

STRATA PLAN LMS101 AVONLEA
Minutes of the Strata Council Meeting
Held on Wednesday, April 21, 2010 at 7:00 p.m.

COUNCIL MEMBERS PRESENT:	Brian Arnold	Council Member
	Annette Maxwell	Council Member
	Morris Kozoroski	Council Member
	Carol Ohno	Council Member
	Stephane Castera	Council Member
	Yves Jobin	Council Member

MANAGEMENT: Dan Bourke, Property Manager
PACIFIC QUORUM PROPERTIES INC.

1. CALL TO ORDER

- a. The meeting was called to order at 7:10 p.m. by Dan Bourke, Property Manager.

2. APPOINTMENT OF COUNCIL POSITIONS

- a. Council discussed the appointment of various positions required by the Strata Property Act, and after discussing the needs of the property the following Council members were appointed to these positions:

Annette Maxwell	President
Brian Arnold	Vice President & Communications
Al Abdulla	Treasurer
Morris Kozoroski	Maintenance

3. APPROVAL OF PREVIOUS MEETING MINUTES

- a. Council reviewed the minutes of the February 15, 2010 Strata Council Meeting. Noting no errors or omissions.

It was:

MOVED AND SECONDED (Maxwell/Kozoroski)

To approve the February 15, 2010 Strata Council minutes as distributed.

CARRIED

4. FINANCIAL REPORT

a. February 28, 2010 Monthly Report

As the Annual General Meeting for the Strata Corporation was held in March of 2010 and the budgets approved at that meeting are not contained in the February report, the report was tabled for review by the Treasurer to the next regularly scheduled Strata Council meeting.

4. REPAIRS & MAINTENANCE

a. Unit # 13 Water Ingress Repairs - Pending

It was reported that an adjuster from Claims Pro has been assigned to determine if the damaged carpet in this unit requires replacement.

b. Unit # 13 Perimeter Drainage Excavation - Pending

It was reported that the initial investigation into the cause of the water ingress to this unit determined that there was a perimeter drainage line that was damaged. Excavation in the back yard of this unit would be required to repair the drain line however as the blockage has been cleared and there is no immediate threat of the problem reoccurring, competitive quotes will be obtained and presented to Council for approval at the next Strata Council meeting.

c. Unit # 6 Perimeter Drainage Excavation - Pending

It was reported that a minor water ingress problem existed at the rear of townhome # 8 and an investigation by Milani Plumbing of the drainage system at the back of these units determined that a blockage existed in the perimeter system at the back of unit #6. As the water ingress to unit #8 is not an immediate threat, competitive quotes will be obtained for the excavation and repair of the perimeter drainage in the back yard of townhome #6.

d. Unit # 49 Perimeter Drainage Excavation - Pending

A recent investigation into a report of seepage into the garage and storage area under the stairs of this unit, determined that the perimeter drainage system at the side of the townhouse was blocked and could not be cleared by Milani Plumbing, an excavation in this area would be required to clear this blockage, and install suitable cleanout drains in this area. Quotes will be obtained for this work and presented to Council at the next meeting.

e. Unit # 24 Water Damage Repairs

It was reported that damage to the inside of this townhouse resulted from a failed water supply line to the owner's refrigerator. Restoration services have been completed and costs related to these repairs charged back to the owner.

f. Unit # 28 Water Damage Repairs

It was reported that damage to the interior of this townhouse was a result of a hot water tank that had failed, and that restoration services have been provided and costs charged back to the owner's insurance.

g. Mailbox Step Painting - Pending

It was reported that this project scheduled for the early summer will be reviewed by Council later this year.

h. Townhouse Back Entrance Project - Pending

A project to survey and conduct repairs to the back entrances of all townhomes with respect to carpentry and painting will be reviewed and discussed by Council later this year.

5. ROOF REPLACEMENT PROJECT

a. Roof Project Committee

Council discussed the need to form a committee of Council members to review various aspects of the roof replacement project and confirm specifications and contract details .

After a short discussion,

It was decided that Yves Jobin, Stephane Castera, and Morris Kozoroski would be the members of this committee.

b. Gutter Replacement Committee

Council also discussed and decided there was a need to form a committee to review the various gutter replacement options. After a short discussion it was determined that the committee would be made up of, Brian Arnold, Carol Ohno, and Morris Kozoroski.

c. Special Assessment Payments

Management reported that as of April 21, 2010 three quarters of the owners have paid their special assessment payments as required, and it is expected that the remaining owners will have their payments in by April 30th. It was decided that a past due notice would be issued on or before April 30, 2010 and collection action initiated within 14 days after May 1, 2010.

d. Construction Loan Financing

Management reported that HSBC Bank of Canada's and VanCity Savings Credit Unions' commercial departments have been approached with respect to the financing of the roof replacement project and both institutions, while having some experience with this type of financing would not be able to entertain an application for the amounts required by the Strata Corporation.

e. Project Start Dates

It was decided by Council that the project should move forward as soon as possible after the committees have approved all specifications for the project and confirmed contract details with the contractors.

6. OTHER BUSINESS

a. Unit # 53 Request for Approval to Build a Deck

Council reviewed plans submitted by the owners of this townhome for approval to construct a deck in their backyard. After a detailed discussion,

It was:

MOVED AND SECONDED (Maxwell/Kozoroski)

That subject to conformity to the property's colour and style specifications that the project be approved.

CARRIED

b. Unit # 9 Request to have Tree Removed

Council reviewed a request from the owner of this unit to have a tree in the backyard of this townhome removed. As past policy has funded the removal of trees in the back yards of the townhouses;

It was:

MOVED AND SECONDED (Maxwell/Arnold)

To approve this request.

CARRIED

c. Unit # 44 Request for Approval for the Installation of a High Efficiency Furnace

Council discussed this request as new standards for the installation of high efficiency furnaces requires horizontal venting to the exterior of the townhome.

It was:

MOVED AND SECONDED (Tobin/Arnold)

To approve the venting through common property for the purpose of installation of a high efficiency furnace to the back yard of this townhome.

CARRIED

d. Flower Bed Top Soil

Council agreed to the annual purchase of flower bed top soil, for use by the owners as they require, with the delivery date to be posted on the mailbox bulletin board.

e. Junk Day

Council discussed dates for the annual junk day and decided that due to various other projects including the roof replacement project, scheduling of the junk day will be moved to the fall of this year.

f. Driveway Crack Repairs

Council requested that a quote for the repair of cracks in the common area driveways be obtained for review at the next regular Strata Council meeting.

g. Parking Stall Line Painting

Council requested a review and quote for the repainting of all parking stall lines for review at the next Strata Council meeting.

7. ADJOURNMENT

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

The next Council meeting is scheduled for May 19, 2010.

Attention:

Please keep these minutes as a permanent record of your strata corporation business.

Submitted by:

PACIFIC QUORUM PROPERTIES INC.

#302 – 7337 137th Street

Surrey, BC V3W 1A4

Téléphone: (604) 635-0260 / Fax: (604) 635-0263

E-mail: dan@pacificquorum.com

Website : www.pacificquorum.com