

**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION VR 1934  
'WESTVIEW PLACE'**

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Held: Wednesday, March 24, 2010 at 7:00 p.m. in Suite #1002 - "Westview Place"  
1166 West 11<sup>th</sup> Ave., Vancouver, BC

Present:	Dr. Anthony Boulton	President	Suite #1002
	Roy Thomas	Vice President	Suite #203
	Louise Neal	Secretary	Suite #102
	Keenan Charles	Treasurer	Suite #1001
	David Saab		Suite #202
	Ali Tehrani		Suite #102
	Marian Dellow		Suite #801
	Adrian Lipsey	Bayside Property Services Ltd.	
Guests:	Paul Molund		Suite #802
	Terry Woo	Property Manager	Suite #902
	Cara Luxton		Suite #902

**CALL TO ORDER**

The Meeting was called to order at 7:00 p. m. by the President.

**PREVIOUS MINUTES**

It was moved/seconded and carried unanimously to approve the Minutes of the Council Meeting held January 20, 2010, as previously circulated by Bayside Property Services Ltd.

**GUESTS' BUSINESS**

Mr. Woo and Ms. Luxton attended the meeting in response to noise complaints initiated by Mr. Molund in relation to the hard surface flooring in suite 902. Mr. Molund gave a brief history of noise issues related to previous occupants of the suite since the hard surface flooring was installed. The tenants previous to Ms. Luxton had a young infant and there was frequent noise from the child running up and down the halls as well as noise from the toys on the hard floor. Since Ms. Luxton and her partner moved in with their child, noise problems have continued. Mr. Molund acknowledged that Ms. Luxton has attempted to reduce the level of noise but it still persists when the child is active. Mr. Molund appreciated the efforts, and suggestions regarding area rugs, but he felt that anything less than wall-to-wall carpet would continue to result in significant noise transmission. Mr. Molund advised that the noise is intolerable and it occurs everyday in the morning and every evening before bedtime. Mr. Woo informed Council that the hard surface flooring was installed when the apartment was renovated after the Owner's nephew moved out. Mr. Woo advised that the suite could be carpeted but that is not feasible while it is occupied. Council observed that, while there are no Bylaws which regulate the installation of hard surface flooring, the flooring was installed without Strata Corporation approval, as required by the Bylaws. Ms. Luxton advised that she moved into the suite specifically because it has hard surface flooring. She feels that hard surface flooring is better for the health of her children. Her son is in bed by 8:00 p.m. every night and they make every effort to reduce the amount of noise. She is willing to add extra area rugs but she would have to move out if wall-to-wall carpet was installed. At this point, it was observed that Ms. Luxton has another child who will soon be old enough to be mobile so there will likely be more noise in the near future. After Ms. Luxton and Mr. Molund left

the meeting, Council discussed at length various issues involving occupants of the suite with Mr. Woo. Council reminded Mr. Woo that there has been a long history of noise and many other disturbances with occupants in the suite after the Owner moved out. It was observed that many Residents know the Owner personally and have no issues with her. While the Owner occupied the suite there were no nuisance problems whatsoever. Council has given the Owner great latitude in dealing with previous problems relating to the occupants/tenants but now it has become crucial that this matter be resolved urgently. Council feels that the Owner has been given every opportunity to deal with historical issues involving her tenants so it is time for the Owner to cooperate fully and resolve the current noise related to the hard surface flooring without further delay. In the past there have been serious disturbances as well as other nuisance matters so the Residents at Westview Place have endured great inconvenience with the occupants of suite 902. Council members have devoted an enormous amount of personal time to the noise issues. There was lengthy discussion of the benefit of area rugs versus carpets. It was agreed unanimously by Council that whatever efforts made by Ms. Luxton will not result in elimination of the problem when other tenants move in. Council asked Mr. Woo what he is prepared to recommend to the Owner regarding a resolution to the situation and he advised that he will discuss the matter with the Owner, but he would not disclose what he intends to recommend to his client. Council informed Mr. Woo that the only solution which is now considered acceptable to the Council is for the entire suite to be carpeted. In discussions Council has had directly with the Owner, it is possible that she might not have a problem with carpet being installed over the hard surface flooring. Council requested that Mr. Woo inform the Owner of Council's expectations regarding carpeting the entire suite.

## **BUSINESS ARISING FROM PREVIOUS MINUTES**

### **1. COMMON AREA PAINTING & CARPET REPLACEMENT**

Council arranged for the painters to return three times to deal with complaints about the finishing of the baseboards. There is nothing further that can be accomplished because the installation of the drywall and baseboards resulted in uneven lines in many places, which cannot be eliminated with paint. The problem was not noticeable before because the wall and baseboard colors were the same. The variation in surface is noticeable due to the dark color of the baseboards. A contractor has inspected the elevator and will be providing a quote to Bayside to re-laminate the elevator walls. It was moved/seconded and carried by majority vote to approve Richard Dmytriw's quote in the amount of \$1,600 to supply and install weather stripping on 31 door frames. Door frames of the 2 ground floor suites and suite 203 have already been done and the penthouse suites have a different style of moulding. Council requested that Richard arrange for the installation on a Saturday if possible.

