

**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN LMS195
CITYGATE 1**

**Held on Wednesday, May 19, 2004
In the Meeting Room of 1188 Quebec Street
Vancouver, B.C.**

COUNCIL IN ATTENDANCE:

Allan Adams, President	Ivan Steiner
Rob Adams, Vice-President	Doug Hill
Harley Phillips, Treasurer	John Malone
Steve Frick	

Susan Yeung, Gateway Property Management Corporation

Please be advised that Susan Yeung is the new appointed property manager for City Gate 1.

The Meeting was called to order at 7:13 p.m.

AGENDA

A motion was carried to approve the agenda.

COUNCIL MEETING MINUTES-March 23, 2004

The minutes required the following amendments.

Water ingress into a suite: Rick Macdonald Contracting has provided a full report of the explanation/ history and recommendations for the water ingress in a suite. This information was provided to Council for review. Additional quotes will be forwarded to Council once Gateway has received them. The council approved to proceed with the contractor of the lower bid.

A motion was carried to approve the minutes of March 23, 2004 with the amendments noted above.

FINANCIAL REPORT

Council reviewed the March and April operating statements with some outstanding invoices that would required to be accrued for the year end. Gateway will forward the final year-end figures for council to review. It was moved, seconded and unanimously carried that the operating statements be approved. The treasurer noted that a payable account should be established for insurance premiums.

OPERATION REPORT

Fire Deficiency Quote Update: Edwards has completed the Fire Alarm deficiencies in April 04.

Window Cleaning: Sea to Sky Window Cleaning has been completed in April.

Appraisal: The insurance appraisal is completed by Valuations West. A copy was provided to the council.

Heat Exchanger Maintenance: Latham's has completed the maintenance of the DHW tube bundle heat exchanger in May 04 as per quotation approved by council

Water ingress in Suite 3001: Rick Macdonald Contracting has completed the south side family room window repairs and east bedroom windows. The installation of the 2 glass awnings is in the progress. There are repairs related to the doors and Rick will be reviewing this and advise the council of the recommendations.

Tree & Shrub Pest Management: Davey Tree Expert Company provided a quote for pest management of the tulip trees in the courtyard. Davey Tree recommends to apply the Aphid Treatment to the 12 tulips trees. This should take care of the pest problem. The council approved to undertake this recommendation.

Garage Door Damage: The unit who damaged the gate applied for their house insurance for this claim and the insurance adjuster stated that the owner did not purchase any liability insurance therefore they cannot process this claim. However, we should be able to contact ICBC to report the damage and have this claim process by them. Management will forward the information to ICBC once we received a copy of the incident to be submitted with the claim. The council authorized to repair the gate as per quotation received from Versatile Door Service Ltd.

Compactor service: Gateway reviewed the cost of the new service. As we currently are not maximizing the capacity, we can save some cost by reducing the services from 4 times a month to 3 times a month. Smithrite Disposal agreed that this will work out and continue to monitor the situation. Changes can be made later as necessary. This will take effect in July 04. Cost savings of \$1219.00 per year. The council agreed with this arrangement.

Lobby Furniture: Council reviewed color samples for the lobby furniture and chose a color and a fabric for the furniture. It was decided that the project would be done in stages so that some furniture would always remain in the lobby while the others were being reupholstered. The townhouse lobby will be getting chairs soon. It is expected that both these projects will be completed within the next 60 days.

Budgeted Projects: Council has instructed Gateway to acquire quotes for the proposed projects. These quotes will be reviewed by Council before including them in the new budget for presentation at the Annual General Meeting.

Appraisal: Gateway reported that the Insurance Appraisal Program with Valuations West has expired. Insurance is getting harder and harder to obtain and Gateway strongly recommended having an appraisal. It was motioned, seconded and unanimously carried to renew the 3 year insurance appraisal program.

Heat Exchanger Maintenance: It was reported that the domestic hot water heat exchangers located in the ground floor mechanical room are plugged and are restricting flow. The recommendation is to disassemble and clean out the build up of dirt. This maintenance item was last addressed in December 1999. It was motioned, seconded, and unanimously carried to proceed with the repairs.

