

Francisco Lane

"THE OWNERS STRATA PLAN LMS 93"

101 – 4126 Norland Avenue
Burnaby, BC V5G 3S8
Phone: 604-294-4141
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November 4, 2014

The Owners/Residents
Strata Plan LMS 93
Francisco Lane



Re: Dog waste

Dear Owners/Residents:

Council has received complaints regarding the continuation of dog waste being present on the Strata Corporation's property.

All residents who keep dogs as pets are requested to clean up any dog waste from the common property and dispose of it off the Strata Corporation's property.

Thank you for any assistance you can provide.

Sincerely yours,

STRATACO MANAGEMENT LTD.

A stylized, handwritten signature in black ink, appearing to be 'G. Mason'.

Glen Mason,
Strata Manager

/mk



MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 93, FRANCISCO LANE, HELD ON TUESDAY, OCTOBER 28, 2014, AT 7:00 PM IN THE CLUBHOUSE, 6700 RUMBLE STREET, BURNABY, BC

Council in attendance: Brian Kingsley, Vice President/Clubhouse/Buildings
Kelvin Yuen, Buildings
Herman Lorenzana

Glen Mason,
Strataco Management Ltd.

Absent with leave: Mark Cockle, President/Landscaping/Buildings
Michael Layne, Treasurer/Keys/Fobs
James Holzbecher, Buildings

CALL TO ORDER:

The meeting was called to order by Herman Lorenzana, Strata Council member, at 7:05 pm.

MINUTES OF THE MEETING OF SEPTEMBER 16, 2014:

The minutes of the meeting of September 16, 2014, were adopted as distributed.

BUSINESS ARISING FROM THE MINUTES:

There was no business arising from the minutes.

PRESIDENT'S REPORT:

There was no President's report.

STRATA MANAGER'S REPORT:

1) Finance Report

Financial Statement

It was

MOVED AND SECONDED:

That the financial statement for the month of August 2014 be adopted as prepared.

MOTION CARRIED UNANIMOUSLY

Receivables Report

The Strata Manager reviewed the status of accounts receivable, observing that the account of one strata lot was two months in arrears of special levy payments and one strata lot had been lienied.

Collections

The Strata Manager advised that the following correspondence had been sent or received pertaining to collections: mortgagee requested to remedy outstanding debt pursuant to mortgage agreement.

Insurance Borrowing Resolution

The Strata Manager recommended that the Strata Council authorize the borrowing of the amount required to pay the insurance premium from the reserves to be repaid during the course of the fiscal year as permitted by the Strata Property Act. It was

MOVED AND SECONDED:

That:

WHEREAS The Strata Corporation has the obligation to pay the insurance premium upon receipt of the invoice; and

WHEREAS The Strata Corporation anticipates receiving a bill in the amount of the 2015 annual insurance premium that would have to be paid in fiscal year 2015 to avoid being charged interest; and

WHEREAS There will be insufficient funds in the operating account to satisfy the financial obligations; and

WHEREAS Section 95 of the Strata Property Act permits the Strata Corporation to lend money in the CRF to the operating fund if the loan is to be repaid by the end of the fiscal year of the Strata Corporation, and the loan is for the purpose of covering temporary shortages in the operating fund resulting from expenses becoming payable before the budgeted monthly contributions to the operating fund to cover these expenses have been collected;

BE IT THEREFORE RESOLVED THAT The Strata Council authorize the transfer of up to the amount of the 2015 annual insurance premium from the CRF as a loan to the operating fund to be repaid by the end of the 2015 fiscal year.

MOTION CARRIED UNANIMOUSLY

2014/2015 Budget

It was

MOVED AND SECONDED:

That the 2014/2015 budget proposal be lifted from the table.

MOTION CARRIED UNANIMOUSLY

It was then

MOVED AND SECONDED:

That a 2014/2015 budget be presented to the ownership at the upcoming Annual General Meeting calling for an increase in strata fees of approximately 2.5% over the current fiscal year.

