

**MINUTES OF SPECIAL GENERAL MEETING
STRATA PLAN VR-457
ALEXANDRA PARK**

HELD On Monday, December 12, 2011 at 7:00 p.m. in the Lobby of 1236 Bidwell Street, Vancouver, B.C.

PRESENT 23 owners in person or proxy, as per the registration sheet

STRATA AGENT Not present

QUORUM REPORT

There being a quorum present, the meeting was called to order at 7:00 p.m. by Council President John Ash who in agreement with the owners chaired the meeting.

PROOF OF NOTICE

It was moved, seconded and carried to accept the notice dated November 18, 2011 as proper Notice of Meeting.

3/4 VOTE RESOLUTION

Council Member Ed Wilson summarized the resolutions under consideration. An owner questioned how they could receive a receipt for payment of the special levy. It was explained that owners are responsible for contacting property manager, Vancouver Condo Services, with any issues or questions about the levy. There being no further questions, the following 3/4 Vote Resolution was presented to the owners for their consideration:

RESOLUTION #1

WHEREAS:

The Owners, Strata Plan VR457 (the "Owners):

- A. The Owners wish to authorize the Strata Council to withdraw up to the sum of \$25,000 from the contingency reserve fund to carry out general repairs to the building not covered in the other resolutions covered in the December 12, 2011 Special General Meeting.
- B. Section 97 of the *Strata Property Act* (the "Act") requires the Strata Corporation authorize the withdrawal of funds from the contingency reserve fund by way of a 3/4 vote at a special general meeting.

BE IT RESOLVED, BY 3/4 VOTE THAT the Owners do hereby authorize and instruct the Strata Council as follows:

1. to withdraw up to the sum of \$25,000 from the contingency reserve fund to carry out general repairs to the building not covered in the other resolutions in covered in the December 12, 2011.
2. if any portion of Resolution 1 Special Assessment is not required to be expended, such excess funds shall be repaid into the Strata Corporation's contingency reserve fund; and
3. that the Strata Council be and is hereby authorized and directed to do all that is necessary and required in their opinion, without further need of resolution, to give effect to this $\frac{3}{4}$ Vote, including the execution and delivery of all documents related thereto.

It was moved, seconded and **APPROVED** by way of secret ballot (20 in favour, 3 opposed) to approve $\frac{3}{4}$ Vote Resolution #1.

**BUILDING ENVELOPE
RESOLUTION # 2**

WHEREAS:

The Owners, Strata Plan VR457 (the "Owners):

- A. The Owners previously engaged Halsall Associates Limited ("Halsall") to conduct investigation of the building and they have prepared and delivered a Building Envelope and Garage Evaluation Report dated March 25, 2011 (the "Report").
- B. The Owners wish to hire Halsall Associates Limited ("Halsall") to prepare design and specification for repairs, replacements and upgrading of the building envelope including the following work (as described in detail in the Report) (the "Resolution 3 Works");

(a) Specifications, bid, and urgent repair	\$40,000
(b) Wall Management Strategy	\$675,000
(c) Repair and Repainting of Metal Siding	\$75,000
(d) Priority Windows Repair and Contingency Reserve	\$200,000
(e) Priority Repairs to Garage	\$425,000
(f) Construction Review and Contract Administration	\$115,000
Total Estimated Cost of Resolution 2 Works	\$1,530,000
- C. The Strata Corporation does not have sufficient funds in the contingency reserve fund to pay for the Resolution 2 Works; and

D. Section 108 of the *Strata Property Act* (the "Act") allows the Strata Corporation to raise money from the owners by way of a 3/4 vote at a special general meeting.

BE IT RESOLVED, BY 3/4 VOTE THAT the Owners do hereby authorize and instruct the Strata Council as follows:

