



**MODE**  
**STRATA PLAN BCS 2557**  
**STRATA COUNCIL MINUTES**  
**TUESDAY, JULY 16, 2013, 5:30 PM**

**COUNCIL PRESENT:**

<b>Mr. Payam Fouladianpour</b>	<b>President</b>
<b>Mr. Michael Williams</b>	<b>Vice-President</b>
<b>Ms. Rana Mofidi</b>	<b>Secretary</b>
<b>Mr. Wayne Wilton</b>	<b>Building Security</b>
<b>Ms. Joanna Anderson</b>	<b>At large</b>

**REGRETS:**

<b>Ms. Renee Sarich</b>	<b>Treasurer</b>
<b>Ms. Natalia Chrusny</b>	<b>Building Security</b>

**MANAGEMENT PRESENT:**

**Calin Ambrus, Property Manager**  
**Pacific Quorum Properties Inc.**  
**cambrus@pacificquorum.com / direct line: 604-629-0426**

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**1. CALL TO ORDER**

The meeting was called to order at 5:30 PM.

**2. ELECTION OF PRESIDENT, VICE-PRESIDENT AND TREASURER**

The following officers volunteered for the following positions:

Mr. Payam Fouladianpour	President
Mr. Michael Williams	Vice-President
Ms. Renee Sarich	Treasurer

It was

**MOVED/SECONDED**

To approve the volunteered officers.

**CARRIED**

**3. ADOPTION OF PREVIOUS MINUTES**

It was

**MOVED/SECONDED**

To adopt the minutes of the February 5, 2013 Council meeting as presented.

**CARRIED**

4. **BUSINESS ARISING**

a. **Building Pressure Washing**

The Property Manager reported that Imagine Maintenance Ltd. will be onsite from July 22, 2013 to August 2, 2013 to power wash the building, including window washing, and parking area.

Parking pressure washing will be carried out on August 2, 2013; therefore, Owners are reminded that as per the Strata Corporation Bylaws, vehicle(s) must be removed from the parkade prior to pressure washing.

**PARKING PRESSURE WASHING – AUGUST 2, 2013 from 8:00 AM – 4:30 PM**

All cars must be removed from the parkade and those that are not removed are subject to fines and/or towing.

b. **Hyteck Water Treatment Installation**

It was noted that the Hyteck water treatment installation has been completed as scheduled.

5. **FINANCE**

a. **Financial Statements**

Financial statements as of June 30, 2013 were reviewed in detail. Following discussion, the Property Manager was instructed to obtain from the previous management company a detailed year to date breakdown for the Repairs and Maintenance account.

It was:

**MOVED/SECONDED**

To approve the Financial Statements as of June 30, 2013.

**CARRIED**

b. **Arrears**

The arrears were reviewed and the Strata Council asked the Property Manager to send out letters to Owners with delinquent accounts.

6. **COMMITTEE REPORTS**

a. **Landscaping**

There is nothing to report.

b. **Security**

It was noted that items have been stored on top of the lockers in close proximity to the sprinkler system.

**LOCKER STORAGE**

Owners are requested to immediately remove all items stored on top of their locker as this is in violation of the fire code.

**b. Building Maintenance**

It was noted that the water dripping is due to condensation of a make-up air unit located in P2. The water condensation is to be monitored as it is occurring in the vicinity of the electrical room.

**7. CORRESPONDENCE**

The Property Manager reported that correspondence was sent regarding: parking bylaw violation, noise bylaw violation, and unauthorized renovations.

**8. NEW BUSINESS****a. Communication Protocol**

To ensure that proper procedures are followed and Owners are being serviced properly, owners and residents please address your requests, complaints /concerns, in writing to the Property Manager, at Pacific Quorum Properties Inc.

The Property Manager will gather the requests that require Council's resolution and communicate them to Council according to the urgency and nature of the request.

**b. Building Common Area Keys**

A discussion ensued regarding building keys and the need to have all keys available to Council members. This item was tabled until next Council meeting at which time a key audit is to be conducted.

**c. Lock Repairs**

It was noted that the Lounge Room patio door lock needs repairs. Also, it was noted the garbage room door does not unlock with ease. The Property Manager was instructed to contact Action Lock to have these items addressed.

**d. Waste Removal, Recycling Pick-Up Schedule**

There was a discussion regarding the waste removal and recycling pick-up schedule. The Property Manager was instructed to follow up with BFI regarding this matter.

**e. Interphone / Connection Issue**

It was noted that the interphone does not work properly for a couple of Units. Mr. Wayne Wilton is to follow up with TELUS regarding this matter.

**f. Sprinkler Repairs**

It was noted that a sprinkler heads on the property was pouring water and therefore in need of readjustment. Mr. Michael Williams reported that repairs have been completed.

**g. Building Service / Maintenance Contract Review**

There was a discussion regarding the current contract for waste removal and garbage pick up.

The Property Manager was instructed to obtain quotations and report back to Council. Also, a discussion ensued regarding the current janitorial services contract and the Property Manager was instructed to obtain clarification from Bar- El Janitorial on the schedule and number of days and cleaning hours / per week that currently are being contracted.

**h. PQ ONLINE – Access To Your Strata Corporation**

All Owners are encouraged to sign up for the service. The website will be the method for distribution of minutes and notices for the building.

*PQ ONLINE* is dedicated to providing pertinent online services to MODE Owners, including: latest strata meeting minutes, latest financial statements, important notices about upcoming building maintenance, complete bylaws for your reference, strata fees and payment method options, update your contact details and emergency contact information, submit non-emergency service requests, and important contact information for your Property Manager.

Once you have logged into *PQ ONLINE* for the first time, **please go to “MY INFO” and sign-up for email notification** of important notices, meeting minutes, etc., and update your contact details.

**ONLINE ACCESS TO YOUR STRATA CORPORATION**

To access *PQ ONLINE* for MODE:

- Go to: [www.pacificquorum.com](http://www.pacificquorum.com)
- Under *PQ ONLINE LOGIN* enter:
  - Username: **mode**
  - Password: **2557**

Once you have logged into *PQ ONLINE* for the first time, **please go to “MY INFO” and sign-up for email notification** of important notices, meeting minutes, etc., and update your contact details.

**9. ADJOURNMENT**

There being no further business to discuss at this time, the meeting was adjourned at 7:00 PM

**NEXT COUNCIL MEETING TO BE HELD Tuesday, September 24, 2013 at 5:00pm**

**Submitted By:**

**PACIFIC QUORUM PROPERTIES INC.**

Calin Ambrus, Property Manager

430-1200 West 73<sup>rd</sup> Avenue

Vancouver, BC V6P 6G5

Tel: (604) 685-3828

Fax: (604) 685-3845 / Direct Phone: 604-629-0426

Email: [cambrus@pacificquorum.com](mailto:cambrus@pacificquorum.com)

Website: [www.pacificquorum.com](http://www.pacificquorum.com)

**24-Hour Maintenance Emergency #: 604-685-3828**

**IMPORTANT INFORMATION** Please have this translated

**RENSEIGNEMENTS IMPORTANTS** Prière de les faire traduire

**INFORMACIÓN IMPORTANTE** Busque alguien que lo traduzca

**CHI DẪN QUAN TRỌNG** Xin nhờ người dịch hộ

**重要資料** 請找人為你翻譯

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

**알려드립니다** 이것을 번역해 주십시오

**सबुती साडडली** विचार करके विने बिले विग हा कुल्लेसा करवावुं