

**STRATA PLAN LMS101 AVONLEA**  
**Minutes of the Strata Council Meeting**  
**Held on Thursday, October 7, 2010 at 7:00 p.m.**

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<b>COUNCIL MEMBERS PRESENT:</b>	Annette Maxwell	President
	Al Abdulla	Treasurer
	Morris Kozoroski	Council Member
	Carol Ohno	Council Member
	Stephane Castera	Council Member
	Yves Jobin	Council Member

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

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**1. CALL TO ORDER**

- a. The meeting was called to order at 7:05 p.m. by Annette Maxwell, President.

**2. APPROVAL OF PREVIOUS MEETING MINUTES**

- a. Council reviewed the minutes of the July 28, 2010 Strata Council Meeting.  
Noting no errors or omissions;  
It was:  
**MOVED AND SECONDED** (Ohno/Maxwell)  
To approve the July 28, 2010 Strata Council meeting minutes as distributed.  
**CARRIED**

**3. FINANCIAL REPORT**

- a. **August 31, 2010 Monthly Report**  
Al Abdulla reported that he has received and reviewed all financial reports up to and including August 31, 2010 including all bank statements and paid invoices and that all accounts appear to be in order. It was also reported that as of August 31, 2010 the Strata Corporation had \$259,067.85 in the Contingency Reserve Fund and \$16,144.54 in the Operating Account, and that the Strata Corporation was operating with a small surplus in the amount of \$7,618.82.  
After a short discussion;  
It was:  
**MOVED AND SECONDED** (Abdulla/Ohno)  
To approve the August 31, 2010 Financial Reports as presented.  
**CARRIED**

**4. REPAIRS & MAINTENANCE**

- a. **Mailbox Step Painting - Complete**  
It was reported that AuCourant Contracting has completed the painting of the steps adjacent to the mailbox earlier this summer.

**b. Unit # 13, # 6, # 49 Perimeter Drainage Excavation - Complete**

Management reported that Blue Mountain Plumbing and Heating has completed the perimeter drainage excavation and repairs as agreed. It was also reported that Blue Mountain completed the repairs as directed, having each stage of the repair checked and inspected by management.

**c. Unit # 7 Perimeter Drainage - Complete**

It was reported that during the excavation and repair of the perimeter drainage in unit #6, further damage was discovered behind unit #7 and approval granted by management to complete those repairs at the same time.

**f. Unit # 49 Drywall Water Damage Repairs - Complete**

Management reported that AuCourant Contracting has completed the interior drywall repairs to the basement of this unit which were damaged by water seepage which has also been repaired.

**g. Driveway Crack Repairs -Pending**

Council discussed the possibility of completing these repairs to the driveway surface once the roofing contractor has completed their work, subject to suitable weather conditions Council requested management to instruct Sealtech to proceed with these repairs as soon as possible.

**h. Parking Area Line Painting - Pending**

Council discussed the need to have the parking area lines repainted, however the likelihood of suitable weather conditions being available for this project will most likely occur later next year.

**i. Unit #4 Foundation Wall Leak**

Management reported that the owner of this unit has reported seepage into the basement of the unit through the exterior wall at the back. Blue Mountain Plumbing and Heating has provided a quote for the excavation of the exterior wall and ceiling of the wall within the same price levels as the other excavations. Management described the cause of the problem as an original construction deficiency.

After a brief discussion Council approved the repair as quoted.

**5. ROOF REPLACEMENT PROJECT**

**a. Roof Project Committee**

Council discussed the progress on the roof project with Cambie Roofing and discussed various deficiencies and/or construction frustrations, and has decided to holdback progress **draws** until such time as the first phase of the project is one hundred percent complete. Council has requested that the Property Manager oversee these deficiencies and consult with Inter Provincial Roofing Consultants before making any payments. Dan Bourke has inspected each of the roofs in question and advised Cambie Roofing of these conditions. At this point Management and Council are confident that the roofing project will be completed as required and all deficiencies completed to their satisfaction, as the contractor has a significant investment in the project and is owed by the Strata Corporation a substantial amount of money.

**b. Gutter Replacement Committee**

The Gutter Replacement Committee confirmed that while the contractor is holding back installation of some of the gutter systems due to the delays in the roof projects, all installations by the gutter installation contractor are as agreed and to Council's satisfaction.

**6. OTHER BUSINESS**

**a. Tree Management - Complete**

Council confirmed that the pruning and removal of all trees as required for the installation of the new roof and gutters has been completed by NuGreen Landscapers.

**b. Unit # 42 Request to Extend Back Door Balcony - Pending**

Council reviewed a request from the owners of this unit to construct a new back door balcony and steps and provided Council with the sketch of the proposed installation. Subject to the project being completed at the owner's expense and in compliance with the standard colour requirements of the property;

It was:

***MOVED AND SECONDED*** (Maxwell/Abdulla)

**To approve the project as presented.**

**CARRIED**

**7. ADJOURNMENT**

There being no more business to discuss, the meeting was adjourned at 9:10 p.m.

**The next Council meeting is scheduled for Tuesday, November 23, 2010.**

Attention:

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

Submitted by:

**PACIFIC QUORUM PROPERTIES INC.**

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