1. retain and direct Halsall to prepare designs specifications for the Resolution 2 Works for review and approval by the Strata Council;
2. seek bids from contractors to carry out Resolution 2 Works;
3. award the work to the contractor (or contractors) that the Strata Council feels is most appropriate in the circumstances (the "Contractor") and retain and instruct the Contractors to promptly commence the Resolution 2 Works with the objective that such work start in the spring of 2012;
4. spend up to \$1,530,000 for the Resolution 2 Works upon such terms as the Strata Council determines appropriate in consultation with Halsall and/or the Strata Corporation's other consultants with the necessary funds for such expenditure to be collected from the owners by a one-time special assessment (the "Resolution 2 Special Assessment") calculated in accordance with each strata lot's unit entitlement as set out in the Strata Corporation's registered strata plans;
5. the Resolution 2 Special Assessment shall become due and payable immediately upon passage, however for convenience purposes shall be collected in two installments with the first installments totaling \$40,000 collected on December 31, 2011 and the second installment totaling \$1,490,000 collected on March 1, 2012;
6. the portion of Resolution 2 Special Assignment to be borne by each strata lot in accordance with each strata lot's unit entitlement, is set out in the Resolution 2 portion of Schedule A attached;
7. if any portion of Resolution 2 Special Assessment is not required to be expended to complete the Work, and such funds are less than \$1,000 per strata lot, such excess funds shall be paid into the Strata Corporation's contingency reserve fund but if such funds are more than \$1,000 per strata lot, all such excess funds shall be paid to the owner of the strata lot at the time of such payment; and
8. that the Strata Council be and is hereby authorized and directed to do all that is necessary and required in their opinion, without further need of resolution, to give effect to this 3/4 Vote, including the execution and delivery of all documents related thereto.

It was moved, seconded and **DEFEATED** by way of secret ballot (15 in favour, 7 opposed) to approve 3/4 Vote Resolution #2 – Building Envelope.

**BUILDING ENVELOPE
RESOLUTION #3**

WHEREAS:

The Owners, Strata Plan VR457 (the "Owners):

- A. The Owners previously engaged Halsall Associates Limited (“Halsall”) to conduct investigation of the building and they have prepared and delivered a Building Envelope and Garage Evaluation Report dated March 25, 2011 (the “Report”).
- B. The Owners wish to hire Halsall Associates Limited (“Halsall”) to prepare design and specification for repairs, replacements and upgrading of the building envelope including the following work (as described in detail in the Report) (the “Resolution 3 Works”);
- | | |
|---|--------------------|
| (g) Specifications, bid, and urgent repair | \$40,000 |
| (h) Wall Management Strategy | \$675,000 |
| (i) Repair and Repainting of Metal Siding | \$75,000 |
| (j) Priority Windows Repair and Contingency Reserve | \$200,000 |
| (k) Construction Review and Contract Administration | \$75,000 |
| Total Estimated Cost of Resolution 3 Works | \$1,065,000 |
- C. The Strata Corporation does not have sufficient funds in the contingency reserve fund to pay for the Resolution 3 Works; and
- D. Section 108 of the *Strata Property Act* (the “Act”) allows the Strata Corporation to raise money from the owners by way of a special resolution by way of a 3/4 vote at a special general meeting.

BE IT RESOLVED, BY 3/4 VOTE THAT the Owners do hereby authorize and instruct the Strata Council as follows:

1. retain and direct Halsall to prepare designs specifications for the Resolution 3 Works for review and approval by the Strata Council;
2. seek bids from contractors to carry out Resolution 3 Works;
3. award the work to the contractor (or contractors) that the Strata Council feels is most appropriate in the circumstances (the “Contractor”) and retain and instruct the Contractors to promptly commence the Resolution 3 Works with the objective that such work start in the spring of 2012;
4. spend up to \$1,065,000 for the Resolution 3 Works upon such terms as the Strata Council determines appropriate in consultation with Halsall and/or the Strata Corporation’s other consultants with the necessary funds for such expenditure to be collected from the owners by a one-time special assessment (the “Resolution 3 Special Assessment”) calculated in accordance with each strata lot’s unit entitlement as set out in the Strata Corporation’s registered strata plans;
5. the Resolution 3 Special Assessment shall become due and payable immediately upon passage, however for convenience purposes shall be collected in two installments with the first

installments totaling \$40,000 collected on December 31, 2011 and the second installment totaling \$1,025,000 collected on March 1, 2012;

6. the portion of Resolution 3 Special Assignment to be borne by each strata lot in accordance with each strata lot's unit entitlement, is set out in the Resolution 3 portion of Schedule A attached;
7. if any portion of Resolution 3 Special Assessment is not required to be expended to complete the Work, and such funds are less than \$1,000 per strata lot, such excess funds shall be paid into the Strata Corporation's contingency reserve fund but if such funds are more than \$1,000 per strata lot, all such excess funds shall be paid to the owner of the strata lot at the time of such payment; and
8. that the Strata Council be and is hereby authorized and directed to do all that is necessary and required in their opinion, without further need of resolution, to give effect to this $\frac{3}{4}$ Vote, including the execution and delivery of all documents related thereto.

