

MINUTES OF STRATA COUNCIL MEETING

Strata Plan LMS 869 – Pacific Place Landmark I

Held: Wednesday, October 21st, 2009 @ 6:00 pm.
The Meeting Room – 950 Cambie St, Vancouver

ATTENDANCE

Steve McVittie – President
Peter Cox – Vice President
Peter Derry – Secretary
Chris Hobbs
Paul Kral from AWM-Alliance Real Estate Group Ltd.
Susan Lerch – Site Manager

Regrets: Riaz Kassam – Treasurer; Raju Bhattarai

The meeting was called to order @ 6:00 p.m. by Steve McVittie – President.

PROBLEMATIC TENANTS

The Property Manager mailed out registered letter to the Owner, requesting meeting with the Property Manager or Council to discuss on-going abuse of Strata Corporation bylaws from tenant residing in their unit. The Owner attended the October 21st, 2009 meeting to discuss what steps he was going to take so their tenant who resides in their unit will no longer contravene the Strata Corporation bylaws. As this was the 3rd complaint received, the Owner agreed to terminate their tenant's tenancy as of November 30th, 2009. CARRIED UNANIMOUSLY

MINUTES OF THE LAST COUNCIL MEETING

It was **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to APPROVE the minutes from September 16, 2009 as previously circulated.

FINANCIAL REPORT

The financials statements for January, February, March, April, May, June, July, August and September 2009 were approved. CARRIED UNANIMOUSLY.

Accounts Receivable – The reminder notices were mailed to all Owners in arrears.

AWM-Alliance conducts collection in accordance with the bylaws each month on all outstanding accounts. Owners are advised that your monthly maintenance payments are due and payable on the first of each month. Non-compliance may result in the Strata Council assessing fines, interest charges applied to outstanding balances, and/or having a legal lien placed on the unit. **Owners are encouraged to correspond with Council if they expect delays/experience financial difficulties.**

Site Managers Report

The site manager's report is available on Pacific Place Landmark I website or at AWM alliance's office. It was MOVED and SECONDED to receive the site manager's report for the period up to October 20th, 2009.

MOTION CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

Windows Inspection – The Council discussed the future project based on Morrison & Hershfield report from year 2005. The Council further approved inspection of several units, to replace the window hinges and the window seals. Those units will be further monitor for possible water condensation.

Council Positions - Chris Hobbs volunteered to be the Privacy Officer and Peter Cox was elected the Vice President. CARRIED

Notice of Claim – As reported in September 2009 minutes, an Owner submitted a claim regarding fines received from Crosby / Strata Corporation in March 2007. The lawyer filed a defense on September 3rd, 2009 as required. The Mediation Session was set for October 13th, 2009. The Property Manager and the lawyer tried to explore possible resolutions to this matter, which would be acceptable to all parties, prior to the Mediation date. The lawyer was able to come to an agreement with an Owner and that the matter was settled on October 13th, 2009 at the Mediation

Landscaping – The Property Manager obtained a 2nd quote from Tree Plus Landscaping for previously noted 2 trees removal. For this work, Tree Plus quoted \$250.00 per tree. The Council approved the quote. CARRIED

Fobs / Form K / Parking – As noted in September 2009 minutes, the Council developed the Registration procedure plan for fobs registration and the registration notices were distributed to all Owners in September 2009. Those who did not submit the registration forms, please do so as soon as possible. For those who are not able to read their fob number, the Council is going to arrange for the manual registration times in November 2009. Further notices will be mailed out well in advance.

Maintenance Items –

- *Leak in P2* – The Council again discussed the leak in P2. The technician from Mountain Fire found rotten sprinkler pipes. Two x 21' lengths of pipe and 12 branch line couplers require replacement. The Council approved the quote at \$2,890.00. CARRIED
- *Windows* - The Council approved installation of new window hinges in two units.
- *Pool* – The Council approved replacement of the faulty light in the pool. CARRIED
- *Pond* – The Council approved draining of the pool and repairs of the faulty lights.
- *Commercial Section* – The tenant of the commercial section reported water ingress between the concrete wall and the window. The contractor was called and the damaged caulking was replaced. There were no further problems reported.

