

**MINUTES OF THE STRATA COUNCIL MEETING FOR CITYGATE 1 LMS195
held, March 20, 2007 at 7:00 p.m. in the Meeting Room 1188 Quebec Street,
Vancouver, B.C.**

Attendance: Harley Phillips Olga Volkoff
 Sarah Moen Bill Stone

 Silvia C. Hoogstins, Property Manager

Regrets: Mauro Clinaz Cameron Lowry

The meeting was called to order at 7:00 p.m. by Cam Lowry.

AGENDA

A Motion was made to approve the Agenda as amended. Seconded. Carried

APPROVAL OF THE MINUTES

A Motion was made to approve the Minutes of the February 20, 2007 Strata Council meeting as distributed. Seconded. Carried.

FINANCES

Provided for Strata Council's information was a copy of the arrears list for the special assessment account and operating account.

An estimate year end budget was presented to the Strata Council. It appears that the fiscal year will end with a surplus of funds. A preliminary budget will be established to be reviewed by the Strata Council.

The transfer of Contingency Reserve Funds and Special Project Funds will be transferred to the special assessment account in order to fund the restoration of the common areas. Harley Phillips provided a review of the account and requested that Gateway establish the assessment account in the same manner.

A Motion was made to accept the financial statements as presented. Seconded. Carried.

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BUSINESS ARISING FROM THE MINUTES

Repiping

Brighter Mechanical had inquired whether the remaining \$10,000.00 holdback can be released to them. Gary Meeds advised that Peter Hughes had indicated that the revised drawings had gone back to Brighter for the final review. Once the drawings are reviewed they were to be sent to Citygate so that Ted McGrath could review the drawings and manual. The plans were couriered from Brighter to Peter Hughes on Wednesday, March 7, 2007. The Strata Council agreed that as soon as Ted and Cam Lowry have reviewed the information, the money should be sent to Brighter Mechanical.

2010 Olympics

Gateway spoke to Tony Gioventu of CHOA and he has confirmed that a $\frac{3}{4}$ vote of the owners is required in order to proceed with the installation of the banners on the building as they will significantly change the look of the exterior of the building. The Strata Council will inquire with the other buildings in the area to determine what they are planning with respect to this issue.

Common Area Restoration

Ted McGrath has advised that 5 small and 1 large light fixture have been ordered. The small fixtures are 26 watt and the large is two 13 watt units using warm white bulbs. Once the fixtures are received, they will be installed to check for suitability prior to the main order being placed.

Ted has advised that some owners have expressed interest in purchasing the old hallway fixtures and the old furniture and art.

Rick MacDonald Contracting will begin removing the town house lobby corbels on March 15 or 16.

Robert Cushing has advised that he has requested that Classic Painting and Ploutos Enterprises resubmit their quotes made out to the attention of the Strata Corporation and include the required clarifications.

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Common Area Restoration cont.

Gateway will be able to track the costs using the repiping account. Once invoices are approved, Gateway can do a holdback on invoices and release the funds when instructed to do so.

Roofing

Gateway has spoken to Interprovincial Roof Inspectors and they advised that the specifications for the roof should be ready shortly. Once the specs are ready, they can be sent out to tender.

Aphid Treatment

As approved by the Strata Council, Davey Tree Service was advised to proceed with the treatment of the courtyard trees for aphids.

NEW BUSINESS

Correspondence

Letters were sent to six suites for parking vehicles in the visitors parking area over the maximum allowable time.

Two letters were sent to a suite as items were being stored in the parking stall including construction material.

Letters were sent to two suites for parking a vehicle in the visitors parking area without a valid parking pass.

A letter was sent to a suite as a vehicle was parked in their parking stall without a license plate.

A letter was sent to a suite as a complaint of noise was received regarding the suite.

A letter was sent to a suite as a barbecue was being stored in the parking stall. The owner advised that their balcony is not covered and that they were waiting for the custom made barbecue cover to arrive prior to putting the barbecue out on the balcony.

A letter and fine were sent to a suite for failing to have insurance on their vehicle.

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Correspondence cont.

A letter was sent to a suite advising that they must remove the dog that is being kept in their suite by March 1, 2007.

The owner of a suite requested that the fine that was levied against his strata lot for failing to have insurance on this vehicle be rescinded. The owner advised that the letter was left at their suite however they are in the Ucluelet. They advised that they had insurance on the vehicle but had not yet provided a copy to the on site office. The Strata Council will review this issue and advise the owner of their decision.

