

June 3, 2015

STRATA PLAN LMS 879 – RIVERPOINTE

**STRATA COUNCIL MEETING HELD MAY 26, 2015
AT 7:00 PM IN THE LOUNGE, CAPILANO BUILDING
15150 – 108 AVENUE, SURREY BC**

A. CALL TO ORDER

The meeting was called to order by the Council President, John Samus, at 7:00 PM. The following were in attendance: Karen Goodman, Linda Heffernan, Elaine May, Janice McDonald, Bill McKinnon, John Samus, Peter Vardon and Carl Sloback, Strata Agent

Regrets: Gary Gallant, Travis Kraft and Debbie VanderWey

B. ADOPTION OF THE PREVIOUS STRATA COUNCIL MEETING MINUTES

IT WAS MOVED AND SECONDED to adopt the minutes of the Strata Council meeting held April 28, 2015 as prepared by Hugh & McKinnon Realty Ltd., Strata Agents. **MOTION CARRIED.**

C. BUSINESS ARISING FROM THE MINUTES

1. Carpet Cleaning – **IT WAS MOVED AND SECONDED** by Council to approve the quote from Tuxedo Carpet to clean the common property hallway and stairwell carpets. **MOTION CARRIED.** Once the dates have been scheduled, notices will be posted.

D. STRATA AGENTS REPORT

1. Financial Report
 - a. Financial Statements

The financial statements and invoices to April 30, 2015 were reviewed in detail by the Council Treasurer and Council Members present, **IT WAS MOVED AND SECONDED** to adopt the financial statements as prepared by Hugh & McKinnon Realty Ltd., Strata Agents. **MOTION CARRIED.** The balance sheet and income statement for April are attached to these minutes.
 - b. Accounts Receivable – The Strata Agent reviewed accounts receivable with Council. Council was updated as to the state of any arrears. The Strata Agent is following up with a few owners that still owe the roof levy.

E. CORRESPONDENCE

1. Correspondence Received
 - a. Correspondence was received regarding a recent pet altercation and disturbances by pets roaming in the complex.

The owner in question whose pet was attacked by another animal was urged to report the incident to the SPCA. Council is looking into this issue and reminding owners of the Pet Bylaw as follows:

BYLAW 5, PETS AND ANIMALS

- 5.1 A resident or visitor must not keep any pets on a strata lot or common property or on land that is common asset except in accordance with these bylaws,**
- 5.2 No wildlife or livestock shall be permitted in any strata lot, limited common property, common property or on property that is a common asset,**
- 5.3 An owner, tenant, occupant, or visitor must ensure that all animals are leashed or otherwise secured when on the common property or on land that is a common asset.**
- 5.4 A maximum of two pets shall be permitted per strata lot.**
- 5.5 A resident must not harbour exotic pets, including not exhaustively, snakes, reptiles, spiders or large members of the cat family,**
- 5.6 A resident must apply to the council for written permission to keep a pet (a "Permitted Pet") by registering the pet with the council within 30 days of the pet residing on a strata lot (or the passage of this bylaw) and by providing, in writing, the name of the Permitted Pet, breed, colour and markings, together with the name, strata lot number and telephone number of the pet owner.**
- 5.7 A resident or visitor must not permit a loose or unleashed Permitted Pet at any time within or on the common property or on land that is a common asset. A Permitted Pet found loose on common property or land that is a common asset shall be delivered to the municipal pound at the cost of the strata lot owner**
- 5.8 A resident must not keep a Permitted Pet which is a nuisance on a strata lot, on common property or on land that is a common asset. If a resident has a pet which is not a Permitted Pet or if, in the opinion of council, the Permitted Pet is a nuisance or has caused or is causing an unreasonable interference with the use and enjoyment by residents or visitors of a strata lot, common property or common assets, the council may order such pet to be removed permanently from the strata lot, the common property or common asset or all of them.**
- 5.9 A pet owner must ensure that a Permitted Pet is kept quiet, controlled and clean. Any excrement on common property or on land that is a common asset must be immediately disposed of by the pet owner in the appropriate manner.**
- 5.10 A strata lot owner must assume all liability for all actions by a Permitted Pet, regardless of whether the owner had knowledge, notice or forewarning of the likelihood of such action.**
- 5.11 A resident or visitor must not feed birds, rodents or other wild animals from any strata lot, limited common property, common property or land that is a common asset. No bird feeders of any kind are permitted to be kept on balconies, strata lots, common property or land that is a common asset.**
- 5.12 A resident who contravenes any of bylaws 5.1 to 5.11 will be subject to a \$50.00 fine.**
- 5.13 Notwithstanding bylaw 5.13, a resident whose pet contravenes bylaw 5.8 will be subject to an immediate injunction application and the owner of the strata lot will be responsible for all expenses incurred by the strata corporation to obtain the injunction, including legal costs.**

