

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

Held: October 12, 2011 / Time: 6:30 PM / Place: 629-West 27<sup>th</sup> Street

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**Council in Attendance:** Bob Johnstone, Anne MacLellan, Alex Farac, and Bob Nelson

**Absent with Regret:** Roger Cunningham, Will Preston and Elaine Spilos

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

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**1) CALL TO ORDER**

Call to order by Council President, Anne MacLellan at 6:34 p.m.

**2) APPROVAL OF MINUTES**

It was **MOVED/SECONDED** to approve the council meeting minutes of August 23, 2011 as circulated.

**CARRIED**

**3) APPROVAL OF AGENDA**

It was **MOVED/SECONDED** to approve the Agenda as circulated.

**CARRIED**

**4) FINANCIAL REPORT**

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

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

**5) BUSINESS ARISING/REVIEW OF PROJECTS**

**Insurance claims:**

**Ash Street Drainage Damage**

Council advise that the 'Final Proof of Loss' has been received from the insurers. Pending Final review by the Strata Council, the Strata Agent will be authorized to sign the Proof of Loss Document. File Closed.

**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. At this time, the Strata Council advised that the file be closed.

Owners who may witness any destruction or damage to the property are asked to write down all they can about the incident and report it to the Strata Corporation via the Strata Management Company.

### **Chimney Flashing**

Council advised that chimney flashing repairs are underway. Areas identified that may cause potential leaks will be address first. The remaining chimney flashings will be reviewed in the next budget year.

### **Consolidation of Chimney Responsibility**

Council is considering making the maintenance of chimney caps a Strata responsibility now that all units have had chimney caps installed at the strata lot expense. After discussion, it was noted that this decision will be brought forward to the ownership at the next General Meeting for discussion and decision via a ¾ vote resolution.

### **Insurance Renewal**

The Strata Council was advised that the insurance policy expires on December 1, 2011. Council will received two additional renewal estimates for insurance and confirm insurance provider in November.

### **Window and Door Project**

Council advised that the project is nearing completion. The Council will review funds remaining, if any and discuss at the next General Meeting.

### **Painting Project (2012)**

Council reviewed a contractor to complete an additional townhome painting in the spring of 2012. The Contractor was satisfactory and approved. Council will review the installation of metal railings at the coach-homes which will eliminate future painting requirement.

### **Balcony Membrane Review**

Council advised that one owner has reported a water leak into the unit from the balcony above. The issue has since been reviewed by a contractor and repairs are underway. The in-suite damage repairs will commence shortly.

### **Carport water leakage**

Council advised that one of the carpet beams was reported to have sustained rot. Discussion deferred until further review of the budget.

### **Gutter Cleaning**

Gutter cleaning will be completed in early December.

### **6) CORRESPONDENCE**

Council reviewed a letter signed by several owners requesting the removal of a large tree on 26th avenue. Council will review the removal with the contractor and consider budgeting funds in the next fiscal year.

## **7) NEW BUSINESS**

### **Reminders to Owners**

#### **a) Garden Lighting**

Owners are asked to place a plastic bag over top of garden lights that have burnt out to allow the janitorial crew to properly identify light bulbs that need to be replaced. Council thanks you for your co-operation.

#### **b) Motor Vehicles Repairs**

Owners are reminded by Bylaw 1.30 which states 'An owner shall not: ***make or permit to be made major repairs or adjustments to motor-vehicles, trailers or boats on any property, nor shall any commercial vehicles be brought on to the property without the written consent of the Strata Council save in the course of delivery to the respective premises***'.

#### **c) Speeding on the Premises**

Owners and residents are advised to reduce motor-vehicle speed on the premises and the back-lane for the safety and security of all owners, residents and guests. Council thanks you in advance for your cooperation.

## **ADJOURNMENT**

There being no further business to conduct, the meeting terminated at 8:26 p.m. The next Council Meeting– 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.