

**MINUTES OF VR 1680 ("GRACE ESTATES") STRATA COUNCIL MEETING HELD ON
MONDAY, JUNE 25, 2012, 6:30PM AT 640 W26TH AVENUE**

Council in Attendance: Anne MacLellan President
Roger Cunningham Treasurer
Duncan Etches
Will Preston
Elaine Spilos Vice President
Dave Sawry

Guest: Ray DuJardin

Absent with Regret: Bob Nelson

Agent: Cindy Anderson, Strata Manager
ColyVan Pacific Real Estate Management Services Ltd.

CALL TO ORDER

The meeting was called to order by the Strata Manager at 6:36 p.m.

APPROVAL OF AGENDA

Following a brief discussion about starting with new business, it was **MOVED/SECONDED** to approve the Agenda as amended.

MOTION CARRIED

APPROVAL OF PREVIOUS MINUTES

There being no errors noted, it was **MOVED/SECONDED** to adopt the council meeting minutes of April 23, 2012 as circulated.

MOTION CARRIED

ADOPTION OF FINANCIAL STATEMENTS

The Treasurer gave a brief summary of the Financial Statements and recommended deferring adoption of the Financial Statements up to and including May 31, 2012 until the audit has been completed. Thereafter, it was **MOVED/SECONDED** to defer adoption of the Financial Statements up to and including May 31, 2012.

MOTION CARRIED

REPORTS

Insurance Claims

ICBC Gate Claims: The Strata Manager advised that insurance monies have been received for the 2012 ICBC claim for the Heather Street gate and that the 2010 ICBC gate claim has been settled.

Sewer Backup Claim: The Strata Manager presented a document for the sewer backup claim. Apart from what is estimated to be a few hundred dollars, the cost of the loss is expected to be reimbursed by insurance.

Following discussion about notary requirements for the document, it was **MOVED/SECONDED** to have Will Preston be the sole signing authority to sign the document in the presence of a notary public.

MOTION CARRIED

BUSINESS ARISING FROM THE PREVIOUS MEETING

Contracts

Council President, Anne MacLellan summarized work being done around the property. REP Carpentry has completed exterior wood work. Remdal continues to work on treating railings and fascia boards. Garden lighting replacements are ongoing and done by strata council. Quotes are pending for roof moss removal and further work on the membrane will be scheduled to start July 9th.

Kitchen Door Replacement

Door replacement is completed.

Carport Leak

A further leak was discovered and reported to Strata. Following discussion, it was **MOVED/SECONDED** to do spot repairs in September, only in areas where cars are affected.

MOTION CARRIED

Council discussed the possibility of damage to cars resulting from carport leaks and requiring car owners to remove their cars from affected parking stalls. The Strata Manager advised Council of its rights relating to limited common property.

Winterizing Property & Charting Taps

Council President, Anne MacLellan presented the completed water shutoff valve chart.

French Doors

Doors have been ordered and are expected to be installed in July.

Picnic Planning

The picnic is being planned by a few thoughtful neighbours and will be the first week of August. Notices will be sent around when plans are finalized.

Fob Distribution & Payment

The Strata Manager reported on the status of fob distribution and payment. The honor system for payment is not working. Council directed the Strata Manager to investigate whether or not fobs can be charged to strata lot owners' accounts by Colyvan once delivered.

BYLAW REPORT

Noise Complaint

Strata received a complaint about excessive noise from a car.

CORRESPONDENCE (in camera)

Received:

- 1) Noise Complaint
- 2) Response to complaint

Sent:

- 1) Arrears
- 2) Noise complaint

Council directed the Strata Manager to follow up as discussed.

NEW BUSINESS

Tree Work, 26th

Vice President, Elaine Spilos asked if and when tree work on 26th Avenue might proceed. Burley Boys, the successful bidder, has identified trees that require work and estimated the cost to do the work. A damaged tree stump needs to come out and a number of trees require thinning along 26th. Following discussion, it was **MOVED/SECONDED** to proceed with as much tree work as possible with the available budget in September.

MOTION CARRIED

Strata Deductible

The Strata Manager summarized strata insurance deductible and responsibility. Where damage is caused by water escape originating from within a strata lot, the strata lot owner may be held responsible for the deductible portion of strata insurance.

IMPORTANT INSURANCE INFORMATION

Owners are advised to ensure that their own homeowner's insurance policy adequately covers the strata insurance deductible as, in certain circumstances Strata may charge the strata insurance deductible amount back to an Owner. Betterments and improvements to strata lots are not covered by strata insurance and should also be covered by the strata lot Owner's insurance policy.

Depreciation Report

Guest, Ray DuJardin summarized Strata requirements for depreciation reports. According to the Condominium Homeowner's Association of BC (CHOA) depreciation reports are used to establish long term planning for common property and common assets

to determine 1) assets owned; 2) asset condition; 3) anticipated maintenance, repair and replacement; 4) CRF available; 5) likely cost for future replacements; and 6) how replacements might be funded.

The deadline to produce a depreciation report is December 13, 2013 and the report must be done by a qualified (as outlined in the Strata Property Act) individual. However, $\frac{3}{4}$ Vote Resolution in favor of postponing reporting (at a general meeting of the Owners) will allow Strata to defer reporting to the following year.

It is a planning tool and may prove to be valuable to Owners in disclosing the condition of property to future purchasers. Report cost is widely variable between properties and organizations that produce the reports. Strata Council was advised to do homework before proceeding: a report scope should be determined and qualified individuals should be investigated prior to engagement.

Following discussion, Council agreed to form a Depreciation Report Committee of Ray DuJardin, Dave Sawrey and Elaine Spilos.

ADJOURNMENT & NEXT MEETING

There being no further business to conduct, the meeting adjourned at 8:59 p.m. The next Council Meeting date: TBD

REMINDERS TO OWNERS

- a) Owners are reminded that, in consideration of their neighbors, construction work performed on strata lots should be done during business hours only.
- b) Owners are advised to ensure that their own homeowner's insurance policy adequately covers the strata insurance deductible as, in certain circumstances Strata may charge the strata insurance deductible amount back to an Owner. Betterments and improvements to strata lots are not covered by strata insurance and should also be covered by the strata lot Owner's insurance policy.
- c) Owners are reminded that the second installment of the Paint - **Walkway Special Levy is due July 31st, 2012**. Owners must submit cheques to ColyVan Pacific, Suite 202-5704 Balsam Street, Vancouver, BC V6M 4B9, c/o Receivable, payable to VR 1680. For convenience, a copy of the approved Special Levy is attached to these Minutes.

ATTENTION

Please keep these minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either minutes or bylaws will be at the Owner's expense.