
MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
December 15, 2010

Held at 6:30 p.m. in the Amenity Room

<u>PRESENT:</u>	Wendy Donaldson	- Strata Council President
	Cynthia Tomlin	- Strata Council Vice-President
	John Kim	- Strata Council Secretary
	Kevin Ma	- Strata Council Treasurer
	Alan Ip	- Strata Council Member
	Michael Taylor	- Strata Council Member
	Mira Petrovic	- Property Manager Gateway Property Management
<u>REGRETS:</u>	Tom Grant	- Strata Council Member VCH

CALL TO ORDER

The meeting was called to order at 6:30 P.M.

RESIDENT MANAGER REPORT

The Resident Manager updated the Strata Council on the main issues in the building, including but not limited to:

- Heating and ventilation;
- Courtyard railing;
- Fire panel troubles;
- Repairs in the parkade;
- Lock repairs;
- Carpet cleaning;
- Irrigation winterization;
- Boilers cleaning;
- Anchors inspection;
- Drains cleaning;
- Dryer vents cleaning;
- Pressure washing test on NE side of exterior wall Heather building;
- Attempted break-ins and stolen vehicles; and
- Lounge issues.

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON OCTOBER 20, 2010

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as circulated.

BUSINESS ARISING:

Maintenance Review – Certain Strata Council members met with General Contractor, Rick MacDonald to observe and discuss several building envelope issues discovered by VVV

Page 2

Engineering. After reviewing the summary of the Building Envelope Recommendations and costing prepared by Rick MacDonald presented at the last Strata Council meeting it was moved, seconded and **unanimously carried** to approve selected items from the recommendations. The Property Manager was also instructed to obtain second quote on the remaining items from the recommendations.

CORRESPONDENCE

Letter #1 - A letter was sent to the resident of a unit on the tenth floor of the Heather building regarding a gate violation. The response was received and reviewed by the Strata Council members and it was determined that a warning letter be issued.

Letter #2 - A response letter was received from the owner of a unit on the first floor Heather building regarding continued rattling noise. The owner will be advised to prepare their wording for a Special Resolution for the next Annual General Meeting to request consideration of a special assessment from the owners of the Strata Corporation, BCS 2645 to fix the rattling noise

Letter #3 - A letter was received from the resident of a unit on the second floor Heather building regarding issue with pets urinating on the common area grass. It was observed by this resident that many of these dogs do not belong to residents of Tapestry, therefore are not aware of the strata's rules and bylaws. Hence, this resident suggested for signs to posted around the grass area. Strata Council is looking into possible signage options.

Letter #4 - A letter was received from the resident of a unit on the seventh floor of the Heather building regarding pet related notices and letters. The Strata Council confirms that it is their duty to act upon complaints from ALL of the owners and residents of Tapestry and to acknowledge such through the minutes and notices.

Letter #5 - A letter was received from the resident of a unit on the first floor of the Avenue building regarding the sinking pavers. The Property Manager was instructed to obtain the professional opinion/quote on this issue.

Letter #6 - A letter was received from the resident of a unit on the fifth floor of the Heather building concerning noise disturbances during late night hours. The letter will be sent to the unit where the noise is allegedly emanating from.

Letter #7 - A letter of Bylaw infraction will be issued to the owner of a unit on the fourth floor of the Avenue building for an open house violation and signage posting.

Letter #8 - A letter will be sent to the resident of a unit on the eight floor of the Heather building to advise that previously applied fine remains standing.

Letter #9 - A warning letter will be sent to the residents of a unit on the fifth floor of the Avenue building for a gate violation.

NEW BUSINESS

New Appraisal and Insurance Certificate - The new replacement value for the building and assets of Strata Plan BCS 2645 is \$54,500,000, and the insurance premiums were therefore adjusted accordingly. The Endorsement Number 2 was included for Council's review.

Suite Doors and Trims Damage – It was brought to the Strata Council's attention there are numerous units with the damages on their suite entrance doors and/or trims. Letters will be mailed out to these owners to repair and paint their doors.

Fire Panel Trouble – The residents of Heather building were experiencing intermittent beeping coming from the fire panel for several weeks. The issue required troubleshooting and waiting for new parts which unfortunately took longer than expected. Repairs have now been completed.

Drain Cleaning Report – Service Master reported that all the drain were inspected and cleaned for the season.

Roof Maintenance – The Strata Council was presented with the quote from Harvard Industries to carry out roof inspection on an annual base. Second quote was not available at the time of the meeting therefore the decision was tabled until the next Strata Council meeting.

Amenity Room Rules Addendum – The Strata Council revisited the Amenity Room Rules. It was moved, seconded and **unanimously carried** to approve addendum to the rules as follows:

- The doors of the Amenity Room will be locked and the lights will be automatically shut off at 11:00 PM

The residents are reminded of the following Tapestry Bylaws

An owner of a residential strata lot will not:

install, or permit any occupant of his or her strata lot or any guest, employee, agent or invitee of the owner or occupant to install, any window coverings, visible from the exterior of his or her strata lot which are different in size or colour from those of the original building specifications;

Metro Vancouver Notice - The waste removal cost will increase on January 1, 2011 due to a regional rate increase for the disposal fee. Attached to these minutes is a complete list of materials prohibited and banned from the Metro Vancouver solid waste system.

Building Maintenance and Cleaning – Hours Review – It has been determined that cleaners are taking on more work and duties around the building due to the high volume of moving in/out. Both buildings require more attention and cleaning for the season. Therefore, it was moved, seconded and **unanimously carried** to approve additional 15 (fifteen) hours per month for the cleaning personnel.

Resident Caretaker – The Resident Caretaker requested one more week of paid vacation for the year 2011. Following the discussion the Strata Council has moved, seconded and **unanimously carried** to approve the request.

Security Issues – The Strata Council discussed recent attempted break-ins and vehicle thefts. It was determined that, among others, first step in the increasing Tapestry security is to install the doors on the first floor lobbies. The Property Manager is to pursue further research on the security options.

Page 4

Second Garage Gate – The Strata Council discussed the issue with the second garage gate concerning waiting for the gate to close. It was moved, seconded and **unanimously carried** to paint the stop line in front of the gate and to install a sign that would state the following:

STOP HERE IF CAR IN FRONT
WAIT FOR THE GATE TO START CLOSING
BEFORE OPENING IT TO PROCEED

FINANCIALS

Operating Statements – There being no errors and omissions it was moved, seconded and **unanimously carried** to approve the operating statements for October and November 2010 as circulated.

Arrears – The current arrears report was presented. The statements were mailed to the owners in arrears on December 9, 2010.

NEXT MEETING

The next meeting is scheduled for Wednesday, February 16, 2011 at 6:30pm in the amenity room in the Heather building (2851 Heather Street).

TERMINATION

As there was no further business, the meeting was terminated at 10:35 PM.

Please retain at least 24 months of Strata Council and General Meeting minutes. Should you decide to sell or re-mortgage your suite, these minutes will be required by the potential purchaser or lending institute. The Property Management Company has copies of the minutes; however there will be a charge for obtaining a copy of the minutes.

Your Gateway Service Team

Gateway Property Management Corporation
#400 – 11950 – 80th Avenue
Delta, BC V4C 1Y2

Property Manager:

Administrative Assistant:

Main Switchboard:	604-635-5000
Fax:	604-635-5001
After Hours Emergency:	604-635-5000
Press 1	
Mira Petrovic	604-635-5046
mpetrovic@gatewaypm.com	
Linda Bonnet	604-635-5018
lbbonnet@gatewaypm.com	