

MINUTES OF A MEETING OF THE STRATA COUNCIL,
STRATA PLAN NW 2410 HELD ON
MARCH 5, 2008
IN THE OFFICE, 385 GINGER DRIVE, NEW WESTMINSTER, B.C.

PRESENT

Dean Gillani President
Foster McWilliams
Shane Kurschenska
Doug Setter
Zian Alladina (from 7:40 p.m.)

Ian MacKay, IJM Properties Ltd.

The meeting was called to order at 7:20 p.m. by Dean Gillani, President.

MINUTES

The minutes of the meeting of the Strata Council held on February 9, 2008 were reviewed and IT WAS MOVED by Doug Setter and seconded by Foster McWilliams that the minutes be approved as circulated.

CARRIED

FINANCIAL REPORT

1. Financial Statements: The financial statements for the period ended January 31, 2008 were reviewed and noted as received. Approval was deferred until George Specht could report on them.
2. Arrears: The arrears report was reviewed and there were six accounts that were overdue and liens will be filed if not brought current. Interest will be charged on overdue assessments from July 1, 2006 and on the developer accounts outstanding at 6% per annum. It was noted that the developer accounts are now down to \$16,250 from \$60,000. It was noted that there is one owner seriously in arrears who has not responded to any communications requesting payment. Her account has been sent to the lawyers for foreclosure in accordance with the resolution passed at the last meeting.

BUSINESS ARISING FROM THE MINUTES

1. Garage Access: The new remote transmitters for the garage gates will be distributed this month. A letter will be sent to all residents and non-resident owners advising them of the change and the key switches will be deactivated once all of the transmitters have been distributed.
2. Mechanical Repairs: The repairs to one garage exhaust fan are still waiting for welding but the motor will be replaced as soon as the motor is replaced.

OLD BUSINESS

1. Roof Replacement: Replacement of the roof on 365 Ginger Drive is under way but weather will play a part in how quickly it is completed. Most of the sloped roof areas are complete. It was noted that a portion of the flat roof has previously been replaced and the property manager will try to determine the age to see if it is worthwhile trying to use it and reduce the overall cost of the roof. It was also noted that the roofer is not cleaning up and he will be reminded to do so, particularly for the areas that are complete.

Zian Alladina arrived at the meeting.

2. Leak Repairs:

- Roof leaks: There is only one suite with repairs outstanding in 340 and the adjuster has been called in to ensure they are completed.
- Hot Water Tank Leak: Repairs are under way for damage caused by the hot water tank leak. Owners are reminded that hot water tanks are an owner responsibility and the cost of any damage caused by a leaking hot water tank will be charged back to the owner.
- Outside wall: A second quote has been requested from a contractor to repair a leak into a townhouse.

3. Noise Complaints: A further letter of complaint was received concerning excessive noise coming from a suite. It was noted that this is an ongoing problem and after discussion, IT WAS MOVED by Doug Setter and seconded by Foster McWilliams that the strata corporation proceed with eviction of the tenants under section 138 of the Strata Property Act.

CARRIED

There was also a further complaint regarding excessive noise in a suite which has been renovated and a warning letter was issued. However the problems persist and IT WAS MOVED by Doug Setter and seconded by Foster McWilliams that the owner be fined for contravention of the strata corporation bylaws sections 3(1)(b) and (c).

CARRIED

4. Parking & Access Easements: It was noted that the street and cul de sac are private property shared in part with the Queens Park Coop. There are easements providing for access to the surface parking areas for both properties. Accordingly, the street parking is not restricted to Fraser Mews residents. However, the underground parking is restricted and any Queens Park tenants found parking in Fraser Mews garage will be towed.

5. Bylaw Issues: Sample bylaws will be reviewed during the year and amendments will be presented to the next general meeting for consideration.

6. Patio Fence Replacement: Patio fences will be inspected to determine how many require repair and a plan will be drafted for their repair or replacement as the case may be.

7. Garbage Bins: It was suggested that the garbage bins be locked to prevent homeless people from going through them and making a mess. It was also suggested that an extra mixed paper recycling bin be installed in both the upper and lower garbage areas. The property manager will investigate both suggestions.

8. Arborist Inspection: All of the trees have been inspected by two arborists. Once the quotes are received a decision will be made regarding removal of some trees and pruning of others.

9. Snow Removal: As a result of the significant snow this year, the city was contacted and because the street is the private property of Fraser Mews and Queens Park Coop, the city does not clear it. Consideration will be given to hiring a private contractor next year.

NEW BUSINESS

1. Graffiti: It is important that graffiti be removed from the building as quickly as possible. If owners see graffiti on the buildings, please be sure to contact the office to have it painted over.

NEXT MEETING

The next meeting of the Strata Council will be held on April 2, 2008 at 7:00 p.m. in the office.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:30 p.m.

MINUTES OF A MEETING OF THE STRATA COUNCIL,
STRATA PLAN NW 2410 HELD ON
FEBRUARY 5, 2008
IN THE OFFICE, 385 GINGER DRIVE, NEW WESTMINSTER, B.C.

PRESENT

Dean Gillani President
David Hummel
Foster McWilliams
Shane Kurschenska
Doug Setter
Zian Alladina

Ian MacKay, IJM Properties Ltd.

Observer: Ghalib Rawji

The meeting was called to order at 7:05 p.m. by Dean Gillani, President.

MINUTES

The minutes of the meeting of the Strata Council held on November 6, 2007 were reviewed and IT WAS MOVED by David Hummel and seconded by Shane Kurschenska that the minutes be approved as circulated.

CARRIED

FINANCIAL REPORT

1. Financial Statements: The financial statements for the period ended December 31, 2007 were reviewed but further considerations deferred until George Specht could report on them.

2. Arrears: The arrears report was reviewed and there were four accounts that were overdue and liens will be filed if not brought current. Interest will be charged on overdue assessments from July 1, 2006 and on the developer accounts outstanding at 6% per annum. It was noted that the developer accounts are now down to \$16,250 from \$60,000. It was noted that there is one owner seriously in arrears who has not responded to any communications requesting payment. Accordingly, IT WAS MOVED by Doug Setter and seconded by Shane Kurschenska that the account be sent to a lawyer for collection and foreclosure in accordance with section 117 of the Strata Property Act.

CARRIED

BUSINESS ARISING FROM THE MINUTES

1. Garage Access: The new remote transmitters for the garage gates will be distributed within the next month. A letter will be sent to all residents and non-resident owners advising them of the change and the key switches will be deactivated once all of the transmitters have been distributed.

2. Mechanical Repairs: The repairs to one garage exhaust fan have been delayed waiting for welding but the motor will be replaced as soon as the motor is replaced.

3. Caretaker: Jean Bennett has returned as caretaker and will be in the office on Monday, Wednesday and Saturday from 10 a.m. to 5 p.m. and Tuesday and Thursday from 2 p.m. to 6 p.m. The Strata Council welcomes her back on behalf of all owners.

OLD BUSINESS

1. Roof Replacement: Replacement of the roof on 365 Ginger Drive has finally commenced and some parts of the sloped roof areas are complete.

2. Leak Repairs:

- Roof leaks: Canstar Restorations has been working on the repairs to 340 resulting from the roof leaks but are not progressing very slowly. Canstar will be requested to complete the work as quickly as possible. A number of roof leak repairs are also required in 365 and a list will be faxed to the property manager.
- Hot Water Tank Leak: Another hot water tank leak has caused damage to a suite and a contractor has been contacted for an estimate. The cost will be charged to the suite with the leak.
- Outside wall: A leak has been identified in a ground floor suite from the exterior membrane. The owner will be advised to put a fan in his suite to ensure that the area is well ventilated to prevent mould forming. A contractor will be called to quote on the repairs.

3. Noise Complaints: A further letter of complaint was received concerning excessive noise coming from a suite, along with a variety of other transgressions of the bylaws. It was noted that the owner of the suite attempted to evict the tenants but lost the arbitration and the tenants continue to be a problem. It was suggested that the strata corporation pursue an eviction and that other witnesses and evidence be accumulated. Further breach notices will be given to the tenants as complaints are lodged.

A number of complaints were also received regarding another suite and letters have been sent. Also a request has been delivered to provide an explanation of the renovations that have been done in the suite.

4. Parking & Access Easements: A review of the parking and access easements pertaining to the street parking appears to indicate that there are cross easements over the street parking and that both Fraser Mews and Queens Park Coop have access to the street parking. This will be confirmed with the Board of the coop.

5. Bylaw Issues: There are a number of bylaw issues which require attention and sorting out. Parking stalls storage, storage lockers, window coverings, floor renovations and balcony storage are three of the issues and they will be reviewed and if necessary bylaw amendments proposed for the next general meeting.

6. Patio Fence Replacement: Patio fences continue to be a problem and they will be inspected and repaired as the budget permits.

NEW BUSINESS

1. Insurance Renewal: It was noted that the insurance for the property was renewed on December 28, 2007 with a new insurable value of \$22,493,700, an increase of 13% from last year. The increase is the result of construction cost increases.

2. Snow Removal: It was noted that the snow removal was hampered this year by the volume and it was suggested that better snow removal equipment be purchased for the maintenance caretaker and that the roads be put out to a service contract. This will be investigated with several contractors and the city.

