

**Strata VR 1551 Council Meeting Minutes
January 13, 2015**

Meeting was called to order by Andrea Johnson @ 7:42 (following Organics Recycling information meeting).

In attendance:

Andrea Johnson, Johanne McMaster Grimshaw, Claudia Jessen, Kathryn LeDrew, Darrell Ross, Jeanine Burrows, Jean Berto.

Minutes:

Minutes from November 18, 2014 and December 9, 2014 approved.

Financial Statements:

Financial Statements for November 2014 approved.

Old Business:

- Plumbing contract was discussed. Decision has been made to continue with Milani for quarterly maintenance.
- Fire safety upgrade will be scheduled for mid-February. Notices will be given as soon as a date set. Deposit has been paid to Larry Holland Contracting.
- Organic waste disposal has been established with pick up days for both garbage and organic bins being Tuesdays. Blue bin recycling pick up days are Thursdays. We will be requesting that the garbage bin be picked up every two weeks to help offset cost of the organics recycling.
- For the time being the organics bin will remain beside the blue bins in the back lane.
- For those owners that did not attend the information meeting at 7:00 Tuesday January 13, we attach information handouts as to what goes into the organics and recycle bins. We want to stress that this organic recycling program is mandated by the City of North Vancouver and came into effect January 1. While we are in the learning stages of the recycling process we will not be fined for putting incorrect items in the garbage bin or recycling bins – however after a 6 month grace period we will be fined. We ask that every owner participate in the recycling program and commit to separating your garbage. You can pick up under-the-sink bins at Home Depot (note – they are out of stock at moment but will be getting more in January 23). If you prefer you can use any bin such as empty milk cartons but only empty carton into organics – do not put carton in that bin. The containers bin will take the carton but only after it has been washed and flattened. You can use compostable plastic bags for your organics *only if they have the BPI Certified logo on them* - no other plastic bags can go in this bin. If you have any questions regarding the separating of your garbage, Claudia Jessen will be pleased to answer.

**Strata VR 1551 Council Meeting Minutes
February 24, 2015**

Meeting was called to order by Andrea Johnson @ 7:04 p.m.

In attendance:

Andrea Johnson, Claudia Jessen, Kathryn LeDrew, Darrell Ross, Jeanine Burrows, Jean Berto.

Absent: Johanne McMaster Grimshaw

Minutes:

Minutes from January 13, 2015 approved.

Financial Statements:

Financial Statements for December 2014 approved.

Old Business:

- Fire safety upgrade will begin mid-March (no firm date). Upgrade will include changing the Exit signs to LED lights.
- Organic waste recycling bi-weekly pickup started in February. Reminder: no plastic bags in any of the recycling bins. You can use compostable plastic bags for your organics *only if they have the BPI Certified logo on them* - no other plastic bags can go in this bin. Please review your recycling posters for allowable items in all bins. Thank you for your participation!
- Soft washing and power washing quotes are still being pursued. One quote has been received which is very expensive. Looking for two more quotes before decision on the work.
- Handyman search still ongoing for smaller projects such as caulking balconies, doorsill/door frame in 104.
- Exterior vent repair completed.

New Business:

- Discussion regarding maintenance schedule, further use of strata email for trades' billing purposes. (reminder to owners that email is vr1551council@gmail.com).
- Roof – lichen to be cleaned – 30 second cleaner recommended by Coast Mountain roofers.

Next council meeting is set for March 24.

Meeting adjourned at 8:47 p.m.

New Business:

There was discussion regarding planned projects for 2015.

- Darrell will look to have an inspection of the roof and check chimney fascia.
- Johanne will look into getting quotes for softwashing the building, and also to hire handyman for other small jobs.
- It was noted that when the new walkway was frosty during the cold snap it was fairly slippery. It was suggested that on the first annual maintenance that a gritty sealant be applied.

All owners – if you see the walkway is slippery, please make use of salt that is kept in the lobby and spread it over the walk. We would not want anyone to slip and fall.

- Laundry room second hand items – please only put your lightly used items you would like to give away on the shelves – anything larger just post on bulletin board. No items are to be left on the floor for safety reasons. Also, please only keep items there for 2 weeks, if they are not gone after that time, please remove them and find another way to recycle them. We would request that you put your suite number and the date you put the item on the shelf as a reminder of when 2 weeks are up. Council does not wish to be monitoring this useful service. (Salvation Army, or Craig's list are other methods to find homes for your used items).
- A new email has been set up for reaching council members. It is vr1551council@gmail.com.

Next council meeting is set for February 24.

Meeting adjourned at 8:45 p.m.

Strata VR 1551 Council Meeting Minutes
March 24, 2015

Meeting was called to order by Andrea Johnson @ 7:05 p.m.

In attendance:

Andrea Johnson, Claudia Jessen, Kathryn LeDrew, Darrell Ross, Jeanine Burrows, Jean Berto, Johanne McMaster Grimshaw

Minutes:

Minutes from February 24, 2015 approved.

Financial Statements:

Financial Statements for January and February, 2015 approved.

Old Business:

- Milani have provided estimates for sealing sanitary sump pump in locker, and new tank drain for storage tank. Expenses are approved and will be done next maintenance in June.
- Fire Safety upgrade discussed. Progressing quickly.
- Phone line for fire alarm monitoring discussed. A dedicated line is required and Johanne and Darrell will be getting estimates for installation and monthly costs.
- Powerwashing discussed for building exterior walls. Estimates have been very high, in the range of \$6000+. Darrell with other volunteers (Jean and Eric) has been spot washing the front and east side of the building, which looks great. We are still looking at quotes for remainder out of reach areas that require cleaning.
- Roof – lichen has been treated. Skylights need washing and flat roof needs moss/lichen treatment.

