

GRACE RESIDENCES

**THE OWNERS, STRATA PLAN BCS 747
COUNCIL MEETING MINUTES
FRIDAY, JANUARY 2, 2009**

The following are the Minutes of the Council Meeting, Strata Plan BCS 747, held on Friday, January 2, 2009 at 12:00 noon at the Grace Residences in the Meeting Room, 1280 Richards Street, Vancouver, BC.

A. CALL TO ORDER

The Meeting was called to order at 12:03 pm, by Albert Klychak, the President of the Strata Council.

B. CALLING OF THE ROLL

The Council Members present were Albert Klychak, Jan Sampson, David Spurrell, Leonard Gatto, Leanne Brothers and James Schouw. The Management Company was represented by Tiit Pikksalu.

C. ORDER OF BUSINESS

1. BC HYDRO -

The President of the Strata Council Albert Klychak, had called the Council Meeting to discuss issues relating to BC Hydro refusing to accept applications from the Strata Corporation to register the Strata Corporation as the "Customer of Record" for the four (4) electric meters supplying power to the common areas in the Strata Corporation. BC Hydro maintains that there are outstanding amounts on three (3) of the four (4) meters. The fourth meter is a transformer discount meter, thus produces credits only. The "Customer of Record", is now Grace Residences Ltd. (the Developer/Contractor), and until the accounts are paid in full, BC Hydro will not accept an application from the Strata Corporation, and has indicated they will start procedures, which could lead to the power being cut off to these meters. The Strata Corporation is of course willing and able to honor it's obligations for power used, past or present, however BC Hydro will not accept payment or application for the Strata becoming the "Customer of Record".

The Strata Council discussed the issues as follows:

- There had been double billing by BC Hydro for a considerable length of time, which although acknowledged by BC Hydro, had to be settled by the BC Utilities Commission, with the double billing being reimbursed to Grace Residences Ltd.

- The Developer has asked that the “Customer of Record” be changed over from Grace Residences Ltd. as of September 1, 2008, however BC Hydro has not done so, and has also refused the request by the Strata Corporation to do so, until the outstanding amounts are paid in full. It appears that there are amounts owing to Hydro, which have nothing to do with the “house meters” in question.
- It was decided, based upon contacts by the Management Company with the BC Utilities Commission, that the Strata will approach the BC Utilities Commission on January 5th, 2009, asking that the Utilities Commission intercede and allow the Strata Corporation to become the “Customer or Record” for the common meters in question, and to have BC Hydro deal with Grace Residences Ltd., as a separate issue. The Strata will also ask the Utilities Commission to deal with Hydro on the threat to cut off power.
- **EACH NEW OWNER MUST MAKE SURE THAT THE ELECTRIC METER FOR THEIR INDIVIDUAL STRATA LOT IS REGISTERED IN THEIR NAME FOR BILLING PURPOSES, EFFECTIVE THE DATE OF OCCUPANCY. SUPPLY OF POWER TO EACH INDIVIDUAL SUITE IS AN ISSUE BETWEEN BC HYDRO AND THE INDIVIDUAL SUITE OWNER, AS IS ALWAYS THE CASE, AND NOT WITHIN THE JURISDICTION OF THE STRATA CORPORATION.**

2. CONTINGENCY FUND CONTRIBUTION BY THE DEVELOPER -

- The amount as required under the Strata Property Act to be paid into the Contingency Fund by the Developer on amalgamation of Phase II with the Strata Corporation is as yet not paid. The spokesperson for the Developer indicated that payment will be made in ten (10) days. This payment was due and payable as of the Annual General Meeting.

3. MECHANICAL ISSUES -

- The circulating pumps for the towers, which provide hot water to the heat pumps in the suites and domestic hot water to suites, have developed leaks in the pump seals. The mechanical contractor having installed the pumps has not made repairs and is not honoring the warranties under their contract. The supplier of the pumps has provided information that the systems in their opinion were not properly flushed, which caused premature failure of the seals.

In order to make a proper permanent repair, the systems need to be flushed or the seals could again suffer premature failure.

Upon a Motion duly made by Leonard Gatto and seconded by Jan Sampson, it was agreed that the flushing and repair will be commissioned by the Strata Corporation, as it is critical to maintain hot water service for heating and domestic purposes. Costs associated will be billed back to the Developer. Upon the vote being taken, there were five (5) votes in favor with one abstention.

4. PARKING STALL ALLOCATION –

- The individual parking stalls are designated as Limited Common Property, and are registered as such at the Land Titles Office, with each of the Strata Lots, for the exclusive use of those Strata Lots. A list showing the designation and registration is to be provided by the Developer's office. This is the same allocation as on the Strata Plan as registered with Land Titles.

PARKING STALL RENTAL RULE -

UPON A VOTE TAKEN, FOUR (4) IN FAVOR ONE (1) AGAINST AND ONE ABSTENTION, IT WAS AGREED TO FORMALIZE THE STRATA CORPORATIONS POSITION WITH RESPECT TO RENTING OR LEASING OF PARKING STALLS TO NON-RESIDENTS.

RULE -

OWNERS/RESIDENTS ARE NOT PERMITTED TO RENT OR LEASE PARKING STALLS TO NON-RESIDENTS.

5. ELEVATORS IN THE TOWER –

- There appears to be confusion as to the designation of the "Lobby" floor on the panel in the elevators, which is confusing visitors to the Tower suites.

Management will ask the elevator company to re-designate the "* 2" with a new indicator, which will read "Lobby".

6. SIGN FOR 499 DRAKE AND RICHARDS ENTRY –

- Management was asked to provide a sign at the 499 entry on the corner of Drake and Richards, indicating that "deliveries and concierge service is at 1280 Richards (next door)" and also add the telephone number for the concierge.