It was moved, seconded and **APPROVED** by way of secret ballot (23 in favour, 0 opposed) to approve $\frac{3}{4}$ Vote Resolution #3 – Building Envelope.

It was moved, seconded and carried (unanimous) to destroy the voting ballots.

There being no further business, the Special General Meeting was adjourned at 7:23p.m.

**MINUTES OF SPECIAL GENERAL MEETING
STRATA PLAN VR-457
ALEXANDRA PARK**

HELD On Monday, November 14, 2011 at 7:00 p.m. in the Lobby of 1236 Bidwell Street, Vancouver, B.C.

PRESENT 22 owners in person or proxy, as per the registration sheet

STRATA AGENT Not present

QUORUM REPORT

There being a quorum present, the meeting was called to order at 7:04 p.m. by Council President John Ash who in agreement with the owners chaired the meeting.

PROOF OF NOTICE

It was moved, seconded and carried to accept the notice dated October 20, 2011 as proper Notice of Meeting.

3/4 VOTE RESOLUTION

Council Member Ed Wilson summarized the resolutions under consideration. He confirmed that council is aware that window replacements must be as close as possible to the large opening windows we have now. A commitment was made to have an informational meeting once more detail is known from the bid specification process.

An owner questioned how the strata would deal with an owner who does not pay a special assessment. Under those circumstances, the strata council may file a lien against property title, and that lien would rank higher than any mortgage. Theoretically, the strata council could force the sale of a unit. Interest and penalties accrue on unpaid sums.

There being no further questions, the following $\frac{3}{4}$ Vote Resolution was presented to the owners for their consideration:

**BUILDING ENVELOPE
RESOLUTION #1**

WHEREAS:

The Owners, Strata Plan VR457 (the "Owners):

- A. The Owners previously engaged Halsall Associates Limited ("Halsall") to conduct investigation of the building and they have prepared and delivered a Building Envelope and Garage Evaluation Report dated March 25, 2011 (the "Report").
- B. The Owners wish to hire Halsall Associates Limited ("Halsall") to prepare design and specification for repairs, replacements and upgrading of the building envelope including the following work (as described in detail in the Report) (the "Resolution 1 Works");

(a)	Specifications, bid, and urgent repair	\$40,000
(b)	Concrete Walls and Balconies Management Strategy	\$675,000
(c)	Replacement of Metal Siding and affected windows	\$610,000
(d)	Priority Windows Repair and Contingency Reserve	\$200,000
(e)	Priority Repairs to Garage	\$425,000
(f)	Construction Review and Contract Administration	\$150,000
	Total Estimated Cost of Resolution 1 Works	\$2,100,000

- C. The Strata Corporation does not have sufficient funds in the contingency reserve fund to pay for the Resolution 1 Works; and
- D. Section 108 of the *Strata Property Act* (the "Act") allows the Strata Corporation to raise money from the owners by way of a 3/4 vote at a special general meeting.

BE IT RESOLVED, BY 3/4 VOTE THAT the Owners do hereby authorize and instruct the Strata Council as follows:

1. retain and direct Halsall to prepare designs specifications for the Resolution 1 Works for review and approval by the Strata Council;
2. seek bids from contractors to carry out Resolution 1 Works;
3. award the work to the contractor (or contractors) that the Strata Council feels is most appropriate in the circumstances (the "Contractor") and retain and instruct the Contractors to promptly commence the Resolution 1 Works with the objective that such work start in the spring of 2012;
4. spend up to \$2,100,000 for the Resolution 1 Works upon such terms as the Strata Council determines appropriate in consultation with Halsall and/or the Strata Corporation's other consultants with the necessary funds for such expenditure to be collected from the owners by a one-time special assessment (the "Resolution 1 Special Assessment") calculated in accordance with each strata lot's unit entitlement as set out in the Strata Corporation's registered strata plans;
5. the Resolution 1 Special Assessment shall become due and payable immediately upon passage, however for convenience purposes shall be collected in two installments with the first installments totaling \$40,000 collected on December 1, 2011 and the second installment totaling \$2,060,000 collected on March 1, 2012;
6. the portion of Resolution 1 Special Assignment to be borne by each strata lot in accordance with each strata lot's unit entitlement, is set out in the Resolution 1 portion of Schedule A attached;

