

**Grace Estate Strata VR 1680**  
**Minutes of the Meeting of the Strata Council**

Held: August 23, 2011 / Time: 6:30 PM / Place: 629-West 27<sup>th</sup> Street

---

**Council in Attendance:** Bob Johnstone, Anne MacLellan, Will Preston, Alex Farac, Bob Nelson, and Elaine Spilos

**Absent with Regret:** Roger Cunningham

**Agent:** Patricia De Ciman, Property Manager, ColyVan Pacific Real Estate Management Services Ltd.

---

**CALL TO ORDER**

Call to order by Council President, Anne MacLellan at 6:35 p.m.

**APPROVAL OF MINUTES**

It was **MOVED/SECONDED** to approve the council meeting minutes of June 27, 2011 as circulated.

**CARRIED**

**APPROVAL OF AGENDA**

The agenda was amended to include several items from the Council. Thereafter, it was **MOVED/SECONDED** to approve the Agenda as amended.

**CARRIED**

**FINANCIAL REPORT**

**Up to and including July 2011 Financial Statement**

As the Council Treasurer was not in attendance at this meeting, approval of the Financial Statements up to and including July 2011 was deferred.

**BUSINES ARRISING**

**Insurance claims:**

**Ash Street Drainage Damage**

Final review is underway. The City of Vancouver has returned the un-used portion of the deposit which has since been re-issued to the insurers. Final Proof of loss document is pending and will be forwarded to council for signature when received.

**Heather Street Parkade Gate Damage**

The insurance adjuster reported that ICBC has denied the claim due to lack of statement or witnesses to the damage. The Strata has since forwarded a statement from a witness to the adjuster. The file is ongoing. Updated pending.

## **Review of Project List**

### **Completed Projects**

#### **Roofing Warranty Repairs**

Council reviewed the installation of flashing with the roofing company and warranty provider. Council reports that the warranty claim has been denied as the flashings were not a part of the original roofing contract. Council will address the flashing concerns under the operating budget.

#### **Chimney Caps and Chimney Inspection**

Council reported that all units now have chimney caps installed at each unit's expense. The project is now complete. Council also reported that all chimneys were inspected during the project and a list of necessary repairs has been submitted. Council advised payment to Dunbar Roofing for the inspection report. Council will prioritize repairs starting with areas that may cause potential leaks as report to the contractor.

#### **Painting**

Council reported that the 2011 painting project has been completed. Council will review next year's project with the inspector, Bill Wooffinden, from Inspec Consulting Services Inc. Council is considering an assessment for the next phase of the painting project as it's anticipated that the operating budget will not be sufficient to fund the project.

### **Current Projects:**

#### **Doors & Windows Project**

Council reports that the windows and door replacement project is nearly complete. It's reported that one French door has failed, one more to be replaced and two owners are due reimbursement for door replacement.

#### **Driveway Drain/Possible Damage at Parkade Entrance**

Council previously discussed the potential cracked/crushed drain damage at the entrance to the parkade due to trucks/vehicle entering and exiting the parkade over the years. They advised the repairs has been scheduled for August 24th.  
REPAIR COMPLETED

### **Work to Come:**

#### **Balcony Membrane**

Council previously discussed a report and estimate on one of the balcony membrane onsite. Work to be reviewed and completed in the 2012 budget year.

#### **Insurance Renewal**

The Agent advised that two additional estimates have been commissioned for the renewal of the strata corporation insurance. Estimates will be submitted in November.

### **Tree Removal**

Council to review removal of identified trees on site. Council to consult with the landscaping firm. Updates pending. Removal of dead tree to be done September 6<sup>th</sup> & 7<sup>th</sup>.

### **CORRESPONDENCE**

Council reviewed a letter requesting reimbursement for damages caused to a strata lot. After a detailed review, Council recommended reimbursement be issued less the owner's deductible. The Agent was asked to forward response to the owner as directed.

### **NEW BUSINESS**

#### **Carport Repairs**

Council advised that one of the carport beams was reported to have sustained substantial rot. The estimate for repair has been received. Council to review other options for repairs.

#### **Portable Toilets**

It was noted that the portable restrooms on site during owner's renovations must be placed in the garage areas and out of plain view. Owners are asked to comply. Your strata thanks you in advance.

#### **Recycling**

Council would like to advise owners of the increased fires in the area. Council recommends and asks all owners to not leave recycling materials out until the morning of recycling pick up.

#### **Bikes on Heather Street**

Council advised that there have been an increase in bikes riding along heather. For the safety of the strata and those traveling on bicycles, owners are asked to use caution when driving out of the parkade gates and around the complex.

### **ADJOURNMENT**

There being no further business to conduct, the meeting terminated at 8:38 p.m. The next Council Meeting is scheduled for October 13, 2011. Location – TBA.

#### **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 and not the Strata Corporation's.