

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

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Held: Wednesday, January 20, 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.	

**CALL TO ORDER**

The Meeting was called to order at 7:05 p. m. by the President.

**PREVIOUS MINUTES**

It was moved/seconded and carried by majority vote to approve the Minutes of the Council Meeting held October 19, 2009, as previously circulated by Bayside Property Services Ltd.

**BUSINESS ARISING FROM PREVIOUS MINUTES**

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

Painting is complete. Overall, Council is satisfied with the work. There were some complaints regarding painting of the baseboards; however, the problem was caused by the original drywall and baseboard installation which created uneven joints between the 2 materials, making it impossible to create the appearance of a straight line in every instance. Council discussed replacement of the weather stripping around the doors because the color does not match the door color. A sample replacement weather stripping was reviewed by Council. Only 31 doors need to be done because the penthouse doors are a different style, the ground floor suites were done previously, and one suite has already been done. Based on the cost of the sample, materials would be about \$600. Council instructed the Property Manager to obtain a quote from Richard Dmytriw to install the weather stripping. Council was informed that investigation has determined that the elevator walls cannot be painted because paint is not fire retardant. The only option is to install a new laminate finish. A quote in the range of \$3,300 to \$3,400 was obtained from a company who was well recommended. A decision regarding the laminate will be finalized once the carpet is installed. The carpet was ordered and expected to be installed within 5 days.

**2. FIRE EQUIPMENT REPAIRS**

Subsequent to the annual inspection, the sprinkler system compressor had to be replaced. Arrangements need to be made to replace smoke detectors in 24 suites. A date is to be determined and notices will be issued to residents.

**3. ROOF ANCHORS**

The annual inspection and testing is complete.

**4. ROOF MAINTENANCE**

The regular inspection and maintenance was completed in December and a copy of the report provided to Council.

**5. BUILDING ENVELOPE INSPECTION**

A response from BC Building Science is pending. Generally the costs range from \$2,500 to \$3,500. The Property Manager will follow up with Andrew Creighton.

**6. SUITE INSPECTIONS**

Committee members have been selected. Arrangements will be made for inspections to be done evenings or weekends.

**7. BIKE RACKS**

There has been no response from Dobra Design regarding installation of the bike racks. Council felt that the price quoted might have been too low and that they do not now want to honor their quote. The matter has been tabled for now.

**8. GENERAL REPAIRS**

All repairs were completed by Richard Dmytriw. While Richard was in one suite the issue of noisy pipes was discussed. After discussion, Council instructed the Property Manager to inquire with Latham's if a water hammer arrestor can be installed to eliminate the problem.

**9. GARAGE GATE**

The defective "pin" by which the gate is suspended has been repaired. The gate is operating satisfactorily now.

**10. NEW NOTICE BOARD**

The replacement board was installed and no further problems have been experienced.

**11. NOISE COMPLAINTS**

Further complaints have been received and follow up correspondence was sent to the Owner's Property Manager and lawyer.

**12. SHOWER LEAK**

The Owner advised that a plumber and contractor have inspected the shower stall and they claim that there is no evidence of problems with the shower. The Owner feels it is the responsibility of the Strata Corporation to arrange for an inspection by a plumber. Council discussed the matter at length. Council was informed that the drain pipes for the shower stalls extend above the concrete floor and that the bases of the original stalls are raised. The shower stalls are mounted so that the shower drain connects directly to the raised pipe. As such, it is an Owner's responsibility to ensure that the water from the shower drain flows directly into the drain pipe. It was observed that a leaking pipe below the concrete floor is the responsibility of the Strata Corporation. However, any water leaking around the pipe would be an Owner's responsibility because that means that not all of the drain water is getting into the pipe (e.g. defective sealant) or that the shower enclosure is leaking, allowing water to drain around the pipe where it penetrates the floor. Council instructed the Property Manager to inform the Owner that arrangements will be made with Latham's for an inspection but Latham's cost will be charged-back if it is determined that the water leak does not originate from the drain pipe.

itself. Also, the cost of drywall repairs to the suite below would be charged-back if the leak is not related to the drain pipe below the shower stall.

## **FINANCIAL REPORTS**

1. It was moved/seconded and carried by majority vote to approve the monthly financial reports prepared by Bayside for October & November 2009.
2. Accounts receivable: Council reviewed the accounts receivable list as at January 20, 2010 and instructed Bayside to collect all outstanding amounts as required.

## **NEW BUSINESS**

### **1. ENTERPHONE PROBLEMS**

A unique problem with the enterphone line, connecting one suite, and causing static on the enterphone and telephone, was repaired by Viscount.

### **2. BC HYDRO**

With the re-keying of the electrical room, a new key was issued to BC Hydro for meter reading.

### **3. LATHAM'S PREVENTIVE MAINTENANCE CONTRACT**

The contract rolled over with an increase of \$12 for the year.

### **4. THYSSENKRUPP ELEVATOR**

Thyssenkrupp provided a notice advising that they are foregoing an increase for 2010. The elevator contract provides for annual increases at the company's discretion.

### **5. LANDSCAPING CONTRACT**

Council approved the increase in the contract for 2010 from \$400 per month to \$410.

### **6. KEYS**

Council reminded Bayside that 10 keys had been ordered but they were not received. The Property Manager will follow up with the locksmith.

### **7. PROPERTY MANAGER**

It was moved/seconded and carried unanimously to approve a \$150 bonus for the Property Manager.

There being no further business to discuss, it was moved/seconded and carried to terminate the meeting at 8:30 p. m.

**The next Council Meeting for Strata Plan VR 1934 "Westview Place" is scheduled for Wednesday, March 24, 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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Tel: 604-432-7774 (24 hours - after office hours, **Emergencies only** please)

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.**