7. REAL ESTATE SALES SIGN ON THE GATE AT 499 DRAKE -

- It was unanimously agreed to remove the sign on the 499 Drake gate, where realtors have been placing their business cards.

8. AMENITY ROOM IN PHASE I –

- Council will carry forward a discussion on the future use of this room, as it is common property for the Strata Corporation.

D. NEXT MEETING

At the Council Meeting held on Monday, December 15th, 2008 the Strata Corporation had made the decision to hold the next meeting of the Strata Council on Monday, February 16th, 2009, at 6:00 pm in the Meeting Room.

E. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made by Len Gatto, it was RESOLVED that the meeting would be adjourned at 1:50 pm.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.

Please retain these Min

Minutes provided to you for future reference, as replacement copies are subject to a fee.

Minutes Prepared by:

National Pacific Real Estate Services Inc.

#210 - 1575 West Georgia Street, Vancouver, B.C.

V6G 2V3

(T) 604-685-8830 or (F) 604-685-1423 email: natpac1@intergate.ca

GRACE RESIDENCES

THE OWNERS, STRATA PLAN BCS 747 COUNCIL MEETING MINUTES MONDAY, FEBRUARY 9, 2009

The following are the Minutes of the Council Meeting, Strata Plan BCS 747, held on Monday, February 9, 2009 at the Grace Residences in the Meeting Room, 1280 Richards Street, Vancouver, BC.

A. CALL TO ORDER

The Meeting was called to order at 6:00 pm, by Albert Klychak, the President of the Strata Council.

B. CALLING OF THE ROLL

The Council Members present were Albert Klychak, Jan Sampson, David Spurrell, Leonard Gatto, Leanne Brothers and James Schouw. The Management Company was represented by Tiit Pikksalu.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Leonard Gatto, and seconded by Leanne Brothers, it was RESOLVED that the Agenda, as having been amended, be APPROVED for use at the meeting.

D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING HELD ON FRIDAY, JANUARY 2, 2009.

Upon a MOTION duly made by Len Gatto and seconded by David Spurrell, it was RESOLVED that the minutes of the previous Council Meeting held on Friday, January 2, 2009, be APPROVED as distributed.

DELEGATION OF OWNERS

The Strata Council had posted a notice advising Owners that if they had issues, which they felt needed discussion. They should advise the Chair that they would be attending the meeting, to present their issues. The Chairperson, Albert Klychak, welcomed the Owners, indicating that Owners, under the Strata Property Act of BC, are always permitted to attend a Strata Council Meeting, however, if they wish to take the floor, they should advise the Chairperson in advance so that they can be accommodated on the Agenda.

- One of the Owners expressed concern that Deficiencies in her suite and in common areas are taking a long time reaching completion and a time-frame needs to be attached to various projects, so that the Owners will have some comfort knowing that

the, yet to be completed items, are actually being worked upon and have a designated date of completion.

The Chairperson explained that the Strata Council, having been elected by the Owners, to manage and maintain the common areas of the Strata Corporation, does not have jurisdiction involving in-suite issues. The Strata Corporation's fees being paid on a monthly basis by the Owners are for operating and maintaining the building; it is the Developer's responsibility to complete the building, as provided for and described in the original disclosure statement.

Issues of concern to the Owners, are the pool/gym area, the elevators, landscaping, security system and monitoring, the balancing of the air make-up system in the common hallways, the building's heating and hot water system. Where are the grand chandeliers, which some Owners had the impression should have been installed instead of the chandeliers which are presently in the lobby, meeting room and entry way.

Developer and Council Member James Schouw offered the following comments:

- Pool/Gym area – there have been Health Board issues, the Health Board having required that the tiles installed, be replaced. Completion of the pool area is anticipated to be at the end of this month. The tiles, having been installed, were approved by the Planning Department, however, new rules, having been established by the Health Board override Planning Department decisions. The railings, having been installed had safety ruling issues and a report is required from a building envelope specialist; this is in the works.
- Completion in general – the universal credit crunch has affected the Development Company and the extremely difficult construction market in the Lower Mainland has further added to the delays. The Developer is firmly committed to completion of all areas of the building, to the level of expectation by Owners and the Developer.
- Landscaping – The City of Vancouver had specified a certain species of tree, which is now available and will be planted over the next week or two. The circular blue tiled water feature in the courtyard, is intended to have a large urn in the center. It was not intended as a fountain. The urn is similar to the large urn in the 499 Drake courtyard. The urn will be installed in the next few weeks, although the planting in the urn will have to await warmer weather.
- Tower elevators – The finishes in the cabs have been held up as there has been a considerable amount of move-in traffic, including trades, which inevitably leads to damage, which is very costly to repair. The Strata Council agreed that it was time to install the intended interior panels and woodwork. The interiors are to match the two elevators in the 499 Drake courtyard.
- Security monitoring – All sixteen cameras are in place and the digital recorder has been installed and the monitor for the lobby will be installed shortly.
- Hall heating/ventilating – Balancing of the system is being worked on.

- Chandeliers – It was the Developer’s intent and an artist has been commissioned to design “very grand” units, which would be extraordinary, however, there is no designated completion date, being as they are works of art. They will be installed, however, not immediately.
- Drapery in corridors – It is the intent of the Developer, to install draperies in each of the common corridors, opposite the elevator doors, to soften the hallways (floor 7 – 21). This will mask the electrical closet doors.
- Lobby/Meeting Room Furniture – A proposal has been put to the Developer by a designer. The furniture presently in place, has not worked out as well as the Developer had hoped. The installation is part of the Developer’s delivery of the building to the Owners, at the Developer’s cost. Subsequent to installation the Owners can, of course, make changes as they see fit.
- Ron Arnett, the gentleman presently working for the Developer, in transport, and the completion and installation of the Security/Fingerprint system, is available to take on part-time concierge duties to work for the concierge provider, Royal Concierge Services. He would continue to also work for James Schouw and Associates, and would on occasion, undertake transport duties. The Strata Corporation, at present, does not have an individual available on a regular daily basis, who is familiar and competent with the security/fingerprint system for the laser, a much more complex system. The Strata Council agreed that it might be a good match. This opportunity will be pursued.

