

BEL AIR – STRATA PLAN BCS 1265

LOCATION:

6:30pm
208-2828, Yew Street
Vancouver, BC, V6K 4W5

STRATA COUNCIL
2013/2014

PRESIDENT
Bob Richardson

VICE-PRESIDENT
Mike Zitka

TREASURER
Tim Grant

AT LARGE
Trevor Johnstone
William Cheung
Claudio Pini
Mohamed Khedr

STRATA MANAGER
Lucian Naita
Email: info@mybaywest.com

ALL ACCOUNTING INQUIRIES
Toll Free 1-877-585-4411

BAYWEST MANAGEMENT
301-1195 WEST BROADWAY
VANCOUVER, B.C. V3W 6Y3
24 Hour Line: (604) 257-0325

ATTENDANCE:

Bob Richardson
Mike Zitka
Claudio Pini
Tim Grant
Trevor Johnstone

REGRETS:

Mohamed Khedr
William Cheung

Lucian Naita, Baywest Management Corporation

(1) CALL TO ORDER

The President called the meeting to order at 6:35 p.m. A quorum was established.

(2) APPROVAL OF PREVIOUS MINUTES

Following review of the Minutes of the Council Meeting held January 20, 2014 and there being no errors or omissions noted, it was moved and seconded to approve the Minutes as distributed. **CARRIED**

(3) FINANCIAL REPORT

3.1 FINANCIAL STATEMENTS

It was moved and seconded to adopt the Financial Statements for the periods ending January 31, February 28 & March 31, 2014 as distributed. **CARRIED**

3.2 ACCOUNTS RECEIVABLE

The Strata Manager reported that, as of the meeting date, the outstanding balance was \$1,699.24.

Owners are reminded that strata fees are due on the 1st of each month without invoice. Any owners in arrears for strata fees are mailed a statement of amounts outstanding each month. If an owner is in arrears for ninety days, the owner will be forwarded a letter to request the account be brought to date within a specified time period. If the balance remains outstanding, a lien may be

registered against their property. Council has instructed Baywest to apply late payment fines and interest penalties to all outstanding accounts as provided for in the Strata's Bylaws.

4) BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 ROOF VENTS MAINTENANCE

In follow-up to section 4.1 of the previous minutes, Council reviewed the complementary roof maintenance report from Roofix. The roofing components are performing well at this time.

4.2 DEPRECIATION REPORT

In follow-up to section 4.2 of the previous minutes, Council reviewed and approved the final draft of the report presented by Normac. The report will be posted on mybaywest site and it is also available through Baywest Management Forms Department at 1.877.595.8380.

4.3 FIRE INSPECTION

In follow-up to section 4.3 of the previous minutes, Council reviewed the fire deficiencies included in the report received from Voltech and directed the Strata Manager to obtain further clarifications concerning the required repairs.

An update will be provided at the next meeting.

*Tim Grant left at this time.

4.4 BUILDING WARRANTY

In follow-up to section 4.4 of the previous minutes, it has come to Council's attention that one of the Council members, Tim Grant, has a working relationship with the building developer, PCI Developments Corp. and will be facilitating matters concerning the ten (10) year warranty, if any issues are determined to be warranty items. PCI Developments Corp. is scheduled to visit the building in the coming weeks and will be investigating issues in particular with the underside of the parkade ramp and in the southeast exterior exit stairwell.

An update will be provided at the next meeting.

4.5 PARKADE CLEANING

In follow-up to section 4.6 of the previous minutes, Council has tabled the parkade power washing for the next Council meeting.

4.6 WATER INGRESS

In follow-up to section 6.1 of the previous minutes, On Side Restoration as well as Latham's plumbing attended the site on a few occasions and it has been determined that the ingress into the parkade is due to a broken seal around the bathtub in a unit. Latham's informed the unit owner to proceed with the repairs accordingly. Council approved the invoice in the amount of \$366.98 from Latham's be charged back to the respective unit. **CARRIED**

On Side also determined that water ingress in an adjacent unit from where the water ingress in the parkade originated, was also active water ingress from a Strata pipe. Council electronically approved the repairs in the unit where the water ingress was due to the broken Strata pipe. The repairs in the amount of \$495 plus tax by Latham's, as well as the repairs in the amount of \$1988 plus tax from SMM Construction have been electronically approved by Council. **CARRIED**

4.7 BUILDING INTERIOR PAINTING

In follow-up to section 6.5 of the previous minutes, Council reviewed a quote from Wolfgang Painting for the common area interior painting. Council will further review the quote and the matter will be presented at the next Annual General Meeting for Owners' perusal.