MOTION CARRIED UNANIMOUSLY

2) Staff Report

Pest Control

A-General Pest Control submitted the service report for the month of August 2014 for pest control services.

City of Burnaby

The documentation has been forwarded to the City of Burnaby pertaining to the food waste collection program.

Annual General Meeting Venue

The Annual General Meeting will be held at the Holliday Inn Express Metrotown on November 25, 2014. Further details will be provided in the Annual General Meeting notice.

Strataco Management

Council authorized itself to make a decision subsequent to the meeting concerning renewal of management services.

In addition, Strataco Management has provided a website where the Strata Corporation records are available. Council will review the website and make recommendations with respect to owners' access.

Storm Drain Cleaning

The Strata Manager advised that Citywide Plumbing & Drainage had inspected and augured the perimeter drainage at units 45 to 52, 53 to 56, and units 11 and 6.

Indemnity Agreement Summary

The Strata Manager provided for Council's information a summary of the status of Indemnity Agreements as of October 15, 2014.

Mole Control

The mole control has been exercised in the vicinity of units 11 and 12.

General Maintenance

Council reviewed an offer from a contractor to perform general maintenance to the buildings. Council recommended that the budgetary provision be made based on the contractor's price.

Clubhouse Carpet

The clubhouse carpet has now been cleaned.

Recreation Center

Imperial Paddock Pools has assisted with closing the recreation facility for the season.

Caretaker Services

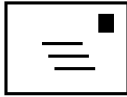
- Council unanimously agreed to increase fees for service requested by GNS Building Services for grounds keeping services.
- The contractor has cleaned the sidewalk in the vicinity of the mailboxes.
- The caretaker assisted with closure of the recreation facility for the season.

3) Correspondence

The Strata Manager reported that since the last Strata Council meeting correspondence had been sent or received concerning the following: welcome letter sent to new owner; interior modifications approved; report of dog waste; vehicle insurance requested; request to clean up common area.

Council dealt with the following correspondence:

Dog waste: Council requested that a notice be attached to the minutes of the meeting, reminding owners to collect their dog waste upon deposit. There have been a number of complaints.



Council reminds all owners that Strata Corporation policy requires all communication to Council to be sent via the management office. This will ensure that the correspondence can be dealt with officially by the Strata Council at a duly convened meeting. Correspondence may be emailed to managers@stratacomgmt.com. Please ensure that you place your Strata Plan # (LMS 93) at the beginning of the subject line when sending an email to Strataco. Thank you for your assistance.

4) Landscaping

Council reviewed the following matters pertaining to landscaping:

- The landscape contractor has been requested to install a privacy hedge at the rear of unit 88.
- The contractor provided a service report for the month of August 2014.
- The President is working with the landscape contractor for tree removal and replacement.

5) Completed Items

The Strata Manager advised that the following had been completed since the last meeting of the Strata Council: repaired light fixture at unit 98; repaired treadmill; mole control at units 11 and 12; cleaned clubhouse carpet; replaced balcony membrane at unit 40.

OTHER BUSINESS:

Annual General Meeting Agenda

The Strata Manager tabled for Council's review the proposed agenda for the Annual General Meeting to be held on Tuesday, November 25, 2014, noting that pursuant to the Strata Property Act, Council sets the agenda for the meeting. Council reviewed the agenda, after which it was

MOVED AND SECONDED:

To approve the proposed agenda for the Annual General Meeting to be held on Tuesday, November 25, 2014.

MOTION CARRIED UNANIMOUSLY

In addition to the agenda Council directed that a resolution be placed on the meeting notice to allow the hot tub to remain operational year round. Council considered several bylaw amendments; however, recommended that they not be introduced at the upcoming General Meeting.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:00 pm, until the Annual General Meeting to be held on Tuesday, November 25, 2014, at 7:00 pm at the Holliday Inn Express Metrotown, 4405 Central Boulevard, Burnaby, BC.

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/mk