G. NEW BUSINESS

1. **Noise** – Owners are reminded that they are not to unnecessarily disturb their neighbours. If excessive noise occurs after 11:00 PM Council urges residents to contact the RCMP to assist in making sure the noise quiets to make it enjoyable for all.
2. **Smoking** – Owners are reminded that smoke does flow in and around the complex. We ask owners that do smoke to contain it within their strata lot.
3. **Door Security** – Owners are reminded to make sure all exit doors are firmly closed and locked behind them. Security is an important issue within our complex.
4. **Window Flashings** – Council is looking into whether window flashings need to be installed in various areas.
5. **General Cleaning and Janitorial** was discussed and will be discussed further as work continues.
6. **Organic Bins** - Waste Management has brought green organic bins onto the complex. They will be stored in the garbage room. Information has been provided by Waste Management and is attached to these minutes indicating how to separate the organics and dispose of them accordingly in the proper bins. We ask everyone to please review the information provided and govern yourselves accordingly. As this is a requirement of Metro Vancouver as of July 1, 2015, we ask everyone over the next short period to update themselves on the requirements.

H. DATE OF NEXT MEETING

The next Strata Council Meeting is scheduled to take place Tuesday, June 30, 2015, at 7:00 PM in the lounge, Capilano Building, 15150 108 Avenue, Surrey.

I. ADJOURNMENT

There being no further business, **IT WAS MOVED AND SECONDED** to adjourn the meeting at 8:30 PM. **MOTION CARRIED.**

CORRESPONDENCE TO COUNCIL

All correspondence by email sent to The Strata Agent or to Council should be sent to
strata@hughmckinnon.com.

Please be sure your full name, strata plan, unit number, street address
and subject are included in the subject line.

Compiled by: Carl Sloback, Strata Agent
Hugh & McKinnon Realty Ltd., Strata Agents
/gr 14007 – 16th Avenue, Surrey, BC V4A 1P9

Telephone: 604-541-5214
Fax: 604-531-4624
Email: strata@hughmckinnon.com

EMERGENCIES

In case of fire or criminal activity, please call 911. In case of flood, elevator failure
or other emergencies call Hugh & McKinnon Realty Ltd., Strata Agents at 604 531 1909 (24 hours)

PARKING STALLS

The Strata Corporation occasionally has parking stalls for rent.
The cost for each stall is \$35.00 per month. Any owners interested in renting one
may contact the Strata Agent's office for an application.

MINUTES

All minutes can be picked up in the mailbox area.

COPIES

It is recommended that you keep your original copies. Owners requiring copies of minutes, bylaws, rules, financial statements, etc. (i.e. when selling their units) will be required to pay as follows:

1. Minutes (14 days notice required) @ 25 cents + taxes per page.
2. Bylaws & Financial Statements (7 days notice required) @ 25 cents + taxes per page.
3. Form B: (with 7 days notice \$35.00 + taxes) – (PRIORITY FEES FOR RUSH ORDERS)
Plus 25 cents + taxes per page for copies of documents requested.
4. Form F: (with 7 days notice \$15.00 + taxes) – (PRIORITY FEES FOR RUSH ORDERS)

Documents can be ordered on line at estratahub.com.