(5) CORRESPONDENCE

The correspondence was dealt with by Council as follows:

5.1 A letter has been sent to the unit which caused the water ingress in the parkade to ensure the necessary repairs have been undertaken to stop the leak.

5.2 It has come to Council's attention that there were some cracks on the walls of one unit. Council investigated and found that the cracks are usual cracks in drywall that can appear at any time. Council will further monitor the situation and updates will be presented as necessary.

Owners are requested to put any questions or concerns in writing and send them to the Strata Council via the Strata Manager so Council can address them at the next Council Meeting. The Strata Manager will respond at the direction of the Strata Council, either in the minutes or by correspondence.

(6) NEW BUSINESS

6.1 WATER/SPRINKLER ROOM

It has been noted that there may be a discrepancy between the temperatures in the Water/Sprinkler Room and the water that arrives from the City pipes that may cause an excess of electricity use for the Strata Corporation. Council is evaluating the matter and comments from the Fire Company as well as from the Plumbing Company have been sought. An update will be provided when additional information is available.

6.2 LANDSCAPING

Council electronically reviewed and approved the Landscaping contract with Rakes & Ladder in the amount of \$368.33 plus tax per month. **CARRIED**

6.3 WATER INGRESS BETWEEN UNITS

It has come to Council's attention that water ingress has been detected between two (2) units. After discussion, Council decided that the invoice from Latham's in the amount of \$258.30 confirming that the water ingress originated in a unit be charged back to the respective unit. A gap between the tub and the floor tiles was discovered where the water infiltrated causing water ingress in a unit below.

CARRIED

All unit Owners are reminded to regularly check and repair any deficiencies in the condition of caulking and/or grout around bathtubs, showers, shower doors and sinks. Toilet seals should also be checked regularly as should hoses servicing dish and laundry washers to ensure there is no leakage occurring.

6.5 CO2 SENSORS

Council reviewed and approved the quote in the amount of \$403 plus tax for the CO2 sensors calibration. The calibration will take place in February 2015. **CARRIED**

6.6 WATER INGRESS FROM A UNIT

It has come to Council's attention that an overflow from a unit sink has caused water damages in the respective unit and common area. Since the total damages amount was over the Strata deductible, the Strata Corporation has placed a claim with the Strata Insurer, CMW Insurance. The adjuster sent by the insurer approved the On Side Restoration work and repairs are underway. The \$5000 Insurance deductible will be paid to the Strata Insurer from the Contingency Reserve Fund and the deductible will be charged back to the unit that has caused the water ingress, as allowed by the Strata bylaws.

CARRIED

It has also come to Council's attention that once the unit's walls were opened by On Side Restoration to proceed with repairs, that additional pinhole leaks in the Strata pipes were present, an issue unrelated to the overflowing sink. Latham's plumbing is investigating and a report will be sent to Council once obtained.

An update will be presented at the next meeting.

6.5 STRATA FUNDS

A Council Member is looking into investing the Strata Contingency Reserve funds to ensure that optimal interest is obtained. An update will be provided when additional information is available.

6.6 JANITORIAL

Council reviewed and approved a request from the janitorial company for a 3% increase in fees. The increase is effective from June 01, 2014.

CARRIED

6.7 DRAFT BUDGET

Council reviewed the 2014-2015 draft budget presented by the Strata Manager. The finalized budget will be presented to Owners at the upcoming AGM.

6.8 AGM

The AGM will take place on Tuesday, May 20, 2014 at 6:30pm in the lobby at the Bel Air building. A notice will be sent to all Owners in advance of the AGM.

(7) TERMINATION

There being no further business, the meeting was terminated at 8:08 p.m.

The next Council meeting is scheduled with the new Council after the AGM.

Please keep these minutes with your strata lot records, as you will need to provide them to your realtor when you sell your strata lot. There will be a charge for copies.