### **2. FIRE EQUIPMENT REPAIRS**

Notices will be delivered to occupants for replacement of in-suite devices in 24 suites. Council observed that Fridays are the best days to arrange this work. Any Resident not home for the installation may provide a key to Marian in suite 801. This will be a one-time installation and there will be no call-back for suites which are missed. The costs of the installations will be paid by the Strata Corporation.

### **3. BUILDING ENVELOPE INSPECTION**

It was moved/seconded and carried by majority vote to approve the quote from BC Building Science in the amount of \$3,000 plus taxes to undertake a building envelope inspection as part of the regular warranty maintenance program. Occupant surveys will be delivered to

Residents, who may return the completed forms to Bayside or put them under the door of suite 102.

#### **4. IN-SUITE INSPECTIONS**

As part of the ongoing building maintenance program, Council will be contacting Residents to inspect suites for any interior problems which are the responsibility of the Strata Corporation to remedy.

#### **5. NOISY PIPES**

Latham's inspected the suite and advised that the noise appears to be caused by loose pipes in the ceiling of the bathroom. They will be providing a quote to resolve this issue. It was mentioned by Richard Dmytriw that he could cut a small hole on the inside bedroom wall and spray foam in order to try to eliminate the noise problem. If that does not resolve the problem, Latham's can be called to strap the pipes as necessary. The cost for Richard to apply the foam would be nominal as he can do it when he is installing the weather stripping. Council approved installation of the foam as a preliminary attempt to resolve the problem.

#### **6. SHOWER LEAK**

Latham's inspected both suites and their report is pending.

#### **7. LOBBY FLOOR RESTORATION**

Council approved restoration of the lobby floor (as outlined in the previously approved quote) once the weather stripping is installed and the elevator walls are re-laminated.

### **FINANCIAL REPORTS**

1. It was moved/seconded and carried by majority vote to approve the monthly financial reports prepared by Bayside for December 2009 and January-February 2010; subject to follow up regarding recovery of the \$200 overpaid to the painting consultant.
2. Accounts receivable: Council reviewed the accounts receivable list as at March 24, 2010 and instructed Bayside to collect all outstanding amounts as required, plus issuing lien threat letters to 2 suites.

### **NEW BUSINESS**

#### **1. 2010 INSURANCE RATES**

Council reviewed a newsletter issued by Coastal Insurance regarding general Strata insurance issues. The actual impact on premiums, if any, will not be known until the appraisal is done and the policy rolls over in June.

#### **2. WINDOW CLEANING**

It was moved/seconded and carried by majority vote to approve the quote from Sea to Sky Window Cleaning for washing of all inaccessible windows plus the exterior of balcony railing glass in the amount of \$1,605 plus GST. Council requested the Property Manager to obtain a quote for cleaning the edges of the balconies at the front of the building.

**3. PEST CONTROL**

Council requested that the Property Manager contact Canadian Pest Control for a quote to reinstall bird spikes on the mechanical room roofs and around the corners of the main roof.

**4. LANDSCAPING REPAIRS**

Council reviewed a verbal request for replacement of landscaping ties in the patio area of suite #101. It was observed that \$1,600 has already been spent on landscaping repairs this year so the matter will be tabled until next year.

**5. BIKE RACKS**

The bike racks are again becoming cluttered with bikes not properly stored. It was observed that a number of bikes are abandoned. The following action plan was established to clean up the bike racks: 1) racks will be numbered; 2) residents will be required to identify their bikes; 3) bikes will be registered and assigned to a rack number; 4) unregistered bikes will be removed.

**6. COMMON AREA APPEARANCE**

Council observed that, with completion of the carpet installation, Residents need to be reminded that no items are permitted to be stored in the hallways, including floor mats, etc. Items left in hallways are a tripping hazard during an emergency evacuation.

**7. TENANCY TURNOVER**

Council observed that some suites have short-term tenants but updated occupant information is not being provided when new Residents are moving in. Council instructed the Property Manager to send a letter to one Owner who has students staying in the suite on a short term basis.

**8. COMMON AREA CLEANUP**

Council requested that the Property Manager arrange for removal of debris in the electrical room and the phone directories in the lobby.

There being no further business to discuss, it was moved/seconded and carried to terminate the meeting at 9:05 p. m.

**The next Council Meeting for Strata Plan VR 1934 “Westview Place” is scheduled for Wednesday, June 9, 2010 at 7:00 p.m. in suite 1002, Westview Place 1166 West 11<sup>th</sup> Ave. Vancouver.**



Adrian Lipsey, Associate Broker

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ALL/

### **EMERGENCY CALLS TO BAYSIDE**

For after hours, holiday, or weekend emergencies, **DO NOT** call the property manager's direct line or send an e-mail. **You need to call 604-432-7774** if you are calling regarding anything that cannot wait until the next business day.

#### **Weekend / Holiday / Evening Service Call Instructions**

Should you encounter a situation requiring emergency attention, please contact Bayside's office at 432-7774 and advise the operator of the situation giving as many details as possible. Ensure that you state it is an emergency and leave your name and telephone. Your call will be returned promptly by the on-call property manager so please keep your telephone line free in order that the emergency may be addressed. Your cooperation in this regard is appreciated.

**\*\* Recent recommendations to the Real Estate Regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to payment of a fee.**