There is also a link on the Hugh & McKinnon Web Site: www.hughmckinnon.com.

Income Statement (Accrual)
RIVERPOINTE - (lms879)
April 2015
4 months ended

Prepared For:
Strata Plan LMS879

Prepared By:
HUGH & MCKINNON REALTY LTD.
Telephone: 604 531-1909
14007 - 16 AVENUE
SURREY, BC V4A 1P9

| | Month to Date | % | Year to Date | % |
|--------------------------------|-------------------|----------|-------------------|----------|
| INCOME | | | | |
| Maintenance Fees | 69,816.51 | 0 | 279,266.04 | 0 |
| Interest Income | 43.18 | 0 | 214.52 | 0 |
| Other Income | 270.00 | 0 | 940.00 | 0 |
| Caretaker Suite Income | 1,050.00 | 0 | 4,200.00 | 0 |
| Interest @ 10% per annum | 289.46 | 0 | 1,168.94 | 0 |
| Move in fee | 400.00 | 0 | 1,000.00 | 0 |
| Parking Income | 350.00 | 0 | 1,505.00 | 0 |
| Clubhouse Rental | 400.00 | 0 | 850.00 | 0 |
| Transfer from Surplus | 4,308.33 | 0 | 17,233.36 | 0 |
| TOTAL INCOME | 76,927.48 | 0 | 306,377.86 | 0 |
| EXPENSES | | | | |
| Building Maintenance | 8,089.01 | 0 | 11,176.08 | 0 |
| Equipment Maintenance | 0.00 | 0 | 1,348.65 | 0 |
| Janitorial/Supplies | 354.12 | 0 | 596.62 | 0 |
| Fire & Safety Equipment | 2,532.45 | 0 | 5,229.69 | 0 |
| Pest Control | 351.75 | 0 | 435.75 | 0 |
| Window Maintenance | 0.00 | 0 | 497.87 | 0 |
| Landscaping Contract | 5,175.45 | 0 | 20,396.25 | 0 |
| Landscape Improvements | 10,993.50 | 0 | 11,387.25 | 0 |
| Snow Removal | 913.50 | 0 | 913.50 | 0 |
| Gate Maintenance | 201.60 | 0 | 1,241.31 | 0 |
| Management Fees | 4,881.50 | 0 | 19,526.00 | 0 |
| Security | 1,260.00 | 0 | 5,228.48 | 0 |
| Insurance | 9,844.60 | 0 | 40,244.65 | 0 |
| Electricity | 4,500.00 | 0 | 18,199.67 | 0 |
| Gas | 18,129.38 | 0 | 72,920.07 | 0 |
| Garbage Removal | 2,322.34 | 0 | 9,289.36 | 0 |
| Enterphone | 193.60 | 0 | 973.90 | 0 |
| Elevator | 1,188.16 | 0 | 5,190.64 | 0 |
| Office/Council Expenses | 374.82 | 0 | 1,375.93 | 0 |
| Bank Charges | 52.50 | 0 | 210.00 | 0 |
| Clubhouse-Rep/Maint | 150.00 | 0 | 1,578.51 | 0 |
| Telephone/Pager | 0.00 | 0 | 654.59 | 0 |
| Legal | 425.47 | 0 | 425.47 | 0 |
| Caretaker Salaries | 3,081.00 | 0 | 12,346.71 | 0 |
| Relief Caretaker | 4,065.60 | 0 | 14,576.10 | 0 |
| Caretaker Benefits | 219.16 | 0 | 942.18 | 0 |
| Caretaker Suite Fees/Expenses | 277.62 | 0 | 1,110.48 | 0 |
| Caretaker Suite Property Taxes | 0.00 | 0 | 468.00 | 0 |
| Contingency Reserve | 11,583.33 | 0 | 46,333.36 | 0 |
| TOTAL EXPENSES | 91,160.46 | 0 | 304,817.07 | 0 |
| NET INCOME | -14,232.98 | 0 | 1,560.79 | 0 |

