

**MINUTES OF VR 1680 ("GRACE ESTATES") STRATA COUNCIL MEETING HELD ON
MONDAY, APRIL 23, 2012, 6:30PM AT 629 W27TH AVENUE**

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

Guest: 2 Owners

Absent with Regret: Duncan Etches

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 6:34 p.m.

ELECTION OF STRATA COUNCIL EXECUTIVE

The Strata Manager advised council members of privacy legislation and their responsibility with respect to the privacy of residents and owners. The Strata Manager also encouraged council members to familiarize themselves with the Strata Property Act and Grace Estate Bylaws, particularly those sections relating to the powers and duties of Strata Council. Following discussion, it was **MOVED/SECONDED** to appoint the council executive as noted above.

MOTION CARRIED

APPROVAL OF AGENDA

Following a brief discussion about the order of items on the agenda, it was **MOVED/SECONDED** to adopt the Agenda with an amendment to the order of items listed under the heading New Business.

MOTION CARRIED

APPROVAL OF PREVIOUS MINUTES

There being no errors noted, it was **MOVED/SECONDED** to adopt the council meeting minutes of January 12, 2012 as circulated.

MOTION CARRIED

ADOPTION OF FINANCIAL STATEMENTS

The Treasurer summarized the Financial Statements, noting that coding adjustments made caused some month to month distortion. However, overall the finances seem to be on track. The Treasurer nevertheless recommended deferring adoption of the Financial Statements up to and including March 31, 2012 until all insurance claim receivables are reconciled. Thereafter, it was **MOVED/SECONDED** to defer adoption of the Financial Statements up to and including March 31, 2012.

MOTION CARRIED

REPORTS

Garbage Collection

A resident Owner, who had previously volunteered to investigate garbage and recycling collection alternatives, presented his findings. Private pick up was estimated to cost \$6600 annually, about 24% more than current costs charged by the City of Vancouver. The Owner proposed that, given the high cost of private pick up, Council may wish to consider camera monitoring instead. The estimated cost for camera installation would be between \$2,000 (amateur) and \$5,000 (professional). Installing an additional eye on each gate, estimated cost \$600 each, was also suggested.

Council would like to thank the Owner for his effort in researching alternatives. It is sincerely appreciated.

Following discussion, it was **MOVED/SECONDED** to defer making any decision on garbage collection until current projects are complete.

MOTION CARRIED

Insurance Claims

Council Member, Roger Cunningham gave a brief summary of the status of the garage gate insurance claims.

2012 Claim: A \$2,740 plus tax loss claim was filed with ICBC for the replacement of the Heather street gate on March 15, 2012. The gate was damaged by garbage truck driven by a City of Vancouver employee the day before. The claim is supported by a witness statement and photos of both the truck and the gate. The driver's report has been requested from the City so ICBC can process the claim.

2010 Claim: A \$5,000 loss claim was filed with ICBC on April 5, 2012 to cover the Strata Insurance deductible paid by Strata to repair damage to the Heather Street gate in 2010. ICBC agreed to re-open the file and has appointed an adjuster. ICBC has also indicated its intention to deal with the claim before the June 17, 2012 deadline for filing with small claims court.

An Owner gave a report on the status of the sewer backup loss claim.

Sewer Backup Claim: The adjuster has confirmed that an additional \$15,881.81 plus potentially another \$3,137.35 on top of that will be reimbursed. A final invoice in the amount of \$2,275.74 is still in dispute.

Council would like to thank both the Owner and Council Member, Roger Cunningham, for all the hard work they have done and continue to do for Strata.

BUSINESS ARISING FROM THE PREVIOUS MEETING

Contracts

Contracts for membrane repairs, flashing repairs, painting and carpentry work have been entered into with EPS, Dunbar Masonry, Remdel, REP Carpentry.

Kitchen Door Replacement

The strata lot Owner requested that door replacement be done during warmer months.

Carport Leak

Repairs to the membrane are complete. Repairs to the ceiling have been temporarily deferred until funds are available.

BYLAW REPORT

Dog Waste

It has come to the attention of Strata that grass areas are being damaged by dog waste. Council would like to remind Owners of Bylaw 19.4 which states that pets are not to urinate or defecate on any Strata Lot or the Common Property.

CORRESPONDENCE (in camera)

Received:

- 1) A strata lot Owner responded to a notice from Strata regarding a climbing plant. It will be removed.
- 2) An Owner reported a leaky gutter. Council will direct Dunbar Masonry to investigate.

Sent:

- 1) Letters were sent to Owners in arrears.
- 2) A letter was sent to an Owner regarding a climbing plant problem.
- 3) A letter was sent to the City of Vancouver to notify them of the gate timer change.

NEW BUSINESS

New Strata Manager

Council welcomed Cindy Anderson to Grace Estates and discussed management procedures and preferences.

Gutter Cleaning & Downpipe Replacement

All issues with the gutters and downpipes on the north side have been resolved with cleaning. It was suggested that replacing the downpipes with larger pipes will solve the problem with debris from trees in the inner lane way gutters (north face).

Winterizing Property & Charting Taps

Park Lawn is working with Council President, Anne MacLellan to chart taps. Hose bib repairs are complete.

Buzzer

Due to obsolescence, parts for the buzzer system will not be available in the future. As such, spare intercom parts were purchased for future repairs.

French Doors

French door replacement will begin in early summer.

New Rules for Trust Accounts

The Strata Manager gave a brief summary of the new rules for Trust Accounts imposed on Strata Management Agencies by the Real Estate Council of BC. Following discussion, it was **MOVED/SECONDED** to open a new trust account for Special Levies in accordance with the Real Estate Council Rules.

MOTION CARRIED

ADJOURNMENT & NEXT MEETING

There being no further business to conduct, the meeting adjourned at 8:49 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 reminded that the first installment of the Paint - Walkway Special Levy is due May 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.

NOTICE TO OWNERS

Picnic Planning

Any resident interested in volunteering to plan the summer picnic is encouraged to contact the Council President at maclark@telus.net.

NOTE: Failure to pay Strata Fees and Special Levies compromises the Strata's ability meet its financial obligations and do work on the building.

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.