3. Water Heaters: As a result of two recent leaks from water heaters, owners are reminded that the water heaters are their responsibility and if their water heater leaks and damages another suite, the owner whose water heater leaked is responsible for the cost of the repairs to the other suite(s). Therefore it is wise to replace the water heater before it leaks to avoid any liability for damage to other suites.

NEXT MEETING

The next meeting of the Strata Council will be held on March 5, 2008 at 7:00 p.m. in the office.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:40 p.m.

MINUTES OF A MEETING OF THE STRATA COUNCIL,
STRATA PLAN NW 2410 HELD ON
NOVEMBER 6, 2007
IN THE OFFICE, 385 GINGER DRIVE, NEW WESTMINSTER, B.C.

PRESENT

Dean Gillani President
David Hummel
Foster McWilliams
Shane Kurschenska
George Specht

Ian MacKay, IJM Properties Ltd.

The meeting was called to order at 7:05 p.m. by Dean Gillani, President.

MINUTES

The minutes of the meeting of the Strata Council held on September 18, 2007 were reviewed and IT WAS MOVED by Shane Kurschenska and seconded by David Hummel that the minutes be approved as circulated.

CARRIED

FINANCIAL REPORT

1. Financial Statements: The financial statements for the period ended September 30, 2007 were reviewed and it was noted that the cost of cleaning the drain lines will result in a deficit for the year. However, this is a periodic cost that will not occur again for several years.

2. Arrears: The arrears report was reviewed and there were two accounts that were overdue and will be followed up to ensure they are brought current. Interest will be charged on overdue assessments from July 1, 2006 and if the accounts are not brought current, liens will be filed and legal action taken. In addition, interest will be charged of the developer accounts outstanding at 6% per annum. It was noted that the developer accounts are now down to \$32,500 from \$60,000.

After discussion, IT WAS MOVED by Dean Gillani and seconded by George Specht that the financial statements and arrears report be approved as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

1. Garage Access: The new remote transmitters for the garage gates are being coded and will be available for distribution in December. Once distributed, the key switches will be deactivated.

2. Mechanical Repairs: The repairs to the garage exhaust fans have been completed except for one which requires welding and parts. A quote is being sent for completion of the repairs.

OLD BUSINESS

1. Roof Replacement: Replacement of the roof on 365 Ginger Drive continues to be an issue with the contractor not keeping his start dates. The property manager is contacting him regularly and would have found another contractor but for the excellent price for the roof.

2. Leak Repairs:

- Roof leaks: The repair quote from Belfor Restoration was received and because of the amount, another quote was requested from Canstar Restorations. Canstar's quote was less and therefore the contract for repairs was awarded to them. Repairs have been started but are not progressing very quickly and Canstar will be requested to complete the work as quickly as possible. A request was received for reimbursement of the electricity used for the fans and it was agreed that the increase was properly substantiated and therefore could be paid.

- Outside wall: The apparent leak from an outside wall into a suite has been traced to the roof area and when the roof is replaced, there should be no further problem and the suite will be repaired.

3. Garden Maintenance: A request was received from a neighbouring building to prune the hedge that belongs to the strata corporation on the other buildings side of the hedge. An inspection of the hedge between Fraser Mews and the property to the east indicates that the strata corporation's side is properly trimmed. Therefore it was agreed the neighbouring property should prune their side without participation by Fraser Mews.

4. Parking Stall Storage: Enforcement of storage in parking stalls will be deferred until after the parking stall list is confirmed. It was noted that the rules of the strata corporation prohibit storage of personal goods in parking stalls.

5. Storage Lockers & Parking Stalls: A final letter has been sent to residents regarding the parking stalls and storage lockers that they are using. Allocations of lockers will be made from the information available from the responses.

6. Balcony Issues: Owners are reminded that the rules of the strata corporation prohibit hanging planters, lights and other items on balconies.

7. Noise Complaint: A further letter of complaint was received concerning excessive noise coming from a suite, along with a variety of other transgressions of the bylaws. It was noted that some of the transgressions are not something that could be used when seeking an eviction. However, a further breach notice will be given to the tenants causing the problem and hopefully the problem can be corrected or the tenants evicted.

8. Garage Door Collision: A car backed into the garage door of 340 causing damage to the door. A claim has been filed with ICBC and it appears likely that the claim will be paid in full.

9. Parking & Access Easements: A review of the parking and access easements pertaining to the street parking will be carried out to determine what the rights of the various properties are concerning parking.

NEW BUSINESS

1. 2008 Budget: The budget for the 2008 fiscal year was reviewed and several changes made to reduce expenses. However, in spite of the reductions, it will still be necessary to increase maintenance fees by 4% in 2008. After further discussion, it was agreed that the budget be presented to the AGM as amended.
2. Patio Fence Replacement: A request was received for reimbursement of costs to repair a patio fence. It was agreed that a member of the strata council check the work and a decision will be made at the next meeting.
3. Maintenance Caretaker Salary: A request was received from the maintenance caretaker for an increase in salary. After discussion, it was agreed that the caretaker be given a reduced increase to recognize the extra work he is now doing.
4. Building Manager Replacement: Nicole Froats has advised that she is pregnant and expecting a baby in February. A search has been commenced for a replacement. The strata council wishes Nicole all the best

NEXT MEETING

The next meeting will be determined after the AGM on December 10, 2007. Proper notice will be given.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:30 p.m.

MINUTES OF A MEETING OF THE STRATA COUNCIL,
STRATA PLAN NW 2410 HELD ON
SEPTEMBER 18, 2007
IN THE OFFICE, 385 GINGER DRIVE, NEW WESTMINSTER, B.C.

PRESENT

Dean Gillani President
David Hummel
Foster McWilliams
Shane Kurschenska
Wilfred Janzen

Ian MacKay, IJM Properties Ltd.

The meeting was called to order at 7:15 p.m. by Dean Gillani, President.

MINUTES

The minutes of the meeting of the Strata Council held on August 21, 2007 were reviewed and IT WAS MOVED by Shane Kurschenska and seconded by Wilfred Janzen that the minutes be approved as circulated.

CARRIED

FINANCIAL REPORT

1. Financial Statements: The financial statements for the period ended August 31, 2007 were reviewed and it was noted that although there were some significant variances in the expense accounts, the net result was favourable.

2. Arrears: The arrears report was reviewed and there were two accounts that were overdue and will be followed up to ensure they are brought current. Interest will be charged on overdue assessments from July 1, 2006 and if the accounts are not brought current, liens will be filed and legal action taken. In addition, interest will be charged of the developer accounts outstanding at 6% per annum.

After discussion, IT WAS MOVED by Dave Hummel and seconded by Shane Kruschenska that the financial statements and arrears report be approved as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

1. Graffiti Removal: Removal of graffiti on the buildings has been done.

OLD BUSINESS

1. Roof Replacement: Replacement of the flat roof on 365 Ginger Drive will commence in the next two weeks according to the contractor, weather permitting. It was noted that the holdback from the 340 roof has not been released pending determination of the insurance status for the leaks in 340.

2. Leak Repairs:

- Roof leaks: The insurance adjuster has inspected the suites damaged by the roof leak and is waiting for the repair quote from Belfor Restoration. A claim has been submitted to the strata corporation for reimbursement of the electricity used for the fans and it was agreed that the increase was properly substantiated and therefore could be paid.
- Hot water tank: The insurance adjuster for the owner whose tank leaked has inspected the suites and will arrange repairs.
- Outside wall: The apparent leak from an outside wall into a suite is being investigated and once the cause is determined, the area and the suite will be repaired.

3. Garden Maintenance:

- Plant care: Shane Kruschenska will show Nicole the areas that are of concern and the maintenance caretaker will be shown what improvements are required.
- Neighbouring hedge: A request has been received from a neighbouring building to prune the hedge that belongs to the strata corporation on their side of the hedge. After brief discussion, it was agreed to defer a decision until the next meeting to allow time for the Strata Council to inspect the area.

4. Garage Security: A quote was received for installation of a new garage door opening system that will use a transmitter to open the garage doors rather than keys and air hoses. After discussion about the quote and alternatives, it was agreed that the quote be accepted. Owners will be required to purchase the transmitters at cost.

5. Parking Stall Storage: It has been noted that a number of owners have items stored in their parking stalls and they will be advised to remove the items to their storage lockers. It was noted that the rules of the strata corporation prohibit storage of personal goods in parking stalls. Enforcement will be deferred until after the parking stall list is confirmed.

6. Mechanical Repairs: A second quote was received for investigation of the problems with the garage fans and it was agreed that the quote be accepted with the understanding that any repairs be carried out immediately and the cost will be over and above the initial investigation.

7. Storage Lockers & Parking Stalls: An initial letter has been sent to residents regarding the parking stalls and storage lockers that they are using. The response has not been satisfactory. Another letter will be sent and then allocations will be made from the information available.

8. Balcony Issues: It was noted that a number of owners are using their balconies for storage, hanging planters, lights and other items that are not permitted by the bylaws. It was agreed that notices will be given to remove items that are not permitted and fines may then be levied.

9. Renovation Request: Clarification was requested from an owner requesting permission to renovate her suite and clarification was received. It was agreed that provided there were no pipes or ducts in the area that she wished to renovate, she could proceed.

