

**MINUTES OF COUNCIL MEETING**  
**STRATA PLAN LMS-3432**  
**THE PARK**

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**HELD:** On Tuesday, July 22, 2008 at 6:00 p.m. in the Amenities Room of the Park, 1723 Alberni Street, Vancouver, B.C.

**PRESENT:** Teri McEachern  
Paul MacGillivray  
Robert Trapp  
Alan Boisset  
Ravi Singh

**REGRETS:** Gaye Alcott-Fleet  
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. June 10<sup>th</sup>: Milani Plumbing was contacted to investigate a leak in one of the hot water tanks.
2. June 12<sup>th</sup>: Milani Plumbing & Heating was contacted to review a leak in units #2305 and #2306 and discovered a loose pipe coupling in between the walls of units 2305 and 2306.
3. June 13<sup>th</sup>: Action Glass has replaced broken windows in units #1607 and #1702 and the courtyard area.
4. June 24<sup>th</sup>: Global Gas Detection completed the annual parkade CO<sup>2</sup> sensor testing.
5. June 27<sup>th</sup>: Trash-It removed junk from two storage rooms along with items stored on the top of storage lockers which is in non-compliance with the Fire & Safety Codes.
6. July 3<sup>rd</sup>: Executive Air was on site to attend to a leak from the air conditioning system in unit #2406 (owner's expense).

The council has recommended residents on the 24<sup>th</sup> and 25<sup>th</sup> floors complete an annual maintenance check on their air conditioning systems to deter from costly water damage expenses. Owners are recommended to contact Executive Air at 604-983-2151.

## MINUTES

It was moved, seconded and carried to adopt the minutes of the June 10, 2008 council meeting, as circulated.

## FINANCIAL REPORT

1. Monthly Statement: It was moved, seconded and carried to adopt the June, 2008 financial statement, 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 9<sup>th</sup> month ending June 30, 2008 in the appropriate funds are as follows:
  - Total Cash Balance                      \$416,583.55 (including CRF Balance)
  - CRF Balance (Apartment)              \$ 88,919.49 (Contingency Reserve Fund)
  - CRF Balance (Joint)                      \$136,693.10 (Contingency Reserve Fund)
3. Audit: The council approved the quote in the amount of \$2,775 plus GST to complete the fiscal year end audit.
4. Arrears: Council would like to thank all owners for ensuring that their strata fees are submitted on time.

## BUSINESS ARISING

1. Security:
  - a) Security Cameras: Dominion Security has completed the installation of 16 armoured dome cameras in high exposure areas around the building including the elevators at a total cost of \$22,000. Broadcast of several sites is available on channel #59.
  - b) Fobs: Council is proceeding to obtain quotes to update the fob data base along with the installation of the security system on all doors leading to the parkade area. The costs will be included in the next fiscal year's budget, to be discussed and voted on at the next AGM.

2. Landscaping: Council member Robert Trapp will meet with University Sprinklers to review the irrigation system around the gardens and lawn areas of the building.
3. Fire – Unit #1508/Repairs in 22 Units: Barclay Restoration has been awarded the contract to complete the water damage repairs to 22 units at a cost of \$215,000 incurred from a fire in unit #1508 on May 22<sup>nd</sup>. Barclay Restorations will contact owners/residents to schedule the date of repairs in their units. Owners with enquiries/concerns should contact Barclay Restoration at 604-455-0366 or VCS at 604-684-6291. The repairs are projected to be completed by the end of October. The owner of unit 1508 has been charged back for the all-risk insurance deductible in the amount of \$2,500 per the strata corporation bylaw 4.4 which states:
  - 4.4 *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 the owner's visitors, occupants, guests, employees, agents tenants or a member of the owner's family, but only to the extent that such expenses is not reimbursed from the proceeds received by operation of any insurance policy. In such circumstances, and for the purpose of bylaws 4.1, 4.2 and 4.3, 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.*
4. Flood – Units #805/#806/#705: Barclay Restoration has been awarded the contract to complete the water damage repairs in units 805, 806 and 705 at a total cost of \$36,000 from the owner of unit 806's washing machine valve failure as the result of the water damages incurred from the owner of unit 806's washing machine. The water damage insurance deductible in the amount of \$5,000 has been charged back to the owner per the strata corporation bylaw 4.4 (see Business Arising #3).
5. Insurance Deductible: The strata corporation's insurance provider, BFL Canada contacted Vancouver Condominium Services to advise that the water damage and sewer damage deductible for The Park, LMS-3432 has been increased from \$5,000 to \$50,000, and the all-risk deductible from \$2,500 to \$5,000 as of May 27<sup>th</sup> 2008. Since 1999, 22 insurance claims have been filed with the insurance company.

**IMPORTANT**  
**\$50,000 WATER DAMAGE INSURANCE DEDUCTIBLE**  
**FOR WATER LEAKS ETC.**

It is EXTREMELY important that residents contact VCS with any detection of water leaks, staining, pipes dripping etc. to deter from costly damages. It is the resident's responsibility to maintain their strata lot i.e. washing machine and dishwasher hoses, shower valves, leaky taps, shower hoses-bibs, shut-off valves, toilet seals etc. With

the increase of the water damage deductible (\$50,000) owners are required to be vigilant in advising their tenants to contact VCS and the owner with any water concerns/issues to deter from costly expenses and the inconvenience to neighbouring units who may incur water damages. Insurance deductibles will be charged to owners (as per the strata corporation's bylaw 4.4). Therefore, ensure that you have adequate coverage with your personal insurance to cover the costly \$50,000 water damage deductible; if required.

