



MOUNTAIN VIEW VILLAGE STRATA PLAN LMS 2284

**COUNCIL MEETING MINUTES
TUESDAY, OCTOBER 25, 2011, 6:30 PM
Amenity Room, 223 Mountain Hwy**

COUNCIL PRESENT:

Dawn Lagerbom Barb Brennan
Andrew Prenty Murray Comley
Pam Johns Ralph Miller
Nick Fairburn

MANAGEMENT PRESENT:

Colleen Hynes
Pacific Quorum Properties Inc.
colleen@pacificquorum.com / direct line: 604-638-1964

1. CALL TO ORDER

Andrew Prenty, declared a quorum and called the meeting to order at 6:40 p.m.

It was decided that the council positions would be held as follows:

President	Andrew Prenty
Vice-President	Dawn Lagerbom
Secretary	Pamela Johns
Treasurer	Ralph Miller
Member	Barb Bernnan
Member	Nick Fairburn
Communication/Forums	Murray Comley

2. ADOPTION OF PREVIOUS MEETING MINUTES

It was

MOVED/SECONDED

To adopt the minutes of the Council meeting held on August 3, 2011.

CARRIED

3. BUSINESS ARISING

a. New Janitorial Contract

A copy of the new contract was provided to the council. It was drafted to match the previous contract and includes spot treatments for stains.

b. Flooring Remediation

This item was deferred to a future meeting.

☑ **VANCOUVER OFFICE:**
Suite 430 - 1200 West 73rd Avenue
Vancouver, BC V6P 6G5
Tel: 604-685-3828 Fax: 604-685-3845

www.pacificquorum.com

SURREY OFFICE:
Suite 302 - 7337 137th Street
Surrey, BC V3W 1A4
Tel: 604-635-0260 Fax: 604-635-0263

c. **Arbor Remediation**

Pacific Quorum directed to have Rockport attend to review the arbor above the garbage area and all other areas to make recommendations for repairs/replacement.

d. **Action List**

A previous action list was reviewed and item status was discussed. The outstanding items form action items within these minutes.

4. **FINANCE**

a. **Financial Statements**

The financial statements to September 2011 were provided to the Council prior to the meeting.

b. **Arrears**

An arrears report was provided to the council.

The Council directed Pacific Quorum to register a lien against an owner for non-payment of fees. Owners are reminded to keep their accounts current to avoid liens, late payment charges and possible fines.

Council to discuss system for dealing with delinquent accounts and advise the Property Manager of the policy.

Pacific Quorum was requested to send an AR Detail report to the Treasurer.

4. **GENERAL MAINTENANCE**

a. **Parkade Sprinkler System Pipe Replacement**

At the date of the meeting the council requested additional quotes for the pipe replacement. Subsequent to the meeting a demand for repair was received from the Fire Department and Council authorized proceeding with the quote from Vanco Fire in the amount of \$19,480.00 plus taxes.

This project has been started; residents are reminded to watch for notices.

b. **Fire Inspection Deficiencies**

Pacific Quorum was directed to approve the quote from Vanco Fire in the amount of \$1,309.39 to complete the deficiency repairs to the fire system. This work will commence as soon as possible.

In the future, a locksmith will be engaged to open doors to suites that do not provide access for the annual fire inspection and this expense will be charged back to the suite owner.

c. Roof Inspection Report

The report was received and provided to the council. Pacific Quorum approached the contractor and they agreed to issue a credit for the cost of the inspection and include the review in their annual maintenance proposal.

Contractor to be advised to return to address a roof section that was missed.

d. Executive Air Quote

A quote was provided to the Council and reviewed at the meeting.

It was

MOVED/SECONDED (Murray/Barb)

To approve work in the amount of \$2,115.00 plus taxes. Items CU4, SF2, EF1, EF8 and B1 were not approved and the contractor has been asked for more information and budget details for those items.

CARRIED

e. Parkade Pressure Washing

This will be undertaken upon completion of the pipe replacement project.

f. Trasolini Quote

The Council received a quote from Trasolini Contractors to repair drainage at the East side driveway entrance. Pacific Quorum to request other options from the contractor to avoid a possible 2 week blockage for access while the concrete is curing.

5. CORRESPONDENCE

Council signed the Form I's needed to register the bylaws that were amended at the AGM. Pacific Quorum to register the changes with Land Titles.

6. NEW BUSINESS

- a. Various concrete repairs have been completed around the building. The Council is very satisfied with the work done.
- b. Council to advise PQ on specific areas to have paint touched up.
- c. PQ to obtain quotes to have the carpet cleaned in the elevator lobbies.
- d. PQ to obtain quotes to clean the common area blinds.
- e. PQ was directed to send letter to PH07 to request copies of documents confirming the suite is now up to code requirements.
- f. A membrane leak has been identified which will have to be accessed through the Café. Council will discuss this with the Café owners.
- g. PQ to call Locksmith to repair amenity room door; its not closing securely.
- h. PQ to obtain quote regarding handy man.
- i. PQ to obtain quote for 4th floor balcony drain cleaning from National Plumbing.
- j. PQ to send a fine regarding bylaw infractions for items being stored in parking stalls.

7. **ADJOURNMENT**

There being no further business, it was **MOVED/SECONDED** to adjourn the meeting at 8:29 p.m.

CARRIED

THE NEXT COUNCIL MEETING IS SCHEDULED FOR DECEMBER 7, 2011.

ACTION LIST

- PQ to send letter to PH07 regarding documentation for file.
- PQ to request Whiteburns attend to provide suggestions for installation of a mirror at the driveway entrance for safety reasons.
- Council to set policy on arrears and advise the Property Manager
- Council to discuss membrane repair with the Café owners.
- PQ to obtain quotes to clean the elevator lobby carpets and the common area blinds.
- PQ to register amended bylaws.
- PQ to provide AR Detail to council member.
- PQ to arrange for Rockport to review arbor and make repair/replacement recommendations.
- PQ to contact fire monitoring company to ensure account is current.
- PQ to check status of SL40's account and confirm bylaws. PQ will then advise Council on next account collection action recommendations.

Submitted by:

PACIFIC QUORUM PROPERTIES INC.

Colleen Hynes, Property Manager

As Agents for LMS 2284

430-1200 West 73rd Avenue

Vancouver, BC V6P 6G5

Tel: (604) 638-1964 /Fax: (604) 685-3845

www.pacificquorum.com

Please Note: The Real Estate Regulations may require that a vendor provide purchasers with copies of the strata corporation minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon a seven (7) day advance order from *Pacific Quorum Properties Inc.*