



**MODE
STRATA PLAN BCS 2557**

**STRATA COUNCIL MEETING MINUTES
TUESDAY, SEPTEMBER 16, 2014, 5:30 PM**

COUNCIL PRESENT:

**Mr. Michael Williams
Ms. Renee Sarich
Ms. Natalia Chrusny
Ms. Joanna Anderson
Mr. Wayne Wilton
Mr. Matthew Kavanagh**

MANAGEMENT PRESENT:

**Calin Ambrus, Property Manager
Pacific Quorum Properties Inc.
cambrus@pacificquorum.com / Direct Line: 604-629-0426**

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m.

2. ADOPTION OF PREVIOUS MINUTES

It was:

MOVED/SECONDED

To adopt the Minutes of the July 16, 2014 Council Meeting as circulated.

CARRIED

3. FINANCE

a. Financial Statements

Financial Statements for July and August 2014 were reviewed in detail.

It was:

MOVED/SECONDED

To approve the Financial Statements for July and August 2014, as presented.

CARRIED

b. Arrears

Arrears were reviewed in detail. Following discussion, the Strata Council instructed the Property Manager to send lien warning letters to all the Owners in arrears for more than 90 days, and place a lien on the Strata Lots if balances are not cleared.

Owners are reminded that it is extremely important for their accounts to be kept up-to-date, as fines and interest will be levied against all strata lots with outstanding balances and late payments.

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4. **BUSINESS ARISING**

a. **Fire Equipment Deficiencies**

It was noted that the fire equipment covers recently added in the parking area have not been installed properly; therefore, the Property Manager was instructed to follow up with Mountain Fire Protection to ensure that these items are being addressed in a timely manner.

b. **Sprinkler/Irrigation System**

It was noted that the irrigation system on Richards Street is not working properly; therefore, the Property Manager was instructed to contact MDT Backflow to address this matter.

c. **Sidewalk Pavers**

The Property Manager reported that the City of Vancouver is yet to schedule retiling on the Smithe Street sidewalk.

d. **Ceiling Repairs – Two (2) Units**

The Property Manager reported that Circle Restoration scheduled ceiling repairs to the two (2) units affected by the exterior roof water ingress, as per the scope of work provided.

e. **Back Alley Ledge Painting**

Following a discussion, it was agreed that Circle Restoration will test paint the one (1) ledge on the alley side of the building therefore the Property Manager was instructed to schedule this job with the contractor.

f. **Carpet Cleaning - 4th Floor and Amenity Room**

The Property Manager reported that Bar-El Building Maintenance cleaned the carpets on the 4th floor and the amenity room, as per the scope of work provided.

5. **COMMITTEE REPORTS**

a. **Landscaping**

It was noted that several trees located on the rooftop are in poor shape due to lack of water; therefore, the Property Manager was instructed to follow up with the landscaper regarding this matter.

b. **Security**

There was nothing to report.

6. **NEW BUSINESS**

a. **Mechanical Maintenance – Boiler Cleaning**

It was:

MOVED/SECONDED

To approve the quotation received from Elafor Mechanical Ltd. for the total amount of \$1,668.75 plus taxes, to clean the burners and heat exchangers for both boilers, as per scope of work provided.

CARRIED

b. **Mechanical Maintenance – Rooftop MUA Unit/Pulley Replacement**

It was noted that the existing pulleys are showing signs of grooving which is causing premature belt failure.

It was:

MOVED/SECONDED

To approve the quotation received from Elafon Mechanical Ltd. for the total amount of \$531.75 plus taxes, to replace the pulleys for the MUA unit located on the rooftop

CARRIED

c. **Mechanical Maintenance – Rooftop MUA Unit/Time clock**

A proposal was received from Elafon Mechanical Ltd. for the total amount of \$719.755 plus taxes, to install a digital time clock to allow nighttime setback of the rooftop MUA unit, which will translate into three (3) months of natural gas and hydro savings.

d. **Parkade Cleanup Reminder – Items Stored**

Residents are reminded that as per the Fire Department, and the Strata Corporation Bylaws, no items are allowed to be stored in the parking stalls other than vehicles. Following a discussion, the Property Manager was instructed to obtain further clarification from the contractor regarding this matter.

e. **Elevator Issues**

It was noted that on several occasions one of the elevator cab was stuck on the second floor. Richmond Elevator attended and carried out necessary repairs.

f. **Green Bin Program – Implementation**

The Property Manager reported that as of January 1, 2014 the City of Vancouver will ban on disposing organic waste at the landfill; therefore, *The Green Bin Program* developed by the City of Vancouver and Waste Management will allow residents to add their food scraps to their Green Bins. Furthermore, the Property Manager advised that further information will be available within the next few weeks.

g. **Hytec – Water Management System**

The Property Manager advised that as reported by Hytec, the system is running well and the water is testing at optimal levels.

h. **Condominium Insurance**

Owners are reminded to obtain both of the extended insurance coverages through their Condominium insurer and furthermore Owners must ensure that they are carrying adequate private coverage.