Water ingress into a suite: Rick Macdonald Contracting has provided a full report of the explanation/ history and recommendations for the water ingress in a suite. This information was provided to Council for review. Additional quotes will be forwarded to Council once Gateway has received them.

Tree & Shrub Pest Management: A landscaping company provided a quote for pest management of the tulip trees in the courtyard. It was motioned, seconded and carried to table this quote until further information is received regarding the health and status of the tulip trees. Further discussion arose and it was motioned, seconded and unanimously carried to obtain quotes for the removal of the tulip trees due to the potential problems of the root system interfering with the drainage.

Garage Door Damage: The garage door was backed into and damaged by a visitor to a suite. This action was caught on video surveillance. The garage door company was contacted to complete the repairs and the invoice will be charged back to the Owner of the suite in question.

Compactor Maintenance Agreement: A company has provided a two year compactor maintenance agreement. Council reviewed the quote. It was motioned, seconded and unanimously carried to proceed with the trash compactor maintenance agreement.

Notice of Public Hearing: The City of Vancouver has given a notice of public hearing regarding a proposed rezoning of 950 Quebec Street which was subsequently cancelled (**a new meeting is scheduled for April 20, 2004 – Council is hopeful that all Owners can attend**). A special thanks was extended to Ted McGrath and all Owners who participated in the previous public hearing. Council would like to support all actions to encourage the Creekside Park development.

Landscaping - Planter Top Up: A company has provided a quote to top up all the planters with 2 to 6 inches of topsoil including floors 4 to 11. Council instructed Gateway to obtain more quote for review.

Renovations to Resident Manager's Suite: It was reported that the resident manager's suite has not been renovated since the suite was completed. Council discussed the possibility for renovations, and will review the suite with the resident manager. Recommendations will be forwarded to Gateway to obtain quotes.

Maintenance Issues that have occurred since the last Strata Council meeting:

1. The exterior lights along the walk way have finally been installed. It was reported that the mounting screws that were used will have to be changed to security screws. Gateway contacted Precision Electric to research the request.
2. Imperial Paddock Pools was on site to service and replace the pool pump motor.
3. Edwards was on site to replace the power supply adder for audio.
4. Action Electronics was on site to install the camera common power supply

Plumbing/Resultant Repairs/Exterior Leaks since the last Strata Council meeting:

1. Rick MacDonald Contracting was on site to address a leak in the living room of a suite that was coming from the membrane of the small balcony.
2. KC Plumbing was on site to replace a section of 1" return line on the fifth floor common area, and to replace a section of 3/4" return line on the fifth floor hallway, and to replace a section of 2" main line feeding the town house units through the wall from P2 to P1.
3. Rick MacDonald Contracting was on site to repair two patio door leaks in a suite as well as a roof leak over the hallway. The east bedroom leak was traced and identified with the assistance of Action Glass. The repairs will need to be completed in warmer weather.
4. KC Plumbing was on site to repair 3/4" return line in a suite.
5. Phoenix Restoration was on site for emergency repairs due to water damage in a suite.

Mechanical Equipment

1. No repairs to the mechanical equipment occurred since the last Council meeting.

Repiping

Gateway contacted another engineering company to quote on a proposal for domestic water re-piping design and consulting. The engineering company was on site to complete a building inspection and gather all necessary information. The package was forwarded to the repiping committee. A re-pipe tour was conducted at another building. The repiping committee will be scheduling another meeting shortly.

GARDEN REPORT

The February garden report included preparing the flower beds for spring and planting 30 primulas.

PARKING REPORT

There were 5 letters sent for parking violations; 1 letter for a vehicle leaking oil, 1 letter for a vehicle leaking oil and a storage warning, 1 letter for illegal storage and 1 letter for a visitors parking warning, and 1 letter fining for illegal storage.

COMMUNICATIONS REPORT

No report.

BYLAW REPORT

No report.

SECURITY REPORT

Door astragals have been installed on the first two floors of the stairwell access. Council discussed continuing with the installation of astragals and it was motioned, seconded and unanimously carried to table this until further notice.

There being no further business to discuss, the meeting was adjourned at 9:35 p.m.