

**MINUTES OF THE STRATA COUNCIL MEETING  
CITYGATE 1 LMS 195  
JUNE 19, 2007**

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**Held at 7:00 p.m. in the Meeting Room 1188 Quebec Street, Vancouver, B.C.**

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Attendance:           Harley Phillips           Olga Volkoff  
                          Bill Stone               Cameron Lowry  
                          Sarah Moen  
  
                          Silvia C. Hoogstins, Property Manager

Regrets:               Mauro Clinaz

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A Motion was made to have the Property Manager chair the meeting. Seconded. Carried.

The meeting was called to order at 7:00 p.m. by Silvia Hoogstins.

**AGENDA**

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

**APPROVAL OF THE MINUTES**

A Motion was made to approve the Minutes of the May 15, 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.

Also provided for Strata Council's information was a copy of special projects expense report and an invoice received from Stantec for a final billing in the amount of \$1,235.41. The Strata Council requested that the final invoice from Stantec be paid.

Harley Phillips reviewed the financial statements and advised that everything was in proper order at this time.

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**FINANCES cont.**

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

**BUSINESS ARISING FROM THE MINUTES**

Annual General Meeting

The Strata Council was advised that the Annual General Meeting package was distributed to all owners.

The Strata Council discussed which members would be running for re-election and which members are in their second term. Sarah Moen, Bill Stone and Cam Lowry are in their second year and Harley Phillips and Olga Volkoff have agreed to stand for re-election.

Common Area Restoration

The Tower lobby floor will be finished by June 19, 2007. Once the flooring is complete the painting will begin. A security guard was employed between the hours of 6:00 p.m. to 7:00 a.m. to ensure no one walked on the tiles. Some concrete cracks needed to be repaired prior to the tile being laid to ensure the cracks did not transfer to the new tile.

Rick MacDonald Contracting was able to remove the wax cardboard from the Tower pillar and the tiling of the pillar is currently in progress.

The light levels on the 19<sup>th</sup> and 20<sup>th</sup> floor were compared as the 19<sup>th</sup> floor had 11 watt bulbs in the emergency pot lights at the exit doors and the 20<sup>th</sup> floor had 15 watt lights. The 15 watt lights provide a slight increase in brightness. The increased wattage in the emergency pots lights along with the new fixtures will provide sufficient lighting for the floors. The power source to the mini pot lights will be disconnected. The Strata Council discussed the lighting requirements on the individual floors. The mailroom may need to have an increase in lighting as it is currently very dark.

Lighting and ceiling paint have been done to the 4<sup>th</sup> floor. The door painting has been completed to the 6<sup>th</sup> floor. Baseboard removal has been done to the 13<sup>th</sup> floor.

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Common Area Restoration cont.

The Strata Council discussed the possibility of painting the brass on the elevator door skins and inside the elevators.

The lobby furniture is ready and can be delivered as soon as the lobby is ready. The mirrors and stainless steel corners are in fabrication and will be ready for June 21<sup>st</sup>.

The four lobby chairs were purchased by an owner in the building for \$100.00.

The old furniture from the games room was placed in the loading zone for disposal along with the old coffee tables from the Tower lobby and the 3 chairs from the townhouse lobby. Ted McGrath suggested that the small sofa from the games room be disposed of along with the other furniture.

The work in the townhouse lobby will start after June 25, 2007.

Roof

Interprovincial Roofing Inspectors have confirmed that the specifications will be ready next week to be sent to tender. The tendering process will take approximately four weeks. At that time the Strata Council will be supplied with various quotes and will choose a company to replace the roof.

**NEW BUSINESS**

Correspondence

A letter was sent to a 14<sup>th</sup> floor suite to clean up the oil that is in their parking stall.

Letters were sent to three suites for storing items in their parking stalls.

Letters were sent to three suites for failing to have insurance on their vehicles. A letter was sent to a 12<sup>th</sup> floor suite for failing to provide insurance for their trailer. The owner was advised that the trailer would be towed if a certificate of insurance was not provided.

A letter was sent to a 16<sup>th</sup> floor suite for parking a vehicle in the visitors parking area over the maximum allowable time.

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Correspondence cont.

A letter was sent to an 18<sup>th</sup> floor suite for parking a vehicle in the 15 minute zone over the maximum allowable time.

Renovations

The owner of a 2<sup>nd</sup> floor suite requested permission to install hardwood floor in their suite. They have confirmed that they will use cork as soundproofing material under the flooring. An Indemnity Agreement has been sent to them for signing.

A letter was received from the owner of a 20<sup>th</sup> floor suite requesting permission to install tiles on their deck. A letter of permission was sent to the owner as approved by the Strata Council.

As approved by the Strata Council, a letter of permission was sent to a 24<sup>th</sup> floor suite advising that they have permission to installed hardwood flooring in their suite.

Pool and Spa

Ted McGrath advised that Precision Electric has disconnected all power to the spa and pool lights as per the inspection report from Vancouver Coast Health.

Fire Equipment

A smoke detector failed on the 4<sup>th</sup> floor and needed to be replaced. During the alarm it was discovered that a townhouse has disconnected their alarm buzzer. The offending suite has not yet been found.

Mechanical Equipment

Provided for Strata Council's information was a quote from Latham's for the pressure washing of make up air units 1, 2 and 3. The Strata Council agreed that this work could be deferred to a later date.

Maintenance

Provided for Strata Council's information was a copy of the maintenance report from Ted McGrath.

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Maintenance cont.

The door to the loading zone failed. The door spine become disconnected from the frame and door skin at the top hinge. Action Lock made temporary repairs until a custom size door arrives.

The light globes on Quebec Street were replaced due to vandalism.

Schedule Next Meeting

The next Strata Council meeting is scheduled for July 17 at 7:00 p.m. There being no further business, the meeting was terminated at 8:30 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.**

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