

STRATA COUNCIL MEETING MINUTES

STRATA PLAN BCS 1345 – ONE UNIVERSITY CRESCENT

DATE HELD: WEDNESDAY, MAY 24, 2006

LOCATION: LOUNGE – AMENITIES ROOM
ONE UNIVERSITY CRESCENT
BURNABY, B.C.

CALL TO ORDER: 7:00 P.M.

Council in Attendance:

Mr. Smith Munro	101 – 9380	President
Mr. Bruce Clayman	600 – 9380	Vice-President
Mr. Dario Nonis	400 – 9310	Treasurer
Ms. Anita Smith	100 – 9390	Secretary
Ms. Lois Woolf	400 – 9370	Amenities Room
Mr. James Atamanchuk	700 – 9370	Building
(Owner's rep)		

Regrets: Mr. Jan Nielsen 700 – 9330 Building Envelope

Also in Attendance: Mr. Mel Meln, Stratawest Management Ltd.

(1) CALL TO ORDER

Council President, Smith Munro, called the meeting to order at 7:02 p.m.

(2) GUEST BUSINESS

There was no guest business for discussion at this meeting.

(3) PREVIOUS MINUTES

In the minutes for the April 20, 2006 Strata Council Meeting, approval was noted under item 6 for the installation of sound baffling above the deck of 600-9380. The application also included a request for installation of an electric extension cord through the venting panel in an adjacent mechanical room for the purpose of operating a re-circulating fountain. The Owner would reimburse the Strata for electrical cost and the installation would be done to code and would not be visible from below. Council approved the installation. It was then

MOVED AND SECONDED (Atamanchuk/Woolf)

That the Minutes of the Strata Council Meeting held Thursday, April 20, 2006 be adopted as amended.

CARRIED

(4) UNFINISHED BUSINESS

a) Parking Issues

The Strata Corporation will continue to monitor the use of visitor parking at One University Crescent. All Owners are reminded again that visitor parking is not for Resident parking. The Strata Corporation will also monitor use of garage parking as it appears some Owners are parking 2nd vehicles in Developer or unoccupied spaces. Vehicles will be subject to towing if confirmed by the Developer or parking space owner.

As noted in the last Minutes and as a reminder, SFU Community Trust has negotiated an arrangement with Simon Fraser University to allow UniverCity resident's use of Parking Lot B (east of Tower Road) to park their vehicles on an after-hours or all-day basis at a reasonable annual fee. In addition, SFU will designate 15 spaces for One University Crescent and Harmony visitor parking to replace some of the visitor parking spaces promised by the Developer.

Owners may purchase a permit for non-restricted parking in Lot B at an annual rate of \$600 or a restricted permit which is valid Monday through Thursday from 3:30 pm to 8:30 am and Friday, Saturday, Sunday and Holidays all day, at an annual rate of \$336.

Parking passes may be purchased from the SFU Traffic Office which is located in the West Mall Complex, room 3110, office hours are Monday through Friday 8:30am – 4:30 pm. The phone number is 604-291-5534.

b) Building Issues Identified

i) Decorative Awnings and Scupper Issues

Stuart Olson is currently in process of undertaking scupper repairs. They have contacted Owners where in-suite access is required for balconies. These repairs are to install internal drains to assist with scupper drainage to stop drainage onto the decorative awnings and patios below. There has been and will continue to be some noise disruption until this work is complete for chipping of concrete as part of these repairs which are required for building code purposes. Notices will be posted advising of the noise in advance.

ii) Transformer Room Sound Transference

The Developer continues to keep the affected Owner advised of their efforts to solve the transformer room sound transference issue. To date there has not been a solution identified but further research by the engineers involved and other outside parties continues.

iii) Alterations to Common Property

Management will continue to followup with the University Trust for documents relating to the alterations at unit 700-9370. Mr. Michael Geller of the University Trust promised this when he attended the last Strata Council Meeting.

iv) Natural Gas Usage Issues

Council discussed the ongoing concern of excessive natural gas usage at the property. At this time, the heating units have been turned off at all seven addresses for hallway and stairwells. Management advised that in discussions with the designing engineers for the property that they faced a unique design of two buildings with seven lobbies, each having an elevator shaft, two sets of emergency stairs with units having second doors opening onto emergency stairwells. This required extra hallway heating and a code consultant set the airflow parameters for the buildings.

Strata Council is of the opinion that the air flow to pressurize the hallways, stairwells and landings is too strong throughout both buildings and will investigate reducing this which hopefully will cut down on gas usage when the heating units are turned back on in late summer or early fall.

