

MINUTES OF THE COUNCIL MEETING FOR STRATA PLAN LMS 1872 – PARIS PLACE, HELD ON THURSDAY, NOVEMBER 28, 2013 AT 6:30 PM IN THE 3RD FLOOR MEETING ROOM, 183 KEEFER PLACE, VANCOUVER, BC

Council in Attendance: Dennis Diamond - President
Mike Reid - Vice President
David Howard - Treasurer (until 8:00pm)

Regrets: Michael Rawlinson
Rod Hayley

Paris Place: Del Wordofa - General Manager

Guest: Darrin Pezer
Proactive Building Maintenance

Managing Agent: Cindy Anderson, Strata Manager
ColyVan Pacific Real Estate Management

1. CALL TO ORDER

The meeting was called to order at 6:38 p.m. With quorum requirements being met the meeting was declared competent to proceed with the business at hand.

2. GENERAL MANAGER'S REPORT

The General Manager presented his report. It was reviewed and accepted as presented. Business contained in the report is addressed further below.

3. GUEST

Darrin Pezer of Proactive Building Maintenance was asked to provide an opinion on the condition of the roof and balcony membranes that he inspected in response to water ingress at the low-rise building. He gave a brief report on the condition of the membranes and recommended that the strata corporation carry out a more thorough investigation of the membranes installed at the same time as it appears they may have been installed incorrectly. He offered to coordinate directly with Bob Mattich of BASF, the manufacturer of the membrane product, to inspect the Sonneborn Sonoguard sealants. He also suggested that council should consider making a plan to systematically repair deficient membranes and sealants.

The Strata Manager advised that it would be prudent to engage a professional engineer to carry out an independent building envelope review. Council directed the Strata Manager to obtain proposals as suggested for budget planning.



4. **APPROVAL OF MEETING MINUTES**

It was **MOVED/SECONDED** to adopt the October 30, 2013 council meeting minutes previously circulated.

MOTION CARRIED

5. **REVIEW FINANCIAL REPORT
FINANCIAL STATEMENTS**

The Treasurer recommended adoption of the Financial Statements up to the end of October, 2013. As at October 31, 2013 the CRF bank account balance was \$251,723.33 and the operating fund bank balance was \$100,967.49. Accounts receivable were \$34,504.85 (owners in arrears) and \$26,933.61 (Henderson Developments). Loan from CRF to Operating was reduced to \$30,000.00. Thereafter, it was **MOVED/SECONDED** to adopt the Financial Statements up to and including October 31, 2013.

MOTION CARRIED

ARREARS

The Strata Manager summarized accounts receivable and advised that collection of delinquent accounts is on-going.

Important!

SPECIAL LEVIES NOT YET PAID ARE NOW OVERDUE.

Failure to pay strata fees and special levies compromises the strata corporation's ability to meet its financial obligations.

Strata fees and special levies must be paid on or before the due dates. All accounts in arrears are subject to interest and late payment charges and may be sent to collections at the owner's expense.

6. **COMMITTEE REPORTS**

SECURITY COMMITTEE: the committee recommended that security system work be carried out by Allied, pending a couple changes to the scope of work previously quoted. It was **MOVED/SECONDED** to engage Allied to proceed with security system upgrade as recommended by the committee.

MOTION CARRIED

HENDERSON COST SHARING COMMITTEE: a follow up meeting with Kieran Bridge to determine the best course of action is pending.

7. **OLD BUSINESS**

Strata Procedures Review

The communications procedures report is expected to be complete next month.



Fob Audit

There was nothing to report at this time.

Management Contract Review

It was **MOVED/SECONDED** to renew the strata management contract.

MOTION CARRIED

Depreciation Report

There was nothing to report at this time.

Business Arising from the Annual General Meeting:

- Security, Concierge or None – nothing to report at this time.
- Elevator Advertisement Screens – nothing to report at this time.
- Strata Email Communication List – nothing to report at this time.

Access Control System

See security committee report above.

Notice of Petition (in camera)

A settlement has been reached.

Balcony Inspections & Repair

Darrin Pezer of Proactive Building Maintenance was asked to attend the council meeting to provide an opinion on the condition of balcony/roof membranes and sealants. Details of the discussion that took place are noted above under guest business.

8. NEW BUSINESS

House Keeping

1. Heat Deficiencies – the problem was resolved with valve replacement
2. Broken Door Striker – the striker was replaced.
3. Noise Complaint (in camera) – an investigation was carried out. Council shall determine the next course of action to resolve the problem peacefully.

Roof Review

Design Roof carried out a roof inspection at no cost. Overall the roof is reported to be in good condition but drains at drain sumps should be cleaned. Alsan flashing and granules should be applied in areas where degranulation has occurred. New roof membrane and flashing should also be applied to a number of decks and broken pavers should be replaced. Discussion on a course of action was tabled to the next council meeting due to quorum requirements not being met.

Loss Claims

Three losses occurred due to water escape; one resulting from bathroom tile deficiencies, another relating to a washing machine leak and the other relating



to a bathtub drain deficiency. Another leak was reported, involving a jet tub pipe, where no damage resulted.

Owners are reminded to contact their personal insurers to ensure adequate loss coverage. Strata insurance is limited in coverage; strata lot improvements, rental losses, interim accommodation and other items are not covered by strata insurance.

IMPORTANT

Owners are advised to regularly inspect plumbing (including valves, faucets and drainage), tile work and appliance connections for any signs of deterioration or leaks. Any deficient items should be immediately repaired by a licenced trade or replaced to prevent loss. Losses originating inside strata lots are the owner's responsibility.

Rogers Lease Renewal

Discussion was tabled to the next council meeting due to lack of quorum.

Employee Christmas Bonuses

Discussion was tabled to the next council meeting due to lack of quorum.

AGM & Budget

Discussion was tabled to the next council meeting due to lack of quorum.

Insurance Renewal

Insurance has been renewed with CMW. The effective date is December 1, 2013. Deductibles are as follows:

All losses: \$5,000 except
Water Damage - \$25,000
Sewer Back up - \$25,000
Flood - \$25,000
Earthquake - 10% minimum \$100,000
Residential Glass Breakage - \$100
Master Key Coverage - \$250
All Losses Arising From Burst Pipes - \$25,000

Owners are advised to immediately update their personal insurers.

Council Members

Owners wishing to volunteer for strata council for the remaining 2013 term are kindly asked to contact the strata manager.



Christmas Party

The annual Christmas Party is scheduled for Thursday, December 12, 2013. Notice will be posted to advise of the details.

9. CORRESPONDENCE (in camera)

Received:

- 2 Renovation Requests
- Complaint, Odour
- Complaint, Noise
- Rogers Lease Renewal

Sent:

- Arrears
- Bylaw Breach Notices
- Loss Claim/ Insurance Deductible Notices
- Responses as directed by Strata Council

10. ADJOURNMENT

The meeting was adjourned at 8:33 p.m.

11. NEXT COUNCIL MEETING

The next council meeting is scheduled for Thursday, January 30, 2014. Council meetings are normally scheduled on the last Thursday of every month.

Attention

These minutes are available by visiting the Strata's website at: www.parisplace.ca.