Owners must be aware that the Strata Corporation's insurance does not cover betterments in a unit, such as upgrades to tile from carpet or other original "*equipment and finishes.*" Betterment coverage may be obtained through your condominium insurance.

8. **CORRESPONDENCE**

The Property Manager reported that the following correspondence was received:

- one (1) concerns with excessive moisture inside unit,
- one (1) report of a vehicle leaking oil/transmission fluid, and
- one (1) noise complainant.

The Strata Council reviewed all correspondence received, and instructed the Property Manager to respond to the above correspondence accordingly.

9. **ADJOURNMENT**

There being no further business to discuss at this time, the meeting was adjourned at 7:25 p.m.

NEXT MEETING
Wednesday, November 18, 2014

ONLINE ACCESS TO YOUR STRATA CORPORATION

To access **PQ ONLINE** for **MODE**:

- Go to: www.pacificquorum.com
- Under **PQ ONLINE LOGIN** enter:
 - Username: **mode**
 - Password: **2557**

Once you have logged into **PQ ONLINE** for the first time, please go to “**MY INFO**” and sign-up for **email notification** of important notices, meeting minutes, etc., and update your contact details.

Submitted By:

PACIFIC QUORUM PROPERTIES INC.

Calin Ambrus, Property Manager

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IMPORTANT INFORMATION Please have this translated

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

INFORMACIÓN IMPORTANTE Busque alguien que le traduzca

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

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

सबसे महत्वपूर्ण बिना अनुवाद बिना इसे हिंदी या उर्दू में अनुवाद

Please Note: The Real Estate Regulations require a vendor to provide purchasers with copies of Strata Council and Corporation Meeting minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon a seven (7) day advance order from *Pacific Quorum Properties Inc.*

Are you hiding something in your garbage?

One third of the garbage in our landfills is organic material (food and yard waste). That material can be composted and put to use by our local farmers. Recycling food scraps, food-soiled paper and yard waste is now mandatory and easy to do – here is a listing of acceptable items:

Food

Meat, fish, dairy, fruit, vegetables, shells, bones, pasta, rice, eggshells, nutshells, bread, grains



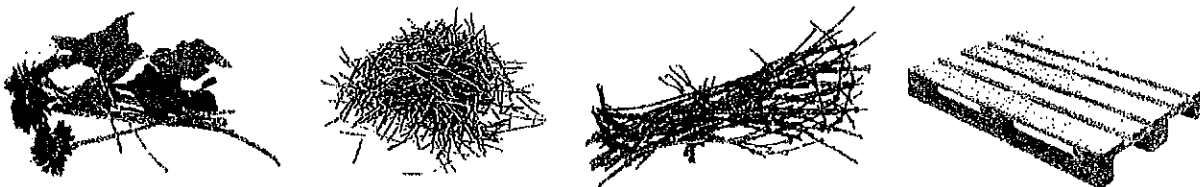
Food-Soiled Paper and Approved Compostable Packaging

Coffee grounds and filters, tea bags, waxed cardboard, soiled paper bags, kitchen paper towels, paper napkins, uncoated take out containers and paper plates, approved compostable containers and tableware, shredded paper (Absolutely no plastic)



Plants and Flowers

Plants and flowers, landscape vegetation, holiday trees, untreated wood scraps, pallets, crates



ORGANICS



Some Compost Bin Tips:

- 1) Line the bottom of your in-home collection container with newsprint or cardboard before you start using it. This will help absorb liquid, prevent food from sticking to the bottom and reduce odours
- 2) Empty your bin every few days — even if it is not full
- 3) Rinse your bin periodically — use mild detergent or a vinegar/water solution and then add a sprinkle of baking soda or laundry detergent
- 4) Wrap peelings in newsprint or a paper towel before putting in the bin — to keep it cleaner
- 5) You can purchase compost bin liners and bags that will decompose. *Please do NOT use bio-degradable or plastic shopping bags — they take up to 1000 years to decompose!*

Once in the refuse room, you can place your organic material in one of the green totes. Waste Management will then pick up this material and dispose of it at a local facility, Harvest Power.



Just remember, **NO PLASTIC** as it will contaminate the entire batch

