



AVONLEA STRATA PLAN LMS 101

STRATA COUNCIL MEETING MINUTES
THURSDAY, OCTOBER 11, 2012, 7:00 P.M.

COUNCIL PRESENT:

Brian Arnold	President
Al Abdulla	Treasurer
Morris Kozoroski	Council Member
Yves Jobin	Council Member
Alicia Churchill	Council Member

MANAGEMENT PRESENT:

Dan Bourke, Property Manager
Pacific Quorum Properties Inc.
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1. CALL TO ORDER

The meeting was called to order at 7:25 p.m. by Brian Arnold, President.

2. APPROVAL OF PREVIOUS MINUTES

Council reviewed the minutes of the last Strata Council meeting held on September 6, 2012.

Noting no errors or omissions, it was:

MOVED/SECONDED (Abdulla/Kozoroski)

To approve the September 6, 2012 Strata Council meeting minutes as distributed.

CARRIED

3. FINANCIAL REPORTS

a. Monthly Reports - August 31, 2012

Al Abdullah, Treasurer, reported that he has received and reviewed all financial reports up to and including August 31, 2012 including all paid invoices and bank statements and that all accounts appear to be in order. It was also reported that as of August 31, 2012 the Strata Corporation had \$153,624.25 in the Contingency Reserve Account and \$27,104.50 in the Operating Account.

b. Accounts Receivable Report

Management reviewed for Council all outstanding amounts in the accounts receivable account indicating that only a small number of owners have balances under \$500.00 while two accounts with significant balances are related to one outstanding insurance claim and the second accounting pending a resolution of an estate sale.

4. REPAIRS AND MAINTENANCE

a. Gutter Repairs - Pending

Morris Kozoroski discussed a number of improvements to the gutters throughout the property however this project has been slightly delayed due to the unseasonably good weather in recent months. When typical rain showers prevail, a review of any

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outstanding issues with the gutters will be completed and improvements to those areas experiencing larger volumes of runoff will be addressed.

b. Unit #53 Porch Landing Repairs - Pending

Changes to the porch landing at this particular townhome have been discussed with Neal from Oakdale Build & Service with a simpler solution to the pooling of water on this deck is being explored.

c. Unit #53 Door Fit Deficiencies - Pending

Management confirmed that Oakdale Build & Service have been contacted with respect to minor fit deficiencies on the installation of this door.

d. Unit #13 Roof Leak - Pending

Management also advised Council that Cambie Roofing has been re-issued a service request with respect to a minor leak in the roof around the dryer vent in this unit.

e. Units #52 and #43 Tree Pruning - Complete

Council discussed the tree pruning in the back of these two townhomes and has been advised by Nugreen Landscaping that the tree branches have been pruned from these locations.

f. Unit #21 Door & Window Repairs - Complete

Management confirmed that Oakdale Build & Service and Accurate Glass have completed the repairs as requested to this townhome's door and windows.

g. Unit #36 - Hand Railing & Back Yard Tiles - Pending

Council discussed a recent request with respect to the tightening of a hand rail at the entrance of this townhome as well as repairs to the backyard tiles. Council will address the hand railing issue however due to the improvements that the owner has made in the backyard, any maintenance to the tiles would be at the owner's expense.

h. Unit #49 - Ceiling Repair Deficiencies - Pending

Management confirmed for Council that documentation with respect to the repairs of this particular townhome have been forwarded to the homeowner's insurance carrier as well as a service request issued to Circle Property Services to review the repairs to the ceiling in this unit.

i. Soil Enhancer - Complete

Council confirmed that a soil enhancer has been added to the landscaped flower beds throughout the property as approved at the last Council meeting.

5. PROJECTS

a. Garage Door Replacement

Council reviewed a quote from Overhead Door Company of Vancouver with respect to the replacement of all garage doors throughout the complex. As this is a significant improvement to the property, Council will consider how the funding of this project may be achieved as many of the doors throughout the complex are weak and/or deteriorating quickly while others seem to be in relatively good shape. Council will discuss this at the next Council meeting for presentation to the owners at the Annual General meeting early next year.

b. Depreciation Report - Pending

Council will discuss the possibility of obtaining the depreciation report as required by the new provincial regulations. While this project has been approved by the owners for funding at the last Annual General meeting, the report is not required until December 13, 2013.

c. Snow Clearing

Council reviewed a quote from Nugreen Landscaping, the Strata Corporation's landscape contractor, for services with respect to the salting and plowing of the roadway in the event of a snowstorm. Council approved the quote in principle and will discuss with Nugreen the perimeters as to when snow clearing and salting will occur as well as the Strata Corporation coordinating a pre-salting program and spot salting as may be required.

6. CORRESPONDENCE

a. Bylaw Violation

Management advised Council that a bylaw violation warning letter has been issued with respect to a strata lot dumping and/or disposing of personal property outside the backyards of their townhome as well as warnings issued by the City of Burnaby with respect to the storage and/or dumping of material on city property.

7. ADJOURNMENT

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

The next Strata Council meeting will be on Thursday, November 15, 2012.

Submitted by:

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