
**MINUTES OF THE STRATA COUNCIL MEETING
TAPESTRY - STRATA PLAN BCS 2645
SEPTEMBER 28, 2011**

Held at 6:30 p.m. in the Heather Building – 2851 Heather Street

<u>PRESENT:</u>	Michael Taylor	- Strata Council President
	Alan Ip	- Strata Council Vice President
	Chad Colgur	- Strata Council Treasurer
	Wendy Donaldson	- Strata Council Member
	Cynthia Tomlin	- Strata Council Member
	Gord McTaggart-Cowan	- Strata Council Member
<u>ALSO PRESENT</u>	Cristiana Vlasceanu	- Senior Property Manager - Gateway Property Management
	Jack Foo	- Property Manager - Gateway Property Management
<u>REGRETS:</u>	Tom Grant	- Strata Council Member VCH

CALL TO ORDER

The meeting was called to order at 6:35 p.m. A quorum was established.

GUEST BUSINESS

None.

APPROVAL OF THE AGENDA

It was moved, seconded and **unanimously carried** to adopt the agenda as presented.

APPROVAL OF THE PREVIOUS MEETING MINUTES

There being no errors or omissions it was moved, seconded and **unanimously carried** to approve the Minutes of the Strata Council Meeting held on August 8, 2011 as circulated.

FINANCIAL REPORTS

Approval of Financial Statements - The financial statements have been discussed in some detail. The Council Treasurer advised that the Financial Statements for the months of June, July and August 2011 were found to be in order. It was moved, seconded and **unanimously carried** to approve the above noted Financial Statements as circulated.

Review of the Arrears Report - The Strata Council was satisfied with the low level of arrears. A lien letter has been sent to one unit due to non-payment for over 90 days.

RESIDENT MANAGER'S REPORT

The Resident Manager reported to the Council the following issues:

- a) ThyssenKrupp performed some repairs to the elevators in the Heather building, under the terms of the elevator maintenance contract;
- b) One suite on the second floor in the Avenue bldg has had minor water damage from a blocked lower roof vent. The equipment has been repaired and the ceiling of the unit has been painted;

- c) One suite on the first floor of the Avenue bldg has had minor ceiling staining due to an incident in the suite above, where water overflowed the bathroom sink. National Hydronics confirmed that there is no problem with the building piping;
- d) The door closers on the back doors of both buildings have been malfunctioning repeatedly. Action Lock will provide an estimate to replace the closers with new ones. All residents are reminded to ensure that the door has closed behind them.

BUSINESS ARISING FROM PREVIOUS MEETING

Andesite Cladding - Since the last Council meeting two estimates to clean up the andesite walls have been obtained and reviewed via email, from Gracom Masonry and from Van den Kerkhof & Son Masonry. It was moved, seconded and **unanimously carried** via email to hire VDK & Son Masonry to perform a test cleaning on the East wall, assess the results and communicate with the Strata Council. They cleaned half of the test area with very good results however had to stop due to lack of access to the upper part of the wall by regular scaffolding, due to the metal awning. They advised that they have to install a boom-lift to be able to access the upper half of the wall and suggested that the other areas of the building where cleaning is required be done at the same time. The Strata Council discussed the issue via email and it was moved, seconded and **unanimously carried** to proceed with the cleaning, starting with the North-East corner of the building first, up to a limit of approximately \$5,000. Violeta is monitoring the numbers of hours spent by the contractors on site to ensure accuracy of the charges and unexpected cost over-runs. The work will start during the first week of October.

Patios Settling Work - Nuwest Contracting completed the work on resetting the pavers on 5 of the ground floor patios.

Parkade Sealant - Nuwest Contracting submitted a revised quote to seal the crack located in parkade level P1 for \$2,512.00 plus applicable taxes. It was moved, seconded and **unanimously carried** to proceed with the work.

Parkade Doors - Nuwest Contracting will shortly start the painting and installation of kick plates on 10 doors from the elevator lobbies to the parkade levels.

