



**MINUTES OF THE COUNCIL MEETING FOR STRATA PLAN LMS 1872 – PARIS PLACE,  
HELD ON **MONDAY, SEPTEMBER 15, 2014** AT 6:30 PM  
IN THE 3<sup>RD</sup> FLOOR MEETING ROOM,  
183 KEEFER PLACE, VANCOUVER, BC**

- Council in Attendance:** Dennis Diamond - President  
Mike Reid - Vice President  
Rita Lum - Treasurer  
Daniel Fiss - Secretary  
Ernie Ng  
Michael Rawlinson
- Regrets:** Rod Hayley
- Paris Place:** Del Wordofa - General Manager
- Managing Agent:** Cindy Anderson, Strata Manager  
Stewart Alexander, Strata Manager  
ColyVan Pacific Real Estate Management

**1. CALL TO ORDER**

The meeting was called to order at 6:36 p.m. With quorum requirements being met the meeting was declared competent to proceed with the business at hand.

**3. APPROVAL OF MEETING MINUTES**

It was **MOVED/SECONDED** that the August 18, 2014 Council Meeting minutes be adopted.

**MOTION CARRIED**

**4. GENERAL MANAGER’S REPORT**

The General Manager presented his report. It was reviewed and accepted as presented. Business arising from the report is addressed below.

**5. SAFETY**

There was nothing to report.

**6. REVIEW FINANCIAL REPORT**

**Financial Statements**

The Treasurer recommended adoption of the Financial Statements up to the end of July, 2014. As at July 31, 2014 the CRF bank account balance was \$302,840.88 and the Operating fund bank balance was \$60,529.02. Accounts receivable was \$33,876.63 (owners in arrears) and \$54,017.07 (Henderson Developments).

It was **MOVED/SECONDED** that the Financial Statements up to and including July 31, 2014 be adopted.

**MOTION CARRIED**





It was suggested that two special levy accounts be closed as work is now complete. It was **MOVED/SECONDED** that special levy accounts, Baldor Drive and Elevator Phone, be closed and that the net balances be transferred to the contingency reserve fund in accordance with the Strata Property Act.

**MOTION CARRIED**

**Arrears (in camera)**

The Strata Manager gave a brief report on accounts in arrears. Collection efforts are on-going.

**Important!**

**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. Accounts in arrears will be assessed interest and late payment charges. Accounts in arrears over 90 days will be sent to collections at the owner's expense.**

**7. COMMITTEE REPORTS**

SECURITY COMMITTEE (Members: Dennis Diamond)

It was **MOVED/SECONDED** that Watchtower Security be engaged to carry out security services, pending legal review of the proposed contract, and that the contract with Eureka Security be terminated.

**MOTION CARRIED**

HENDERSON COST SHARING COMMITTEE (Members: Rod Hayley, Ernie Ng)

A meeting was held to review the Strata Corporation's relationship with Henderson. The committee will prepare a summary for Council review and discussion before arranging a meeting with Henderson.

**8. OLD BUSINESS**

**Strata Procedures Review**

For consistency it was suggested that a policy be established to ensure that, once approved, the Strata procedures document continues to be used by future Councils.

**Depreciation Report**

A meeting was held with RDH to review the draft report on August 28th. RDH will begin preparing financial analyses once final comments are received from Council. A copy of the final report is expected to be presented at the Annual General Meeting.

**Balcony Inspections & Repair**

It was suggested that a condition assessment be carried out. Council directed the Strata manager to obtain proposals.





### **Roof Review**

A condition assessment will be carried out in conjunction with the balcony assessment.

### **32<sup>nd</sup> Floor Water Pressure**

The General Manager's recommendations for alternative solutions and quotes are pending.

### **Keeper Steps**

It was suggested that details of the Paris Place – Keeper Steps agreement are confidential and ought not to be shared. Council will review the agreement before any discussions are carried out with neighbouring Strata Corporations.

### **House Keeping**

1. Fob Audit – 60% complete.
2. Odour from Commercial – there was nothing to report.
3. Emergency Phones – phones located in the parkade and lobbies have been removed.
4. HVAC & Plumbing – repairs to pinhole leaks on the lower level of the tower were postponed due to valve failure. Ainsworth will return to make repairs on September 19<sup>th</sup>.
5. Overhead Sprinkler – it was **MOVED/SECONDED** that the low overhead sprinkler in P1 be moved to prevent further vehicular damage.

### **MOTION CARRIED**

6. Bike Audit – the audit is now complete. Eighteen unclaimed bikes were auctioned and 12 were donated to a bike recycling firm.
7. 31<sup>st</sup> Floor Vents – hidden vents, covered by a metal panel during construction have now been opened.
8. Window Failures – 70 sealed units have now been replaced.
9. Roof – repairs to the low-rise roof under Rogers' Antennas are pending/

### **Building Envelope Report**

A proposal to review the condition of membranes and sealants will be obtained.

### **Reserve Fund Study**

The document identified as a Reserve Fund Study was determined to be a document/Excel spreadsheet prepared by a volunteer owner, Council member and the site manager. The document was intended for internal use only, to assist the site manager in planning general maintenance.

### **Electric Car Power Receptacles**

There was nothing to report at this time.

### **Legal Action Filed by the Strata Insurance**

There was nothing new to report on the claim registered by the Strata insurer on behalf of the Strata Corporation to recover costs not covered by insurance for a loss that occurred in 2012 due to pipe burst.





**Rogers Lease Extension**

Rogers will be asked to provide a proposal for lease extension.

**Work Safe BC**

It was **MOVED/SECONDED** that the general manager and cleaner complete WHMIS training through ColyVan as required by Work Safe BC.

**MOTION CARRIED**

**Insurance**

Council directed the Strata manager to manage losses below the Strata deductible as recommended by the Strata insurer in its mid-year review. The Strata Corporation will, when necessary, carry out emergency services to mitigate damage and owners will be required to coordinate Strata lot repairs with their personal insurance providers.

**9. NEW BUSINESS**

**Bike Locker Security**

Break-ins and bicycle thefts have been reported. To prevent further break-ins and thefts, arrangements will be made to increase security in the bike rooms.

**10. CORRESPONDENCE (in camera)**

**Received:**

- Renovation Inquiry
- Request to Reverse Late Fee
- Nuisance Complaint, Marijuana Smoke
- Request for Free Parking, Compensation for Stolen Bike

**Sent:**

- Renovation Approvals
- Chargeback Dispute
- Welcome Letter
- Notifications, Bylaw Breach, Losses
- Arrears Notices
- Demand Letters
- Chargeback

**11. ADJOURNMENT**

The meeting was adjournment at 8:48 p.m.

**12. NEXT COUNCIL MEETING**

The next Strata Council meeting is tentatively scheduled for Monday, October 20, 2014. Future Council meetings are scheduled for the third Monday of every month.

**Attention**

A redacted version of these minutes is available by visiting the Strata’s website at: [www.parisplace.ca](http://www.parisplace.ca).

