

**MINUTES OF THE STRATA COUNCIL MEETING
CITYGATE 1 LMS 195
AUGUST 21, 2007**

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

Attendance: Harley Phillips David Waldref
 Bill Stone Olga Volkoff
 Jim Cool Sarah Moen

Silvia C. Hoogstins, Property Manager

Regrets: Cameron Lowry

The meeting was called to order at 7:00 p.m. by Bill Stone.

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 July 17, 2007 Strata Council meeting as distributed. Seconded. Carried.

FINANCES

Harley Phillips reviewed the financial statements.

The Strata Council discussed the issue of the Contingency Reserve Fund and whether it should be self managed by the Strata Council. A Motion was made to move the Contingency Reserve Fund from CIBC to VanCity to be self administered and that the signing authorities be named and directives be established for the account. Seconded. Defeated.

This item was deferred to a future meeting.

Provided for Strata Council's information was a copy of the arrears list for the operating account. The Strata Council discussed whether a fee should be applied to owners who choose to pay their maintenance fee by cheque rather than by automatic debit from their account.

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FINANCES cont.

Owners who are in arrears for the rental parking stalls will be provided with 30 days notice to cancel their rental stall for failure to pay the rent for the stall on or before the first of each month.

The special assessment account has not changed, the three owners are still in arrears.

Provided for Strata Council's information was a review of the Special Assessment account.

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

BUSINESS ARISING FROM THE MINUTES

Common Area Restoration

Provided for Strata Council's information was a copy of an email from Robert Cushing regarding a number of issues with respect to the finishing work that is required.

Discussion ensued regarding the installation of corner guards on each floor. The Strata Council agreed to put this item on hold until further information was received.

A suggestion was made to place urns on either side of the lobby doors. Robert Cushing will provide more information regarding these items.

The carpet laying has been completed in the Tower. The carpet in the townhouse lobby is ready to the underlay. Extra work was required as the tile subfloor surface was not consistent and fill was required in some areas to bring the two surfaces to the same height.

The townhouse painting is completed and the Tower painting is wrapping up with the exception of some touchups which will occur after the baseboards are completed. Baseboards are done to the 21st floor.

The painting of the elevator brass was discussed.

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Roof

As requested by the Strata Council, a letter was sent to Broadway Roofing advising that their quote was chosen to replace the roof. They have advised that the earliest that they can schedule the work is December. The Strata Council discussed the matter and advised that the quote provided by Broadway Roofing included a start date of 8 weeks. Gateway will contact Broadway Roofing along with Transwest Roofing to determine who can start work earlier than December.

The carpet and baseboards for the 30th floor have been measured and put away until the roof is replaced. The touch up of the paint will also be done at that time.

The Strata Council approved the quote provided by Rick MacDonald Contracting to install a roof hatch for maintenance of the elevator roof.

Exterior Cleaning

Based on the emails received from the Strata Council, the majority of the members were not in favour of powerwashing the balcony edges as this could cause the paint to come off and thus outside painting would need to be done. Gateway will investigate whether there is an option to scrub these areas with brushes rather than powerwashing.

The Strata Council agreed to revisit this issue in the future.

Mechanical Equipment

Provided for Strata Council's information was a copy of a quote from Latham's to repair a 3 way mixing valve. The Strata Council agreed to cancel this item at this time.

NEW BUSINESS

Correspondence

Provided for Strata Council's information was a copy of a letter from the resident of a suite who wished to dispute a fine received for parking their bicycle in the visitor's parking area over the maximum allowable time. The Strata Council discussed the request and agreed that the fine will remain against the strata lot.

A letter was sent to a suite as a bicycle from their suite has been parked in the visitors parking area.

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Correspondence cont.

Letters and fines were sent to two suites as vehicles belonging to their suites continue to park in the visitors parking area after two warnings were given.

Letters were sent to two suites as vehicles belonging to their suites were parked in the visitors parking area without parking passes.

Letters were sent to three suites as vehicles belonging to their suites were parked in the visitors parking area over the maximum allowable time.

Letters were sent to two suites as proof of insurance had not been provided for their vehicles.

Letters and fines were sent to two suites for failing to provide proof of insurance for their vehicles.

A letter was sent to a suite requesting that they register the vehicles parked in their parking stalls with the Strata Corporation. The owner has since submitted the requested information.

A letter was sent to the owner of a suite in order to arrange a meeting between the owner, the Property Manager, Wally from Rick MacDonald's crew and members of the Strata Council. The areas of concern were reviewed and a time line was established for the repairs required to the suite. Rick MacDonald Contracting is to keep in touch with the owner of the suite to ensure the repairs are completed.

Gym

Provided for Strata Council's information was an email from an owner with a request for upgrades to the equipment in the gym. The Strata Council discussed the request and agreed to review the gym equipment prior to the next Annual General Meeting.

Security

Provided for Strata Council's information was a copy of an email from the YWCA regarding a homeless person sleeping in the bushes next to their area. The Strata Council agreed to implement possible deterrents to prevent the problem from occurring in the future.

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Annual Barbecue

The annual barbecue is scheduled for August 29, 2007.

Maintenance

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

Access Fobs and Remotes

Another fob reader has failed and the company that provided the security equipment for Citygate no longer exists. There are two spare readers still in stock for Citygate. Once the two readers are used, the Strata Corporation may need to look at an alternative security system for Citygate.

Schedule Next Meeting

The next Strata Council meeting is scheduled for Monday, September 10, 2007 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.

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