6. Building Condition Assessment/Levelton: The agent distributed the Building Condition Assessment Report completed by Levelton Engineering for council's review. A representative from Levelton Engineering will attend the next council meeting to review the Building Condition Report.
7. Parking Stalls: An owner has volunteered to assist with the council in completing walkabouts in the parkade area to ensure parking stalls are kept on compliance with the strata corporation bylaws and Vancouver Fire & Safety Codes. Owners who continue to store unauthorized items in their parking stalls will be assessed a bylaw violation fine against their account as per bylaw 37.1. The council would like to thank all owners for their compliance with the Fire & Safety Codes and assisting with preventing potential acts of vandalism.  
  
*37.1 An owner, tenant or occupant must use parking stalls only for the parking of licensed and insured motor vehicles, trailers, motorcycles or bicycles, and not for the parking of any other type of vehicle or the storage of any other item, unless otherwise approved in writing by the council.*
8. Leak – Units #2305/#2306: On June 10<sup>th</sup> Milani Plumbing was contacted to investigate a leak in unit #2305 and discovered a coupling had become loose between the walls creating drywall and flooring damages in units 2305/2306. Barclay Restoration was contacted to complete the emergency repairs and has submitted a quote in the amount of \$18,351.90 to complete the repairs in units 2305 & 2306.
9. Leak – Unit #1002: On Friday, July 18<sup>th</sup> the owner of unit #1002 contacted VCS to advise of a leak in her washing machine causing a flood on her laminate flooring. Barclay Restoration attended to the emergency repairs. Milani Plumbing was contacted to investigate the leak and determined the leak originated from the owner's washing machine which is an owner responsibility. The owner was recommended to contact her insurance company to file a claim as the damages are an owner's responsibility.
10. Leak – TH1773: Western International Development was contacted to investigate several leaks in townhouse 1773. WID removed the interior drywall below the French doors assembly and discovered the exterior sheathing decayed. Levelton Engineering was contacted to investigate townhouses 1773 and 1723 who contacted VCS with moisture concerns around

the sills of their French doors by the kitchen door. From Levelton's observation, the water ingress at the decks of the townhouses is an issue that should be addressed globally so that the fix is affected on all seven townhouses, if applicable. The strata council has approved Levelton to proceed with an assessment and submit a report at the next council meeting.

11. Hot Water Tank: On June 10<sup>th</sup> Milani Plumbing & Heating was contacted to investigate a leak in one of six hot water tanks. The warranty was verified and noted to have expired in May 2007. Milani Plumbing recommended replacing the six hot water tanks with a boiler and storage tank system as a cost saving to the strata corporation. Milani Plumbing advised that the average life span for a Boiler System is 10-20 years with an average life between five to eight years. Milani Plumbing submitted an estimated quote in the amount of \$90,000 to replace the HWT's with a boiler and storage tank system. The cost to replace one of the six HWTs is approximately \$11,000. The council scheduled an SGM on July 23 to present a  $\frac{3}{4}$  vote resolution to replace the HWT with a boiler and storage tank system, \$48,000 to be funded from the mechanical fund (established in 2005 to replace the HWT) and the balance from the CRF. On July 12<sup>th</sup> Milani Plumbing & Heating was on site to review the hot water tanks and noted that the leak in the storage tank had stopped. Although the council realizes the problem still exists, a decision was made to postpone the emergency SGM in order to complete comparison and analysis between hot water tanks versus a boiler and storage tank system for owners' review. A  $\frac{3}{4}$  vote resolution will be presented to the owners at the next AGM to replace the hot water tanks with a boiler and storage tank system.
12. Window Washing: Ace Window Cleaners will be on site Thursday, July 24<sup>th</sup> and Friday, July 25<sup>th</sup> to complete the (third annual) window washing of the inaccessible windows for the fiscal year 2008. Residents are requested to contact the caretaker with any deficiencies within seven days of completion.
13. Fire Works: Interglobe Security has scheduled additional security during the fireworks July 23<sup>rd</sup>, July 26<sup>th</sup>, July 30<sup>th</sup> and August 7<sup>th</sup>.
14. Bylaw Review: Council member Alain Boisset is proceeding to review the strata corporation bylaws and upon completion will present proposed move-in/out and short term rental bylaw amendments to council for review, before presenting to the owners at the next AGM.
15. Plumbing Assessment: The council directed the agent to obtain a quote to complete a condition assessment of the hot/cold water domestic plumbing.

## CORRESPONDENCE

*Owners are invited to write council via the management company regarding any strata matters.*

1. A letter was received from an owner with inquiries on the sources and responsibilities of the recent leaks and water damages in the building. The agent was requested to submit a letter to the owner advising that a portion of the leaks have been owner maintenance issues and a portion have been strata plumbing leaks. Water damages incurred from washing machines, dishwashers, faulty toilet seals, etc. is responsibility of the owners to complete.
2. Letters were received from units #2306 and #2305 enquiring on the status of the water damage repairs in their units incurred from the leaking drain pipe coupling discovered in the wall between the two units. Barclay Restoration has been approved to complete the repairs and will schedule the owners to complete the repairs at the strata corporation's expense.
3. A letter was received from the owner of unit #1727 Alberni who discovered moisture damage below the sills of their kitchen patio door. Levelton Engineering has been requested to investigate the water moisture.

#### NEW BUSINESS:

1. Moving Bylaws: It has been brought to the council's attention that tenants/owners are completing move-in/outs without contacting the resident caretaker to schedule the moves. Owners noted in violation will be assessed a \$200 fine against their account. See attached moving bylaws.

There being no further business, the meeting was adjourned at 8:10 p.m. The next meeting will be held on Thursday, August 21, 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/mc