

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

Held: January 12th, 2012 / Time: 6:30 PM / Place: 659-West 27th Street

Council in Attendance: Anne MacLellan, Roger Cunningham, Bob Nelson, Will Preston, Elaine Spilos, Bob Johnstone.

Guest: None.

Absent with Regret: Alex Farac

Agent: Ray Cousineau, (Interim) Property Manager
ColyVan Pacific Real Estate Management Services Ltd.

1) CALL TO ORDER

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

2) APPROVAL OF MINUTES

It was **MOVED/SECONDED** to approve the council meeting minutes of December 6th, 2011 as circulated.

CARRIED

3) APPROVAL OF AGENDA

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

4) FINANCIAL REPORT

Approval of the November 2011 Financial Statement is deferred until the Property Manager has reconciled all of the insurance claims receivable accounts and completed appropriate accounting adjustments.

DEFERRED

5) BUSINESS ARISING/REVIEW OF PROJECTS

a) Report from Agent re Insurance claims

At previous meeting Council requested the Agent to check status of insurance claims. According to the insurers, three claims are settled and closed and one remains open pending signature of the proof of loss document. The detailed ledger for the insurance accounts receivables was provided to the Treasurer, which was forwarded to the insurance broker for comment. The Agent is continuing to pursue the matter with the Strata's insurance broker, as it appears

that some invoices were submitted and not approved for payment. The agent has been instructed to continue to pursue the matter.

The agent reported receipt of a renewal of an endorsement to the strata's insurance package, and had requested information from the insurer. This endorsement excludes losses due to water ingresses, and is reported to have been in force since 2008. The Agent is enquiring, on behalf of the Strata Corporation, what steps can be taken to remove this endorsement. The agent was instructed to continue to pursue the matter.

b) Report of Budget Committee

The Strata's Treasurer reviewed the 2012 budget and longer term plans as well as several options for funding major projects including exterior building painting and replacement of coach house walkways and railing systems.

c) Report of Projects underway

A replacement front door has been ordered and quotations for repairs to the ceiling in a strata lot were reviewed. The work includes asbestos abatement which will cost \$1,300. A quotation is pending for the repainting of the ceiling. Due to the priority of budget discussions, reporting of other projects was deferred to the next council meeting.

6) New Business

- Water ingress endorsement: The agent reported receipt of a renewal of an endorsement to the strata's insurance package, and had requested information from the insurer. Council will prepare a letter regarding the maintenance of the property for the Property Manager to forward to the insurance broker.
- Asbestos in construction materials.
A restoration company called in to repair a ceiling damaged by a leak, reported the textured paint tested positive for asbestos content of 3%. Under Work Safe BC rules, contractors are required to test for asbestos in buildings of a certain age prior to commencement of work, as many construction materials contain some asbestos, which is not considered hazardous if the materials are intact. If the testing indicates the presence of asbestos then asbestos abatement procedures and work practices must be followed during the work. Formerly asbestos content of up to 3% did not require asbestos abatement when working with these materials. The strata will cover the cost of repairs resulting from water ingress including asbestos abatement, but only to the extent that such abatement relates to water ingress.
- Annual General Meeting scheduled for Thursday, February 23. The venue has been reserved.

7) Resolutions

A motion was unanimously passed by council to prepare a resolution for the AGM to fund exterior painting and replacement of coach house walkways and railing systems by special assessments, staged over the next three years.

ADJOURNMENT

There being no further business to conduct, the meeting terminated at 8:30 p.m. The next Council Meeting date will be set by the new council after the AGM.

REMINDERS TO OWNERS

- a) Driveway Gate Openers: Residents needing replacement remote gate openers are requested to contact Bob Nelson at **604-872-4786**.
- b) Residents are reminded the West End gate (Heather Street) has a black button on the inside of the outer most post which allows you to exit the property.

NOTICES

ATTENTION ALL OWNERS RE: SNOW MELT

**Snow melt will be put out at a number of alley carports.
It is to be used on the back alley.**

**Make sure the packaging is closed after use as the snow melt gets hard
when wet.**

**Owners who wish to put snow melt on their walkways and stairs please
purchase some for private use.**

Thank you.

**ATTENTION ALL OWNERS
RE: SNOW ON SIDEWALKS AND ALLEY**

- **We would like to ask owners who are able to do so, to please clear the snow in their driveway area in the alley**
- **Garbage trucks are not able to pick up when snow is in the alley**
- **We have a snow budget but it is small and most of us are capable of clearing a small area of snow**
- **It is a City Bylaw that we must clear our outside sidewalks by 10:00am**
- **If we all do a bit of work it ends up being a small job. Please try to help out owners who are unable to do the work.**

**Thank you,
Your Strata Council**

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.