NEW BUSINESS

1. Noise Complaint: A complaint was received concerning excessive noise coming from a suite, along with a variety of other transgressions of the bylaws. After discussion, it was agreed that the tenants be fined and if the problems persist, the strata corporation will seek eviction.
2. Garage Door Collision: A car was backing into the garage but too slowly and the door started coming down before the safety beam was activated. The door hit the back of the car and the door was damaged. A claim has been filed with ICBC for the cost of repairing the garage door.
3. Parking & Access Easements: After the Fraser Mews Parking Only signs were installed, a representative from a neighbouring property advised the caretaker that the signs contravened a settlement of previous parking issues between the properties. The Property Manager will investigate the easements and advise.
4. Annual General Meeting: The annual general meeting will be held on November 20, 2007. Proper notice will be given.
5. Tankless Hot Water Tanks: A request was received to install an instant ("tankless") hot water system in a suite instead of replacing the existing hot water tank with another. Information was provided to the Strata Council and it was agreed that the Strata Council would investigate the systems and determine if it would be acceptable in the buildings.

NEXT MEETING

The next meeting of the Strata Council will be on Tuesday, October 23, 2007 at 7:00 p.m. in the office.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:50 p.m.

MINUTES OF A MEETING OF THE STRATA COUNCIL,
STRATA PLAN NW 2410 HELD ON
AUGUST 21, 2007
IN THE OFFICE, 385 GINGER DRIVE, NEW WESTMINSTER, B.C.

PRESENT

Dean Gillani President
David Hummel
Foster McWilliams
Shane Kurschenska

Ian MacKay, IJM Properties Ltd.

The meeting was called to order at 7:10 p.m. by Dean Gillani, President.

GUEST BUSINESS

Kevin Jay -- Select Roofing: Kevin was asked to appear before the Strata Council to discuss problems with the roof at 340 and make arrangements for re-roofing 365. It was agreed that a holdback of 10% be retained from the payment for 340 pending the outcome of the insurance investigation of the leaks. It was also agreed that once materials for 365 are on site, a deposit of \$50,000 will be made for the roof of 365 but he must commit to starting immediately. Kevin agreed and after further discussion, withdrew from the meeting.

MINUTES

The minutes of the meeting of the Strata Council held on July 17, 2007 were reviewed and IT WAS MOVED by Shane Kurschenska and seconded by David Hummel that the minutes be approved as circulated.

CARRIED

FINANCIAL REPORT

1. Financial Statements: The financial statements for the period ended July 31, 2007 were reviewed and the property manager was requested to list the prepaid expenses. The Property Manager will check and confirm the amortization period at the next meeting.

2. Arrears: The arrears report was reviewed and there were two accounts that were overdue and will be followed up to ensure they are brought current. Interest will be charged on overdue assessments from July 1, 2006 and if the accounts are not brought current, liens will be filed and legal action taken. In addition, interest will be charged of the developer accounts outstanding at 6% per annum.

After discussion, IT WAS MOVED by Dean Gillani and seconded by Foster McWilliams that the financial statements and arrears report be approved as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

1. Roof Replacement: Replacement of the flat roof on 340 Ginger Drive has been completed. It was noted that the leaks caused during the re-roofing process were primarily caused by a plugged drain. The drain has been cleaned and the insurance company contacted regarding the damage to various suites. The roofer will move

over to 365 immediately to be sure that roof is completed this fall. It is hoped that the roof on 365 will be complete by mid October.

2. Fraser Mews Signs: Installation of Fraser Mews parking signs has been completed on the north side of Ginger Drive and in the cul-de-sac.

3. Window Repairs: Repairs to windows in a number of suites have been completed.

4. Garbage Bin Enclosure: A new garbage bin enclosure has been constructed around the bin at 385 to replace the rotten enclosure.

OLD BUSINESS

1. Leak Repairs: The insurance company has been into most suites to inspect the damage from the plugged roof drain and it appears that coverage will not be a problem. It was noted that the problem was compounded because the drain pipe had not been properly installed when the building was constructed advised and will be sending an adjuster out to inspect the damaged suites. It was also noted that there was a leak from a hot water tank and that will be addressed by the owners insurance. There was also a leak on an outside wall that is being investigated and will be addressed.

2. Garden Maintenance: It was noted that some plants planned for removal are still in the gardens. The maintenance caretaker will be instructed on which plants to remove. In addition, it was noted that the ivy around the buildings must be kept off the building and will be cut back by the maintenance caretaker.

3. Garage Key Switch: A quote has been requested to change the operation of the garage door when leaving to a key switch instead of the air hose. The quote has not been supplied yet and will be followed up.

4. Parking Stalls: It was noted that a number of owners have items stored in their parking stalls and they will be advised to remove the items to their storage lockers. It was noted that the rules of the strata corporation prohibit storage of personal goods in parking stalls.

5. Mechanical Repairs: A second quote has been requested for repairs to the garage fans. It was agreed that the repairs be carried out once the second quote is obtained.

6. Storage Lockers & Parking Stalls: It was noted that there have been several problems with real estate agents giving prospective purchasers of suites wrong information about storage lockers and parking stalls. A survey will be carried out to determine the current allocation of storage lockers and parking stalls and then a decision made on dealing with the problems that have arisen.

7. Balcony Issues: It was noted that the bylaws and rules of the strata corporation govern the use of balconies and there are a number of suites that are in contravention of the bylaws and rules. A general letter will be sent to all owners and tenants advising them of the bylaws and rules and then a follow up letter will be sent to those who do not comply.

NEW BUSINESS

1. Request for Renovation Permission: A letter was received from an owner requested permission to make modifications to her kitchen. It was not clear to the Strata Council exactly what she was requesting and clarification will be requested.
2. Graffiti: It was noted that there were several areas around the buildings where graffiti has been painted on walls or doors. The maintenance caretaker will be requested to remove it immediately.

NEXT MEETING

The next meeting of the Strata Council will be on Tuesday, September 18, 2007 at 7:00 p.m. in the office.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:35 p.m.

MINUTES OF A MEETING OF THE STRATA COUNCIL,
STRATA PLAN NW 2410 HELD ON
JULY 17, 2007
IN THE OFFICE, 385 GINGER DRIVE, NEW WESTMINSTER, B.C.

PRESENT

Dean Gillani President
George Specht Treasurer
Wilfred Janzen
Foster McWilliams
Noordin Jesani

Regrets: Shaira Shamji
 David Hummel

Ian MacKay, IJM Properties Ltd.

Observer: Shane Kurschenska

The meeting was called to order at 7:10 p.m. by Dean Gillani, President.

MINUTES

The minutes of the meeting of the Strata Council held on June 18, 2007 were reviewed and IT WAS MOVED by George Specht and seconded by Foster McWilliams that the minutes be approved as circulated.

CARRIED

FINANCIAL REPORT

1. Financial Statements: The financial statements for the period ended June 30, 2007 were reviewed and there was a further question regarding amortization of prepaid expenses. The Property Manager will check and confirm the amortization period at the next meeting.

2. Arrears: The arrears report was reviewed and there were two accounts that were overdue and will be followed up to ensure they are brought current. Interest will be charged on overdue assessments from July 1, 2006 and if the accounts are not brought current, liens will be filed and legal action taken.

After discussion, IT WAS MOVED by Wilfred Janzen and seconded by George Specht that the financial statements and arrears report be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES

1. Roof Replacement: Replacement of the flat roof on 340 Ginger Drive is in process. It was noted that the roofer will be asked to move over to 365 immediately after completing the roof on 340 to be sure that the roofing project is completed this year.

2. Telephone Service: It was noted that one telephone line has been deleted from the office service because it was not necessary and it will save several hundred dollars per year.

3. Towing Signs: Towing signs have been installed in the cul de sac and owners are reminded that they may be towed if they park in the fire lane. In addition, Fraser Mews signs will be posted in the cul de sac to identify stalls reserved for Fraser Mews owners and tenants.

4. Drain Cleaning: Cleaning of the roof drains has been completed.
5. Vent Cleaning: Cleaning of the dryer vents in the laundries has been completed.
6. Carpet Cleaning: Cleaning of the carpets in selected common areas has been completed.

OLD BUSINESS

1. Leak Repairs: Belfor Restoration has been engaged to repair suites damaged by the roof leaks and a leak from a hot water tank. The insurance company has also been advised and will be sending an adjuster out to inspect the damaged suites.
2. Garden Maintenance: It was noted that the gardens are generally looking much better. Certain plants that are either dead or unsightly will be removed from the garden areas.
3. Window Repairs: Quotes for repairs to windows with broken seals were reviewed and it was agreed that the repairs go ahead with Associated Window Repairs.
4. Garage Key Switch: A quote has been requested for installation of a key switch on each garage door on the inside so that the air hoses can be removed. In addition, a quote will be obtained for installation of a remote system with coded transmitters so that the keys can be eliminated.
5. Parking Stall Storage: It was noted that storage of personal goods in parking stalls is prohibited and letters will be written to owners or tenants with items stored in their parking stalls.
6. Mechanical Repairs: A quote has been received for repairs to the garage fans. It was agreed that another quote be obtained for comparison.
7. Garbage Bin Enclosure: A quote was received for replacement of the garbage bin enclosure and after discussion, it was agreed that the enclosure be replaced and the quote accepted.

