
MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
June 6, 2011

Held at 6:30 p.m. in the Amenity Room

<u>PRESENT:</u>	Michael Taylor	- Strata Council President
	Chad Colgur	- Strata Council Treasurer
	Wendy Donaldson	- Strata Council Member
	Cynthia Tomlin	- Strata Council Member
	Gord McTaggart-Cowan	- Strata Council Member
	Grant Hastings	- Property Manager Gateway Property Management
<u>REGRETS:</u>	Alan Ip	- Strata Council Vice President
	Tom Grant	- Strata Council Member VCH

CALL TO ORDER

The meeting was called to order at 6:30 P.M.

VISITOR - An owner attended to respond to a bylaw letter concerning exiting the building without waiting for the gate to close. Due to the mitigating circumstances, no fine will be applied.

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON MARCH 9, 2011

It was **moved** and **seconded** to approve the minutes of the March 9, 2011 Strata Council meeting. **Motion Carried.**

CARETAKER REPORT

Violeta reported that the second floor lobby wall in the Heather building is repaired and that the parkade cleaning is completed. Exterior power washing will be finished in July. All the lights have been installed. There have been no break-ins to report other than two mail boxes.

BUSINESS ARISING:

Maintenance Review: Rick MacDonald will begin cleaning the façade of the Heather building in July. Sections will be tested to determine which method of cleaning would be most effective.

Roof Maintenance: Design Roofing completed the inspection / maintenance of the roofs on both buildings. Only minor work was needed (clearing of drains, removal of loose debris). The Strata Council reviewed the report.

Sanding of the Courtyard: Nuwest Contracting completed the sanding of the courtyard pavers on March 23rd 2011. The courtyard pavers will be sanded again in September 2011 prior to the rainy season. A quote is being prepared to section up the driveway entrance with concrete dividers so that the pavers will not have as much room for movement. Concerns such as settling and cracking will be factored into the proposal. A quote is being prepared to adjust patio pavers.

Pressure Washing: Most of the power washing is completed. Some areas will be finished in July when the weather is drier.

Lighting Retrofit: The lights have been installed and Commercial Lighting will apply to BC Hydro for the grant money. Some of the light bulbs were faulty and burned out within a few days of use. These were replaced by the manufacturer. The bulbs carry a 3 year warranty and have a stated life expectancy of up to 20 years.

Painting: Several units were sent notices for damaged or scratched doors and were advised to have Remdal Painting paint the doors, however a few owners did not respond. A final opportunity for owners to arrange the painting of their doors will be provided by Remdal in the fall, after the outdoor painting season is completed. If any owners do not arrange to have their doors repaired at that time, the Strata Council will have a contractor complete the work and will charge the full cost back to the owners. As the door painting requires the door to be open, any notified owners who do not provide reasonable opportunity for access will be charged the costs of bringing in a locksmith to open their door.

FINANCIALS

It was **moved** and **seconded** to approve the January to March 2011 Financials. **Motion Carried.**

CORRESPONDENCE

- a) March 1/11 – Several owners were sent notices concerning damage to their front entrance doors. Most responded and had the repairs completed; the few outstanding units will be dealt with as outlined in ‘painting’, above.
- b) March 4/11 – An owner was sent a bylaw letter for storing items in their parking stall. This matter is resolved.
- c) March 7/11 – An owner was sent a bylaw letter for storing items in their parking stall. This matter is resolved.
- d) March 9/11 – An owner was sent a bylaw letter for parking in visitors parking. They had received multiple warning notices and were finally towed. A \$200 fine will be applied.
- e) March 9/11 - An owner was sent a bylaw letter for parking in visitors parking. They had received multiple warning notices and were finally towed. A \$200 fine will be applied.
- f) March 9/11 – An owner was assessed a fine for a bylaw violation regarding signage for an open house.
- g) March 10/11 - An owner was advised that no fine has been applied to their ledger.
- h) March 10/11 – A bylaw letter was sent for not waiting for the gate to close. This matter is resolved.
- i) March 10/11 - A bylaw letter was sent for not waiting for the gate to close. This matter is resolved.
- j) March 10/11 – A bylaw letter was sent for a barking dog. The owner responded and the matter is resolved.
- k) March 10/11 – The Strata Council responded to an owner’s noise complaints.
- l) March 10/11 - The Strata Council responded to an owner’s noise complaints
- m) March 18/11 – An owner reported that their mail box was broken into. Owners are advised that they are responsible for the locks for their mailboxes.