7. if any portion of Resolution 1 Special Assessment is not required to be expended to complete the Work, and such funds are less than \$1,000 per strata lot, such excess funds shall be paid into the Strata Corporation's contingency reserve fund but if such funds are more than \$1,000 per strata lot, all such excess funds shall be paid to the owner of the strata lot at the time of such payment; and
8. that the Strata Council be and is hereby authorized and directed to do all that is necessary and required in their opinion, without further need of resolution, to give effect to this ¾ Vote, including the execution and delivery of all documents related thereto.

It was moved, seconded and **DEFEATED** by way of secret ballot (5 in favour, 17 opposed) to approve ¾ Vote Resolution #1 – Building Envelope.

**BUILDING ENVELOPE
RESOLUTION # 2**

WHEREAS:

The Owners, Strata Plan VR457 (the "Owners):

- A. The Owners previously engaged Halsall Associates Limited ("Halsall") to conduct investigation of the building and they have prepared and delivered a Building Envelope and Garage Evaluation Report dated March 25, 2011 (the "Report").
- B. The Owners wish to hire Halsall Associates Limited ("Halsall") to prepare design and specification for repairs, replacements and upgrading of the building envelope including the following work (as described in detail in the Report) (the "Resolution 2 Works");

(a) Specifications, bid, and urgent repair	\$40,000
(b) Wall Management Strategy	\$675,000
(c) Replacement of Metal Siding and affected windows	\$610,000
(d) Priority Windows Repair and Contingency Reserve	\$200,000
(e) Construction Review and Contract Administration	\$125,000

Total Estimated Cost of Resolution 2 Works	\$1,650,000
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- C. The Strata Corporation does not have sufficient funds in the contingency reserve fund to pay for the Resolution 2 Works; and

D. Section 108 of the *Strata Property Act* (the "Act") allows the Strata Corporation to raise money from the owners by way of a 3/4 vote at a special general meeting.

BE IT RESOLVED, BY 3/4 VOTE THAT the Owners do hereby authorize and instruct the Strata Council as follows:

1. retain and direct Halsall to prepare designs specifications for the Resolution 2 Works for review and approval by the Strata Council;
2. seek bids from contractors to carry out Resolution 2 Works;
3. award the work to the contractor (or contractors) that the Strata Council feels is most appropriate in the circumstances (the "Contractor") and retain and instruct the Contractors to promptly commence the Resolution 2 Works with the objective that such work start in the spring of 2012;
4. spend up to \$1,650,000 for the Resolution 2 Works upon such terms as the Strata Council determines appropriate in consultation with Halsall and/or the Strata Corporation's other consultants with the necessary funds for such expenditure to be collected from the owners by a one-time special assessment (the "Resolution 2 Special Assessment") calculated in accordance with each strata lot's unit entitlement as set out in the Strata Corporation's registered strata plans;
5. the Resolution 2 Special Assessment shall become due and payable immediately upon passage, however for convenience purposes shall be collected in two installments with the first installments totaling \$40,000 collected on December 1, 2011 and the second installment totaling \$1,610,000 collected on March 1, 2012;
6. the portion of Resolution 2 Special Assignment to be borne by each strata lot in accordance with each strata lot's unit entitlement, is set out in the Resolution 2 portion of Schedule A attached;
7. if any portion of Resolution 2 Special Assessment is not required to be expended to complete the Work, and such funds are less than \$1,000 per strata lot, such excess funds shall be paid into the Strata Corporation's contingency reserve fund but if such funds are more than \$1,000 per strata lot, all such excess funds shall be paid to the owner of the strata lot at the time of such payment; and
8. that the Strata Council be and is hereby authorized and directed to do all that is necessary and required in their opinion, without further need of resolution, to give effect to this ¾ Vote, including the execution and delivery of all documents related thereto.

It was moved, seconded and **DEFEATED** by way of secret ballot (4 in favour, 18 opposed) to approve ¾ Vote Resolution #2 – Building Envelope.