NEW BUSINESS

1. Hot Water Tank Leak: It was noted that a hot water tank leaked and damaged four suites. The insurance company has been contacted and a restoration company is drying the suites out.
2. Storage Lockers: A letter was received from a new owner about the storage lockers. It was noted that town houses are supposed to have in suite storage. A survey will be carried out to establish how many lockers there are in each building, who has them and who should have them. The new owner will be allocated a storage locker once the survey is complete.
3. Fire Hazards: It was noted that there are some suites with various candle holders on their balconies and patios and these could be a fire hazard if not properly tended. A letter will be written to those identified as having candles that could be dangerous.
4. Resignation: The resignation of Shaira Shamji as a member of the Strata Council was received. After brief discussion, the resignation was accepted and it was proposed that Shane Kurschenska be appointed to replace

Shaira. Accordingly, IT WAS MOVED by Foster McWilliams and seconded by George Specht that in accordance with the provisions of the bylaws of the strata corporation, Shane Kurschenska be appointed to the Strata Council to fill the vacancy created by the resignation of Shaira Shamji.

CARRIED

NEXT MEETING

The next meeting of the Strata Council will be on Tuesday, August 21, 2007 at 7:00 p.m. in the office.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:25 p.m.

MINUTES OF A MEETING OF THE STRATA COUNCIL,
STRATA PLAN NW 2410 HELD ON
JUNE 18, 2007
IN THE OFFICE, 385 GINGER DRIVE, NEW WESTMINSTER, B.C.

PRESENT

Dean Gillani President
George Specht Treasurer
Dave Hummel
Wilfred Janzen
Foster McWilliams (Part)

Regrets: Noordin Jesani
 Shaira Shamji

Ian MacKay, IJM Properties Ltd.

Observer: Shane Kurschenska

The meeting was called to order at 7:05 p.m. by the Dean Gillani, President.

MINUTES

The minutes of the meeting of the Strata Council held on May 22, 2007 were reviewed and IT WAS MOVED by George Specht and seconded by Wilfred Janzen that the minutes be approved as circulated.

CARRIED

It was noted that minutes of the meetings will be posted in the office for those who wish to read them or obtain a copy.

FINANCIAL REPORT

1. Financial Statements: The financial statements for the period ended May 31, 2007 were reviewed and it was noted that the amortization of prepaid expenses and water and sewer accounts required adjustments. The Property Manger will make the necessary adjustments.

2. Arrears: The arrears report was reviewed and there were several accounts that were overdue and will be followed up to ensure they are brought current. Interest will be charged on overdue assessments from July 1, 2006 and if the accounts are not brought current, liens will be filed and legal action taken.

After discussion, IT WAS MOVED by David Hummel and seconded by George Specht that the financial statements and arrears report be approved subject to adjustment of the prepaid expenses and water & sewer accounts.

CARRIED

BUSINESS ARISING FROM THE MINUTES

1. Roof Replacement: The roofer has been contacted again to proceed with the roofing as quickly as possible. It was noted that some equipment is on site but that the roofing has not yet started. The Property Manager will continue to contact him until the roofing commences.

OLD BUSINESS

1. Drain Lines: Roto Rooter has been contacted to clean the drain lines and residents will be given notice when the work is going to proceed.
2. Vent Cleaning: Vent cleaning and it will be done on July 3.
3. Carpet Cleaning: Carpet cleaning has been ordered but no date has been set at this time. It is expected within the next two weeks.
4. Leak Repairs: Some leak repairs have been completed but there are several suites with damage resulting from roof or plumbing leaks and those repairs will be done as soon as the roofing is complete.
5. Garden Maintenance: It was suggested that certain plants that were either dead or unsightly be removed from the garden areas. It was also suggested that a garden committee be struck to make recommendations to the Strata Council and improve the overall appearance of the property. It was also noted that owners with grass in their patio areas must trim their own grass.
6. Telephone Services: A list of the telephone services was reviewed and it was agreed that one line be discontinued and the bundle be reviewed to determine if it is necessary.

Foster McWilliams arrived at the meeting.

NEW BUSINESS

1. Minutes: It was noted that the minutes of meetings will be posted in the office and owners can take copies if required. It was also agreed that the file be checked to ensure that all minutes are in the file.
2. Window Repairs: A quote was received for repairs to a number of windows and a second quote will be obtained. It was agreed that the lower quote be accepted and the repairs carried out.
3. Fire Lane: It was noted that the fire lane area in the cul de sac is often used for parking and towing signs will be installed and cars removed if found parked in the fire lanes.
4. Noise Complaint: A complaint was received from an owner regarding a neighbour constantly moving furniture and watering plants in a manner that causes water to run onto the patio below. A letter will be sent to the resident causing the problems.
5. Building Security: A quote will be obtained for installation of a key switch inside that garage so that the air hose can be removed. A person wishing to drive out of the garage would then have to have a key in order to leave the garage. This would help protect against car theft.
6. Parking Stall Storage: It was noted that there were some parking stalls with significant amounts of storage in them. Rule 1(e) provides that parking stalls may not be used for the storage of other than one automobile and no storage, boxes or structures of any kind are allowed in any parking spaces. Residents with storage in parking stalls will be contacted.

7. Volunteers: It was noted that any residents wishing to volunteer for the gardening committee or with skills in carpentry, plumbing or electrical should contact the Building Manager, Nicole, or the Property Manager if they would like to offer their time and expertise.

8. Garbage Enclosure: It was noted that the garbage enclosure between Fraser Mews and the coop is in poor condition and a quote will be obtained for repairs or replacement.

NEXT MEETING

The next meeting of the Strata Council will be on Tuesday, July 17, 2007 at 7:00 p.m. in the office.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:20 p.m.

MINUTES OF A MEETING OF THE STRATA COUNCIL,
STRATA PLAN NW 2410 HELD ON
MAY 22, 2007
IN THE OFFICE, 385 GINGER DRIVE, NEW WESTMINSTER, B.C.

PRESENT

Dean Gillani (part)	President
George Specht	Treasurer
Dave Hummel	
Wilfred Janzen	
Foster McWilliams	
Shane Kurschenska	

Regrets: Noordin Jesani

Ian MacKay, IJM Properties Ltd.

The meeting was called to order at 7:15 p.m. by the Dean Gillani, President.

MINUTES

The minutes of the meeting of the Strata Council held on April 25, 2007 were reviewed and IT WAS MOVED by Shane Kurschenska and seconded by Wilfred Janzen that the minutes be approved as circulated.

CARRIED

It was noted that minutes of the meetings will be posted in the office for those who wish to read them or obtain a copy.

FINANCIAL REPORT

1. Financial Statements: The financial statements for the period ended April 30, 2007 were reviewed and it was suggested that one phone line be cancelled if not required. This will be checked.

2. Arrears: The arrears report was reviewed and there were several accounts that were overdue and will be followed up to ensure they are brought current. Interest will be charged on overdue assessments from July 1, 2006 and if the accounts are not brought current, liens will be filed and legal action taken.

After discussion, IT WAS MOVED by Foster McWilliams and seconded by David Hummel that the financial statements and arrears report be approved as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

1. Roof Replacement: The roofer has been contacted to proceed with the roofing as quickly as possible. It was noted that the roofing materials are not on the roof and he will be requested to put them back on the roof immediately.

OLD BUSINESS

1. Drain Lines: A second quote was received for cleaning the drain lines and after discussion, IT WAS MOVED by George Specht and seconded by Wilfred Janzen that the quote of Roto Rooter be accepted with a request for a warranty on their work.

CARRIED

2. Vent Cleaning: A date has been requested for the vent cleaning and it will be done in June.

3. Window Cleaning: The windows were cleaned in accordance with the quote received.

4. Carpet Cleaning: A list of carpet areas to be cleaned has been given to the cleaners and the work will be done in June. Only those areas that require cleaning will be done.

5. Leak Repairs: There are several suites with damage resulting from roof or plumbing leaks and the repairs will be done as soon as the roofing is complete.

Dean Gillani arrived at the meeting.

6. Cleaning Contract: A request for an increase in the amount of the cleaning contract was reviewed and it was agreed that there is no room in the budget to increase the contract this year. The contractor will be advised.

7. Garden Maintenance: Gardening equipment has been purchased and the maintenance caretaker will be maintaining the lawns and gardens. A decision to purchase a blower was deferred to see if it is required.

8. Lighting Upgrades: Information regarding the cost of carrying out a lighting upgrade was received but it was decided that the upgrade should be deferred until after the roof replacement and other projects are completed.

9. Mechanical Maintenance: A quote was received from Latham's regarding repairs and upgrades to the garage exhaust fans. It was agreed that no action be taken until there is a problem and then another quote will be obtained before proceeding.

NEW BUSINESS

1. Telephones: It was noted during the discussion of the financial statements that the cost of telephones appears to be excessive and the telephone services will be reviewed to determine if they are all necessary.

2. Balcony Plants: At this time of year, many residents like to place plants on their balconies and patios. However, it is important to remember that there are other suites below balconies and residents with plants on balconies should have their plants in pans that catch any water from watering the plants. It is not fair to the residents below to have water dripping onto their balcony or patio.

3. Graffiti: It was noted that there were several places where graffiti has been placed on the buildings. The maintenance caretaker will be requested to remove it.

4. Grow Ops: It was noted that grow ops are becoming more prevalent in apartments and townhouses and residents are reminded to report any unusual activity or odours to the building caretaker for investigation.