Balance Sheet (Accrual)
RIVERPOINTE - (lms879)
April 2015
4 months ended

Page 1
5/19/2015
09:30 AM
lms879

Prepared For:
Strata Plan LMS879

Prepared By:
HUGH & MCKINNON REALTY LTD.
Telephone: 604 531-1909
14007 - 16 AVENUE
SURREY, BC V4A 1P9

ASSETS

| | |
|----------------------------|------------|
| Bank-Operating | 2,115.42 |
| Bank-Contingency Reserve | 136,353.59 |
| Petty Cash | 200.00 |
| Accounts Receivable-Owners | 36,112.73 |
| Caretaker Suite | 120,198.72 |

| | |
|---------------------|--------------------------|
| TOTAL ASSETS | <u><u>294,980.46</u></u> |
|---------------------|--------------------------|

LIABILITIES

| | |
|---------------------------|--------------------|
| Accounts Payable | 85,128.47 |
| Receiver General Payable | 796.07 |
| WCB Payable | 71.53 |
| Security Deposit-CT suite | 525.00 |
| Accrued Payable-Roof Levy | <u>-126,641.49</u> |
| TOTAL LIABILITIES | <u>-40,120.42</u> |

OWNERS EQUITY

RESERVES:

| | |
|--------------------------------|--------------------|
| CRF-Previous Years | 189,371.32 |
| CRF-Current Year Contributions | 46,333.36 |
| CRF-Interest Current Year | 648.91 |
| Withdrawal from Contingency | <u>-100,000.00</u> |
| Total CRF Funds | 136,353.59 |

| | |
|-----------------------|-------------------|
| TOTAL RESERVES | <u>136,353.59</u> |
|-----------------------|-------------------|

| | |
|-------------------------------|------------|
| Owners Equity Caretaker Suite | 120,198.72 |
| Profit/Loss Year-To-Date | 1,560.79 |
| Profit/Loss Prior Years | 76,987.78 |

| | |
|---------------------------------------|--------------------------|
| TOTAL LIABILITIES & EQUITY | <u><u>294,980.46</u></u> |
|---------------------------------------|--------------------------|

Are you HIDING something in your GARBAGE?



Effective next year Metro Vancouver is going GREEN and making it mandatory to compost organic material

To ensure full compliance of these new and mandatory regulations, your location will be participating in this program effective IMMEDIATELY

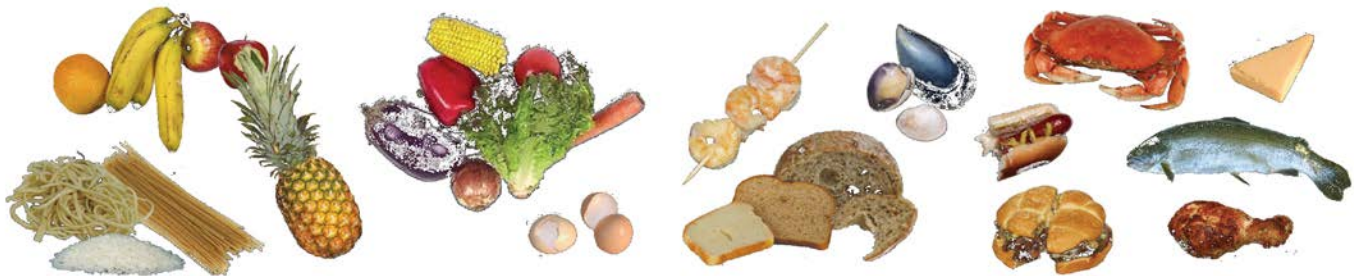


Are you hiding something in your garbage?

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



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 toters. 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

