

DISTRICT CROSSING – BCS 4175

LOCATION:

6:30 p.m. – 1679 Lloyd Ave.
Amenity Room, 2nd Floor
North Vancouver, BC

**STRATA COUNCIL
2014**

PRESIDENT
Elsa Nohlen

VICE-PRESIDENT
David Dickinson

TREASURER
Jane Dennison

BUILDING MAINTENANCE
Tadashi Kubota

**SECURITY/ FIRE SAFETY/
PRIVACY OFFICER**
Franz Schmitt

STRATA MANAGER
Fernanda Mendo
E-Mail: service@baywest.ca

ACCOUNTING
Direct: 1.877.592.3647
E-Mail: PAC@baywest.ca

**BAYWEST MANAGEMENT
301 – 1195 West Broadway
Vancouver, B.C. V6H 3X5**

Phone: (604) 257-0325

ATTENDANCE:

Elsa Nohlen
David Dickinson
Franz Schmitt
Jane Dennison

REGRETS:

Tadashi Kubota
Jane Dennison

(1) CALL TO ORDER

The meeting was called to order at 6:30 pm by the Council President. A quorum was established.

(2) BUILDING MANAGERS REPORT

Council reviewed the Building Manager's report on the various matters arising since the last meeting.

(3) ADOPTION OF PREVIOUS MINUTES

Following a review of the minutes of the Council Meeting held on July 23, 2014, it was moved and seconded to adopt the minutes as distributed. **CARRIED**

(4) FINANCIAL REPORT

4.1 FINANCIAL STATEMENTS

The Financial Statements for July 2014 were tabled to be reviewed and discussed during the next council meeting when the treasurer is present. It was moved and seconded to table the financials for July 2014. **CARRIED**

4.2 ACCOUNTS RECEIVABLE

Council reviewed the accounts receivable, noting that as of the meeting date, the outstanding balance of unpaid fees was \$11,885.96. The owner with a significant amount owing to the Strata Corporation still has not made any attempt to respond to the letters, phone calls and e-mail. The Strata Manager will make one more attempt to contact the owner; if there is no response a lien will be placed on the property.

A reminder that strata fees are due and payable on the first of each month.

The special levy was due and payable immediately upon passage of the special resolution by the Owners at the Annual General Meeting. Owners are advised that late payment fees will be applied to all strata lot in arrears of the special levy.

In accordance with the Strata Corporation bylaws, any strata lot in arrears after the due date may be assessed a late payment fine, plus interest penalties will be applied to the accounts that are more than one month in arrears. If an Owner is in arrears for ninety days, the Owner will be forwarded a letter to request the account be brought up-to-date within a specified time period. If the balance remains outstanding, a lien may be registered and all expenses related will be charged back to the strata lot in arrears. It was moved and seconded to register liens after ninety days. **CARRIED**

(5) BUSINESS ARISING FROM PREVIOUS MINUTES

5.1 DIRECTIVES

Council was presented with a list of directives arising from the last meeting or other issues noting that some items are in progress while others are pending trades availability or quotes.

The directives are as follows:

- As addressed under accounts receivable, correspondence sent to the strata lot owner in arrears of the special levy, late payment fines and other charges.
- A council member and the handyman met on site to determine the area where the chin-up bar will be installed.
- The landscaper attended to remove the weeds from the pavement and cut back the shrubs at the back of the complex.
- Accurate Glass replaced the window in the 3rd floor of 1679.
- Sea to Sky advised that due to the height of the building they will not be able to clean the windows. The Residential parkade cleaning has been scheduled and notices posted. The commercial parkade is not the responsibility of the residential strata but council has agreed that the residential strata will pay 25% of the cleaning cost if the commercial parkade owner decides to proceed with cleaning.
- Several items of correspondence sent as directed by Council.
- Davey Tree attended to the removal of a tree, and they also suggested that the area on the embankment behind 1677 and 1679 be cut back extensively and that another large tree be pruned.
- The strata manager contacted Viscount to investigate crashing of the fob system. We are waiting for them to schedule a time for the investigation.
- On August 21st, the Strata Manager and a council member met on site with the supervisor from Bar-el to go over certain areas of the complex.
- Insurance Renewal – the updated appraisal was received from BFL, the cost of the Strata Corporation Insurance is split between BCS4176 and BCS4176. The Strata Manager inquired about the commercial area parkade leased by Impark and was informed that the insurance cost was not part of the cost split as per Developer. This may require a legal opinion.

(6) CORRESPONDENCE

- 6.1** Council reviewed correspondence received or sent to the date of this meeting.
- Several items of correspondence reviewed regarding noise complaints from the same strata lot.
 - A response from an owner regarding several noise violation complaints and advising that this is not from their strata lot.
 - Another response from an owner in regards to a noise complaint which is not from their suite.
 - Complaints received from Cigarette Smoke or other illegal substances.
 - A response from an owner stating that they have stopped smoking in their patio.
 - Correspondence received regarding a water leak, follow up was made but not

- determined what the leak was about. No further action required at this time.
- Another response from an owner that was fined due to a noise complaint, the Strata Manager will respond as per Council's decision.

