Richview MANAGEMENT LTD

120 - 5640 Hollybridge Way, Richmond, B.C., V7C 4N3 Phone (604) 276-8888
Fax (604) 214-0712

MINUTES OF THE STRATA COUNCIL MEETING, STRATA PLAN VR 2160, GOVERNOR POINT, HELD IN THE SOCIAL ROOM, 2189 WEST 42ND AVENUE, VANCOUVER, B.C.

DATE: May 28, 2009.

TIME: 9:15 A.M.

COUNCIL IN ATTENDANCE: Walt Lyman, Shirley van der Hoop, Gerry Pugh, Maynard Atkinson.

REGRETS: Ron MacDonald, Gwen Ellert.

PROPERTY MANAGER: Bob Howlett, Richview Management Ltd.

1. **CALL TO ORDER:** The meeting was called to order by the Co-President, Walt Lyman at 9:20 AM.

   MINUTES OF THE PREVIOUS MEETING: It was moved and seconded (Lyman/Pugh) that the minutes of April 23, 2009 be adopted as circulated. Motion carried.

2. **BUSINESS ARISING FROM THE PREVIOUS MINUTES:**

   a. Fire Alarm Pull Stations – The Manager reported that the Fire Alarm Pull Stations located on the north wall of the parking garage had been relocated away from the expansion joint and that following completion of wiring, would be operational.

   b. Social Room Heater – Council was advised that repairs had been completed to the large heating register in the social room.

c. Expansion Joint Repair – Mr. Pugh advised that he had visited the Engineering Department of the City of Vancouver and had received the assurance of the Parking Management Engineer that the repairs to the expansion joint were expected to be completed by Polycrete Ltd. The Manager was directed to contact Carli Edwards, P. Eng as to the cleaning of the electrical vaults.

d. Elevator Refurbishment – The Manager advised that he had met on site with a representative of Shineguard concerning the refurbishment of the elevator brass. He noted that the original quotation obtained by council was deficient as it did not address all of the areas of concern and that the existing budget would be insufficient to complete necessary work. The Manager suggested that this matter be brought forward to 2010 in order to place an appropriate amount in the operating budget. Council concurred with the Manager's recommendation.

e. Window Washing – Council was advised that window washing had been completed by Courtesy Window Washing as ordered.

f. Garden Cleanup – The Manager advised that the power washing of the garden area had been completed. Drain repairs were necessitated due to collapsed and broken drains in the garden area. These repairs were nearing completion. Waterloo Landscaping will commence the major cleanup with one to two weeks and will also be power edging the boulevard on 42nd Ave.

3. **CORRESPONDENCE:** None

4. **FINANCIAL REPORT:** Mr. Atkinson reviewed the operating statement to April 30, 2009 noting income year to date was $82,298.00 and expenses $46,967.50. Total liabilities & equity at April 30, 2009 was $161,443.47. Mr. Atkinson noted that reserve contributions budgeted to date would be reviewed following payment of the insurance premium. It was moved and seconded (Lyman/van der Hoop) to receive the April 30, 2009 statement as presented. Motion carried.

5. **COMMITTEE REPORTS:**

HOUSE – In addition to the repairs noted in Item 2.c, Mr. Pugh noted that he had obtained agreement from the Legion to pay ongoing fees based on a percentage of use of water. Council congratulated Mr. Pugh

on his successful negotiation and directed the Manager to confirm arrangements with the Legion.

EXPEDITING – List attached.

SECURITY – No report

LANDSCAPING – Mr. MacDonald was unable to attend the meeting but had met briefly with the Manager and Mr. Lyman prior to the meeting to outline possible improvements to the gardening contract and terms of reference for the garden upgrade in progress.

RULES AND REGULATIONS – No Report

REDECORATION – Ms. Ellert was unable to attend the meeting due to business commitments. The Council expressed their thanks to Gwen Ellert for all of her efforts in coordinating the refurbishment of the social room and collection of information for the long term redecoration of the building. Council noted the importance of establishing a reserve fund for redecoration purposes.

6. **OTHER BUSINESS:**

   a. **Management** – Mr. Lyman passed on a compliment to the Manager directed through the Council from Ms. Sharon Crapko of MacDonald Realtors. Ms. Crapko had indicated that Richview Management had provided information efficiently on request which had aided an owner during the sale of their unit. Mr. Lyman asked that this item be noted in the minutes.

7. **ADJOURNMENT:** The meeting was adjourned at 10:40 AM until 9:15 AM, June 25, 2009.

