

**ESCADA**  
**STRATA PLAN BCS 2783**  
**Council Meeting Minutes**  
**Thursday, April 19, 2012**

**LOCATION**

Amenity Room  
15322 – 101 Avenue, Surrey

**STRATA COUNCIL**  
**2011/2012**

**PRESIDENT**

Mike Ber

**VICE PRESIDENT**

John Wang

**SECRETARY**

James Zhang

**TREASURER**

Donghee (Tony) Kang

**COUNCIL MEMBERS**

Fei Kung  
Dong Qi Liao  
Emily Pan

**CARETAKER**

Carlos Baca  
Phone: 604-230-3978  
Email: Escada@shawbiz.ca

**RELIEF CARETAKER**

Cheng-Yuan Feng

**STRATA MANAGER**

Alfred Marchi  
Phone: 604-576-3868  
Email: [alfmarchi@paragonrealty.ca](mailto:alfmarchi@paragonrealty.ca)  
Paragon Realty Corporation  
#101 – 5550 – 152 Street  
Surrey, BC V3S 5J9  
Email: [admin@paragonrealty.ca](mailto:admin@paragonrealty.ca)  
Phone: 604-576-3868  
Fax: 604-576-3813

**PRESENT**

Mike Ber, Donghee (Tony) Kang, Emily Pan and John Wang  
Resident Caretaker: Carlos Baca  
Alfred Marchi and Gillian Chiang, Paragon Realty Corporation

**ADOPTION OF FEBRUARY 29, 2012 MINUTES**

A Motion was **Moved** by J. Wang and **Seconded** by T. Kang to adopt the February Minutes as presented. **Motion Carried**

**CARETAKER'S REPORT**

1. ***Maintenance Issues*** – The Resident Caretaker submitted a detailed activity report of the activities and maintenance issues at complex which have occurred since the last Council Meeting. Council thanked Carlos for the detailed report. Council notes that there are no major issues at this time to report to the owners.

**BUSINESS ARISING FROM PREVIOUS MINUTES**

1. ***Sewer Line Repair Update*** – Council reviewed the report from SRC Engineering regarding the necessary repairs to the sewer line. The Property Manager advised Council that Onni has agreed to pay for the cost of the repairs.
2. ***Leakage on Parkade Update*** – Council instructed the Property Manager to follow up with Onni.
3. ***Building Name Change Update*** – Council requests owners submit their suggestions for a new name for the building. Council will select several names for owners to vote on at this year's AGM.

**CORRESPONDENCE**

1. Council reviewed an email from the resident caretaker regarding a false fire alarm on March 2, 2012. The alarm was caused by a 3<sup>rd</sup> floor pull station being activated. Upon investigation it was traced to a 3<sup>rd</sup> floor resident. Council instructed the Property Manager to fine the offending owner and to also charge the fire department's bill to the owner.
2. Council reviewed an email from the resident caretaker regarding a trespass and vandalism incident that occurred on Sunday, March 11, 2012 in the phase 2 lobby.

3. Council reviewed an email from a Phase I owner requesting permission to charge an electric car in the underground parking. The owner advised that she is willing to pay for the electricity use. After a lengthy discussion on the issue, Council instructed the Property Manager to send a letter to the owner advising that the building is not equipped with charging stations for electric vehicles. Furthermore Council is not prepared to authorize the expenditure for the cost of installing a charging station at this time.

### **NEW BUSINESS:**

1. **Fire Drill** – Council reviewed a notice from the Surrey Fire Department. The Fire Department now requires that residential buildings conduct an annual fire drill. Council will schedule a date for the fire drill and then advise residents of the time.
2. **Fire Alarm Testing** – Council reviewed quotes for the cost of the annual fire safety test and approved the quote from Active Fire & Safety in the amount of \$3,909.00 + HST. The Property Manager was instructed to schedule the testing and to notify residents of the time and date.
3. **Lawn Repair & Landscape Improvements** – Council reviewed and approved two quotes from Unio Landscaping & Gardening. The first quote in the amount of \$2,800.00 + HST was for the cost of repairing lawns and the second quote in the amount of \$480.00 + HST was for the cost of extending the block retaining wall on the townhouse stairways.
4. **DMS Deficiency** – Council reviewed quotes from DMS for the cost of repairing the re-circulating pumps and timers. Council requested that the Property Manager obtain additional quotes.
5. **Sanitary & Storm Sewer Clean Out** – Council reviewed a quote from DMS for the cost of cleaning the main sanitary and storm horizontal drain lines. Council requested the Property Manager obtain additional quotes.
6. **Depreciation Report** – The Property Manager advised Council of a recent amendment to the Strata Property Act Regulations which will affect all strata corporations. One of the significant new amendments will require strata corporations to prepare a Depreciation Report by a 'qualified' person. The purpose of the Depreciation Report is to ensure that strata corporations have a fully funded contingency reserve fund. What this means is the stratas will now have to take inventory of all of the capital cost components in their buildings. This includes items such as roof, elevator, boiler system, exterior cladding electrical wiring, plumbing etc. The report will then ascertain the age of these various components and how much longer it will be before the components need to be replaced. The report will estimate the replacement cost of these components. The current amount of a strata's contingency reserve fund will also be considered.

Then, based upon these factors, the report will include a calculation of how much will be required to replace these various items when they reach the end of their economic life and, consequently, how much a strata will have to contribute annually to the contingency reserve fund to ensure that the funds are available. For the majority of strata corporations, the outcome of such a report will be increased strata fees. The extent of the strata fee increase however will not be known until a strata has completed its own depreciation report. The early estimates for the cost of these reports is between \$5,000 and \$15,000. The reports will have to be updated every three years. Stratas will have until December 31, 2013 to complete their

reports. Strata can opt out of carrying out such a report if they pass a special resolution at their annual general meeting or at a special general meeting. If they chose to do so this must be done every 18 months. Council requested the Property Manager obtain a quote for a depreciation report.

### **FINANCIAL REPORT**

Council reviewed the February and March 2012 financial reports

There being no further business to discuss, the Meeting adjourned at 9:45 p.m.

Next Council Meeting: To be announced.

***Please keep a copy of these minutes for future reference. They will be required at time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.***