Owners are kindly asked to address all issues in writing. Correspondence received will be discussed at the next scheduled meeting and a response as instructed by the Strata Council will be sent to the respective Owners. Owners reporting a complaint against another strata lot Owner must ensure that full details are provided, including time(s), date(s), how long the incident occurred and the unit number of the alleged offender.

Noise complaints or other property related concerns, suggestions or matters that do not require immediate attention, must be addressed in writing to the Strata Council, via Baywest Management Corporation – Attention Strata Manager, Fernanda Mendo, e-mail fmendo@baywest.ca

In case of a building emergency, residents are requested to please contact Baywest Management at 604.257-0325. For life threatening emergency please call 911. Residents are kindly requested NOT to directly contact the Strata Council members, as they are volunteers and already offer many hours of personal time and effort attending the duties of running a Strata Corporation.

Please note that all complaints must be received directly from the owners of the unit. Tenants must communicate their issues directly through their landlords.

(7) NEW BUSINESS

- 7.1** A water leak was reported from the resident on the 4th floor of 1673. The owner of suite called Baywest office but did not specify where the leak was. The Restoration Company attended to investigate but was not able to access the suite. This will be a matter for the owner to address and repair.
- 7.2** Mircom completed the annual inspection, a report is pending, however the Building Manager has informed that 34 suites were not inspected as access was not provided by the residents. Another attempt will be made when Mircom returns to deal with the deficiencies. If, however, access is not provided it will be left up to the owner to arrange to have the in-suite devices tested at their cost and a copy of the report sent to the Strata Council. Under the fire code regulations all in-suite devices must be tested annually.
- 7.3** A quote from Nicols Enterprises to prepare the area on the wall where the chin-up bar will be installed. Following review of the quote, it was moved and seconded to proceed. **CARRIED**
- 7.4** Bar-el Meeting of August 21st – As addressed under the directives a walkthrough meeting took place. During this time it was established that the Janitorial service has six hours for cleaning and six hours for Administration. The building manager should not provide services to the Commercial Owners Strata Plan BCS4176.
- 7.5** Residential Parkade Pressure washing is schedule for September 4th, 2014 from 8:30 am to 5:00 pm. All vehicles have to be removed from the parkade during the day of the cleaning.
- 7.6** Insurance Renewal – The Strata Corporation Insurance is up for renewal on August 12, 2014. As in previous years the insurance will be financed. BFL is in the process of submitting the finance contract.
- 7.7** Landscaping issues – Gardening Genie advised that two years ago they had sent a quote to clean up the area north of the fence at District Crossing. This summer they made small

inroads along the fence to try and keep up with the weeds in the beds on the resident's side of the fence. Council inquired if the irrigation system could be checked and some of the irrigation nozzles changed to longer ones to provide water at the back of the planters.

7.8 During a recent building inspection the following was noted:

- (i) A resident has placed foil on their windows. Please refer to Bylaw 37. Exterior Appearance (5) Draperies or window coverings that are visible from the exterior of any strata lot shall be cream or white in colour.
- (ii) Also noted an electrical outlet cord hanging outside; to provide electricity from inside the strata lot to the balcony. This is fire hazard and in violation of the Strata Corporation Bylaws and must be removed.
- (iii) Another item of concern is the use of the balcony for storage. Please refer to bylaw 37. (4) No bicycles, unicycles, motorcycles, scooters, or any other articles of a similar nature shall be displayed or stored on the balcony, deck, roof deck, garden or landscaped areas or other limited common property of the strata lot.

NOTE:

Residents are informed that Metro Vancouver will start a disposal ban on organics (all compostable materials, including food) in January 2015. For more information on this important issue visit the website below:

<http://www.metrovancouver.org/services/solidwaste/businesses/organicsban/Pages/index.aspx>

(8) OTHER BUSINESS AS PER COUNCIL

- Council requested that the Strata Manager of BCSC4175 speak with the Strata Manager for the Commercial to replace the burned out bulbs in the under pass and plant shrubs in the planters. The area is looking unsightly and neglected.
- Council requested that the Strata Manager of BCSC4175 speak inform the commercial strata that If for any reason they require the assistant of the Residential Building Manager, this can be accommodated but they will need to pay the Strata Corporation BCS4175 for these services.

(9) TERMINATION

There being no further business, the meeting was adjourned at 8:20 pm.

The next scheduled Council Meeting to be established

Owners wishing to have Strata Fees taken directly from their bank account, the Pre-Authorized Chequing (PAC) forms can be obtained from the Strata Manager. Please be advised you should retain copies of Council and General Meeting Minutes for a period of 2 years. There will be a charge for copies.