Minutess prepared by:

Richview Management Ltd.,

120 – 5640 Hollybridge Way, Richmond, B.C., V7C 4N3

28-May-09

Item #	Date	ITEM	Action Required
		ONGOING	
10	n/a	Emergency contact file	
110	n/a	By Laws and rules updates	
		ACTIVE	
220	Dec-08	Cleaning of Electrical room/vaults	Spring 2009
235	n/a	Drain maintenance	in progress/ongoing
239	n/a	window washing	completed
246	Dec-08	Elevator refurbishment	Jan-10
256	Dec-08	Lobby floor refurbishment	2009
258	Jan-09	Social room restoration	completed
259	Jan-09	Ext. Paint repairs 301, 502, 1101	Spring 09
260	Mar-09	move 3 fire pull stations	completed
261	May-09	repair garden lights	Jun-09
262	May-09	repair sprinkler system	Jun-09

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MINUTES OF THE STRATA COUNCIL MEETING, STRATA PLAN VR 2160, GOVERNOR POINT, HELD IN THE SOCIAL ROOM, 2189 WEST 42ND AVENUE, VANCOUVER, B.C.

DATE: April 23, 2009.

TIME: 9:15 A.M.

COUNCIL IN ATTENDANCE: Walt Lyman, Shirley van der Hoop, Gerry Pugh, Ron MacDonald, Maynard Atkinson, Gwen Ellert.

PROPERTY MANAGER: Bob Howlett, Richview Management Ltd.

1. **CALL TO ORDER:** The meeting was called to order by the Co-President, Shirley van der Hoop at 9:20 AM.
2. **MINUTES OF THE PREVIOUS MEETING:** Item 3C was amended to read: Garage Fire Pull Station – It was confirmed that the electrician would commence work following confirmation that local codes had been satisfied.

   Item 6 Rules and Regulations was amended to read: – It was suggested that a process be implemented to inspect "before and after", owner's projects which may affect the common area. It was moved and seconded (Lyman/Pugh) that the minutes of March 26, 2009 be adopted as corrected. Motion carried.
3. **BUSINESS ARISING FROM THE PREVIOUS MINUTES:**
   a. Insurance Claim – Social Room – The Manager advised that the restoration of the Social Room was still in progress with completion now expected in mid May when the new carpet was scheduled to be installed.

b. Council was advised that a letter had been sent to Elizabeth Ballard of the City of Vancouver requesting information on the schedule for expansion joint repair and possible cost sharing for the cleaning of the electrical room.

c. Elevator refurbishment – The Manager advised that Shineguard Ltd. would be attending the site on April 23 to finalize arrangements for the refurbishment of the elevator brass.

d. Window washing – The Manager advised that the window washing was nearing completion. The Westside and main floor were yet to be done.

4. **CORRESPONDENCE:** A letter was received from a realtor concerning the policy of underage visitors during the summer months. The Council noted that visitors staying longer than two weeks could be considered residents and that under these circumstances would be in contravention of the Corporation bylaws. The Manager was directed to inform the realtor that long stay visitors under the age of 19 would not be permitted.

5. **FINANCIAL REPORT:** Mr. Atkinson reviewed the operating statement to March 31, 2009 noting income year to date was $61,651.00 and expenses $35,231.04. Total liabilities & equity at March 31, 2009 was $144,972.68. It was moved and seconded (Lyman/van der Hoop) to receive the March 31, 2009 statement as presented.
Motion carried.

6. **COMMITTEE REPORTS:**

HOUSE – Mr. Pugh noted that security concerns were a continuing issue and were being monitored in cooperation with the manager of the Kerrisdale Parking Garage. Mr. Pugh also advised Council that he had supplied the manager with data concerning water usage and that the manager was preparing a draft letter to the Elks concerning a cost sharing formula.

EXPEDITING – List attached.

SECURITY – see House.

LANDSCAPING – Mr. Lyman advised that he and the Manager had met with Waterloo Landscaping on site to review cleanup work required in the west garden. It was also noted that drain clearing and drain repair had

been required in the garden area. Power washing of the walks will be completed during the garden cleanup by Diamond Building Maintenance. It was moved and seconded (Lyman/MacDonald) to proceed with the garden cleanup at a cost of $1600.00 as per the quote from Waterloo Landscaping. Motion carried.

The manager will follow up on the readiness of the garden sprinkler system.