**BUILDING ENVELOPE
RESOLUTION #3**

WHEREAS:

The Owners, Strata Plan VR457 (the "Owners):

- A. The Owners previously engaged Halsall Associates Limited (“Halsall”) to conduct investigation of the building and they have prepared and delivered a Building Envelope and Garage Evaluation Report dated March 25, 2011 (the “Report”).
- B. The Owners wish to hire Halsall Associates Limited (“Halsall”) to prepare design and specification for repairs, replacements and upgrading of the building envelope including the following work (as described in detail in the Report) (the “Resolution 3 Works”);
- | | |
|---|--------------------|
| (f) Specifications, bid, and urgent repair | \$40,000 |
| (g) Wall Management Strategy | \$675,000 |
| (h) Repair and Repainting of Metal Siding | \$75,000 |
| (i) Priority Windows Repair and Contingency Reserve | \$200,000 |
| (j) Priority Repairs to Garage | \$425,000 |
| (k) Construction Review and Contract Administration | \$115,000 |
| Total Estimated Cost of Resolution 3 Works | \$1,530,000 |

C. The Strata Corporation does not have sufficient funds in the contingency reserve fund to pay for the Resolution 3 Works; and

D. Section 108 of the *Strata Property Act* (the “Act”) allows the Strata Corporation to raise money from the owners by way of a 3/4 vote at a special general meeting.

BE IT RESOLVED, BY 3/4 VOTE THAT the Owners do hereby authorize and instruct the Strata Council as follows:

1. retain and direct Halsall to prepare designs specifications for the Resolution 3 Works for review and approval by the Strata Council;
2. seek bids from contractors to carry out Resolution 3 Works;
3. award the work to the contractor (or contractors) that the Strata Council feels is most appropriate in the circumstances (the “Contractor”) and retain and instruct the Contractors to promptly commence the Resolution 3 Works with the objective that such work start in the spring of 2012;
4. spend up to \$1,530,000 for the Resolution 3 Works upon such terms as the Strata Council determines appropriate in consultation with Halsall and/or the Strata Corporation’s other consultants with the necessary funds for such expenditure to be collected from the owners by a one-time special assessment (the “Resolution 3 Special Assessment”) calculated in accordance with each strata lot’s unit entitlement as set out in the Strata Corporation’s registered strata plans;

5. the Resolution 3 Special Assessment shall become due and payable immediately upon passage, however for convenience purposes shall be collected in two installments with the first installments totaling \$40,000 collected on December 1, 2011 and the second installment totaling \$1,490,000 collected on March 1, 2012;
6. the portion of Resolution 3 Special Assignment to be borne by each strata lot in accordance with each strata lot's unit entitlement, is set out in the Resolution 3 portion of Schedule A attached;
7. if any portion of Resolution 3 Special Assessment is not required to be expended to complete the Work, and such funds are less than \$1,000 per strata lot, such excess funds shall be paid into the Strata Corporation's contingency reserve fund but if such funds are more than \$1,000 per strata lot, all such excess funds shall be paid to the owner of the strata lot at the time of such payment; and
8. that the Strata Council be and is hereby authorized and directed to do all that is necessary and required in their opinion, without further need of resolution, to give effect to this ¾ Vote, including the execution and delivery of all documents related thereto.

It was moved, seconded and **DEFEATED** by way of secret ballot (14 in favour, 8 opposed) to approve ¾ Vote Resolution #3 – Building Envelope.

**Building Envelope
Resolution #4**

WHEREAS:

The Owners, Strata Plan VR457 (the "Owners):

- A. The Owners previously engaged Halsall Associates Limited ("Halsall") to conduct investigation of the building and they have prepared and delivered a Building Envelope and Garage Evaluation Report dated March 25, 2011 (the "Report").
- B. The Owners wish to hire Halsall Associates Limited ("Halsall") to prepare design and specification for repairs, replacements and upgrading of the building envelope including the following work (as described in detail in the Report) (the "Resolution 4 Works");

(l) Specifications, bid, and urgent repair	\$40,000
(m) Wall Management Strategy	\$675,000
(n) Repair and Repainting of Metal Siding	\$75,000
(o) Priority Windows Repair and Contingency Reserve	\$200,000
(p) Construction Review and Contract Administration	\$75,000
Total Estimated Cost of Resolution 4 Works	\$1,065,000

- C. The Strata Corporation does not have sufficient funds in the contingency reserve fund to pay for the Resolution 4 Works; and
- D. Section 108 of the *Strata Property Act* (the “Act”) allows the Strata Corporation to raise money from the owners by way of a special resolution by way of a 3/4 vote at a special general meeting.

