



**AVONLEA
STRATA PLAN LMS 101**

**STRATA COUNCIL MINUTES
WEDNESDAY, NOVEMBER 6, 2013 AT 7:00 PM**

COUNCIL PRESENT:

Brian Arnold	President
Carol Ohno	Vice President
Morris Kozoroski	Council Member
Alicia Churchill	Council Member
Scott Weber	Council Member

MANAGEMENT PRESENT:

Dan Bourke, Property Manager
Pacific Quorum Properties Inc.
dan@pacificquorum.com / Office line: 604-685-3828

1. CALL TO ORDER

The meeting was called order at 7:15 pm by Brian Arnold, President.

2. APPOINTMENT OF NEW COUNCIL MEMBER

Council confirmed that Edward Lau has submitted his resignation from Council due to time restrictions preventing him from attending Council meetings. With this position open, Council requested Scott Weber to fill this vacancy and with Scott's acceptance and a unanimous vote by Council, Scott was appointed to the Avonlea Strata Council.

3. APPROVAL OF THE PREVIOUS MEETING MINUTES

Council approved the meeting minutes of the last Strata Council meeting held on October 3, 2013 noting no errors or omissions.

It was:

MOVED/SECONDED (Churchill/Arnold)

To approve the meeting minutes from the October 3, 2013 Strata Council Meeting.

CARRIED

4. FINANCIAL REPORT

a. Monthly Reports

September 30, 2013 as Al Abdula, Treasurer was unable to attend the meeting this evening he submitted a report with his recommendation for approval with a number of questions and adjustments. It was also noted that the Strata Corporation had \$159,024.71 in the Contingency Reserve Fund, \$51,742.36 in the Exterior Projects Fund and \$20,709.81 in the Operating Funds Account.

It was:

MOVED/SECONDED (Abdul/Arnold)

To approve the September 30, 2013 Financial Report as presented.

CARRIED

b. Approval of Property Insurance Inter Fund Loan

Management advised Council that as standard practice for the Strata Corporation when the Strata Corporations property insurance premium becomes due on December 31, 2013 and interfund loan will be required to pay this account and as in the past the funds are transferred from the Contingency Reserve Fund and repaid over approximately nine (9) installments from the Operating Account.

It was:

MOVED/SECONDED (Ohno/Churchill)

To approve an interfund loan in an amount equal to the annual property insurance premium and repay loan from the Operating Account before the end of 2014.

CARRIED

5. REPAIRS AND MAINTENANCE

a. Water Main Repairs – Progress Report

Alicia Churchill reported that at this point the water main repairs have cost approximately \$22,542.00 to repair the most significant of the water main leaks and while there is some indication that minor leaks may still be present in one or two locations, the cost estimated to rectify this problem is approximately \$39,165.00. Council has consulted with various contractors with respect to the problems related to these leaks and have come to the conclusion that based on the recommendations from these contractors and costs related to repairing these minor leaks, is not in the best interest of the Strata Corporation, as the property already has a significant amount of ground water and these minor leaks are not affecting any of the townhomes on the property and the impact of the minor leaks does not justify the cost required to excavate these areas.

b. #24 Request to Install High Efficiency Furnace Exhaust Venting

Council reviewed a request from the Owner of this townhome to install exhaust venting at the front of their townhouse, and as various contractors with differing opinions have made conflicting recommendations to install the venting either out of the front of the townhome or through the 3rd floor roof of the unit.

It was:

MOVED/SECONDED (Arnold/Ohno)

To approve the request to install venting out the front of the townhome in the soffits or above the garage.

1 In Favor and 4 Opposed

DEFEATED

Council's recommendation was for the Owners to determine any reason that the venting cannot be installed either out the back or the 3rd floor roof of the town home and if these venting locations cannot be used, venting out the front of the town home will be reconsidered.

c. #24 Request for Funding of Pipe Repairs

Council reviewed a request submitted on August 23, 2013 from the Owners of this townhome to fund repairs conducted to replace the existing water supply lines in the townhome as an upgrade to the existing piping during the restoration project. As the original response requested additional quotes for consideration prior to approval and the work proceeded without Councils consideration the request was declined.

d. Dryer Vent Cleaning

Council reviewed a quote for the purpose of cleaning all dryer vents and discussed in detail weather the dryers vents should be cleaned from the outside only or from both the inside and the outside. As the logistics to obtain access to the interior of each of the townhomes is fairly complicated.

Council discussed paying for the cleaning of the dryer vents outside of all townhomes and if an Owner requests it will also pay for the dryer vent cleaning from the inside of the town home if completed at the same time the other service is being provided.

6. PROJECTS

a. Depreciation Report

Council will continue to review various types of reports currently available for the Strata Corporation in compliance with the requirements to obtain a Depreciation Report. Upon review of the various types of reports Council will proceed at the earliest possible date to obtain a Depreciation Report as set out in the *Strata Property Act*.

b. Exterior Maintenance Projects

Morris Kozoroski, reported that approximately \$35,000.00 dollars of the funding approved by the Owners has been utilized for exterior maintenance and repair projects, which included fence repairs in the lower parking area, realignment of parking curbs, insulation of stair treads, lights and photo cells, repairs to the back steps at unit # 36, and the restoration of four end unit walls. Other projects will continue for the balance of the funds come the New Year when weather permits.

7. CORRESPONDENCE

a. Bylaw Violations

Management confirmed that bylaw violation warnings and notices are being issued as reported by Owners.

8. ADJOURNMENT

There being no further business the meeting was adjourned at 9:10pm

The next meeting of the strata corporation will be on January 15, 2014

Submitted by:

PACIFIC QUORUM PROPERTIES INC.

Dan Bourke, Property Manager

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INFORMACIÓN IMPORTANTE Busque alguien que le traduzca
CHỈ DẪN QUAN TRỌNG Xìu nhò người dịch họ

重要資料 請找人為你翻譯
これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。
알려드립니다 이것을 번역해 주십시오
सबुधी महत्वकी बिबरन करवे बिने कस हिम हा कुल्लुवा करबाई

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