Management advised that both the engineering consultant and installer noted that the code consultant set the specs for the heating and ventilation system. A copy of the balance report has been requested for review with them to see if adjustments to cut back airflow will have any negative impact on the system.

c) **Security Updates**

i) **Security Locks/Alarms**

Management and Council reviewed quotations and recommendations for security upgrades. It was agreed that at this time, the seven rear entry doors to each address would be upgraded with full-length astragals and removal of locks. Alarms will also be installed that will sound when the doors are either tampered with or used as an exit. While this is a minor inconvenience, these areas are viewed as vulnerable for B & E activity. The exit door to Building One main locker room will also have the same treatment applied.

Council also approved upgrading of stairwell doors at 9330 initially. This treatment will be considered for all other stairwell doors in future to force exit only without a key and not allow entrance into the P-2 parkade level.

Council also considered upgraded locking systems for the locker and bicycle rooms. These will be reconsidered in the future.

ii) **Amenity Room Locks**

The amenity room lock work is complete and Owners are reminded that the lounge will be kept locked permanently. Arrangements for lounge access and use must be made in advance through the concierge.

d) **Insurance Issues Outstanding**

i) **Sewer Line Break**

Management advised that there has been no sign off by the Developer to date on the "wrap" insurance policy. Current information indicates the claim is approved provided the Developer signs off under their policy, which covered the general contractor. The Strata Corporation has no fault in the incident and will continue to request the developer acknowledge their responsibility.

e) **Strata Property Act Requirement/Follow Up**

Management advised the company principal for Stratawest Management Ltd. continues to follow up with One University Homes for receipt of the documentation about the buildings required under the Strata Property Act.

f) **Blinds for Gym and Concierge Station**

Management confirmed that Bright Blinds were selected to provide blinds for both the bam and concierge station. Total price installed is approximately \$2,000.00

(5) **FINANCIAL REPORT**

a) **Financial Statements**

There was no statement for review at this meeting.

b) **Accounts Receivable**

Council reviewed the current status of the Accounts Receivables due the Strata Corporation from Owners. With the exception of one account, receivables are generally current or past due for current month only. Management continues to follow up with the Owners to assist with establishing Pre-Authorized Payment or post-dated cheque routines.

c) **Interest Paying Arrangements**

Management provided a copy of a report from Vancouver City Savings with recap of interest earned by the Strata Corporation and deposited to the operating and contingency reserve accounts.

(6) **CORRESPONDENCE**

There was no correspondence reviewed at this meeting.

(7) **COMMITTEE ITEMS & BUILDING ISSUES**

a) **Bylaws & Rules**

All Owners are advised that a copy of the proposed revised Strata Bylaws is available for review at the Strata Corporation's web site: www.members.shaw.ca/ouc. Owners who have comments or queries may send emails to the Strata Council via the web site.

A copy of the proposed Bylaws will be forwarded to all Owners with notice of a Special General Meeting, scheduled for Thursday, June 22, 2006.

b) **SFU Community Association**

Mr. Clayman indicated that security continues to be a topic of discussion amongst Association Members and the idea of establishing a community security patrol is gaining acceptance and will be discussed at future meetings. This item may also be reviews with owners at the Special General Meeting.

c) **Building Envelope/Deficiencies**

Council reviewed a report from the Master Painter and Decorators Association (MPDA) with respect to painting issues. This was provided to the Developer and Warranty Provider for record purposes. The MPDA is expected to inspect the property again during the painting deficiency work to ensure the Strata Corporation position is documented. There were issues raised in the report with initial preparation and adhesion of the coatings applied at the building.

d) **Landscaping**

Council Members Lois Woolf and Anita Smith have met with the original landscape architect to discuss deficiencies. They referenced a deficiency report and the lack of followup to date. Further communication will be made to ensure the Strata position is protected and the required deficiency work is done.

(8) **NEW BUSINESS**

a) **Property Management Services**

Stratawest Management Ltd. provided written notice in followup to discussions between the Strata Council President and the Principal of Stratawest Management. Strata West Management is terminating its management agreement with 60-day notice, management services will end effective July 31, 2006 and the new Management Company will advise Owners in due course of requirements for strata fee payment, property manager assignment, emergency contact info etc.

b) **Special General Meeting – Thursday, June 22, 2006**

A Special General Meeting is scheduled for Thursday June 22, 2006 for approval of Bylaws proposed by Strata Council. Owners will receive notice and proposed Bylaw attachments for review.

c) **Janitorial Services**

Council discussed the current janitorial services. The individual formally assigned to One University Crescent has left the employment of KUA the service provider and Strata Council noted a drop off of service. Arrangements will be made for a site meeting a KUA Representative to review their scope of work. The Strata Council will also consider tenders from other service providers if satisfactory arrangements and service levels are not reached.

(9) **ADJOURNMENT**

There being no further business the Meeting adjourned at 8:52 p.m.