to water ingress in the future.

- Third Priority – repair work to the parkade. Fill in cracks on the concrete slab and install a Qualideck waterproofing membrane on top to prevent further cracks.
- Fourth Priority – repair and remediation to garden pathways.

As a strategy to optimize resources and address the priority as they appear in order, Levelton recommends the client should proceed in accordance with the following sequence;

- (a) Initiate the design phase for repair and remediation to the townhouses;
 - Tender the work for the townhouses to be possible to identify a phased approach to that work which can proceed prior to all the funds having been collected;
 - Begin to carry out the work for the townhouses;
- (b) Initiate the design phase for repair and remediation to the tower;
 - Tender the work for the tower;
 - Begin and carry out the work for the tower;
- (c) Initiate the design phase for repair and remediation to the parkade;
 - Tender the work for the parkade; and
 - Carry out the work for the parkade.
- (d) Initiate the design phase for repair and remediation to the garden pathways;
 - Tender the work for the pathways; and
 - Carry out the work for the pathways

The engineer is projecting the townhouse repairs to begin late spring and the tower repairs in August/September 2009.

The council is in agreement with the recommended repair priority and strategy plan and will review the engineer's contract at the next council meeting.

2. Security: It has been brought to the council's attention that there is an increase in noise complaints. Letters will be sent to the owners with a reminder of the strata corporation bylaw 4.1 (b), which states:

4. Use of property/Pets

4.1 An owner, tenant, occupant or visitor must not use a strata lot, the common property or common assets in a way that:

- (b) **causes unreasonable noise, unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot,**

Any further complaints will result in a bylaw violation fine in the amount of \$200.00 assessed against the owner's account.

3. Landscaping: It has been noted that several residents are allowing their dogs to urinate and defecate on the exterior perimeter of the buildings, resulting in damage to the hedges and landscaping. Residents are reminded of bylaw 4.10, which states:

An owner of a pet shall not permit the pet to urinate or defecate on the common property or limited common property, and if the pet does urinate or defecate on the common property or limited common property, the pet owner shall immediately and completely remove all of the pet's waste from the common property or limited common property and dispose of it in a waste container or by some other sanitary means. (April 14, 2003)

The areas will be closely monitored and residents noted in violation will be assessed a \$200.00 bylaw fine against their account.

4. Amenity Room Upgrades: On November 27, 2008, the owners voted in favour of upgrading the common area amenity room furniture in order to provide a room for the residents to rent and to create an additional source of revenue for the strata corporation with a sum of money not exceeding \$10,000.00.

Two council members have volunteered to proceed with the upgrade and purchase of a new sofa, chairs, tables, fridge, microwave, etc.

5. Insurance: The 2009 insurance renewal terms (December 31st) was received from the strata corporation's current insurance broker, BFL Canada. Due to the number of claims, and the total of the payout of the claims (about \$600,000.00) this past year, the broker had trouble finding underwriters prepared to provide coverage for the building. Coverage was secured, although at a much higher rate than the previous year, and with the water loss all risks and sewer backup deductibles increased to \$100,000.00. VCS requested quotes from two alternate brokers, one declined, and the second presented a premium of \$30,000.00 higher than the BFL premium of \$70,835.00.

Owners are highly encouraged to obtain a "Condo Unit Assessment Policy" with their personal contents insurance, which would cover the strata corporation's \$100,000.00 deductibles.

The following insurance brokers will provide the required coverage:

- ING
- Canada Direct
- Dominion of Canada

The council will continue discussion on implementing a proactive maintenance program outlining:

- (a) Strata corporation maintenance responsibility;
- (b) Residents maintenance responsibility within their strata lots;
- (c) Rental Units – Owners responsibility to provide quarterly inspection reports of their unit, as per the provincial legislation tenancy agreement.

The insurance brokers advised the strata corporation that the insurance deductibles could be lowered within the next 3 years providing:

- (a) Maintenance & risk protocols are established;
- (b) Inspections are completed on a quarterly basis in rental units;
- (c) No drug operations are identified within the building.

IMPORTANT

Residents are reminded that the maintenance of washing machines/dishwater hoses, water shut-offs, shower diverters, hose bibs, fridge line plastic hoses and toilet wax seals are the resident's responsibility to maintain and should be checked on a regular basis.

