

**MINUTES OF THE STRATA COUNCIL MEETING
CITYGATE 1 LMS 195
JULY 17, 2007**

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

Attendance: Harley Phillips David Waldref
 Bill Stone Cameron Lowry
 Jim Cool

Silvia C. Hoogstins, Property Manager

Regrets: Olga Volkoff Sarah Moen

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

ELECTION OF STRATA COUNCIL POSITIONS

The first order of business was the election of the Strata Council positions. The following members were elected to the following positions:

Cam Lowry – President
Bill Stone – Vice President
Harley Phillips – Treasurer

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 June 19, 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. The Strata Council requested that bylaw infraction fines and interest be charged against the accounts from the time that amounts were due.

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FINANCES cont.

The Strata Council discussed the arrears that are pertaining to rented parking stalls and considered the option to have all residents that rent extra stalls prepay for one year. If a stall is cancelled part way through the year, the unused portion of the prepaid amount would be returned to the resident. In the future, residents that do not pay their amount owed for their extra stall will receive a letter advising that their parking stall will be cancelled.

Provided for Strata Council's information is a review of the Special Assessment account. The Strata Council discussed the payments made to date and the progress of the work.

Harley Phillips reviewed the financial statements and advised that everything was in proper order at this time. The Strata Council requested further information regarding general ledger account 5308.

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

BUSINESS ARISING FROM THE MINUTES

Common Area Restoration

The carpet has been removed to the 7th floor. The carpet from the 6th to the 2nd floor will be removed on Monday, July 9, 2007. The new carpet is estimated to be delivered and installed on the 29, 28, 27 and 26th floors on Monday July 9th. The Strata Council discussed the length of time it has taken to have the carpet installed. It was suggested the Robert Cushing be contacted regarding a time frame for the completion of the work.

Precision Electric has upgraded the lights in the Tower mailroom. The glass top and supports have been reinstalled in the lobby. The townhouse lobby is expected to start during the week of July 9-13.

Provided for Strata Council's information was a copy of a letter from the owner of a 14th floor suite expressing concern with the painted wallpaper in the common hallways.

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Roof

The mandatory site visit for the roofing companies that are quoting to replace the roof was July 10, 2007. The tender closing date is at 2:30 p.m. on July 20, 2007.

Cam Lowry provided some questions and concerns regarding the tender information and requested that Interprovincial Roofing Consultants address the concerns prior to the tenders closing.

The Strata Council reviewed the quote from Rick MacDonald Contracting to install a hatch at the top level roof for easier accessibility. The Strata Council agreed to wait until the roof tender prices are received prior to making a decision on the roof hatch.

NEW BUSINESS

Correspondence

Letters were sent to the owners of two suites as items were found stored in their parking stalls.

Letters were sent to the owners of five suites as vehicles parked in their parking stalls did not have current insurance.

Letters were sent to the owners of three suites as vehicles from the suites were parked in the visitors parking area over the maximum allowable time.

A letter was sent to the owner of a suite as a bicycle from the suite was observed in the visitors parking area.

Letters and fines were sent to the owners of two suites for continuously parking vehicles in the visitors parking area over the maximum allowable time.

A letter was sent to the owner of a suite as there are a number of motorized vehicles and a trailer in their parking stall that have not been registered with the Strata Corporation.

Provided for Strata Council's information was a copy of a letter from the owner of a 25th floor suite regarding the repairs required in her suite. Rick MacDonald Contracting was on site to water test the windows and begin repairs in the suite.

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Windows

A letter was received from the management company for a 12th floor suite advising that they have two windows that are cracked and may leak water when it rains.

Exterior Cleaning

Provided for Strata Council's information were copies of two quotes to wash the exterior windows and clean the inaccessible balcony surfaces. Sunrise Windows provided a quote of \$6148.00 to clean the windows and \$2544.00 to clean the balcony surfaces. AllStar Window Cleaning provided a quote of \$8190.00 to clean the windows and \$8955 to clean the patio edges. The current cost to clean the windows is \$4905.00. The Strata Council discussed the issue of power washing the balcony edges as this may cause the paint to come off and thus the edges would then need to be painted. The Strata Council agreed to defer this item until the next meeting. The windows are scheduled to be washed on August 27, 2007.

Vandalism

Ted McGrath advised that he has replaced the glass globe on the entrance light to townhouse 1 for the 3rd time.

Mechanical Equipment

Provide for Strata Council's information was a copy of a quote from Latham's regarding a 3 way mixing valve in the upper floor make up air unit that is not holding and continues to heat in the closed position. Latham's has advised that the most cost effective method to repair the valve is on a time and materials basis rather than a firm quote. The Strata Council agreed to defer this item to the next meeting.

Maintenance

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

The Strata Council requested a quote to sweep the underground parking area. Once the common area restoration work is completed, Gateway will obtain quotes to paint the parking level lobbies, the visitors parking area – walls, pillars, ceilings, stall lines and letters and the garbage chute rooms.

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Schedule Next Meeting

The next Strata Council meeting is scheduled for August 16, 2007 at 7:00 p.m.
There being no further business, the meeting was terminated at 8:10 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