NEXT MEETING

The next meeting of the Strata Council will be on Monday, June 18, 2007 at 7:00 p.m. in the office.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:30 p.m.

MINUTES OF A MEETING OF THE STRATA COUNCIL,
STRATA PLAN NW 2410 HELD ON
APRIL 25, 2007
IN THE OFFICE, 385 GINGER DRIVE, NEW WESTMINSTER, B.C.

PRESENT

Dean Gillani President
George Specht Treasurer
Dave Hummel
Noordin Jesani
Wilfred Janzen
Foster McWilliams

Regrets: Shaira Shamji

Ian MacKay, IJM Properties Ltd.
Jean Bennett, Resident Manager

The meeting was called to order at 7:40 p.m. by the Dean Gillani, President.

MINUTES

The minutes of the meeting of the Strata Council held on March 20, 2007 were reviewed and IT WAS MOVED by Wilfred Janzen and seconded by Foster McWilliams that the minutes be approved as circulated.
CARRIED

It was noted that minutes of the meetings will be posted in the office for those who wish to read them or obtain a copy.

FINANCIAL REPORT

1. Financial Statements: The financial statements for the periods ended February 28 and March 31, 2007 were reviewed and several variances discussed.

2. Arrears: The arrears report was reviewed and there were several accounts that were overdue and will be followed up to ensure they are brought current. Interest will be charged on overdue assessments from July 1, 2006 and if the accounts are not brought current, liens will be filed and legal action taken.

After discussion, IT WAS MOVED by George Specht and seconded by Wilfred Janzen that the financial statements and arrears report be approved as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

1. Roof Replacement: The roofer has not started on the flat roof areas and he will be requested to proceed as soon as possible. In the meantime, he will be reminded to protect the roof areas with tarps to prevent leaks. It was also noted that there were no vents in some areas of the sloped roofs and he will be reminded to install them.

4. Pressure Reducing Valve (PRV): Progressive Plumbing was requested to inspect the PRV and although it is rusted, they report that it is best to leave it until it wears out.

OLD BUSINESS

1. Drain Lines: One quote was obtained for cleaning of the sanitary drain lines. It was noted that there have been some problems with gurgling pipes and this may be because the lines are restricted. Two more quotes will be obtained before a decision is made to proceed.
2. Vent Cleaning: A quote was received for cleaning of the dryer vents and it was agreed that the work be done in June.
3. Window Cleaning: A quote was obtained for cleaning the windows and it was agreed that all inaccessible and common area windows be cleaned.
4. Carpet Cleaning: Cleaning of the carpets will be planned for June. Only those areas that require cleaning will be done.
5. Request for Reimbursement: An owner submitted a claim for reimbursement of costs of repairing her suite after a leak. After review of the circumstances, and the amount, it was agreed that her claim was valid and she should be paid.

NEW BUSINESS

1. Staff: It was noted that Jean Bennett will be retiring and a candidate for replacing her was interviewed at the start of the meeting. After discussion, it was agreed that Nicole Froats be hired as the caretaker to replace Jean Bennett, subject to checking her references. If references check out, Nicole will be requested to start on May 1, 2007 to have the benefit of Jean's assistance during her orientation. It was noted that Nicole has a holiday booked and will be away from May 18 to 31. Jean will relieve for her during that time.
2. Cleaning Contract: A letter was received from the cleaning contractor requesting an increase in her monthly contract. It was agreed that a competitive quote be obtained to determine if the request is reasonable.
3. Mechanical Maintenance: A letter was received from Lathams Limited regarding proposed maintenance work on fans units and motors in the buildings. Further information will be requested before proceeding.
4. Lighting Upgrades: It was noted that there are certain incentive programs available for upgrading lighting to eliminate incandescent bulbs. The City of New Westminster has an incentive program and they will be contacted to determine what the incentives are that might apply to Fraser Mews.

NEXT MEETING

The next meeting of the Strata Council will be on Tuesday, May 22, 2007 at 7:00 p.m. in the office.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:50 p.m.

MINUTES OF A MEETING OF THE STRATA COUNCIL,
STRATA PLAN NW 2410 HELD ON
MARCH 20, 2007
IN THE OFFICE, 385 GINGER DRIVE, NEW WESTMINSTER, B.C.

PRESENT

Dean Gillani President
George Specht Treasurer
Dave Hummel
Foster McWilliams

Regrets: Noordin Jesani
 Shaira Shamji
 Wilfred Janzen

Ian MacKay, IJM Properties Ltd.
Jean Bennett, Resident Manager

The meeting was called to order at 7:15 p.m. by the Dean Gillani, President.

MINUTES

The minutes of the meeting of the Strata Council held on February 20, 2007 were reviewed and IT WAS MOVED by George Specht and seconded by Dave Hummel that the minutes be approved as circulated.

CARRIED

It was noted that minutes of the meetings will be posted in the office for those who wish to read them or obtain a copy.

FINANCIAL REPORT

1. Financial Statements: The financial statements for the periods ended January 31, 2007 were reviewed and it was noted that there were questions on several accounts and the Property Manager review what has been charged to the accounts and how the budget has been allocated.

2. Arrears: The arrears report was reviewed and there were several accounts that were overdue and will be followed up to ensure they are brought current. Interest will be charged on overdue assessments from July 1, 2006 and if the accounts are not brought current, liens will be filed and legal action taken.

After discussion, IT WAS MOVED by George Specht and seconded by Dave Hummel that the financial statements and arrears report be approved subject to investigation of the items noted.

CARRIED

REPORTS

1. Unapproved Expenditures: There are no unapproved expenditures to report.

2. Litigation: The Strata Council is not aware of any litigation against the strata corporation.

BUSINESS ARISING FROM THE MINUTES

1. Roof Replacement: The roofer will start on the flat roof when the weather improves enough so that they can count on a good stretch long enough to complete the job. The Property Manager advised that the roof assessment funds are in a GIC pending their use.

2. Tree Removal: It was noted that nine trees were removed from the gardens over the parking garage. It was noted that the large trees on top of the garage slab damage both the slab as they gain weight and the membrane as the roots spread and further trees will be removed over the year.

3. Insurance Appraisal: The insurance appraisal proposal was accepted for the remaining year of the program. The next appraisal update will be carried out in 2008.

3. Supplier Contract Renewals: it was noted that the maintenance contract for Richmond Elevator Maintenance was renewed for one year. A quote was received from another supplier for waste disposal services for a lesser amount and it was agreed that the contract be awarded to the Smithrite for one year.

OLD BUSINESS

1. Drain Lines: A quote will be obtained for cleaning of the sanitary drain lines. It was noted that there have been some problems with gurgling pipes and this may be because the lines are restricted.

NEW BUSINESS

1. Vent Cleaning: A quote will be obtained for cleaning the dryer vents in the three buildings. It was noted that owners on the main floor that have dryers should inspect and clean them at least once a year to ensure they are clear.

2. Window Cleaning: A quote will be obtained for cleaning of all inaccessible exterior windows.

3. Carpet Cleaning: Carpet cleaning will be arranged for late May. The Property Manager and the building caretaker will inspect the carpets and determine what areas should be done.

4. Pressure Reducing Valve (PRV): It was noted that the PRV in one building is rusted and the mechanical maintenance company will be requested to check it to ensure it is in good working order.

NEXT MEETING

The next meeting of the Strata Council will be on Wednesday, April 25, 2007 at 7:00 p.m. in the office.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 7:55 p.m.

MINUTES OF A MEETING OF THE STRATA COUNCIL,
STRATA PLAN NW 2410 HELD ON
FEBRUARY 20, 2007
IN THE OFFICE, 385 GINGER DRIVE, NEW WESTMINSTER, B.C.

PRESENT

George Specht Treasurer
Dave Hummel
Foster McWilliams
Shaira Samji

Ian MacKay, IJM Properties Ltd.
Jean Bennett, Resident Manager

The meeting was called to order at 7:00 p.m. by the Property Manager, Ian MacKay.

MINUTES

The minutes of the meeting of the Strata Council held on November 7, 2006 were reviewed and IT WAS MOVED by George Specht and seconded by Dave Hummel that the minutes be approved as circulated. CARRIED

FINANCIAL REPORT

1. Financial Statements: The financial statements for the periods ended December 31, 2006 were reviewed and it was noted that there were three accounts that were significantly over budget and they will be investigated to ensure the costs were accurate.
2. Arrears: The arrears report was reviewed and there were several accounts that were overdue and will be followed up to ensure they are brought current.

After discussion, IT WAS MOVED by Foster McWilliams and seconded by Dave Hummel that they be approved subject to investigation of the items noted.

CARRIED

REPORTS

1. Unapproved Expenditures: There are no unapproved expenditures to report.
2. Litigation: The Strata Council is not aware of any litigation against the strata corporation.

BUSINESS ARISING FROM THE MINUTES

1. Roof Replacement: It was noted that all of the lower sloped roofs on 340 have been completed and the roofer will start on the top sloped roof as weather permits. The roofer will start on the flat roof when the weather improves enough so that they can count on a good stretch long enough to complete the job.
2. Parking: It was noted at the AGM that there were issues with the visitors parking and it will be reviewed to determine what can be done to improve control of the visitors parking.