BE IT RESOLVED, BY 3/4 VOTE THAT the Owners do hereby authorize and instruct the Strata Council as follows:

1. retain and direct Halsall to prepare designs specifications for the Resolution 4 Works for review and approval by the Strata Council;
2. seek bids from contractors to carry out Resolution 4 Works;
3. award the work to the contractor (or contractors) that the Strata Council feels is most appropriate in the circumstances (the “Contractor”) and retain and instruct the Contractors to promptly commence the Resolution 4 Works with the objective that such work start in the spring of 2012;
4. spend up to \$1,065,000 for the Resolution 4 Works upon such terms as the Strata Council determines appropriate in consultation with Halsall and/or the Strata Corporation’s other consultants with the necessary funds for such expenditure to be collected from the owners by a one-time special assessment (the “Resolution 4 Special Assessment”) calculated in accordance with each strata lot’s unit entitlement as set out in the Strata Corporation’s registered strata plans;
5. the Resolution 4 Special Assessment shall become due and payable immediately upon passage, however for convenience purposes shall be collected in two installments with the first installments totaling \$40,000 collected on December 1, 2011 and the second installment totaling \$1,025,000 collected on March 1, 2012;
6. the portion of Resolution 4 Special Assignment to be borne by each strata lot in accordance with each strata lot’s unit entitlement, is set out in the Resolution 4 portion of Schedule A attached;
7. if any portion of Resolution 4 Special Assessment is not required to be expended to complete the Work, and such funds are less than \$1,000 per strata lot, such excess funds shall be paid into the Strata Corporation’s contingency reserve fund but if such funds are more than \$1,000 per strata lot, all such excess funds shall be paid to the owner of the strata lot at the time of such payment; and
8. that the Strata Council be and is hereby authorized and directed to do all that is necessary and required in their opinion, without further need of resolution, to give effect to this ¾ Vote, including the execution and delivery of all documents related thereto.

It was moved, seconded and **DEFEATED** by way of secret ballot (14 in favour, 8 opposed) to approve ¾ Vote Resolution #4 – Building Envelope.

A general discussion took place that revealed confusion on the cascading nature of the resolutions, and how some of the proxies were voted. An owner noted that his vote would have been positive on some of the resolutions had he understood the cascading nature of the resolutions.

It was further discussed that many of the owners would like to take a re-vote, however it was decided that unanimous consent to a re-vote was required, and that was not the case. It was decided to call another Special General Meeting to vote again as soon as Proper Notice can be given.

Numerous owners expressed the need to preserve the value of the building by doing needed repairs. It was noted that there is an option to seek a court order to proceed with repairs. Council urged owners to consider their votes carefully in order to avoid needing to take this option.

BUILDING ENVELOPE RESOLUTION #5

WHEREAS:

The Owners, Strata Plan VR457 (the "Owners):

- A. The Owners wish to authorize the Strata Council to withdraw up to the sum of \$25,000 from the contingency reserve fund to carry out general repairs to the building not covered in the other resolutions covered in the November 14, 2011 Special General Meeting.
- B. Section 97 of the *Strata Property Act* (the "Act") requires the Strata Corporation authorize the withdrawal of funds from the contingency reserve fund by way of a 3/4 vote at a special general meeting.

BE IT RESOLVED, BY 3/4 VOTE THAT the Owners do hereby authorize and instruct the Strata Council as follows:

1. to withdraw up to the sum of \$25,000 from the contingency reserve fund to carry out general repairs to the building not covered in the other resolutions in covered in the November 14, 2011.
2. if any portion of Resolution 7 Special Assessment is not required to be expended, such excess funds shall be repaid into the Strata Corporation's contingency reserve fund; and
3. that the Strata Council be and is hereby authorized and directed to do all that is necessary and required in their opinion, without further need of resolution, to give effect to this ¾ Vote, including the execution and delivery of all documents related thereto.

It was moved, seconded and **DEFEATED** by way of secret ballot (16 in favour, 6 opposed) to approve ¾ Vote Resolution #5 – Building Envelope.

It was moved, seconded and carried (unanimous) to destroy the voting ballots.

