

Strata Council Meeting Minutes LMS 2030 - "Claridge Court"

Date: Thursday May 17, 2007
Location: Amenity Room – 14399 103rd Avenue, Surrey, BC

Present: Diosdado Dimacali 108-III Sarah Abbot, Secretary 302-II
Brad Wilson, Treasurer 405-II Christine Pisio 112-II
AJ Stelacio 203-II

Regrets: Dan Hoffmann, President 301-II

Agent: Kevin Duguid, 604 Real Estate Services Inc.

The meeting was called to order at 6:45 p.m.

COUNCIL RESIGNATION

The council accepted the resignation of Sharen Genik.

COUNCIL APPOINTMENT

The council welcomed AJ Stelacio and Christine Pisio to serve on council for the remainder of the year.

APPROVAL OF MINUTES: The minutes of April 19, 2007 were approved as circulated.

FINANCIAL STATEMENTS:

1. Financial Report: The financial reports for the month ending April 30, 2007 were approved.
2. Accounts Receivable: The Agent conducts collections in accordance with the bylaws each month on all outstanding accounts. Owners please be advised that your monthly maintenance payments are due and payable on the first of each month. Non-compliance may result in the strata council assessing fines and applying interest charges on outstanding balances, and/or having a legal lien placed on the suite. Owners are encouraged to correspond with council if they expect payment delays, or experience financial difficulties.
3. Audit: The audit of the Re-Construction Repair Account is now complete with the results to be provided shortly.

CARETAKER REPORT:

Marlo Palma provided a monthly report on the cleaning and building activities since the last meeting of council.

Caretaker/Maintenance Requests: Residents having a maintenance concern are requested to first contact the Caretaker. He will investigate the issue, expedite any repairs and mitigate any possible damages. For all common area maintenance issues, please call pager number **#604-320-3769**. Only emergencies (fire, flood) will be responded to after daytime hours or call 604-689-0909.

COMMITTEE REPORTS

1. Security Channel: The Agent continues to contact Shaw Cable to encourage them to return the security channel at the front door of each building to 59. No progress has been made to date.
2. Communications: The community website is in the process of being updated. The council is looking into other options for website providers. <http://claridgecourt.wordpress.com>
3. Parking: The committee continues to monitor the parking area and issue warning letters to residents storing items in their parking space contrary to the bylaws.

Residents, please note that extra parking spaces are available to rent. The cost is \$15.00 per month. Please contact 604 Real Estate in writing if you wish to rent an additional parking stall.

Unauthorized parking in any of the rental parking stalls or visitor parking will result in the vehicle being removed without notice.

4. Storage Lockers: The council is reviewing the information sheets provided by owners during the key exchange to document the proper locker allocations. If you still do not have the right locker, please email **Dan Hoffman at drhoffmann@shaw.ca to arrange further investigation.**
5. Buildings: No report at this time.
6. Grounds: The landscaper will be asked to treat the weeds that are growing between the bricks again this year. Grass seed will also be investigated for the courtyard area.

UNFINISHED BUSINESS

1. Building Envelope:
 - a) Legal: Final request letters have gone out to help settle the funds received due to the reconstruction project. Several past and present owners are still disputing the payout of settlement funds. These parties will be contacted to arrange a settlement of the issue or the funds will be paid into the courts for the parties to resolve themselves.
 - b) Balcony Membranes: The warranty providers for the building envelope have not made any progress contacting the envelope contractor to repair several reported bubbling or cracking balcony membranes. Any owner having this type of problem is asked to write to council for investigation.

2. Fire Alarm Repairs: The repairs required to the fire alarm system from the annual inspection are currently underway. The contractor will be returning to access some suites to complete these repairs.
3. Brick Repairs: The council is having a contractor repair the bricks in the courtyards.
4. Stair treads: All options are being researched to install some kind of material on the courtyard stairs to prevent slipping.
5. Drainage Lines: The strata corporation has incurred expenses of over \$3500.00 to date in clearing drain lines in the building due to reported water back ups into washing machine and kitchen drain lines in the building. It has now been reported that residents continue to pour grease and oil down the drain lines which is causing the problems. Residents are strongly encouraged to store their grease and dispose of it in the garbage bins and not down the drains.
6. Spring Cleaning: A waste bin will be placed on site again this spring to allow residents to dispose of unwanted objects. The bin will be available on a Friday and removed on a Monday. Formal notice of the dates will be provided shortly.

CORRESPONDENCE

1. A letter was received asking why a notice was not issued regarding an overdue payment in strata fees from September 2006. As the owner attended the meeting, the council explained the process of fee collections.
2. A letter was received in regards to costs incurred due to washer back-up that appears to be a problem in the drain line and not the owner's washing machine. The council requested more information prior to reimbursing the costs.
3. A letter was received in regards to the bike room storage and the notice posted on the door. The council will consider the possibility of relocating the bike room to make it more secure.
4. A letter of complaint was received in regards to an owner shaking their door mat against the wall in the hallway. The owner will be advised of the complaint.

Communication: OWNERS, please note the *Strata Property Act of BC* asks that all concerns be forwarded to the strata council in writing (unless an emergency) in order to formally document your concern. Letters will be reviewed at the next scheduled council meeting and a response issued. You can send your concerns via e-mail: kevin@604realestate.ca or fax 604-689-0910.

NEW BUSINESS

1. Window Cleaning: The council reviewed three quotes for the exterior non-accessible window cleaning. After discussion, the council approved the quote for the window cleaning with Sea to Sky windows. Formal notice will be provided of the service date.
2. Maintenance Items: The council discussed the following maintenance items:
 - Plastic elevator protection corners

Duty of an Owner: Should you ever have the unfortunate experience of having water come into your suite from above, you need to act quickly. To assist the management company and strata council to mitigate and resolve building issues as they come up from time to time, an owner who sees water coming into their bathroom or kitchen must go up to the suite above to investigate what is causing the problem (if there is a suite above you). An important fact about this issue is that there is no common property between strata lots; therefore, the strata corporation has no obligation to act unless an insurance claim is filed.

The bylaws of the corporation make each owner responsible for damage caused to other suites where the source of the problem is inside their suite. Owners may wish to resolve the leakage issues between themselves. It is important to ensure you maintain the shut-off valves under your sinks and renew the caulking around the bathtubs, and ensure water lines are in good condition.

3. Rental Bylaw Violation: The council imposed another fine for the rental of a suite in 14377 in contravention of the Rental Restriction Bylaws. Fines will continue as per the bylaws at \$500.00 per month.

ADJOURNMENT/NEXT MEETING

There being no further business, the meeting was adjourned at 8:05 p.m. The next meeting is scheduled for Thursday, June 21, 2007 @ 6:30 p.m.

604 Real Estate Services Inc.

On Behalf of Strata Plan LMS 2030

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