The Developer, James Schouw, will shortly be inviting all Owners, to meet for a discussion, relating to in-suite deficiencies, as well as further expanding on common area deficiencies, if required. Owner Ernie Malone, volunteer to coordinate this.

E. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS

The Treasurer, Jan Sampson, explained that the November Financial Statements, which are the year-end fiscal statements for the previous year, are being prepared as there still some open ends on some of the invoicing, due to transfer from the Developer to the Strata corporation, relating to BC Hydro, the elevators, insurance, and the recent installation of a new upgraded operator for the garage gate.

Statements for the month of December were distributed electronically to all Council Members and inquiries were responded to.

Grace Residences (the Developer) had forwarded copies of security billings from Polo Security Ltd. for services dating from September 1, 2008 to October 31, 2008, which the Developer felt were part of the Developer’s obligation, under the budget as set out in the Disclosure Statement. With Owners in the tower paying Strata Fees for September and October, the Developer felt it would be the Strata Corporation’s responsibility to make payment. It appears from the billing, that there is an overlap between Polo Security and Royal Concierge Services; from the time Royal was hired to provide daytime concierge and nighttime security services. The Treasurer, Jan Sampson, and the Management Company will review and respond to the Developer.

Under the Strata Property Act of BC, the Developer is required to make a 5% Contingency Contribution, on the addition of Phase II to the Strata Corporation. This payment is outstanding, however the Developer felt that there could be offsetting amounts relating to the Polo Security billing, thus payment is pending resolution of this billing.

Upon a MOTION duly made by David Spurrell and seconded by Leonard Gatto, it was RESOLVED to accept the Financial Statements.

Arrears:

The Management Company informed the Strata Council that there were (22) twenty-two Owners in arrears in Strata Fees. Several of these Owners have not paid Strata Fees since moving in.

The Strata Council asked that the Management Company write to each of the Owners with outstanding fees, asking that fees be paid immediately, as the Strata Property Act of BC, requires that all Strata Fees be paid on the first of the month and if not paid, a 10% interest charge is applicable on all outstanding amounts. The Strata Property Act also provides that if fees are not paid, the Strata Corporation can file a lien against the Strata Lot.

At this time the Strata Corporation has decided to apply liens to all suites, which are in arrears three months or longer. The application of the lien plus the subsequent removal will be charged to the Strata Lot. As well, a copy of the lien filing will be sent to all mortgage holders. Mortgage companies do not allow suites to have a lien filed and may ask that the mortgage is paid out in full.

Monthly Strata Fees are required to pay for the ongoing operating expenses of the Strata Corporation and are an obligation of each Owner under the Strata Property Act of BC, the applicable legislation. Developer/Owner insuite issues are not a reason to hold up strata fee payments, and not permitted under the Act.

F. REPORTS

1. President's Report

The President, Albert Klychak, indicated that issues needing to be addressed are covered under other items. The main issue of unfinished improvement/deficiencies has already been addressed.

2. Management Report

The Management Company reported as follows:

- Emergency generator annual preventative maintenance/full service and lead-test contract, has been signed as of January 15, 2009. The emergency generator is required to be tested once per month. Cullen Diesel Power Ltd., the installers and the maintenance contractor would come in and do this at \$175.00 per month. At a one

time cost of \$366.00, the Strata Corporation's staff will be trained to do the monthly start ups. Upon a MOTION duly made by Leonard Gatto and seconded by Jan Sampson, it was unanimously agreed to go with the training program.

- Under the Strata Property Act of BC, all Owners who rent their suite are required to complete a form 'K' (Notice of Tenant's Responsibility), and submit it to the Strata Corporation, within two weeks of rental of a suite. The Management Company is following up with several Owners who have rented their suites, but as yet, have not filed the required form 'K', with the Strata Corporation.
- The Strata Corporation has made payment of the \$2500.00 deductible, relating to one of the water damage claims suffered in one of the suites, in early 2008.
- The Strata Corporation is in receipt of an invoice from one of the Owners who had been billed by a restoration company for plumbing repairs under the sink in their suite. The invoice has been returned, with the explanation that repair and maintenance of fixtures and services within the Strata Lot are the responsibility of the Owner, as provided for under the Strata Property Act of BC.
- Someone had been using a rod or stick to misalign the safety eye, allowing the garage gate to remain open and not close. Additional steel protection has been added on both the left and the right door jams to prevent tampering.
- Two new more identifiable buttons have been ordered for the tower elevators. The lobby is presently designated "* 2", which unfortunately does not mean much to visitors who have, on several occasions, been stuck in the elevator, after leaving a suite. This has resulted in calls from the elevator phone, to the elevator company's emergency call center and from there to the Management Company, requesting assistance. The call buttons will be re-identified as "* Lobby".
- BC Hydro has requested that the Strata Corporation provide a key to the transformer room, by way of a lock-box, to be located somewhere in the building, to allow BC Hydro personnel emergency entrance to the room, if so required. The Management Company will make arrangements for this.
- City Irrigation Ltd. Company, having installed the drip system in the 499 Drake courtyard, provided a quotation to do the same to all of the planters and pots in the courtyard and surrounding other areas of the Tower, for a cost of \$6,300.00. Upon a MOTION duly made Len Gatto and seconded by Jan Sampson, it was RESOLVED to install the system, as the time consumed by caretaking staff to do the watering, would allow no time for maintenance and cleaning.

The irrigation system in the planters in the courtyard and in front of the townhouses has as yet, not been completed. Some of the connecting piping and the wiring is needed, as well as a controller to run the system. The hose bibs in the courtyard and street side are also tied into the irrigation system and cannot be used without completing the system. The irrigation contractor, as part of the drip system quotation has provided a list of items to the Developer, which require completion to make the irrigation system workable.