Owners with rented units should ensure their tenants complete regular maintenance checks in the unit in order to prevent hose bursts, leaks, etc, which can be extremely costly to owners.

6. Fire Inspection – 2nd Visit: Firepro will be onsite Monday, February 2, 2009, between 3:00 p.m. and 8:00 p.m., to complete recommended repairs and the testing of the safety equipment in the following units not accessed during the first visit December 13 to 19, 2008.

Townhouses – 1733, 1767, 1773

1723 Alberni – 2405, 2407, 2303, 2306, 2307, 2205, 2202, 2102, 2103, 2106, 2108, 2002, 2003, 1905, 1906, 1908, 1803, 1805, 1806, 1701, 1706, 1707, 1601, 1602, 1606, 1502, 1503, 1507, 1401, 1402, 1407, 1201, 1203, 1205, 1208, 1101, 1102, 1103, 1105, 1108, 1002, 1003, 1007, 902, 905, 908, 802, 806, 807, 808, 703, 706, 605, 606, 607, 608, 402, 403, 406, 408

Firepro will also be replacing the smoke alarms in units 2507 (x2), 2305, 1607 (x2), 1206.

The City of Vancouver requires that all in-suite fire devices be tested at least once per year. Owners' units that are not accessed after this second visit, will be required to contact Firepro and arrange a time to have the testing done at the owner's cost. The strata corporation will not pay the cost. Failure not to have the testing done will hold the owner liable for any damages incurred, due to deficient safety equipment.

7. Website: In order to support the environment and as a cost saving measure to the strata corporation, the council has implemented a policy that the monthly minutes, notices, reports, etc, will only be available on the strata corporation's website www.thepark.ca as of February 1, 2009. For the convenience of owners, the minutes will be posted in PDF format on the website to anyone with internet access.

If you wish to receive a printed copy of the minutes, please contact VCS at 604-684-6291.

CORRESPONDENCE

1. Correspondence was received from an owner concerned with the outcome of the AGM held in November 2008, and the results of the Exterior Maintenance Project resolution.
2. Correspondence was received from a non-resident owner with recommendations on scheduling and completion of the Exterior Maintenance Project.
3. A letter was received from the owner of unit 1708 requesting council's approval to install laminate flooring and remove the partition post between the balcony door and the living space. The agent submitted a letter of approval to the owner to install laminate flooring, with the following conditions:
 - (i) To absorb noise, maximum soundproofing available should be installed between the laminate and the underlying structure;
 - (ii) Area rugs be laid in high traffic areas;
 - (iii) Shoes not to be worn inside the unit while walking on the laminate floors;
 - (iv) Memos to be distributed to all neighbouring units and the building manager with the timeframe of renovations.

The owner is required to submit a letter of approval and a copy of a permit, if required, from the City of Vancouver before removing the partition/post between the balcony door and the living space and submit to council before proceeding.

NEW BUSINESS

1. Due to time constraints, council was unable to discuss the New Business items presented at the AGM. This will be discussed at the February 2009 council meeting.

There being no further business, the meeting was adjourned at 7:00 p.m. The next meeting will be held on Monday, February 23, 2009, at 7:00 p.m.

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BP/md

24-Hour Emergency Services

Clients using Telus Anonymous Call Blocking feature must deactivate this service (*87) to receive return calls from VCS after hours.

Please note that we will take no action on any emergency unless we have talked first to the person placing the call. If you have placed an emergency call, please keep the phone line clear so that VCS can return your call promptly.

PLEASE NOTE THAT THIS SERVICE IS FOR BUILDING EMERGENCIES ONLY: IT IS NOT FOR PERSONAL EMERGENCIES. Personal emergencies include lost building or suite access devices (i.e., keys, fobs, IRTs, garage remotes) access to relatives' apartments, inquiries about account balances, "someone parked in my stall", neighbours are having a loud party, neighbours' security alarm is going off and similar situations. We are also unable to provide assistance on calls such as "I saw a strange person enter the garage..." Suspicious activity and loud parties should be reported to the police. Break and enter and/or vandalism to your automobiles or suites should be reported to the police department.

Please feel free to report floods, broken water lines, fires, fire alarms, stuck elevators, garage gates not working and other similar building/property issues requiring immediate attention.

The 24-hour answering service is not available for general inquiries concerning accounts, council policies and other matters which are regular administration items.