Light Retrofitting and BC Hydro Rebate - The BC Hydro energy rebate has been received. It was moved, seconded and **unanimously carried** to refund the CRF loan in a lump sum.

Landscaping - The dead magnolia tree in front of the Heather bldg has been replaced. Moscone Bros. provided an estimate to replace some dead azaleas in front of the Avenue bldg. This expense will be included in the budget for the next fiscal year, with the work to be done at a suitable time next spring.

HVAC System Repairs - Three estimates to repair the A/C unit for the vault have been presented and discussed by Council via email. It was moved, seconded and **unanimously carried** to retain National Hydronics to repair the unit for \$2,535.12. The work is in progress.

Missing Backflow Preventers - Several discussions took place with National Hydronics and the Cross Connection Officer at the City of Vancouver regarding the need to install backflow preventers on some water supply lines. The conclusion is that the City is enforcing these 2008 regulations on all buildings, regardless of the age of the building. National Hydronics provided three estimates to install backflow preventers in three different areas. Gateway has been instructed to immediately arrange for the installation of the two smaller preventers, at a total cost of approx. \$2,000. For the remaining unit, Gateway has been directed to request permission from the city to defer this to the next fiscal year, as the cost (approx. \$10,000) was not included in this year's budget.

Movie Production - 20th Century Fox is not interested anymore in our location.

Waiver for Building Inspection Requests - A sample waiver for Home Inspectors wanting to access the building's mechanical rooms has been presented to Council for review. The discussion has been tabled for next meeting.

CORRESPONDENCE

Letter #1 – The owner of a suite in the Heather bldg reported two incidents of excessive construction type noises from the unit above. Two letters were sent out however no response was received. It was moved, seconded and **unanimously carried** to apply a \$50 fine for each incident for a total of \$100.

Letter #2 – The owner of a suite in the Heather bldg had some questions/suggestions regarding the maintenance of the bldg. The owner is thanked for showing interest in the building's management. A response letter will be sent.

Letter #3 – A letter was sent out to an owner/tenant in the Avenue bldg regarding smoking and discarding of cigarette butts in the common areas of the bldg. The tenants apologized in writing and promised this will never happen again.

Letter #4 – A letter was sent out to an owner/tenant in the Avenue bldg regarding repeatedly parking in the visitor parking stalls, ignoring notices left on the dash. It was moved, seconded and **unanimously carried** to apply the maximum fine of \$200 to this account if there is no response from the owner by the 14th day after the letter was sent.

Letter #5 - A letter was sent to an owner in the Avenue bldg for actions in contravention of the Bylaws during the holding of an open house. It was moved, seconded and **unanimously carried** to apply a fine of \$100 to this account if there is no response from the owner by the 14th day after the letter was sent.

Letter #6 – A tenant in the Avenue bldg wrote to the Strata Council requesting the reversal of a \$100 fine for repeatedly parking in the visitor parking area and ignoring the notices on the dash. The request was based on the fact that the tenant did write a response letter to the property manager at the time however the letter never reached the Strata Council. The Strata Council reconsidered the issue and moved, seconded and **unanimously carried** to uphold the fine of \$100.

NEW BUSINESS

Resident Caretaker Vacation - Violeta will be on holidays October 11th to October 14th. The janitorial firm will perform the cleaning and hold the cell phone for emergencies only.

Snow Removal Services - VCH advised that the snow removal company they use cannot take on Tapestry's courtyard area. Gateway has been instructed to contact Nuwest Contracting and try to set up a contract providing for automatic services by bobcat if the snow reaches 1 inch.

Metro Vancouver Regional Residential Parking Study - Metro Vancouver asked permission to perform a survey of parking space use in the building, for planning purposes. The Strata Council approved the request.

TERMINATION

There being no further business, the meeting was terminated at 8:25pm.

NEXT MEETING

The next Strata Council meeting will be held on Tuesday, November 29, 2011 at 6:30pm.

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.

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