



AVONLEA STRATA PLAN LMS 101

STRATA COUNCIL MEETING MINUTES
THURSDAY, JULY 5, 2012, 7:00 P.M.

COUNCIL PRESENT:

Brian Arnold	President
Carol Ohno	Vice President
Morris Kozoroski	Council Member
Alicia Churchill	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 7:00 p.m. by Brian Arnold, President.

2. APPROVAL OF PREVIOUS MINUTES

Council reviewed the minutes of the last Strata Council meeting held on May 31, 2012. Noting no errors or omissions, it was:

MOVED/SECONDED (Kozoroski/Churchill)

To approve the May 31, 2012 Strata Council meeting minutes as distributed.

CARRIED

3. FINANCIAL REPORTS

a. Monthly Reports – May 31, 2012

As Al Abdullah, Treasurer, was unable to attend the meeting this evening, approval of the May 31, 2012 financial reports were tabled pending his review. Management did report that as of May 31, 2012, the Strata Corporation had \$38,192.05 in the Operating Fund Account and \$149,571.81 in the Contingency Reserve Account which included \$21,921.99 representing the interfund loan to the Operating Account for the funding of the property insurance premium.

b. Accounts Receivable Report

Council discussed collection action with respect to amounts outstanding to the Strata Corporation and indicated that as negotiations are proceeding for the settlement of these amounts, lawyers representing the Strata Corporation have been requested to suspend further actions until otherwise notified.

4. REPAIRS AND MAINTENANCE

a. Window Cleaning - Complete

Management advised Council that all inaccessible exterior windows have been completed by Old English Window Cleaners as requested.

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- b. Surface Power Washing - Complete**
It was also reported that the power washing of various areas throughout the complex including the red paver stones in all areas has been completed by Old English Window Cleaners as requested.
 - c. Vinyl Siding Cleaning - Complete**
Council confirmed that the spot cleaning of various vertical walls in high visible areas has been completed by Old English Window Cleaners as requested.
 - d. Unit #49 Water Seepage - Complete**
Management advised Council that Circle Property Services has completed the restoration of the damaged areas with respect to a water seepage leak from within the strata lot at the owner's insurance company's expense.
 - e. Landscape Water Seepage - Pending**
Council reviewed a quote from Blue Mountain Services Ltd. to install a perimeter drainage line at the entrance of the property along the roadway to alleviate heavy accumulation of water in this area during the rainy season. After a short discussion, it was
MOVED/SECONDED (Churchill/Kozoroski)
To approve the quote provided by Blue Mountain Services Ltd. in the amount of \$1,445.00 plus taxes.
CARRIED
 - f. Unit #53 - Entry Door Replacement - Pending**
It was reported that the installation of a new entry door has been suspended until the owners are available to be at home for the installation.
 - g. Unit #53 - Porch Landing Water Pooling - Pending**
It was also reported that improvements to the front entrance of this unit to alleviate the pooling of water on the entrance deck has been rescheduled until the owners are available to be at home.
 - h. Unit #13 - Water Leak - Pending**
Management advised Council that a water leak within this townhome is under investigation by Circle Property Services which will confirm the source of the water either being condensation from a dryer vent exhaust pipe or possible areas around the dryer vent in the new roof.
- 5. PROJECTS**
- a. Garbage Area Painting - Complete**
Council confirmed that the painting of the garbage container area has been completed by Oakdale Build & Service earlier this month.
 - b. Exterior Lighting Improvements - Pending**
Council reviewed proposal from Simple Choice Services to install or replace the existing lighting with appropriate fixtures throughout the complex as part of this project. After a lengthy review, it was
MOVED/SECONDED (Churchill/Kozoroski)
To approve the quote presented by Simple Choice in the amount of \$8,000.00 plus taxes.
CARRIED

c. Landscape Improvements - Pending

Council confirmed all landscape improvements will be suspended until such time as adequate funding is available later this year.

d. Depreciation Report - Pending

Management advised Council that a review of options for the Strata Corporation to obtain a depreciation report will be discussed later this year.

e. Phase 1 Entrance Covers - Underway

Morris Kozoroski reported that the cleaning and minor repairs to the phase 1 entrance covers is currently underway

f. Phase 1 Entrance Carpentry Repairs - Underway

Morris Kozoroski also reported that panels below the windows in need of repair are currently being attended to by Oakdale Build & Service with some areas requiring replacement of damaged wood. The project is progressing well. Additional funding was discussed to continue with the project throughout the complex as time permits. It was **MOVED/SECONDED** (Kozoroski/McDonald)

To approve an additional \$10,000.00 for the carpentry repairs discussed.

CARRIED

g. Gutter Repairs - Pending

Morris Kozoroski reported that various gutter repairs will be conducted later this Fall as weather permits to ensure that all areas in need of improvement are addressed.

h. Garage Door Replacement - Pending

Council requested Management obtain quotes for the replacement and for budgeting purposes of the garage doors in the complex. This item will be scheduled as a long term planning item, and subject to adequate funding, be presented to the owners at the Annual General Meeting.

6. OTHER BUSINESS

a. Avonlea Neighbourhood Family Barbeque

Council set the date for the Avonlea Neighbourhood Family Barbeque for July 28, 2012. Notices will be posted and all owners and residents are invited to attend this popular event.

b. Junk Removal Days

Council also discussed various dates for the Strata Corporation junk days and set the dates for September 14, 15, 16 and 17, 2012. As in the past, owners will be requested to dispose of items they may no longer need in specific areas of the complex and which will be available for other owners to make use of if they can. On the final day of the junk day, September 17, 2012, all remaining items in these areas will be removed.

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, September 6, 2012.

Submitted by:

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