3. Caretakers' Report

In response to inquiries from some of the Owners in the Tower, the caretaking staff sweeps all hallways, two times per day and wet mops all hallway floors once per week, more if weather conditions require.

Elevators are also cleaned twice per day; however, the stainless steel push-button panel has some markings on it from the construction stage. Attempts will be made to polish these out as the final interior cab surfaces and moldings are installed.

Chorito and Paul expressed sincere gratitude for their annual bonus. A Thank You to all Owners and Strata Council.

4. Correspondence

The Chairperson brought to the attention of the Strata Council, two letters which had been received by the Chair.

- One of letters was from a Tower Owner, with a series of questions and comments, many relating to the unfinished improvements/ deficiencies in common areas as well as security issues/concerns. Many of the items were covered under the Owners/Developer's exchange. The Management Company was asked to respond to other specifics.
- A second letter was a copy of the original sent to the Developer, with respect to outstanding deficiencies and unfinished improvements, specifying the pool area, the gym, the grand entry chandeliers, the fountain and landscaping/planters. The writer was one of the Owners in attendance at the Council Meeting.

G. UNFINISHED BUSINESS

1. Building Security Issues

- Council Member, Leanne Brothers, informed the Council that she also sits on the Strata Council of a neighboring building. Discussions have been initiated with respect to a possible neighborhood shared security patrol for the evening and nighttime hours.

All garage users are again to be reminded that when entering or leaving the garage, you must stop at the gate, until it fully closes behind you. Please be reminded that there is a Security Rule, which provides for a \$100.00 fine for each incident, which is reported by way or personal observation, or by video monitoring of the garage area.

2. Landscaping

- Based on information provided by the Developer, the trees waiting planting have now arrived and will be planted.
- The drip system, for all of the pots in the courtyard and around the townhouses, was approved and will be installed.

3. Coach Lights/Landscaping lights/Courtyard Lights

The Council Member, David Spurrell, having taken on the volunteer responsibility of organizing the coach lights for the townhouse units at 499 Drake, as well as replacement of landscaping lights at 499 Drake (all of the original installed units have now deteriorated and need replacement), provided the Strata Council with the following updates.

- The coach lights for the townhouses at 499 Drake, both on the Drake Street and the Richards Street side, unfortunately were not connected to the common courtyard circuitry. Reliance was placed on the four Owners to activate the lights on their personal electric circuits. Timers were provided by the Strata Corporation to activate these lights, however, they have proven to be less than effective and still need work.
- The landscape lights in the planters in front of the townhouses for 499 Drake, twelve of them, have all deteriorated and fallen apart and now need replacement. Upon a MOTION duly made by Jan Sampson and seconded by Len Gatto, it was RESOLVED to accept the proposal put forth by David Spurrell, to install a better quality weather resistant spotlight, emphasizing the architectural features of the building. In order to allow for modifications to electrical wiring, a transfer of \$1,500.00 from the pool line item to do this project was required. (The annual budget for maintaining and operating the pool will not be fully utilized as the availability of the pool has been delayed.)

Unfortunately, the light fixtures in front of the townhouses, north of the main entry on Richards Street are of the same type as those originally installed at 499 Drake; it is planned in the future to replace these with similar units now being installed. An additional problem is that light bulbs are now being stolen from these units.

4. Hot tub on Balcony

- The Owners of the suite, having installed a hot tub on his patio/balcony, has indicated to the Strata Corporation that they will be providing the Strata Corporation with confirmation that the structural design allows for a load of this nature to be placed on the patio and that they will take responsibility and liability for any possible water damage as a result of this installation. The Management Company will follow up with a response.

H. NEW BUSINESS

1. Unfinished Improvements/Deficiencies Common area

- The Management Company was asked to follow up with the Developer with respect to gaining entry to two of the bike storage areas in the Tower 1 garage as well as a storage areas as the fingerprint readers for those doors are presently not functional.

2. Art in Lobby, Meeting Room and Halls

The Developer informed the Strata Council that art is intended to be installed in the lobby, meeting room and hallways. This will be discussed with the Owners at the Meeting to be called by the Developer.

I. NEXT MEETING

Upon a MOTION duly made by Jan Sampson and seconded by Leonard Gatto, it was RESOLVED that the next meeting of the Strata Council would be held on Monday, April 6th, 2009, at 6:00 pm in the Meeting Room.

J. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made by Leonard Gatto, it was RESOLVED that the meeting would be adjourned at 9:25 pm.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.

Please retain these Min

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Minutes Prepared by:

National Pacific Real Estate Services Inc.

#210 - 1575 West Georgia Street, Vancouver, B.C.

V6G 2V3

(T) 604-685-8830 or (F) 604-685-1423 email: natpac1@intergate.ca

GRACE RESIDENCES

**THE OWNERS, STRATA PLAN BCS 747
COUNCIL MEETING MINUTES
MONDAY, APRIL 6, 2009**

The following are the Minutes of the Council Meeting, Strata Plan BCS 747, held on Monday, April 6, 2009 at the Grace Residences in the Meeting Room, 1280 Richards Street, Vancouver, BC.

A. CALL TO ORDER

The Meeting was called to order at 6:10 pm, by Albert Klychak, the President of the Strata Council.

B. CALLING OF THE ROLL

The Council Members present were Albert Klychak, Jan Sampson, Leonard Gatto, Leanne Brothers and James Schouw, with regrets from David Spurrell. The Management Company was represented by Tiit Pikksalu.

Three Owners attended as guests – Debra Collos, Monica Dussa and Peter Schiller.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Leonard Gatto, and seconded by Jan Sampson, it was RESOLVED that the Agenda, with additions under New Business, be APPROVED for use at the meeting.