There being no further business, the Special General Meeting was adjourned at 7:55p.m. The next Special General Meeting will be held on December 12th at 7:00 p.m.

MINUTES OF COUNCIL MEETING
STRATA PLAN VR-457
ALEXANDRA PARK

HELD On Wednesday, October 5, 2011 at 6:30 p.m. in unit #1201 – 1236
Bidwell Street, Vancouver, B.C.

<u>PRESENT</u>	John Ash	(President)	Unit #1201
	Edward Wilson	(Vice Pres./Secretary)	Unit # 602
	Shane Waskiewich	(Treasurer)	Unit #1203
	Jim Maedel		Unit #1003
	Spencer Dane		Unit # 803

STRATA AGENT Jocelyn Laue, Vancouver Condominium Services Ltd.

The meeting was called to order at 6:30 p.m.

MINUTES

It was moved, seconded and carried to adopt the minutes of July 13, 2011 council meeting, as circulated.

FINANCIAL REPORT

1. **Monthly Statements:** It was moved, seconded and carried to adopt the June, July and August 2011 financial statements. The agent will investigate two invoices from the City of Vancouver for recycling to ensure the invoice amounts are correct.
2. **Petty Cash:** The petty cash will be written off as Adam Riley has not returned it to the strata corporation.
3. **Budget:** The agent will send council a draft budget by email.
4. **Banking Change:** Council was in receipt of a memorandum from Vancouver Condominium Services Ltd. advising that VCS will be changing banking institutions from Coast Capital Savings to VanCity Credit Union, effective December 1, 2011. The change requires consent of the strata council since the banking arrangement is part of the management agreement with VCS. Council was agreeable to the change of financial institution and executed the required addendum to the management contract. Owners who pay their strata fees via the PAC plan are not required to do anything. The PAC will be automatically transferred from Coast Capital to VanCity effective December 1st.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters.

1. Correspondence was received from an owner requesting to install a gas fireplace. Council approved the installation subject to all City of Vancouver and safety permits being obtained and the use of a professional contractor. Also, council must first approve the contractor before the owner proceeding with the installation.

NEW BUSINESS

1. Christmas Bonus: Council agreed to give Christmas bonuses to Kelly Boy Maintenance staff.
2. Items in Common Areas: Council discussed a barbeque that was left in the common area. This barbeque has since been removed by Kelly Boy Maintenance. Owners are reminded that no items are permitted in common areas.
3. Unit #803 Drywall: A pipe was recently leaking into unit #803. Pacific West Plumbing attended to the repair. The agent will dispatch Barclay Restoration to repair the drywall.

There being no further business, the meeting was adjourned at 7:40 p.m. The next council meeting will be held on Thursday, January 12, 2012 at 5:30 p.m. in unit #1201.

Jocelyn Laue
Vancouver Condominium Services Ltd.
#400 - 1281 West Georgia Street
Vancouver, B.C.
V6E 3J7

Telephone: (604) 684-6291 (24 Hour Emergency Services)
Toll Free: 1-877-684-6291 / Fax: 604-684-1539

JL/am

A WORD OF APPRECIATION

Many thanks to all owners who provide their monthly strata fees promptly and without problems - either by PAC or post-dated cheques. Your co-operation is most appreciated. Please remember if you write cheques, to make them payable to your strata plan and to identify your suite number or strata lot. Payments are due on the first of each month.

MINUTES OF COUNCIL MEETING
STRATA PLAN VR-457
ALEXANDRA PARK

HELD: On Wednesday, July 13, 2011 at 5:30 p.m. in unit #1201 – 1236 Bidwell Street, Vancouver, B.C.

PRESENT:

John Ash	(President)	Unit #1201
Edward Wilson	(Vice Pres/Secretary)	Unit # 602
Shane Waskiewich	(Treasurer)	Unit #1203
Jim Maedel		Unit #1003

ABSENT: Spencer Dane Unit # 803

STRATA AGENT: Jocelyn Laue, Vancouver Condominium Services Ltd.

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

MINUTES

It was moved, seconded and carried to adopt the minutes of April 7, 2011 council meeting, as circulated.