New Business:

- Gardening estimate has been reviewed. Decision made to keep current gardeners.
- An estimate for repair and painting of roof fascia and chimney fascia will be requested from Coast Mountain.
- Discussion of Christmas lights still hanging on some balconies. Council feels that Christmas lights and décor out of season are detrimental to the exterior appearance of the building. Owners are requested to remove any Christmas lights and décor still hanging. Refer to Bylaw 3 (9). Thank you to owners that have already complied at the request of council.
- Owners are reminded to keep their patios/balconies clean, tidy and free of clutter, and are reminded of what is allowed on patios/balconies as per Bylaw 3 (16).

- Council would like to remind owners that to save money for the strata, volunteers are needed to help with small maintenance jobs around the building. From time to time we will canvas for volunteers when such jobs arise.

Next council meeting is scheduled for April 28/15.

Meeting adjourned 9:00.

Strata VR 1551 Council Meeting Minutes
April 7, 2015

An emergency meeting was called to discuss a request to rent due to hardship by an owner. The meeting was called to order by Andrea Johnson @ 7:05 p.m.

In attendance:

Andrea Johnson, Claudia Jessen, Kathryn LeDrew, Darrell Ross, Jeanine Burrows, Jean Berto, Johanne McMaster Grimshaw

New Business:

- A request from an owner to rent due to hardship was received by council. The request was discussed at length and council is in the process of responding.
- A new fire monitoring company, Stanguard Enterprises, has been selected. The signal transmitter will be moved on Monday April 13 from the Electrical room to the Main floor to improve the quality of the signal.
- A city inspection of all wiring for the fire safety upgrade will be performed on April 15.

Next regularly scheduled council meeting is April 28/15.

Meeting adjourned 8:55.

Strata VR 1551 Council Meeting Minutes
April 7, 2015

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In attendance:

Andrea Johnson, Claudia Jessen, Kathryn LeDrew, Darrell Ross, Jeanine Burrows, Jean Berto, Johanne McMaster Grimshaw

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- A city inspection of all wiring for the fire safety upgrade will be performed on April 15.

Next regularly scheduled council meeting is April 28/15.

Meeting adjourned 8:55.

Strata VR 1551 Council Meeting Minutes
April 28, 2015

Meeting was called to order by Andrea Johnson @ 7:04 p.m.

In attendance:

Andrea Johnson, Claudia Jessen, Kathryn LeDrew, Darrell Ross, Jeanine Burrows, Jean Berto, Johanne McMaster Grimshaw

Minutes:

Minutes from March 24 and April 7, 2015 approved.

Financial Statements:

Financial Statements for March 2015 approved.

Old Business:

- Fire Safety Upgrade – Verification inspection failed as one as one heat detector was flagged as non-compliant, owner has been made aware and action is being taken. Re-inspection is scheduled for mid-May. All owners are reminded to inform council when renovation work is being planned in suite to ensure all appropriate permits are in place and plans are approved (Bylaw #3(8), page 3 and Bylaw #5, page 14).
- April 30th we are switching to Standguard for fire system monitoring service.
- Building Maintenance – Some windows on north side of building have had repairs, one had hinges repaired, and others re-caulked.
- Repairs on roof – quote from Roofix received for repairing membrane; further quotes are being sought and may include more maintenance work than originally planned.
- Discussion on cleaning skylights. We will post for volunteers at later date for cleaning.
- Discussion re powerwashing walkways and stairwells. There will be a post for volunteers for this job as well.

New Business:

- Approval for Davey Tree do spring fertilization of north maples.
- Planters on balconies or decks – owners are asked to plug drainage holes on planters that are on railings (overhang side) to prevent water from staining sides of buildings and dripping onto balconies below.
- Eltec did a maintenance check on elevator, could not find any problems. Serviceman did mention he installed an upgrade component previously, so elevator was compliant with new BCSA regulatory standard. We are waiting reply from Eltec about notifying BCSA of our upgrade.

- Recycling bins – No soil is permitted in organics or any other bin. Also, no styrofoam is permitted in recycling bins. Please wash all containers before depositing in bins. Please re-read recycling flyers previously distributed to remind yourselves of what is allowed in all bins.
- Special levy reminder – Special levy is due on or before June 1, 2015. Please drop off or mail to **C&C PROPERTY GROUP at #530 –171 West Esplanade Avenue NORTH VANCOUVER, BC, V7M-3J9.**

Next council meeting is scheduled for May 19, 2015.

Meeting adjourned 8:45.

Schedule of Special Assessments – Due on or before June 1, 2015

SUITE	UE	Assessment
101	44	\$ 809.25
102	94	\$ 1,728.85
103	89	\$ 1,636.89
104	88	\$ 1,618.50
105	48	\$ 882.82
106	85	\$ 1,563.32
107	76	\$ 1,397.79
108	84	\$ 1,544.93
201	88	\$ 1,618.50
202	69	\$ 1,269.05
203	65	\$ 1,195.48
204	89	\$ 1,636.89
205	85	\$ 1,563.32
206	75	\$ 1,379.40
207	85	\$ 1,563.32
301	88	\$ 1,618.50
302	88	\$ 1,618.50
303	69	\$ 1,269.05
304	65	\$ 1,195.48
305	89	\$ 1,636.89
306	95	\$ 1,747.24
307	85	\$ 1,563.32
308	75	\$ 1,379.40
309	85	\$ 1,563.32
Total	1903	\$ 35,000.00