D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING HELD ON FEBRUARY 9, 2009.

Upon a MOTION duly made by Leonard Gatto and seconded by Albert Klychak, it was RESOLVED that the minutes of the previous Council Meeting held on Monday, February 9, 2009, be APPROVED as distributed.

PRESENTATION BY OWNER DEBRA COLLOS:

The Owner had forwarded to the President of the Strata Council, a four-page review of issues of concern to the Owner and other Owners, who she had been in discussion with. The following issues were brought forward:

- The Owner suggested that high quality coconut mats be installed at the entrance of the lobby and at the garage levels.

- A specific type of copper hanging basket to be attached and hung from the railings could be ruled by Council as being the only type permitted, retaining an external beauty and uniformity.
- A specific type of outdoor torch should be brought to the attention of Owners, to use on balconies and in planters.
- The Concierge should be available to the Residents and should be provided with a laptop and a printer, which the Concierge would use to make items of purchase available on websites for Owners, such as purchasing doormats (this issue would need discussion as the City of Vancouver Fire Code does not permit mats in hallways, as hallways are considered fire escape routes and mats may cause tripping).
- The Owner felt that the Concierge had not been properly schooled on the job requirements and that a Council Member should be a liaison to oversee the Concierge work, rather than relying completely on the Concierge Company.

The Owners should be forwarding to the Strata Council, their thoughts and ideas on services that the Concierge could be providing to the Owners.

- The Owner felt strongly that the purchasers at the Grace had high expectations of the finishes in the lobby and other common areas and that, in her opinion, the dollar value that the Developer has expended for the lobby, meeting rooms and garage level elevator lobby entrances, does not meet the elegance and quality of finish expected. As an example, the parkade elevator entrances should be dressed up with moldings presenting a higher quality of finish.
- The elevator floors should have been completed by using the same porcelain tile, as in the lobby, or a granite tile, not the stainless steel covering which is an inferior product and is already showing that it is not durable, after one week of use. (The Developer explained that there were technical issues with the installation of porcelain or granite type tiles and that the stainless steel flooring is intended to have the "distressed look"; time will tell.
- The wood walls in the lobby, on the way to the elevator, and the wood surrounds at the elevator need to have protective coverings installed during a move; otherwise they will be prematurely damaged. The cardboard used is not attractive. (The Strata Council agreed and this is a work in progress).

In order to cover the expenses related to moving pads and other protective material, move-in/move-out fees should be established by way of a By-Law. (The Strata Council has been discussing a Moving By-law and it will be proposed at the next Annual General Meeting).

The Owner left a copy of her presentation for each Council Member, as only the few items above, had been able to be covered.

Owner, Peter Schiller, addressed the Council with the following concerns:

- Dust seems to accumulate very quickly inside the Owner's suite. Is there an issue with the ventilation system and the ducting of the building? (The Owner's unit is not supplied air from the building's main ventilating fan system, which supplies air to hallways, emergency staircases and the elevator shaft).

Each Owner should be aware that the heating units in their suite, which are heat pumps, all have filters, which need replacement at least two times per year. Even though the heat pumps are part of the equipment in the suite belonging to the Owner, the Strata Corporation is reviewing the possibility of filter/heat pump maintenance service for each suite. Coordination of visits and access could prove to be difficult. Each Owner should make sure that the heat pump filters in their unit have been changed. Not changing the filters could cause damage to the heat pump and possible condensate leaking from the heat pump into the suite.

- The Owner has alerted the Strata Corporation to serious noise issues, relating to a nearby suite. The Management Company has been in contact with the Owner of the suite in question, however, it appears there is an issue, which needs a visit to the suite, as the Owner of the suite has insisted that there are no occupants in the suite; only construction taking place during daytime hours. The Strata Council agreed to work with Mr. Schiller, to understand and resolve this issue.
- When will the window-wash take place? (The Strata Council has received quotations and will arrange the wash).
- The Fire Alarms appear to have been set off quite frequently! (The company having installed the equipment has investigated on each occasion and has made repairs and changes to detectors in an effort to establish a reason for the apparent false alarms.)

E. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS

The Treasurer, Jan Sampson, is still in the process of preparing the November, 2008 year-end statements; mostly due to the transfer of electric, gas, telephone, and other service billing from the Developer to the Strata Corporation, having taken time to be finalized.

The February statements have been reviewed and found to be in good order, payments matching invoicing with the comment that both electricity and gas are over budget, year-to-date, however, should balance out over the more moderate months to come.

It was confirmed that the Developer's contribution to the Contingency Fund, as required under the Strata Property Act of BC, has been received, per the Phase II completion.

The Strata Council reviewed the arrears in Strata Fees, with the Treasurer noting that she will be liaising with the Management Company, to confirm two Owners who are more than three months in arrears, that liens will be filed against their Strata Lots, if fees are not paid. The Strata Property Act of BC requires that all Strata Fees be paid on the first of the month. Fees not paid will draw interest and the Strata Corporation is authorized to file liens for fees not paid.

F. REPORTS

1. President's Report

The President, Albert Klychak, indicated that issues needing to be addressed are covered under other Agenda items.

