



AVONLEA STRATA PLAN LMS 101

**STRATA COUNCIL MEETING MINUTES
THURSDAY, FEBRUARY 23, 2015, 7:00 PM**

COUNCIL PRESENT:

Brian Arnold	President/Landscaping
Carol Ohno	Vice President
Anne Ng	Avonlea Newsletter Coordinator
Morris Kozoroski	Repair & Maintenance Coordinator
Mike Schmidt	Repair & Maintenance Coordinator
Alicia Churchill	Repair & Maintenance Coordinator
	Landscaping
Jason Jones	Treasurer/Landscaping

MANAGEMENT REGRETS:

**Patrick Frechette, Property Manager
Pacific Quorum Properties Inc.**

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- 1.) **CALL TO ORDER**
The meeting was called to order at 7:05 p.m.
 - 2.) **ELECTION OF POSITIONS:**
President: Brian Arnold
Vice President: Carol Ohno
Treasurer: Jason Jones
Repairs and Maintenance: Morris Kozoroski, Mike Schmidt and Alicia Churchill
Parking/Safety: Jason Jones (Primary), all council members to be involved.
Avonlea Newsletter Coordinator: Anne Ng
Lanscaping: Jason Jones, Alicia Churchill and Brian Arnold
 - 3.) **APPROVAL OF PREVIOUS MEETING MINUTES:**
Council unable to approve minutes as they are pending from Pacific Quorum Properties Inc.
 - 4.) **TREASURER'S REPORT:**
Report pending until 2015 treasurer receives the latest documents from Pacific Quorum Properties Inc.
 - 5.) **REPAIRS AND MAINTENANCE:**
 - a) Unit 11 Side Wall – Pending further review.
 - b) Unit 12 & 13
Council discussed covering the insurance deductibles for units #12 and #13. After a short discussion it was decided to cover these deductibles for both units.
MOVED/SECONDED (Jones/Ohno). CARRIED
 - c) Unit 43 and 11 Garage Ceiling Leaks- Pending review and recommendation by Circle.
 - d) Unit 43 Front entrance ceiling leak (Inside House)
Council reviewed correspondence from an Owner regarding a ceiling leak, after a short discussion it was MOVED/SECONDED (Jones/Ohno) to have Circle investigate and

make repair recommendations to council. CARRIED

e) Tree Trimming

The Council decided since trimming was completed last fall of 2014, it was not necessary to repeat trimming at this time. Council scheduled tree maintenance for fall of 2015.

6.) **CORRESPONDENCE:**

- a) Council discussed a request from the Owners of Unit #13 asking council to address the recommendation given to the owners by Circle to excavate the back of their unit. After lengthy discussion council decided at this time/stage of the repairs it was not necessary to excavate, as the repairs that had been completed by C&C covered Circle's recommendations. Council decided to continue monitoring and review the repair process on a step by step basis as new information on the restoration process is received.
- b) Council discussed a request received from the Owners of Unit 59 regarding a window problem in their unit. After a short discussion it was MOVED/SECONDED (Schmidt/Arnold) to have Circle investigate and make repair recommendations to council. CARRIED
- c) Council discussed a request from the Owners of Unit #4 regarding a re-occurring pest issue caused by their back deck. Owner inquired whether Strata would pay for removal of said back porch. After a brief discussion and review of Strata Bylaws, it was noted that Owners are responsible for repair and maintenance of their backyards. MOVED/SECONDED (Jones/Ng) that a letter be sent to the owners informing them that they are responsible for Repairs and Maintenance according to Strata Corporation By-Laws. CARRIED

7.) **NEW BUSINESS:**

- a) Council reviewed proposals from four potential property management companies. Companies currently shortlisted:
- Quay
 - Campbell
 - Profile
 - TML
- b) Depreciation Report - Normac will honor Depreciation Report even if we switch Management Company.
- c) Strata By Laws – Will be upgraded and posted online.
- d) New Website- Council discussed updating the website, with a proposed budget of \$2000.00 for the project, using the administration budget, with \$1000.00 to be paid this year and the remainder \$1000.00 paid next year. Project on hold pending further review.

8.) **ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:46pm.

9.) **NEXT COUNCIL MEETING:**

Next meeting scheduled for Thursday April 2, 2015 at Unit 26.

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IMPORTANT INFORMATION Please have this translated

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

INFORMACIÓN IMPORTANTE Busque alguien que le traduzca

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

重要資料 請找人為你翻譯

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

알려드립니다 이것을 번역해 주십시오

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