An email had been received regarding potential owner who wished to have a roommate. The Strata Council members indicated that as long as the owner was living in the suite, they could have a roommate. However, if the owner moved out, then they would have to place their suite on the rental list and wait until their name came to the top of the list.

A letter was received from an owner regarding a water leak into their suite and the damage caused to their hardwood floor. The letter also requested the cancellation of a parking fine previously levied against the suite. Gateway advised that Rick MacDonald Contracting had repaired the leak and would make arrangements with the owner to be present when the water test is done to determine whether the area is water tight. The Strata Council agreed that the fine for the parking violation will still not be reversed.

Renovations

Provided for Strata Council's information was a copy of the proposed renovations to be completed in a 12th floor suite. A Motion was made to approve the proposed renovations. Seconded. Carried.

Provided for Strata Council's information was a copy of the proposed renovations to be completed in a 10th floor suite. A Motion was made to approve the proposed renovations. Seconded. Carried.

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Renovations cont.

Provided for Strata Council's information was a copy of a letter from the owner of a 6th floor suite. The owner has submitted a sign Indemnity Agreement to install hardwood flooring in their suite. The owner was advised that they must use cork as sound proofing material. The owner submitted other products that they feel are better for use as sound proofing material. The products and spec sheets were reviewed by the Strata Council. The Strata Council agreed that the owner must use 6 mil cork as it has been proven to work as a sound proofing material at Citygate. Other products have been tried in the two suites and have not been successful in preventing noise transfer to other suites.

As requested by the Strata Council, a letter was sent to 15th floor suite indicating that approval had been given for their renovations however they owners must hang their curtains inside the blinds.

Maintenance

The owner of a 15th floor suite had inquired regarding the leak into their suite that began in January. Gateway has asked the on site staff for information regarding whether Rick MacDonald Contracting has investigated this leak.

The owner of the 30th floor suite advised that there was a water leak into the west facing sitting room. Rick MacDonald Contracting will investigate the problem.

Provided for Strata Council's information was a copy of a report from Ted McGrath indicating the number of toilets that have cracked. The most recent toilet to crack was in a 24th floor suite. These toilets are the original Crane toilets.

ALL OWNERS ARE REMINDED THAT IF THEY STILL HAVE CRANE TOILETS IN THEIR SUITE, THEY ARE RESPONSIBLE FOR REPLACING THE TOILET AS THEY WILL CRACK. ANY DAMAGE CAUSED AS THE RESULT OF A CRACKED TOILET IS THE RESPONSIBILITY OF THE OWNER OF THE SUITE THAT CAUSED THE DAMAGE.

Latham's has advised that their contract price for the annual maintenance of the mechanical equipment will increase by \$40.00.

Provided for Strata Council's information was a copy of a quote from Latham's to replace the check valve prevention device on the heating system with a reduced pressure backflow prevention device at a cost of \$1550.00.

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Maintenance cont.

They also provided a price of \$595.00 to supply and install a repair kit on the mixing valve for the hot water from the 26th to the 30th floors.

A quote of \$270.00 was also provided to reposition the hot water pumps in the roof top mechanical room so that the wiring connection box is on the top.

The Strata Council requested that Cam Lowry review the quote and provide his opinion regarding the proposed work.

Window Washing

The window washing will occur beginning April 16, 2007. Ted McGrath has suggested that Sea to Sky Window Cleaning also clean the drains on the sloped roof above unit 603 as the drains can only be accessed from the outside of the building.

The estimate provided by Sea to Sky Window Cleaning is \$4905.00.

Staff

Mate Bratanic has advised that he will be taking 2 months leave of absence beginning April 1, 2007. Ted McGrath has agreed to cover Mate's duties for the 2 month period. Mate and Anka will be on holidays from June 1st to 21st.

Painting

A quote was received to paint the areas around the entrance to the building. Gateway will contact Ted McGrath regarding the quote.

Schedule Next Meeting

The next Strata Council meeting is scheduled for April 17, 2007 at 6:00 p.m. There being no further business, the meeting was terminated at 8:15 p.m.

Please retain at least 24 months of Strata Council and General Meeting minutes. Should you decide to sell or remortgage 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 would be a charge for obtaining a copy of the minutes.

Gateway Property Management Corporation
400-11950-80th Avenue
Delta, B.C.
V4C 1Y2

Main Switchboard
Fax
Property Manager
Administrative Assistant

(604) 635-5000
(604) 635-5001
(604) 635-5022
(604) 635-5037