
**MINUTES OF THE STRATA COUNCIL MEETING
TAPESTRY - STRATA PLAN BCS 2645
NOVEMBER 29, 2011**

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

<u>PRESENT:</u>	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
<u>REGRETS:</u>	Tom Grant	- Strata Council Member VCH
	Michael Taylor	- Strata Council President
	Jack Foo	- Property Manager - Gateway Property Management

CALL TO ORDER

The meeting was called to order at 6:50 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 September 28, 2011 as circulated.

FINANCIAL REPORTS

Approval of Financial Statements - The financial statements have been discussed. The Council Treasurer advised that the Financial Statements for the months of September & October 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 couple of lien letters are being sent to units due to non-payment for over 90 days.

RESIDENT MANAGER'S REPORT

The Resident Manager reported to the Council the following issues:

- a) The winterization of the fire and irrigation sprinkler systems has been done;
- b) Brodan Industries replaced some ballasts and a light fixture.

BUSINESS ARISING FROM PREVIOUS MEETING

Andesite Cladding - VDK and Son Masonry completed the cleaning of the wall areas as identified by the Strata Council. One area by the daycare playground has not been done due to concerns regarding the use of the strong chemical in such close proximity to the children. Arrangements will be made to have these walls cleaned in spring, without the acid.

In order to minimize the algae growth on the andesite walls, Gateway has been instructed to obtain estimates to install metal flashing to protect the walls from rain. The intent is to include the cost in the proposed budget for next fiscal year.

Parkade Sealant - Nuwest Contracting completed the sealing of the crack on the P1 parkade flooring.

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

HVAC System Repairs - National Hydronics performed some repairs on the two condensing units 2 and 5. They determined that the blower motor and mount be replaced on unit 5. The work is in progress.

Missing Backflow Preventers – The Cross Connection Officer at the City of Vancouver approved the postponing of the installation of the major backflow preventer (approx \$10,000) to the next fiscal year. However, Council discussed the current financial situation and concluded that this expense could be undertaken this year, considering the positive cash flow and the fact that there are no other major expenses to be expected before the end of this fiscal year. Therefore it was moved, seconded and **unanimously carried** to proceed with this work at this time. National Hydronics will be advised to proceed.

Waiver for Building Inspection Requests – Council discussed the content of the waiver and provided instructions to change it and make it simpler.

Snow Removal Services – Council signed the contract with Nuwest Contracting, for snow removal in case the snow depth reaches 1 inch. Otherwise Westcoast Building Maintenance and the caretaker will be applying ice melter and will be doing the light shoveling when needed.

CORRESPONDENCE

Letter #1 – Following receipt of two reports from residents, a letter was sent to the owner of a suite in the Heather bldg regarding not waiting for the gate to close, both in and out bound. The resident responded and advised that due to some personal problems sometimes they may have to do that. It was moved, seconded and **unanimously carried** to apply a \$200 fine for these repeated violations. A letter will be sent out.

Letter #2 – The owner of a suite in the Heather bldg had some questions regarding access of residents to each floor of the building, via the stairwells. A response will be sent out.

Letter #3 – An owner/tenant in the Heather bldg sent a letter regarding the need for the andesite wall to be protected by metal flashing. This is being currently investigated by the Council.

Letter #4 – An owner in the Heather bldg sent a response letter contesting the accusations of excessive noise originating in his unit. Council thanked the owner for the letter – no fines will be applied.

Letter #5 - A letter was sent to an owner in the Avenue bldg regarding a breach of the parking/security bylaws by not waiting for the gate. Based on the response from the resident it was moved, seconded and

unanimously carried to apply just the minimum fine of \$50 to this account.

Letter #6 – A letter was sent to an owner in the Avenue bldg regarding a resident car being parked in the visitor parking area.

RESIDENTS ARE REMINDED THAT THE VISITOR PARKING AREA IS FOR VISITORS ONLY. ANY CARS BELONGING TO RESIDENTS AND SEEN IN THE VISITOR PARKING AREA WILL BE TOWED AWAY AT THE OWNER'S EXPENSE.

Letter #7 – An owner in the Avenue bldg reported a couple of instances where soap suds backed up in the toilet tank. This will be monitored for the time being.

RESIDENTS ARE REMINDED TO USE LOW QUANTITIES OF DETERGENT WHEN DOING LAUNDRY OR WASHING DISHES. LARGE QUANTITIES OF DETERGENT CAUSE BACK-UPS IN THE PIPING SYSTEM AND MAY RESULT IN SUITE DAMAGES.

Letter #8 – A letter was sent to a resident in the Avenue bldg, for breach of the visitor parking bylaw. It was moved, seconded and **unanimously carried** to apply a fine of \$200 to this account if no response is received within 14 days.

NEW BUSINESS

Pest Control Contract - It was moved, seconded and **unanimously carried** to enter a monthly contract with Care Pest & Wildlife Control. The contract will allow for checking the common areas and three suites every month, at a cost of \$120 plus taxes.

Christmas Bonuses - It was moved, seconded and **unanimously carried** to give Christmas bonuses to both Violeta and Romel the cleaner, for the great job they do in the building.

Window Cleaning - Arrangements will be made to have the windows cleaned sometime in January, weather permitting.

TERMINATION

There being no further business, the meeting was terminated at 8:45pm.

NEXT MEETING

The next Strata Council meeting will be held on Wednesday, January 25, 2012 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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