- n) March 18/11 – The Strata Council responded to an owners' request to keep one of the firedoors open in the Avenue building. This will protect people waiting for the elevator from getting hit.
- o) March 22/11 – A resident forwarded a noise complaint. Owners are advised to identify the source of noises. Day time noise or regular living noises such as walking across the floor or opening and closing cupboards is not considered a bylaw violation.
- p) March 24/11 – A resident forwarded a noise complaint.
- q) March 29/11 – An owner responded to a bylaw letter concerning visitors parking. The issue is closed.
- r) March 30/11 – A noise bylaw letter was sent. The Strata Council will continue to monitor the situation.
- s) March 30/11 – A resident forwarded a noise complaint. The residents causing the noise have moved out and the problem is resolved.
- t) April 4/11 – Letters were sent requesting form K's for new move-ins.
- u) April 5/11 – An owner responded to a bylaw letter regarding a noise complaint. The matter is resolved.
- v) April 11/11 – A resident forwarded a gate violation complaint. The matter is resolved.
- w) April 12/11 – An owner responded to a parking violation bylaw letter. The matter is resolved.
- x) April 20/11 – A letter was received in reference to noise from the hospital. A local community group is working with the provincial health services authority to resolve this issue.
- y) April 21/11 – A bylaw letter was sent for failing to wait at the gate. The owner attended the meeting and the matter is resolved. All owners are reminded of the importance of waiting for all parkade gates to close.
- z) April 26/11 – An NSF notice was sent to an owner.
- aa) April 26/11 – An owner reported that their mail box was broken into.
- bb) May 2/11 – An owner reported pet feces in the parkade. Owners are reminded to clean up after their pets.
- cc) May 11/11 – A resident asked permission for extended use of visitors parking. The request was denied.
- dd) May 11/11 – An owner was notified that their tenant was attempting to sublet their unit on terms that violated city of Vancouver bylaws. The Strata Council will continue to monitor the situation.
- ee) May 11/11 - An owner responded to a bylaw fine. The matter is resolved.
- ff) May 13/11 – An owner was sent a bylaw letter for failing to stop at the gate. A \$100 fine will be assessed.
- gg) May 17/11 – A letter was sent requesting a current Form K. Owners are reminded to ensure that Form K's are required every time a tenancy changes hands.
- hh) May 25/11 – A tenant forwarded a personal complaint to the Strata Council. The matter is resolved.
- ii) May 25/11 – An owner reported damage to the walls in their unit. Owners are reminded that they are responsible for the interior of their units.
- jj) May 26/11 – A bylaw letter was sent for causing oil stains in a parking stall. The matter is resolved.
- kk) May 26/11 – An owner responded to a gate violation bylaw letter. The matter is resolved.
- ll) May 30/11 – An owner requested a change in timing for the automatic irrigation system. The Strata Council is investigating the timing of the irrigation system.

NEW BUSINESS

Inspection Requests – Purchasers requesting access to restricted areas for inspection must provide 48 hours notice and inspections may only occur during the caretaker's regular work hours. Access to restricted areas will be at the caretaker's discretion. The caretaker must attend the inspection of any restricted areas; however prospective purchasers or owners may not enter these areas due to safety, warranty and insurance concerns.

Park Maintenance and Landscaping Repairs: Gateway met with representatives from Vancouver Coastal Health to discuss damage to Tapestry grass and shrubs on the west side of the Avenue building, as well as lawn maintenance for the green space belonging to Vancouver Coastal Health and the City of Vancouver. Vancouver Coastal Health indicated that they will repair the grass; the Strata Council can replace the hedge and submit the invoice for reimbursement. Contractors from the City of Vancouver attended to cut the grass, however they left the clippings strewn all over the Tapestry property. Any additional costs incurred to clean up after their work will be forwarded to the City of Vancouver for reimbursement.

CO Monitors: National Hydronics reported that the CO Monitors in the parkade are malfunctioning. The Strata Council authorized National Hydronics to liaise with Baldor, the manufacturer of the unit, to diagnose and resolve the problem.

Parkade Vacuum: A contractor submitted a proposal to install a coin operated vacuum in the parkade for residents to clean out their cars. The Strata Council decided it would not be suitable.

Commercial Parking: Residents are reminded that only patrons of the commercial units may park in the above ground commercial parking. A reminder notice will be posted. Vehicles may be towed without warning at the owners' expense.

Signs: Laminated paper caution signs will be posted on doors. A sign company will provide a sign for the amenity room posting the hours of use.

Door: The Strata Council investigated installing a windowed door at the second floor lobby in the Heather building however the cost was too great. Signs will be placed on the doors advising residents to open with caution. The Strata Council also investigated concerns of the noise caused by a door in the Avenue Building. It was determined that it is the quietest of the entrance doors and the cost of replacing them with a lighter and quieter door would be prohibitive.

Chairs: The Strata Council will replace the broken chairs in the amenity room. A committee will contact an office furniture supplier.

Storage Room: The Strata Council will purchase shelves and filing cabinets for a storage room. Strata documents and building supplies will be stored in this area.

NEXT MEETING

The next meeting is scheduled for Monday, August 8th, 2011 at 6:30 pm in the amenity room in the Heather building (2851 Heather Street).

TERMINATION

As there was no further business, the meeting was terminated at 8:45 PM.

Please retain at least 24 months of Strata Council and General Meeting minutes. Should you decide to sell or re-mortgage your suite, these minutes will be required by the potential purchaser or lending institute. The Property Management Company has copies of the minutes; however there will be a charge for obtaining a copy of the minutes.

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