

**MINUTES OF THE STRATA COUNCIL MEETING  
ARBUTUS COURT - STRATA CORPORATION LMS 1448  
WEDNESDAY, SEPTEMBER 4, 2013 @ 7:00 PM**

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**ATTENDANCE:**

President	Lorraine Danroth	Present	604-530-4954	105
VP/Treasurer	Lew Murphy	Present	604-534-2279	106
Secretary	Celia Moragne	Present	604-533-2740	309
Social	Sonya Tokaryk	Absent	604-530-9850	209
Member	Molly Reid	Present	604-530-5512	205
Member	Florence Law	Present		304

**MANAGEMENT TEAM:** Teamwork Property Management Ltd.  
Tom Quinton - Strata Agent  
Mary Ann McLachlan - Assistant

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**1.0 CALL TO ORDER:** The meeting was called to order at 7:05 PM in the meeting room.

**2.0 ADOPTION OF THE MINUTES:** It was moved by Florence Law and seconded by Lorraine Danroth to amend the minutes of the May 22, 2013 meeting. Item 6 c) should have read **to repair a crack in the ceiling which had been improperly repaired.**

**CARRIED**

It was moved by Molly Reid and seconded by Lew Murphy to amend Item 6 d) should have read **to improve the landscaping near the ramp.**

**CARRIED**

It was moved by Celia Moragne and seconded by Molly Reid to adopt the Minutes of the Council Meeting held May 22, 2013 as amended.

**CARRIED**

**3.0 BUSINESS ARISING FROM THE MINUTES:**

**a) Landscaping** – RL Landscaping has agreed to provide a new contract effective June 1, 2013. The landscaping improvements near the ramp outside the Mail Room door have been repaired by the Council by adding crushed stones and pavers.

**4.0 REPORTS:**

**a) Financial Review** - The May 2013, June 2013, July 2013 and August 2013 financial statements were reviewed. It was moved by Celia Moragne and seconded by Lew Murphy to adopt the May 2013, June 2013, July 2013 and August 2013 financial statements as presented.

**CARRIED**

**5. CORRESPONDENCE:**

**a) Letter from Prospective Owner** - A letter was received from a prospective Owner requesting that if the sale completes they would like permission to lease the unit.

There was discussion on the Bylaws regarding rentals.

Bylaw 42.1 reads **“The number of strata lots within the Strata Corporation that may be leased at any one time is limited 10%.”**

Bylaw “42.1.1 reads **“An Owner wishing to lease a strata lot must apply in writing to the Strata Council.”**

Bylaw 42.3 reads **“If the limit stated in Bylaw 42.1 has not been reached by the time the owner applies for permission to lease a strata lot, excluding exempt strata lots pursuant to section 143 and 144 of the Act and section 17.5 of the Regulations. The council shall grant permission and notify the owner of the same in writing as soon possible.**

Teamwork was directed by Council to advise the prospective Owner that under the Bylaws as stated there is one unit available for leasing and their request is duly noted and will be considered if the sale completes.

**6. NEW BUSINESS:**

a) **Air Conditioners** - There was discussion on air conditioners being placed in the windows temporarily during the summer months. Bylaw 44.9 reads **“a resident must ensure that no air conditioning units, laundry, flags, clothing, bedding or other articles are hung or displayed from windows, balconies or other parts of the building so that they are visible from the outside of the building.** Council discussed changing the Bylaw to allow windows air conditioners.

Teamwork was directed by Council to write letters to three Units advising them to remove the air conditioners.

b) **Painting** - There are minor repairs and painting which are required to be done around the flower beds and in areas outside of the building. Lew Murphy has offered to do this work.

It was moved by Lorraine Danroth and seconded by Molly Reid to have Lew Murphy make these repairs and paint for an amount of no more than \$500.00 including labour.

(1 Abstain) **CARRIED**

c) **Cleaning Contract** - Lorraine Danroth is terminating her cleaning contract effective September 30, 2013. Teamwork was directed by Council to obtain 3 quotes to acquire a new cleaning contractor. This will be discussed by email and ratified at the next Council meeting.

**NOTE: The Strata Council on behalf of the Owners of Arbutus Court would like to thank Lorraine Danroth for her excellent work in the cleaning and all round maintenance of the building.**

d) **Getting Owners Involved in Building** - It was suggested by the Strata Council to have a social event so Owners could get to know each other better and perhaps get involved in their building and Strata Council. Lew Murphy is going to put out a Notice for an upcoming Social Event. Owners are encouraged to attend and bring their ideas.

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e) **Landscaping** - There are a number of trees around the building which are overgrown and need to be cut back or removed. Teamwork was directed by Council to speak to the landscaper first and if needed obtain a quote from an Arborist.

f) **No Smoking** - Residents are reminded of the Bylaws regarding smoking. **Bylaw 44.1** reads **“A resident or visitor must not smoke on common property situated in the building, except patios and balconies.**

**Bylaw 4.1** reads **“A resident or visitor must not use a strata lot the common property or common assets in a way that; (a) “Causes a nuisance or hazard to another person” and 4.1 (c) reads “Unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot.”**

7.0 **NEXT STRATA COUNCIL MEETING:** Will be held on November 6, 2013 @ 6:30 pm.

8.0 **ADJOURNMENT:** The meeting adjourned at 8:49 pm.

**Please Put All Concerns In Writing And Submit To Strata Agent or a Council Member. Thank You.**

**Teamwork Property Management Ltd.  
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