OLD BUSINESS

1. Tree Removal: Several trees have been proposed for removal and a request has been received from an owner to remove a tree from their front door area. The removal will be coordinated with the tree committee and the request of the owner was approved.
2. Fences: It was noted that the repair of the fences is high on the list of priorities but that the replacement of the roofs is the first priority and any work on the fences will be deferred until the roofs are finished.

NEW BUSINESS

1. Insurance Appraisal: A letter was received from Suncorp Valuations Ltd. regarding the insurance appraisal for Fraser Mews. The letter offered to extend the appraisal service for the last year of the program at the same price and the Strata Council agreed that the offer should be accepted.
2. Leak Repairs: A letter was received from an owner regarding repairs to her wall from a leak. It was noted that the letter is not clear what the cause of the leak was nor whether it was one leak or two. Further information will be requested from the owner along with a copy of the invoice for repairs.
3. Contracts: Two new contract have been tendered as a result of the change in property management. It was noted that they were for extended terms and it was agreed that the contract would not be renewed for longer than a one year term.
4. In-suite Laundry Request: A request was received from a real estate agent for approval to install in-suite laundry in a suite. It was noted that the buildings provide laundry rooms because the buildings were not designed for in-suite laundry and there could be plumbing and drainage problems if a large number of in-suite laundries were approved. Therefore, it was agreed that the request be denied.
5. Plumbing: It was noted that there are some outstanding plumbing problems and an appointment will be arranged with Progressive Plumbing to review the problems and plan repairs.
6. Drain Lines: It was noted that there were some minor problems with sanitary drain lines and it was suggested that the drain lines may need cleaning. Quotes will be obtained for cleaning the lateral drain lines in the garage.

NEXT MEETING

The next meeting of the Strata Council will be on Tuesday, March 20, 2007 at 7:00 p.m. in the office.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:30 p.m.

**MINUTES OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN NW 2410 - FRASER MEWS**

Held on Tuesday, November 7, 2006
Within the Meeting Room

COUNCIL IN ATTENDANCE:	Dean Gillani	President
	George Specht	Treasurer
	Foster McWilliams	
	Wilfred Janzen	Vice-President
	Ian McKay	
	Noordin Jesani	
GUEST:	Jean Bennett	Resident Manager
SENIOR PROPERTY MANAGER:	Fern Barker	Crosby Property Management Ltd.

The meeting was called to order by the Property Manager, Fern Barker at 7:10 pm.

Cathy Conley resigned from Council.

APPROVAL OF COUNCIL MEETING MINUTES

It was moved/seconded to approve the Council Meeting Minutes for October 11, 2006. CARRIED

APPROVAL OF FINANCIAL STATEMENTS

It was moved/seconded to approve the Financial Statements of September 2006. CARRIED

REPORT ON UNAPPROVED EXPENDITURES

There are no unapproved expenditures to report. The *Strata Property Act* requires that all owners be notified as soon as possible of unanticipated expenditures.

REPORT ON LITIGATION

To the best of our knowledge there is no litigation to report. The *Strata Property Act* requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.

BUSINESS ARISING FROM PREVIOUS MINUTES

Insurance

The insurance renewal had been received and the President asked that the company who quoted the previous year be asked to quote again this year.

Roofing

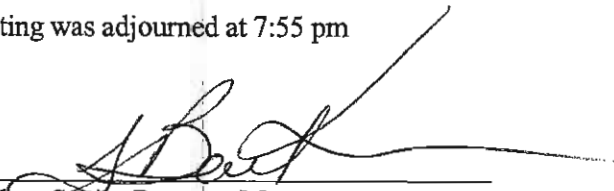
The first building had been completed to the satisfaction of the Council with the full amount paid out. An advance had been given for the materials on the second building. It was agreed to a hold back of 10% on the next two building's final payments.

Budget

A draft budget was reviewed, with changes being made and a budget accepted for presentation to the owners at the AGM scheduled for December 4th.

Minutes of the Council Meeting
The Owners Strata Plan NW 2 10
Held on Tuesday, November 7, 2006

The meeting was adjourned at 7:55 pm



Fern Barker, Senior Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office: (604) 683-8900 (24 Hours) www.crosbypm.com

Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the *Strata Property Act*, will be assessed for replacement copies.

**MINUTES OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN NW 2410 - FRASER MEWS**

Held on Wednesday, October 11, 2006
Within the Meeting Room

COUNCIL IN ATTENDANCE:	Dean Gillani George Specht Cathy Conley Foster McWilliams	President Treasurer
REGRETS:	Wilfred Janzen Ian McKay Noordin Jesani	Vice-President
GUEST:	Jean Bennett	Resident Manager
SENIOR PROPERTY MANAGER:	Fern Barker	Crosby Property Management Ltd.

The meeting was called to order by the Property Manager, Fern Barker at 3:20 pm.

APPROVAL OF COUNCIL MEETING MINUTES

It was moved/seconded to approve the Council Meeting Minutes for April 27, 2006. CARRIED

APPROVAL OF FINANCIAL STATEMENTS

It was moved/seconded to approve the Financial Statements of April, May, June, July and August 2006. CARRIED

REPORT ON UNAPPROVED EXPENDITURES

There are no unapproved expenditures to report. The *Strata Property Act* requires that all owners be notified as soon as possible of unanticipated expenditures.

REPORT ON LITIGATION

To the best of our knowledge there is no litigation to report. The *Strata Property Act* requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.

BUSINESS ARISING FROM PREVIOUS MINUTES

Opening

The President advised that he was unhappy with the service provided by Crosby Property Management as follows:

- The Developer had not paid \$65,000 of the CRF and felt that Crosby should have ensured the funds were received from the developer at the time of turn over.
(The Property Manager explained that Crosby cannot force the developer to pay the outstanding CRF and that it is the responsibility of the Strata Corporation to pursue the developer)
- All 20 of the Developers strata lots were up for sale and collection of the Special Assessment from the developer, which is still outstanding, was assessed against each of the strata lots. The President advised that he would be meeting with the developer who was a friend of his, and attempt to collect the outstanding amounts. (The Property Manager had advised that this was not proper procedure, the developer is a strata lot owner and should be fined and a lien placed on the applicable strata lots as with any other owner).

- The President had spoken with Crosby accounting and had asked if the cheques that a friend of his had sent had been received. The cheques had not been recorded on the account at the time of the call. However, the day of the meeting one of the cheques had been returned to him as it was unsigned. (The Property Manager advised that if there were any concerns with the accounting staff, they should not hesitate to contact the Controller, Wendy).
- The President advised that Council was frustrated with the accounting's collection of arrears. Although fines and interest were not to be assessed until September 1st, he felt that aggressive collection had not taken place. (The Property Manager explained that there is a process in place for collection of strata fees, special assessments and placement of liens and again, recommended that a call to the Controller may have helped).
- The gardeners were to have been let go in May, however had not been. (The Property Manager asked if there was a contract with the gardeners, of which no one was sure. As well, if the on site Manager had been aware that the gardeners were still on site, she should have followed up). The minutes of the last meeting held were reviewed and there was found to be no mention that the gardeners were to be terminated, only that the cleaner was going to take over the work.

Insurance

The insurance renewal had been received and the President asked that the company who quoted the previous year be asked to quote again this year.

Quotes

A recommendation to increase the laundry was not approved.

It was agreed that the quote from Champion Window Cleaning be revisited in the spring, when windows will be done.

A quotation for carpet cleaning was deferred as carpet cleaning will be done in each building after the completion of the roof replacements.

Roofing

Select Roofing advised that they would be completing the first roof by the end of the week. They had been issued an advance payment and would be issued final payment upon review and approval by Foster (Council member) at completion of the first building. There had been three roof leaks during the re-roofing, which had been addressed by Kevins Roofing.

The President advised that he had not been happy that the Property Manager had gone on vacation at the time of the roofing project and that Crosby should not have turned the property over to a Property Manager who was taking vacation at the time of the project.

It was noted that the original quotation had not included the lower shingled roofs and that the cost per building was around \$16,000. This had been approved by the President and an addendum prepared by the Property Manager and signed by both the President and Select Roofing (prior to the roof work being started). The Property Manager advised that the project had been delayed by Select Roofing as a result of a request, prior to releasing any funds, that the liability insurance and Workers Compensation coverage be current.

The President advised that the additional costs could be taken from the CRF and would be voted on at the AGM. However, the Property Manager advised that if the CRF was used, a special resolution needed to be prepared and sent with the AGM agenda package. As well, if consideration was being made for another special assessment, the same would apply.

Budget

A draft budget, with budget notes and a list of all contractors, rates and contract dates was presented to Council. The Strata Council decided to defer the review of the budget.

Minutes of the Council Meeting
The Owners Strata Plan NW 0
Held on Wednesday, October 11, 2006

Termination

At this point of the meeting, the President turned over a letter of termination to Crosby Property Management, to be effective December 1, 2006. The Property Manager signed that she had received a copy of the letter and suggested that a resolution requiring a 3/4 vote of the owners at an AGM or SGM may be required, as Crosby Property Management's contract generally included this clause.