2. Management Report

The Management Company reported as follows:

- Window wash: Quotations have been received to wash all of the exterior windows @ \$1,962.45, for 499 Drake and \$7,875.00 for 1280 Richards Street. It was unanimously agreed, to proceed with a date being set up. Please watch for notices so that your windows will be closed on the appropriate days.
 - The installation of the drip-system for the potted plants and planters in the courtyard surrounding the Tower is in the process of installation and should be completed before the start of the growth season.
 - Council Member, David Spurrell, was not able to attend the meeting however reported as follows:
 - The new Landscape Lighting installation has been completed, around 499 Drake.
 - The coach light issue for 499 Drake is still not completely ironed out.
 - The Strata Corporation should arrange for an electrician who has previously worked with the electrical systems in the building, to be on call.
 - The new photocell controlling the exterior lights in Phase I has been installed and appear to be working.
 - The Management Company will look into the garbage removal process, as it appears to inject security issues with the garage gate, if the lift in the garbage room is not used.
 - All Owners who rent their suites are required, under the Strata Property Act of BC, to provide a form 'K' (Notice of Tenant's Responsibility) to the Strata Corporation, complete with the tenants' names, signatures and contact numbers, whereby the tenant agrees that they have been provided with the Strata Corporation's Rules and By-Laws and have read and understand that they are in full force for tenants as well as Owners.
- If you have a tenant in your suite, and if you have not forwarded a form 'K' to the Strata Corporation, please contact the Management Company to obtain a form 'K' and complete this required procedure.**

- All residents should be aware that any individuals who they wish to be fingerprinted for entry to the building, must be given written permission by the Owner of the suite,

or the registered tenant, in order for the finger-printing procedure to be in place. This is a very important security issue. The Concierge, or Ron Arnett and Paul Woods have been instructed not to enter fingerprints for any individuals, not having been authorized, in writing, by the Owner/Tenant of the suite. This includes contractors, cleaning personnel, etc.

- The elevator panels in the Tower elevators have been re-configured to show “ * L ” as the lobby floor, with the voice prompt indicating “ground floor”, replacing the previous “ * 2 ”, which was causing considerable confusion to visitors in the building.
- BC Hydro has informed the Strata Corporation that the Strata must perform a maintenance inspection of the transformer vault, prior to January 2010, in order for a customer to be prepared to meet all reliability requirements before, during and after the 2010 Olympic and Para-Olympic games. If the required maintenance has not been completed, BC Hydro will not be able to enter the vault, as the vault would not meet the necessary safety regulations. The Management Company will obtain quotations for this. Please be aware that there will be an approximately 4 – 6 hour’s power shutdown. Sufficient notice will be provided to all residents so that arrangements can be made by those who cannot or do not want to be in the building during the shutdown. These requirements are mandatory, not optional, mandated by Work Safe BC.
- In answer to inquiries about the fans in the garage, there is a code requirement for air exchange in the garage, as well as the fans being connected to a series of carbon monoxide detectors, which will activate the fans when required.
- It was unanimously agreed to fore-go the garage floor power-wash at this time.
- The exterior leak from the irrigation storage tank in the building’s structure, next to the water feature, has been repaired under warranty.
- The Management Company has forwarded a letter to an Owner, informing them that an invoice will be forthcoming to compensate for damages having been caused in the breeze-way, courtyard and at the front of the building, to plants and pots, due to an altercation caused by the tenants in their suite.
- The feed from the sixteen video cameras, which have been installed in and around the project, will shortly be available on Shaw Cable on channel 116 (analogue) & 399 (digital). The feed is also available in the lobby for the Concierge and the night security. The feed will be recorded.

3. Caretakers’ Report

No specific issues were raised.

4. Correspondence

There was no other correspondence to the Strata Council, except for the report having been presented by Debra Collos.

G. UNFINISHED BUSINESS

1. Building Security Issues

- All residents should be reminded that security at the garage gate is of most importance. Users must stop at the gate and allow time for the gate to completely close behind them, before proceeding, either in or out.

Please be reminded that the Strata Corporation has a security rule in place, which allows for fines to be levied against those Owners' suites, where residents in the suites are observed, not to be following this important security procedure.

2. Landscaping

- The Management Company was asked to solicit alternate Landscaping quotations, as the present landscaper does not seem to be focused on the job required.

4. Hot tub on Balcony

- The Management Company was asked to follow up with the Owner who has installed a hot tub on his balcony, to reply to the Strata Corporation with respect to the request to confirm that the design criteria for the building allows for a load of this type and to accept liability in the event that there is a major leak.

H. NEW BUSINESS

1. Unfinished Improvements/Deficiencies Common area

- The Strata Council has been in a continuous follow up mode, with the Developer, with respect to the unfinished improvements, mainly the gym and pool areas, as well as other deficiencies in the common areas.

As explained by the Developer, in the pool/gym area, there are mechanical contractor issues, related to legality and liability. An apparent resolution is at hand.

2. Mechanical Design and Installation Issues

- The Strata Corporation's Mechanical Contractor, under its maintenance contract, has been working with the design engineer, and the Developer, in what appear to be design/installation issues. The heating and hot water systems in the building, as well as the air make-up installation are all under a two-year warranty, thus the responsibility of the Contractor/Developer, who are to cover costs of any defects in material and labour supplied.

3. Storage in Parking Areas

- Under the City of Vancouver Fire Code, there is to be no storage in any parking stall, except for tires on rims and hard-tops for trucks and cars, (these are overlooked by the Fire Marshall's office). The Management Company was asked to send letters to

Owners who have storage in their stall, asking that it be removed to comply with the Fire Code.

4. Window Coverings

- All Residents should be aware that the Strata Corporation has a By-Law, which reads as follows:

“Changes to the exterior appearance of the building are not permitted, and white/off-white outermost liner/sheers, as originally installed and otherwise arranged by the Developer will prevail, to provide a uniform appearance”.

I. NEXT MEETING

Upon a MOTION duly made by Leonard Gatto and seconded by Jan Sampson, it was RESOLVED that the next meeting of the Strata Council would be held on Tuesday, May 26, 2009 @ 6:00 in the Meeting Room.

J. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made, it was RESOLVED that the meeting would be adjourned at 9:15 pm.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.

Please retain these Min

Minutes provided to you for future reference, as replacement copies are subject to a fee.

Minutes Prepared by:

National Pacific Real Estate Services Inc.

#210 - 1575 West Georgia Street, Vancouver, B.C.

