

**MINUTES OF VR 1680 (“GRACE ESTATES”) STRATA COUNCIL MEETING HELD ON
TUESDAY, APRIL 16, 2013, 6:30PM AT 639 W27TH AVENUE**

Council in Attendance: Anne MacLellan President
Elaine Spilos Vice President
Dave Sawrey
Colin Quinn Committee
Sandra Haynes
Roger Cunningham Treasurer
Bob Nelson
Duncan Etches

Guest: None

Absent with Regret: None

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

CALL TO ORDER

The meeting was called to order by Council President, Anne MacLellan at 6:35 p.m.

APPROVAL OF AGENDA

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

MOTION CARRIED

APPROVAL OF PREVIOUS MINUTES

It was **MOVED/SECONDED** to adopt the February 27, 2013 council meeting minutes as previously circulated.

MOTION CARRIED

ADOPTION OF FINANCIAL STATEMENTS

Treasurer, Roger Cunningham gave a brief report on the Financial Statements. As expected, the Financial Statements show a surplus overall and the CRF balance is approximately \$50,000. The Treasurer recommended adoption of the Financial Statements up to and including February 28, 2013. Thereafter, it was **MOVED/SECONDED** to adopt the Financial Statements up to and including February 28, 2013.

MOTION CARRIED



The Strata Manager summarized accounts receivable and advised collection efforts are on-going.

Important!

Owners are reminded that failure to pay strata fees and special levies when due compromises the strata corporation's ability to perform maintenance and repairs of common property. Please be sure to make payments on or before the due date.

REPORTS

Depreciation Report

JRS has begun work on the depreciation report. The report is expected to be complete in September.

BUSINESS ARISING FROM THE PREVIOUS MEETING

Contracts

Remdal has begun painting prep work. Inspect will review the prep work before painting begins. EPS is expected to start membrane work in August.

Water Ingress

The problem with water ingress at the chimney at one of the townhouse units has now been corrected. It was **MOVED/SECONDED** to engage EPS to assess the source of water pooling in the fireplace at another townhouse.

MOTION CARRIED

Parking Regulations

Nothing to report at this time.

Council Email

It was suggested that Strata Council should devise a protocol for communicating and making decisions by email. Council Member, Duncan Etches volunteered to monitor and analyze council email and provide suggestions. Any IT savvy Owners able to assist Council in setting up a forum such as Google Groups for Strata communication are kindly asked to contact Strata Council.

Water and Sewer Costs

Owner, Ben Westerlund investigated possible reasons for high water and sewer charges and determined that nothing particular stands out. He suggested that costs however may be reduced by reducing consumption. Owners are kindly asked to inspect for possible leaks and be mindful of consumption. Constantly running toilets and other possible sources of leaks should be immediately repaired.

Council would like to thank Ben for all his help.



BYLAW REPORT (in camera)

An Owner was reported to be carrying out renovations without first obtaining written approval from Strata Council. Owners are reminded that, according to Strata Corporation bylaws, owners must obtain permission from Strata to make any alterations to strata lots before proceeding with renovations.

CORRESPONDENCE (in camera)

Received:

- 1) Renovation Request
- 2) Request for Access

Sent:

- 1) Arrears
- 2) Responses as directed by Council

NEW BUSINESS

Lighting Deficiencies

A notice was sent to Owners regarding lighting deficiencies and replacements. In order to obtain lights at a discounted rate, lights must be purchased in bulk. Only one response was received.

Radiant Heating Recall

An Owner advised that an inspection of a strata lot was undertaken by a purchaser's inspector. The inspector reported that the radiant heating installed in the strata lot is believed to be recalled. Council investigated and determined that the heating system is not on the recall list. The radiant heating was tested and found to meet BCSA safety standards.

Maintenance Review

A two year maintenance review was carried out by Remdal. Remdal reported that paint work appears to be in great shape.

Access Gate Security Cameras

Three thefts were reported recently. An Owner suggested that security cameras should be installed. Following discussion, it was **MOVED/SECONDED** not to purchase cameras at this time.

MOTION CARRIED

Residents are kindly asked to ensure that gates are not left open.

Bylaw Enforcement

Following discussion about bylaw enforcement, the Strata Manager advised that, on behalf of the Owners, Council is obligated to enforce Strata bylaws.

Drainage

Coach house drainage problems have been resolved.



Garbage, Composting and Recycling

Waste logistics and rules discussion was tabled to the next council meeting.

ADJOURNMENT & NEXT MEETING

There being no further business to conduct, the meeting adjourned at 8:34 p.m.
The next Council Meeting is scheduled for: June 18, 2013, 7:00pm

REMINDERS TO OWNERS

- a) Owners are reminded that, if back door faucet shut-offs exist within the strata lot, owners should turn off back door faucets from inside for the winter. *All* hoses should be disconnected from *all* hose bibs to prevent freezing. Note: owners will be charged back for damage related to frozen hose bibs where hoses remain attached.
- b) Owners are advised that the City of Vancouver "Food Scraps" program has been launched for single family dwelling units. This program does not currently include Grace Estates. Council is investigating when the program will be extended to multifamily complexes.
- c) Owners are reminded that, in consideration of their neighbors, construction work performed on strata lots should be done during business hours only.
- d) 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.
- e) Owners are reminded that the second installment of the **-Paint - Walkway Special Levy is due May 31st, 2013**. 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.
- f) The back alley grass pads will be cut every 2 weeks starting Monday, April 29th, 2013.

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.



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