



**AVONLEA
STRATA PLAN LMS 101**

**STRATA COUNCIL MINUTES
TUESDAY, OCTOBER 18, 2011, 7:00 P.M.**

COUNCIL PRESENT:

Carol Ohno	Vice President
Al Abdullah	Treasurer
Stephane Castera	Council member
Mike McDonald	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 7:10 p.m. by Carol Ohno, Vice President.

2. ADOPTION OF PREVIOUS MINUTES - JULY 31, 2011

The Council has reviewed the minutes from the last strata meeting held on September 20, 2011, and noted that Council Member, Mike McDonald was omitted from the Council Members present section of the minutes.

It was **MOVED / SECONDED** (Ohno / Abdullah)

To approve the September 20, 2011 Strata Council meeting minutes with changes.

CARRIED

3. FINANCIAL REPORT

Monthly Report - August 31, 2011

Al Abdullah, Treasurer, reported that he has received and reviewed all financial statements up to and including August 31, 2011. This review included all bank statements and paid invoices; all accounts appear to be in order. It was reported that as of August 31, 2011 the operating account held a balance of \$5,937.66 and the Contingency Reserve Fund, a balance of \$112,098.58. It was reported that only one account remains significantly in arrears due to non-payment of the special assessment payment and recent Strata fees. This account has been referred to legal counsel for collection with all additional charges being assessed to the delinquent owner's account. After a short discussion:

It was

MOVED AND SECONDED (Abdullah/ McDonald) to approve the August 31, 2011 financial statements as presented.

CARRIED

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4. REPAIRS AND MAINTENANCE

a. # 1 Front Step Repairs

Management reported that additional repairs other than the cosmetic upgrades recently completed would be required at the entrance of town home # 1, due to exposure to weather conditions and height of the staircase. Council requested that Circle Property Services attend to this issue as soon as possible.

b. Back Door Replacement # 9, # 42, # 54, # 56

Council reviewed quotes for the replacement of the back doors to these four town homes as realignment is necessary, so the doors will close properly. After a short discussion It was:

MOVED AND SECONDED (Ohno/Castera)

To accept the quote as presented.

c. Tree Clearance Pruning - Pending

Council reviewed a quote from Nugreen Landscaping Services for the clearance pruning of approximately 17 trees and bushes around the property. Council requested that additional information with respect to the location of the trees and bushes be put forward for review and approval at the November Strata Council meeting.

d. Garbage Area Repairs - Pending

Council discussed the pending cosmetic improvements to the garbage container area and requested that this project be deferred until early next year.

e. # 4 Water Ingress Investigation - Pending

Management reported that Circle Property Services has been requested to follow up on a water ingress investigation as soon as possible.

f. Upper Parking Planter Bed Replacement - Pending

Improvements to the upper parking planter beds have been deferred until early next year.

5. OTHER BUSINESS

a. Bylaw Violation Non-Compliance Penalty

Management reported that as per Council's request a fine has been issued with respect to a non-compliance bylaw violation. This bylaw violation deals with backyard landscape improvements as discussed in the last Strata Council meeting.

b. Snow Removal Program

Management reported that the Strata Corporation's landscape contractor was unable to facilitate service for the property. Liberty Snow Removal, who has performed this function for the past four years, will continue to provide this service.

c. Light Maintenance

Council requested that Management have an electrician check the various light posts throughout the complex; in recent months the frequency of bulb replacement has increased significantly.

d. Carport Lighting

All Owners are requested that over the winter months, if possible, that they leave their exterior carport lights on throughout the complex for security reasons.

6. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:30 p.m.

The next Strata Council Meeting is scheduled for Wednesday, November 30, 2011

Submitted by:

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