FINANCIAL REPORT

1. **Monthly Statements:** It was moved, seconded and carried to adopt the April and May 2011 financial statements. The agent will investigate what appears to be a double charge of the elevator break test and reverse the charge from Fujitec Canada. Any owner wishing a copy of the strata corporation's financial statements may contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. **Account Balances:** The current balances for the 5th month ending May 31, 2011 in the appropriate funds are as follows:
 - Total Cash Balance \$140,758.81 (Including CRF Balance)
 - CRF Balance \$104,765.52 (Contingency Reserve Fund)

COMMITTEE REPORTS

1. Building Envelope Repairs: Council discussed alternate options for building envelope repairs based on owners' feedback. Council is in the process of researching alternative approaches to the work as recommended by Halsall.
2. Garden Committee Report: Garden committee member, Jim Charlton, presented the following report to council:

The garden committee has a new member, Roma Katz. We would like to thank Roma for donating many nature perennial plants to the garden and for lots of spade work putting them in. The addition of these plants, plus others along with the new soil we had put down, has made the garden look fuller and healthier. Grass seed had been put down for a second time and has done well and covered some bare patches in the lawn. Other patches have much more pedestrian and dog traffic so it is more difficult to get these areas growing. New soaker hoses have been bought for more efficient watering. The rhododendrons will be dead headed in the next few weeks and regular dead heading and pruning of other plants and shrubs is ongoing.

BUSINESS ARISING

1. Limited Common Property Repairs: Council reviewed a letter from an owner's lawyer concerning limited common area repairs. Council will respond accordingly.
2. Garbage Chute: The garbage chute cleaning has been completed by Grease Ducks.
3. Renovation Disturbance: Several complaints were received concerning a unit's renovations between March 17 to 29, 2011. The owner has responded noting that a fine for these violations may be inappropriate and would like to present their position to council at a future council meeting. This owner will be invited to the next council meeting to present their position.
4. Elevator Room Damper: Pacific West Plumbing has quoted in the amount of \$1,840 to repair the elevator machine room damper. The agent will obtain a second quote for this item.
5. #401 Renovations Through Email: Council approved renovations in unit #401 including relocating the shower, creating a walk-in closet, replacing tile and painting.
6. Convex Parkade Mirrors: Council approved a quotation from Nikls in the amount of \$750 plus HST to install 2 convex mirrors in the parkade at the bottom and top of the ramp from P1 to P2.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters.

1. Two pieces of correspondence were received regarding deficient windows. Council is aware of window issues throughout the building and these owners will be put on the deficiency list. A plan is currently being discussed regarding window deficiencies and how they will be repaired. Council instructed the agent to create a list of all noted window deficiencies throughout the building and forward to council in the following weeks.

NEW BUSINESS

1. Fireworks Fence: Council reviewed and approved a quotation from Yellow Fence in the amount of \$450 to install a fence around the property for the fireworks.
2. Door Repair: Council reviewed and approved a quote from Kelly Boy Maintenance in the amount of \$275 plus HST to repair a door adjacent to unit #1602 that is leading to the roof. Due to frequent use by tradesmen, the door is marked up and wood from the door has chipped off.
3. Fire Inspection: The annual fire inspection is scheduled on July 28th. It is mandatory that all units are accessed for the inspection in accordance with the building's bylaws, City of Vancouver bylaws and safety and fire regulations.
4. Emergency Preparedness: Council member, Jim Maedel, is currently working on a manual for emergency preparedness of the building. The agent will also look into other buildings Vancouver Condominium manages to find out if emergency plans are available for review.
5. Elevator Notice Boards: One of the notice boards in the elevator has become detached. The agent will obtain quotations for more secure elevator notice boards.
6. Police Non-emergency Incidents: There has been recent activity of strangers loitering around the property for which a resident called the Police Non-Emergency line. The police arrived in 20 minutes to investigate and the strangers then immediately vacated. If any unusual or illegal activity is witnessed, the police should be called. If the situation is a non-emergency, the police non-emergency line can be called at 604-717-3321. Emergency situations should be directed to 9-1-1.

There being no further business, the meeting was adjourned at 7:10 p.m. The next council meeting will be held on Wednesday, October 5, 2011 at 5:30 p.m. in unit #1201.

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JF/am

LIEN CHARGES

As per the bylaws, strata fees are due on the 1st day of every month. Please be sure to have your payment in our office by the 1st of each month or risk having a fine levied on, and/or interest charges added to your account. Accounts which remain unpaid are potentially also subject to a lien at a further cost of \$175. It is expensive not to pay.