NEW BUSINESS

HVAC Installation – The commercial unit submitted request to install HVAC unit on top of the commercial unit's roof. The Council requested further info. This matter will be again discussed at November Council meeting.

Nygard Signage – The Council approved the final “design” of Nygard’s signage and will be contacting the Commercial owner’s representative regarding approval of installation.

Settlement – An owner submitted complaint regarding of charges from year 2006 related to water damages remediation. The Council authorized the Property manage to settle the matter with the owner.

Short Term Rentals – The Council received several complaints regarding short term rental bylaw violations. The Council will monitor the situation and reserves the right to take any action in the future it deems appropriate. Owners are encouraged to contact the strata council if they are concerned about a potential short term rental. Owners can also contact the City of Vancouver Property Use Hotline at 604 873-7398 to report short-term rentals.

CORRESPONDENCE

Several items of correspondence were reviewed and the Council has directed the Property Manager to respond to the letters, giving specific direction on the content of the replies.

An Owner submitted additional letter regarding water damages. The Council directed the Property Manager to respond in writing.

An Owner submitted additional letter requesting reversal of charges related to water damages. The Council directed the Property Manager to respond in writing.

An Owner requested reimbursement for charges related to plumbing work. The Council directed the Property Manager to respond in writing.

An Owner submitted letter regarding fines. The Council directed the Property Manager to respond in writing.

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NOTICES

Garage Door Closing – It was noted that residents click on the garage gate while it is still moving. This can result in the motor/mechanism to be worn out faster and possible motor break and spring shaft. The Strata Council would like to ask people not to click on moving gate if possible and let gate fully close before clicking to open the gate.

Alcohol Consumption – Open Alcohol is not permitted anywhere on common property, including lobby, hallways, exercise areas and pool area, both front and back courtyards.

Garbage Bags - When bringing garbage down to the garbage room for disposal, please ensure that garbage bags are sealed and wrapped up properly so that nothing spills or drips out onto the carpet or elevator floors.

SECURITY

All Owners/Residents are asked to:

- * **never leave keys or key fobs in their vehicle**
- * **report any lost or stolen keys to AWM immediately**
- * **not allow strangers into the building**
- * **meet delivery personnel at the front door**
- * **watch the garage gate close after driving in/away from the parking area**

Suite Modification/ Insurance - Owners are reminded that they should have appropriate levels of “contents” and insurance coverage for their belongings and any improvements that have been done to the suite since originally built.

24-Hour Emergency: Residents are requested to contact the **AWM by calling 604-685-3227**

RENTALS: In accordance with the bylaws, all Owners renting their strata lots are reminded that it is mandatory to have an updated “**Form K**”, **Notice of Tenants Responsibilities**, given to the corporation within 30 days of each new tenant moving into the strata lot. It is requested at this time that all tenanted strata lots provide an updated “Form K”. AS PER THE BYLAWS, IF AN UPDATED “FORM K” IS NOT FILED WITH AWM A FINE OF **\$200.00** WILL BE ISSUED TO THE STRATA LOT EACH MONTH. TO OBTAIN A “FORM K” PLEASE SEE WEB SITE: WWW.FIC.GOV.BC.CA .

Move/Delivery Procedures:

- The Resident must arrange in writing for the elevator booking with the Property Manager or Site Manager 7 days in advance of a move, and for a delivery.
- Residents are to contact the Property Manager or Site Manager for moves/deliveries to ensure that the elevator pads are erected.

Owners are reminded to keep these documents for their future reference in the event that they wish to sell their suite. Please note that any replacement copies must be purchased from AWM-Alliance.

ADJOURNMENT – There being no further business, the meeting was adjourned at 8:30 p.m. The next Council meeting – November 18th, 2009 @ 6:00PM – meeting room.

The minutes were taken and respectfully submitted by:

Paul Kral, AWM– Alliance Real Estate Group Ltd.

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