



**AVONLEA
STRATA PLAN LMS 101**

**STRATA COUNCIL MEETING MINUTES
WEDNESDAY, MARCH 19, 2014, 7:00 PM**

COUNCIL PRESENT:

Brian Arnold	Council Member
Carol Ohno	Council Member
Mike McDonald	Council Member
Morris Kozoroski	Council Member
Mike Shmidt	Council Member
Annie Ng	Council Member

COUNCIL REGRETS:

Domenico Celli	Council Member
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MANAGEMENT PRESENT:

**Dan Bourke, Property Manager
Pacific Quorum Properties Inc.
dan@pacificquorum.com / direct line: 604-306-9111**

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Dan Bourke, Property Manager.

2. APPOINTMENT OF COUNCIL POSITIONS

Council discussed the positions required for appointment by the elected Owners for positions as per the *Strata Property Act* and after a short discussion and acceptance of their nominations, the following Council members were appointed to these positions:

Brian Arnold	President
Carol Ohno	Vice President
Mike McDonald	Treasurer
Morris Kozoroski	Repairs & Maintenance Coordinator
Mike Shmidt	Parking & Safety

3. APPROVAL OF PREVIOUS MEETING MINUTES

The Council reviewed the minutes of the last Strata Council meeting held on January 16, 2014. Noting no errors or omissions,

It was:

MOVED/SECONDED (McDonald/Ohno)

To approve the January 16, 2014 Strata Council meeting minutes as distributed.

CARRIED

4. FINANCIAL REPORT

a. Monthly Reports

Dan Bourke presented the Financial Reports ending January 31, 2014 and recommended approval of the Reports be **tabled** until such time that the newly appointed Treasurer could review the documents and budget limits be posted to the Reports.

5. **REPAIRS AND MAINTENANCE**

a. **#1 Roof Leak**

The Council was informed by the Owner of unit #1 that after further investigation, it was determined that the reported roof leak was in fact not a roof leak but the accumulation of moisture due to condensation around the dryer exhaust pipe and therefore, no roof repair is necessary.

b. **#45 / #46 Water Seepage**

Management advised Council that due to weather conditions, including the freezing weather and snow accumulation, progress on this repair has slowed. However, after a review and a cleaning of the perimeter drain tile, it was reported to be in good condition. Approval for the removal of soil and clay in the window wells of each of these two units was approved and no further action at this time is required.

6. **PROJECTS**

a. **Depreciation Report**

Management advised Council that the Depreciation Report has been ordered and completion of the Report should be during the summer of this year for review by Council.

b. **Exterior Maintenance Projects**

Morris Kozoroski reviewed various exterior maintenance projects as discussed at the Annual General Meeting (AGM), which included repairs to the drainage system at the front of units #52, #53, and #54, installation of roof vents and soffit vents scheduled to start next month, fascia board repairs, the repair of six (6) end walls, installation of traction strips on the front steps of Phase 1, and driveway crack repairs and line painting.

c. **Composting**

The Council discussed an issue brought to their attention at the AGM, and after further review and discussion with the City of Burnaby, it was determined that the existing bylaw would not be enforced until such time as a composting program is developed by the City.

7. **CORRESPONDENCE**

There was no new correspondence at this time.

8. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:15 p.m.

NEXT COUNCIL MEETING: THURSDAY, APRIL 17, 2014

Submitted by:

PACIFIC QUORUM PROPERTIES INC.

Dan Bourke, Property Manager

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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

सबसे महत्वपूर्ण बिना सबके बिना इसे हिम या हल्ला सबको

Please Note: The Real Estate Regulations require a vendor to provide purchasers with copies of Strata Corporation Meeting minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon advance order from *Pacific Quorum Properties Inc.*