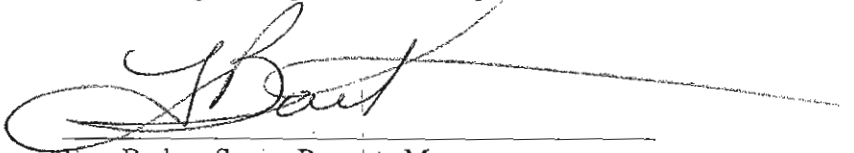
AGM Date

The Property Manager suggested that a date for the AGM should be set, as the Strata year end was September 30th and the AGM is to be held within 60 days of that date. The President advised that the meeting would be held some time in December and that a date would be determined later. However, concern was expressed by the Property Manager that this would be after the 60 days and finding a venue may be difficult in December.

Next Meeting Date

The next Strata Council meeting date was set for November 7th at 7:00 pm.

The meeting was adjourned at 4:35 pm.



Fern Barker, Senior Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office: (604) 683-8900 (24 Hours) www.crosbypm.com

Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the *Strata Property Act*, will be assessed for replacement copies.

**MINUTES
OF THE SPECIAL GENERAL MEETING
THE OWNERS STRATA PLAN NW 2410
FRASER MEWS COURT**

Held on Thursday, April 27, 2006
Within the Centennial Community Centre
65 East 6th Avenue, New Westminster, B.C.

The meeting was called to order at 7:00 pm. Crosby Property Management Ltd. was represented by Judi Schuman.

CALLING THE ROLL AND CERTIFICATION OF PROXIES

The attendance register confirmed at the time of commencement of the meeting there were 31 eligible voters in attendance and 85 represented by proxy for a total of 116. The quorum requirements had been achieved, and the meeting proceeded.

PROOF OF NOTICE

It was moved/seconded that the notice dated April 7, 2006 complied with the notice requirements.
CARRIED.

CONSIDERATION OF RESOLUTION "A" 3/4 VOTE

It was moved/seconded to approve Resolution "A" as follows:

Be it resolved that Strata Corporation NW2410 be authorized to expend a sum of money not exceeding \$450,000.00 for the purpose of re-roofing both the roofs and the sloped roofs on all three buildings and for exterior painting and fence replacement. This expenditure will be funded by a special levy assessed to the owners in proportion to the unit entitlement of their respective strata lots. (schedule attached).

This special levy is due and payable in full immediately upon passage of this Resolution by the owners of record on the date of passage.

Pursuant to Section 108.5 and 108.6 of the Strata Property Act, if any owner is entitled to receive a refund of over \$100.00 from any unused portion of this special levy, a refund will be issued to the current owner(s) at the time of the refund. In the event of a sale, strata lot owners are responsible to make their own private arrangements with the purchaser with regards to the disposition of any refund.

Any special levy outstanding after June 1, 2006 shall be assessed a fine of \$25.00 and a subsequent fine on the first of each month following until paid in full.

The Strata Corporation may, under Section 116 (1) of the Strata Property Act, register a Certificate of Lien against the owner's strata lot for any unpaid special levy.

Minutes of the Special General Meeting
The Owners Strata Plan NW 2410
Held on April 27, 2006

Discussion

The roofs in the complex are twenty years old and require replacement. The original process undertaken by the Strata Council was to have a scope of work outlined by Inter Provincial Inspectors and to take the scope of work to tender. The anticipated costs were approximately one million dollars. The Strata Council then went to contractors who had not bid on the original scope of work and secured quotations of just under four hundred thousand. The quotation does not include "extras". If there are any funds left over after the roofs are replaced, the remaining funds will be used for the fencing and exterior painting.

Council Member, Foster McWilliams will inspect the roofing.

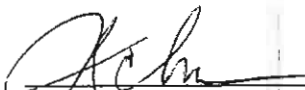
Following the discussion the Chairperson called for the vote, the result being 110 IN FAVOUR, 6 OPPOSED and 0 ABSTAINED. **CARRIED.**

OTHER BUSINESS

The Minutes will be posted on the door so that Residents can read them when the office is closed. The administration office will set up an email distribution of minutes as well.

The underground parking garage is leaking and quotes for repairs will be reviewed by Council.

There being no further business, the meeting was adjourned at 7:50 pm.



Judi Schuman
Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office #(604) 683-8900
www.crosbypm.com

Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.
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**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN NW 2410
FRASER MEWS**

Held on Thursday, March 9, 2006
Within the Meeting Room

COUNCIL IN ATTENDANCE:	Dean Gillani Willfred Janzen George Specht Cathy Conley Foster McWilliams Ian McKay Noordin Jesani	President Vice-President Treasurer
PROPERTY MANAGER:	Judi Schuman	Crosby Property Management Ltd.
BUILDING ADMINISTRATOR:	Jean Bennett	

The meeting was called to order at 7:03 pm.

APPROVAL OF COUNCIL MEETING MINUTES

It was moved/seconded to approve the Council Meeting Minutes for January 30, 2006. CARRIED

Council Meeting Minutes will be available in the Administrative office. The Minutes will not be mailed to on site Owners. This will save the Strata Council both postage and printing costs.

APPROVAL OF FINANCIAL STATEMENTS

It was moved/seconded to approve the Financial Statements to January 2006. CARRIED

REPORT ON UNAPPROVED EXPENDITURES

There are no unapproved expenditures to report. The *Strata Property Act* requires that all owners be notified as soon as possible of unanticipated expenditures.

REPORT ON LITIGATION

To the best of our knowledge there is no litigation to report. The *Strata Property Act* requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.

BUSINESS ARISING FROM PREVIOUS MINUTES

Roof Replacement

Two roof quotations were reviewed that are acceptable to the Strata Council. Further negotiations are underway with the contractors and the required contingencies will be estimated before sending out the notice of meeting for a special resolution to assess the Owners for funding. The Special General Meeting will be held on Thursday April 27th, 2006.

General Maintenance

Caslav and his wife are moving into building at 340 Ginger Drive on April 1st. The rent for the unit will be subsidised by the Strata Corporation. This will be a taxable benefit to Caslav and comes with added duties.

Visitor Parking

There are parking stalls available in the underground for \$ 25.00 per month. Contact the Building Administrator, Jean Bennett if you wish to rent an extra parking stall.

General Maintenance

General maintenance for the spring/summer period will include tree maintenance, fence replacement, washing of the stucco siding and exterior painting.

CORRESPONDENCE

Correspondence was reviewed from a Resident with four vehicles, concerned about the lack of parking in the complex. Extra parking is available for rent in the underground.

There being no further business, the meeting was adjourned at 8:30 p.m. The next Meeting will be held on Thursday, April 27, 2006.



Judi Schuman
Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office: (604) 683-8900 (24 Hours)
www.crosbypm.com

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MINUTES OF THE ANNUAL GENERAL MEETING OF
THE OWNERS, STRATA PLAN NW 2410 HELD ON
DECEMBER 10, 2007
IN ROOM 1, 65 EAST 6TH AVENUE, NEW WESTMINSTER, B.C.

CALL TO ORDER

The meeting was called to order at 7:07 p.m. by Dean Gillani, President of the strata council.

ROLL CALL AND CERTIFICATION OF PROXIES

It was noted that there were 83 members in good standing present in person or by proxy.

DETERMINATION OF QUORUM

It was noted that one third of the members entitled to vote present in person or by proxy constitutes a quorum. Therefore a quorum was 53. A quorum was therefore in attendance and the meeting was duly constituted.

PROOF OF NOTICE OF MEETING

For the record it was noted that Notice of Meeting was duly given on November 20, 2007 in accordance with the requirements of the Strata Property Act.

APPROVAL OF MINUTES

The minutes of the annual general meeting held on December 4, 2006 were circulated with the Notice of Meeting. IT WAS MOVED and seconded that the minutes of the annual general meeting held on December 4, 2006 be approved as circulated.

CARRIED

PRESIDENT'S REPORT

The report of the president was read by Dean Gillani and is attached hereto. There was a question regarding the roof replacement for 365. It was noted that because of the price given by the current contractor, the Strata Council had been reluctant to fire him but it was suggested that he be given a deadline of January 30. Accordingly, IT WAS MOVED and seconded that the roofing contractor be given a letter, directing that he commence replacement of the roof of 365 by January 30, 2008 or his contract would be considered breached and terminated, and that he provide a schedule for completion of the work.

CARRIED

REPORT ON INSURANCE COVERAGE

In accordance with Section 154 of the Strata Property Act, information regarding the insurance coverage for the property was attached to the notice of meeting. It was noted that the coverage is based on full replacement cost of the buildings brought up to the current building code. The premium this year is based on the same rate as last year but the cost of construction has increased so significantly that the actual premium has also increased significantly. It was noted that owners should carry their own liability insurance and if they are residents should also insure their personal belongings. Owners are also reminded that suite improvements are the owners responsibility and should be insured under the owners policy.

PRESENTATION OF THE FINANCIAL STATEMENTS

The financial statements for the year ended September 30, 2007 were circulated with the Notice of Meeting. The financial statements were reviewed and there was general discussion.

2008 BUDGET

The budget for the 2008 fiscal year was circulated with the Notice of Meeting. It was noted that the budget is a balanced budget but in order to achieve that it was necessary to increase maintenance fees for the new fiscal year by 3%. After questions and discussion, IT WAS MOVED and seconded that the budget for the 2008 fiscal year be approved.

CARRIED

ELECTION

It was noted that the Strata Council is comprised of seven members and nominations for the Strata Council were requested. The following members were nominated to hold office until the next annual general meeting:

Foster McWilliams
Shane Kruschenska
George Specht
Dean Gillani
David Hummel
Nurdin Jesani
Zian Alladina
Doug Setter

After three calls for further nominations, the Chairman declared nominations closed. At that point Nurdin Jesani withdrew his name and the Chairman declared the remaining nominees elected by acclamation.