V6G 2V3

(T) 604-685-8830 or (F) 604-685-1423 email: natpac1@intergate.ca

GRACE RESIDENCES

THE OWNERS, STRATA PLAN BCS 747 COUNCIL MEETING MINUTES WEDNESDAY JUNE 3, 2009

The following are the Minutes of the Council Meeting, Strata Plan BCS 747, held on Wednesday, June 3, 2009 at the Grace Residences in the Meeting Room, 1280 Richards Street, Vancouver, BC.

A. CALL TO ORDER

The Meeting was called to order at 6:05 pm, by Albert Klychak, the President of the Strata Council.

B. CALLING OF THE ROLL

The Council Members present were Albert Klychak, Jan Sampson, Leonard Gatto, Leanne Brothers, David Spurrell and James Schouw, (James Schouw excused himself from the meeting at 6:30 pm). The Management Company was represented by Tiit Pikksalu and Geoffrey Rosen.

Owners in attendance as guests were - Debra Collos, Tiffen Clark, Annie and Morris Soronow.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Leanne Brothers, and seconded by Jan Sampson, it was RESOLVED that the Agenda, be APPROVED for use at the meeting.

D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING HELD ON MONDAY, APRIL 6, 2009.

Upon a MOTION duly made by Leonard Gatto and seconded by Jan Sampson, it was RESOLVED that the minutes of the previous Council Meeting held on Monday, April 6, 2009 be APPROVED as distributed.

E. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS

The Treasurer, Jan Sampson, had reviewed the March and April statements and had found them to be in good order, there were no specific questions.

The Treasurer by way of the Treasurer's report reviewed the accounts receivable as well as prepaid items yet to be paid, such as insurance and the finalized statements for the 16 months ending November 30, 2009, the newly established yearend.

The Treasurer brought to the attention of Council several expense items under the mechanical repairs, which have been paid by the Strata Corporation to ensure the operation of the hot water and heating systems. The developer/contractor has not responded to repeated warranty repair requests. The Strata Corporation under the Strata Property Act of BC is obligated to repair and maintain the Strata Corporation's assets and keep them in proper operating condition. These cost, plus similar expenditures presently in accounts payable and further repair work required are being forwarded to the developer for repayment. The National Home Warranty has also been informed by way of filing an initial claim with a detailed list of other items to follow.

Upon a MOTION duly made by Jan Sampson, and seconded by David Spurrell, it was RESOLVED to accept the Financial Statements and Treasurer's report.

F. REPORTS

1. President's Report

The President, Albert Klychak, indicated that the issues needing to be addressed are covered under other Agenda items.

The President asked on behalf of himself and a number of Owners, who had expressed to Albert Klychak their opinion that James Schouw resign from the Strata Council, due to issues relating to conflict of interest.

Discussion followed and James Schouw informed Council he will take the input from the discussion away for consideration and let the Strata Council know by the next Council Meeting, if he would be resigning from Council.

The President had invited Bill Randall a Solicitor with McLachlan Brown Anderson, to provide legal advice to the Strata Council relating to deficiencies, warranty issues and incomplete work in the building. As provided for under the Strata Property Act of BC, James Schouw was asked to excuse himself from the meeting due a possible conflict of interest,

Albert Klychak introduced Bill Randall, to the Council Members and Bill Randall introduced himself by way of background.

Discussion:

- The building achieved partial occupancy August 2008, however there are still relevant sections of the building not completed, mainly the recreation facilities, security camera recording systems and operating, installation and design issues with the mechanical systems. Landscaping and the irrigation system is in the process of being completed, however not yet complete.
- Bill Randall was asked to provide information to Council as to the Strata Corporation's legal recourse.

- A suggestion was made that quantitative surveyor be hired to ascertain what, in some detail, is needed to complete and repair and at what cost. Bill Randall advised that the best and most immediate route for the Strata Corporation would be to file all relevant information with the National Home Warranty Program, this advice would also apply to any of the individual Owners who had warranty issues in their suites. National Home Warranty is obligated to pursue the developer/contractor to complete and repair or to do so under their program.

The Strata Council reviewed the advice and decided that a sub-committee by way of a "Working Group" would be struck, to assemble as complete a list as possible of all of the items needing to be filed and registered with the National Home Warranty Program. The group will consist of Len Gatto, Debra Collos, Tiffen Clark and Leanne Brothers as Chair. The group will assemble as required and report back to the Strata Council.

2. Management Report

The Management Company reported as follows:

- The Management Company has been following up with several Owners who rent their suites and have not submitted a form "K" (Notice of Tenant's Responsibilities) to the Strata Corporation as required under the Strata Property Act of BC. This form provides the Strata Corporation with the required information citing the tenants residing in the suite as well as emergency contact information and an acknowledgement by way of the tenant's signature that copies of by-laws and rules for the building have been provided to the tenant.
- The City of Vancouver fire code does not permit storage in any hallways or fire exit staircases and storage is not permitted in any parking stalls. The Management Company was asked to inform Owners to have all storage removed in ten (10) days or the Strata Corporation may have to remove all stored material and charge the cost back to the Owner of the suite. The Fire Marshall' office makes impromptu visits and will impose fines, which will be passed through to the affected Owners.
- All residents need to follow proper procedure in using the garbage room and recycling area. Domestic garbage goes into the containers in the garbage room, all recyclable material goes into the recycling room, including cardboard into the cardboard container. No household items such as box springs and beds, are permitted to be left in the garbage room, as the removal system will not take it away. It is the responsibility of each Owner to bring these type of items to the closest transfer station, (closest transfer station is Kent Street). Items of this nature left in the garbage room will be identified and the cost of removal will be charged back to the Owner.
- The window wash for all of the Grace exterior windows will take place from Monday June 8th to Friday June 12th. It was agreed to also have the window cleaning company wash the four large features, the ladies, which unfortunately have become a favorite roosting spot for pigeons (the Strata Council will be pursuing various ideas on how to eliminate the roosting of pigeons on various ledges and protrusions on the building).

- The caretakers have been trained by Collin Diesel Power Limited to do the monthly start ups. Management also attended the session.
- **The Strata Corporation's insurance policy was renewed on April 19th and a notice was sent to all Owners informing that the insurance deductible for water damage effective April 19, 2009 is \$10,000.00 for 499 Drake (including the four townhouses) and \$5,000.00 for 1280 Richards (including the three townhouses).**

All Owners should make sure that they have informed their insurance company or insurance broker so that coverage can be provided for this deductible under the Owner's Condominium Home Owners Insurance Policy for water damage related incidents, which emanate from an Owners suite.

- The Management Company has responded to one of the Owners with respect to the installation of window coverings. The Strata Corporation has a by-law which provides that changes to the exterior appearance of the building are not permitted, the off white outer most liner/sheers as originally installed or otherwise arranged by the developer, will prevail to provide a uniform appearance.
- Noise issues – all residents should be aware that the Strata Property Act provides that all residents must live in such a manner as to not unduly disturb other residents in their Strata Lots. Please be considerate, particularly with respect to music, as base notes travel readily through concrete structures. Any speakers sitting on a floor should have an anti-vibration type pad under the speaker.
- A fire sprinkler connection in one of the suite at 499 Drake was discovered to have been leaking very slowly, possibly over the last two or three years, causing a considerable amount of damage inside several walls of the suite. Electric junction boxes and wiring as well as wallboard needed replacement and the sprinkler system needed repair, moldings and tiles has to be replaced. As this is no longer a warranty issue, the Strata Corporation was required to make the repairs at a cost of \$7,500.00. This is not an insurable claim, cost falls under the \$10,000.00 water damage deductible.
- BC Hydro is requesting that all dual radial vault Owners conduct amaintenance on their transformer vault prior to January 2010, in order to ensure customers are prepared to meet the reliability requirements before, during, and after the 2010 Olympic and Paralympic Games. If the required maintenance has not been completed by January 2010, BC Hydro will not be permitted to perform line switching in the building's electrical vault as per Work Safe BC rules and would result in longer outage durations, should they occur, as well as unscheduled outages whenever line switching or service work is required.

It was unanimously agreed to proceed with the required vault maintenance. Management has solicited quotations, both quotations were at the same price, it was agreed to award the contract to Magna IV Engineering (BC) Ltd., with whom Management has had previous good experience.

- The heat pumps providing heat and air conditioning to each of the suites are an “in suite” appliance, which requires that the Owner change the filter on a regular basis, it is recommended at least two times per year. To assist Owners the Strata Corporation will find out locations where the filters are available and will inform Owners under separate cover.
- A thirty-eight liter booster heater located in the pool equipment utility room, has developed a leak, it is one of two tanks heating water for the mid and upper sections of the tower. As the unit is under warranty, the Strata Corporation has asked that the heater be replaced immediately. The developer/contractor has not responded as required and the Strata Council unanimously agreed to replace the heater at a cost of \$2,700.00 plus taxes. The cost will be charged back to the developer. This item has also been reported to National Home Warranty, asking for immediate action on reimbursement to the Strata Corporation.

3. Caretakers'/Concierge Services

All residents are asked to please register the make, model and license number of their car with the Concierge. There have been several potential towing situations where cars were not parked in the designated parking stall. One car has been towed.

All parking stalls are registered to specific suites, you must park your car in the designated parking stall or you will be towed. This also applies to visitors to your suite.

4. Correspondence

There were two significant items of correspondence addressed to the Strata Council.

- Debra Collos who attended the April 6 Council Meeting had forwarded a multi page presentation to Council and also attended in person. The presentation had been distributed to Council Members and the bulk of the items brought to the attention of Council fit under the “Work Groups” mandate and will be handled through that group. Debra Collos was agreeable.
- One of the other Owners forwarded to the Strata Council a list of six items, which had been responded to by the Management Company. The Council reviewed the correspondence, concurred with the response and it will pass on the information to the “Working Group”.

G. UNFINISHED BUSINESS

1. Building Security Issues

The building security camera network and the associated recording equipment is not fully functional as images are not presently being recorded. The recording aspect would be of great help in identifying garbage/recycling issue as well as encouraging

those residents who do not stop at the garage gate, to do so, and allowing the gate to completely close before proceeding.

2. Landscaping

The Management Company solicited for quotations for a landscaping company for regular maintenance as well as installing boxwood hedges and ground cover to the grassed areas on both sides of 499 Drake entrance. The cost of replacing the grassed areas is a \$5,500.00 expense, it will not be undertaken by Strata at this point, however it was agreed to employ Blue Herron Landscaping Inc. as the landscaper, having provided the lowest quotation. The references for Blue Herron check out favorably.

3. Coach Lights/Landscaping Lights/Courtyard Lights

- The new garden lights which were installed on the south and west side of 499 Drake, have two failed units, they are being replaced under warranty.

4. Hot tub on Balcony

- Management was asked to reconfirm with the Owner of the suite where the hot tub has been installed on the outdoor deck, that they are fully responsible and liable for any load or leakage issues.

H. NEW BUSINESS

- Unfinished Improvements/Deficiencies

The "Working Group" will be proceeding on this issue and reporting back to Council.

I. NEXT MEETING

Upon a MOTION duly made by Leonard Gatto and seconded by Jan Sampson, it was RESOLVED that the next meeting of the Strata Council would be held on Monday, July 6th, 2009 at 6:00 in the Meeting Room.

J. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made, it was RESOLVED that the meeting would be adjourned at 9:25 pm.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.

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Minutes Prepared by:

National Pacific Real Estate Services Inc.

#210 - 1575 West Georgia Street, Vancouver, B.C.

V6G 2V3

(T) 604-685-8830 or (F) 604-685-1423 email: nalpac1@intergate.ca