NEW BUSINESS

The Chairman opened the meeting for discussion.

1. Vision: It was suggested that the strata corporation prepare a statement of the vision for Fraser Mews incorporating such goals as keeping the building and grounds clean, safe, in good repair and that the funds of the strata corporation be used in an effective manner. This will be referred to the strata council for consideration during the year.
2. Garage Steps: It was suggested that extra lighting be installed in the stairwell leading to the garage outside 365. It was also suggested that a sensor light be considered for the steps at the entrance to 365.
3. Trees: It was noted that the trees in the ravine behind 365 may be a threat to the building and they should be brought to the attention of the city.
4. Elevator Phone: It was noted that the phone in elevator in 365 is not working. The service company will be contacted.

5. Bylaws: There were several owners with issues about noise, particularly from laminate and hardwood floors, storage in parking stalls and tenant parking. These matters will be dealt with by the Strata Council during the year.

6. Squirrels: It was brought to the attention of the Strata Council that there were squirrels climbing into the attic spaces of 365. It was noted that this will likely be addressed when the roof of 365 is replaced.

ADJOURNMENT

There being no further business to discuss, IT WAS MOVED by George Specht hat the meeting be adjourned.

**MINUTES
OF THE ANNUAL GENERAL MEETING
THE OWNERS STRATA PLAN NW 2410
FRASER MEWS COURT**

Held on Monday, December 4, 2006
Within Centennial Community Centre
65 East 6th Avenue, New Westminster, B.C.

The meeting was called to order at 7:02 pm. by the Council President.

Crosby Property Management Ltd. was represented by Linda Taphorn, General Manager.

CALLING THE ROLL AND CERTIFICATION OF PROXIES

The attendance register confirmed at the time of commencement of the meeting there were 22 eligible voters in attendance and 73 represented by proxy for a total of 95. The quorum requirements had been achieved, and the meeting proceeded.

PROOF OF NOTICE & RECEIPT OF FINANCIAL STATEMENTS

It was moved/seconded that the notice dated November 9, 2006 complied with the notice requirements and that the financial statements had been received. CARRIED.

APPROVAL OF GENERAL MEETING MINUTES

It was moved/seconded to approve the Minutes of the Special General Meeting held April 27, 2006 as circulated. CARRIED.

PRESIDENT'S REPORT

An owner questioned the start date of the roofing project and it was confirmed that it started in August. Council President explained the issue that arose after the roofing project started.

APPROVAL OF PROPOSED OPERATING BUDGET

It was moved/seconded to approve the proposed operating budget(s) as circulated for the fiscal year October 1, 2006 to September 30, 2007.

Following the discussion the Chairperson called for the vote, the result being ALL IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. CARRIED.

PLEASE SEND (12) TWELVE POST-DATED CHEQUES PAYABLE TO STRATA PLAN NW 2410. ANY CHANGE IN STRATA FEES IS EFFECTIVE FROM OCTOBER 1, 2006.

**Minutes of the Annual General Meeting
The Owners Strata Plan NW 2410
Held on Monday, December 4, 2006**

IF THERE IS ANY CHANGE IN STRATA FEES, ANY OWNER ON P.A.P. WILL AUTOMATICALLY HAVE THEIR WITHDRAWAL FOR STRATA FEES ADJUSTED. PLEASE NOTE, THIS MAY BE RETROACTIVE BASED ON THE FISCAL YEAR END.

OWNERS THAT PAY THEIR STRATA FEES THROUGH AUTOMATIC E-BANKING MUST RE-SUBMIT THE NEW STRATA FEE AMOUNT FOR FUTURE MONTHS AS WELL AS ANY RETROACTIVE PAYMENT IF NECESSARY.

If you have any questions regarding your account, please contact Po Cheng in our accounting department at 604-689-6978.

**CONSIDERATION OF RESOLUTION "A" 3/4 VOTE
RE-ROOFING**

It was moved/seconded to approve Resolution "A" as follows:

BE IT RESOLVED by a 3/4 vote of the owners of the Strata Corporation NW2410 Fraser Mews in attendance at this meeting in person or by proxy that the Strata Corporation be authorized to expend a sum of money not exceeding \$54,700.00 (\$16,000.00 X 3 plus applicable taxes) to be funded by the Contingency Reserve Fund, for the purpose of paying for the re-roofing of the lower shingled roofs.

Discussion

The Council President explained the shortfall in the roofing project and asked that the funds be taken from the Contingency Reserve fund as proposed.

Following the discussion, the Chairperson called for the vote, the result being 95 IN FAVOUR, 1 OPPOSED, 0 ABSTAINED. CARRIED.

It was then stated that Item 7 would be discussed last.

REPORT ON INSURANCE COVERAGE

It was moved/seconded that the report on insurance coverage had been received. CARRIED.

**CONSIDERATION OF RESOLUTION "B" 3/4 VOTE
PROPERTY MANAGEMENT CONTRACT**

It was moved/seconded to approve Resolution "B" as follows:

**Minutes of the Annual General Meeting
The Owners Strata Plan NW 2410
Held on Monday, December 4, 2006**

BE IT RESOLVED by a majority vote of the owners of the Strata Corporation NW2410 Fraser Mews in attendance at this meeting in person or by proxy that the Strata Corporation terminate the property management contract with Crosby Property Management Ltd. effective February 28, 2007.

Discussion

The Council President read a letter sent to Crosby Property Management Ltd. on October 11th in response to a letter sent from Crosby Property Management Ltd. regarding an increase. Following the reading of the letter the Council President stated that he had contacted the Accounts Receivable department regarding outstanding debts to the Strata Corporation. Ian from IGM Management is the recommended property management that the Council is suggesting be awarded the contract.

Owners had concerns that Ian's company is small and that he has been on Council. It is noted that he was on a Council with a proxy and that he is not an owner in the Strata Corporation. An owner asked if there was a cost savings in changing companies. The Council President noted that there would be a slight reduction and that he had worked with Ian in another project. The Property Manager was then asked to excuse herself from the meeting for a few minutes while the discussion continued.

Following the discussion, the Chairperson called for the vote, the result being 95 IN FAVOUR, 1 OPPOSED, 0 ABSTAINED. CARRIED.

GENERAL DISCUSSION

The Council President noted that he has collected approximately \$50,000.00 in the past few weeks in special levy amounts. Owners asked for an explanation as to why liens were not placed on the strata lots that are owing excessive amounts of fees. The Developer made arrangements with Council to make payments on the money that should have been seeded into the CRF each time a strata lot is sold.

The Property Manager explained that the funds they are speaking of is not fees or levy, it is said money that he was required to put into the CRF prior to the Strata Corporation taking over.

Council explained that they have made an arrangement with the owner to contribute \$3,200 from the sale of each strata lot to his debt for the seed money to the CRF.

An owner had concerns with the garbage removal. It was noted that the delay was due to the unusual amount of snow removal. The Property Manager was asked to look into this for the owners.

Owners had concerns with the furniture that is deposited in the garbage room and the owners are then all responsible for the cost of removal.

**Minutes of the Annual General Meeting
The Owners Strata Plan NW 2410
Held on Monday, December 4, 2006**

An owner expressed appreciation with the roof replacement. He then noted that the fire lanes are being blocked by vehicles that are parked illegally. It was suggested that owners call the City of New Westminster as the fire lanes are City property.

Owners had concerns with the lack of security in the parkade. Council indicated that they are not aware of any problems. They also noted that they have improved the lighting.

An owner asked if on-line banking would be provided by the new Property Management Company and Council stated that all systems that are offered by Crosby Property Management Ltd. would be in place with the new Property Management Company.

Council President noted that a Council member is a roofer and worked closely with the roofing contractor and he is pleased with the quality of work and the 30 year shingles that were used.

An owner had concerns with the gutters and asked if they would be replaced and was told that this would be a future project. The other two building's roofs will be completed in the Spring.

Concerns were raised regarding leaks into the parkade. An owner questioned the availability of funds to complete the fencing project. Council responded that the funds would have to be taken from the Repair & Maintenance budget.

ELECTION OF COUNCIL

Those persons elected to the Council at this meeting will hold office until the next Annual General Meeting.

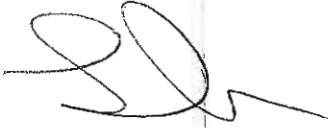
The following persons agreed to stand for Council:

George Specht	Strata Lot 83
Wilford Janzen	Strata Lot 21
Shira Samji	Strata Lot 104
Ms. Jessani	Strata Lot 31
Robert McWilliams	Strata Lot 107
Dean Gallani	Strata Lot 96
David Hummel	Strata Lot 55

After further discussion, an owner asked if they would be able to e-mail Council. Council asked that they put their concerns in writing and that they drop their correspondence in the office or contact Ian directly. Jean also takes emergency calls. Council agreed that once the Property Management Company is in place, all contact numbers would be published to owners.

**Minutes of the Annual General Meeting
The Owners Strata Plan NW 2410
Held on Monday, December 4, 2006**

There being no further business, the meeting was adjourned at 8:20 pm.



Linda Taphorn
General Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office #(604) 683-8900
www.crosbypm.com

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