RULES AND REGULATIONS – The scope of a rule concerning the process of reviewing owner's projects and the effect of those projects on the common property was referred to committee.

REDECORATION – A decorator had been hired at a cost of $150.00. The committee has selected a colour scheme for the refurbishment of the social room. The consultant also reviewed the general common areas and will make a report to the committee in order that a budget can be properly developed for future consideration of the owners. Thanks to Shirley van der Hoop and Gwen Ellert for their efforts.

The committee will obtain further information and estimates on refurbishment of the lobby.

7. **OTHER BUSINESS: None**

8. **ADJOURNMENT:** The meeting was adjourned at 10:40 AM until 9:15 AM, May 28, 2009.

Minutess prepared by:

Richview Management Ltd.,

120 – 5640 Hollybridge Way, Richmond, B.C., V7C 4N3

Action List **April 23, 2009**

Item #	Date	Item	Action Required
		ONGOING	
10	n/a	Emergency Contact File	
110	n/a	By Laws & rules update	
		ACTIVE	
220	Dec 08	Cleaning of electrical room	Spring 2009
235	n/a	Drain Maintenance	In progress/ongoing
239	n/a	Window washing	In progress
246	Dec 08	Elevator Refurbishment	May 2009
256	Dec 08	Lobby Floor refurbishment	2009
258	Jan 09	Social room restoration	In progress – May 15 compl.
259	Jan 09	Ext. Paint repairs 301, 1101, 502	Spring 09 (weather dependent)
260	Mar 09	Move 3 fire pull stations	May 09

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MINUTES OF THE STRATA COUNCIL MEETING, STRATA PLAN VR 2160, GOVERNOR POINT, HELD IN THE SOCIAL ROOM, 2189 WEST 42ND AVENUE, VANCOUVER, B.C.

DATE: March 26, 2009.

TIME: 9:15 A.M.

COUNCIL IN ATTENDANCE: Walt Lyman, Shirley van der Hoop, Gerry Pugh, Ron MacDonald.

REGRETS: Maynard Atkinson, Gwen Ellert.

PROPERTY MANAGER: Bob Howlett, Richview Management Ltd.

1. **CALL TO ORDER:** The meeting was called to order by the Co-President, Walt Lyman 9:20 AM.
2. **MINUTES OF THE PREVIOUS MEETING:** It was moved and seconded (Lyman/Pugh) that the minutes of February 26, 2009 be adopted as circulated. Motion carried.
3. **BUSINESS ARISING FROM THE PREVIOUS MINUTES:**
    a. Insurance Claim – Social Room – The Manager advised that the insurance claim had been approved and repairs were in progress. The social room should be fully operational by April 30, 2009.
    b. Leak Repair – Kerrisdale Parking Garage – The Manager advised that the leak repair affecting the electrical room had been completed by Polycrete Ltd. The manager confirmed that he and Mr. Pugh. would

continue to consult with the city with respect to water penetration at the expansion joint. The manager will correspond with the city to ascertain a schedule for the repair.

c. Garage Fire Pull Station – It was confirmed

4. **CORRESPONDENCE: None**

5. **FINANCIAL REPORT:** The manager reviewed the operating statement to February 28, 2009 noting income year to date was $41,184.00 and expenses $21,297.00. Total liabilities & equity at February 28, 2009 was $138,438.95. It was moved and seconded (Lyman/van der Hoop) to receive the February 28, 2009 statement as presented.
Motion carried.

6. **COMMITTEE REPORTS:**

HOUSE – Mr. Pugh reported on his negotiations with the Elks on the sharing of the water cost were ongoing. The manager will correspond with the Elks to establish a share formula.

Garage refurbishing – Mr. MacDonald advised he had investigated costs for crack repair and painting of the garage. It was suggested that a budget be developed to complete the work over a period of years.

EXPEDITING – List attached.

SECURITY – Basement door repair. The garbage room fan opening is to be secured.

LANDSCAPING – Additional work is required to complete a major cleanup of the side garden. It was agreed to proceed with a cleanup following a site review with the landscaper.

RULES AND REGULATIONS – It was suggested that a process to inspect before and after owners projects which may affect the common area.

REDECORATION – In Ms. Ellert's absence, it was noted that redecoration plans for general common areas will be ongoing with a view to presenting a plan to the owners for review at a future general meeting.

7. **OTHER BUSINESS:**

   a. Window washing – A competitive estimate was received from Courtesy Window Cleaners Ltd. In the amount of $1720.00. **Mr. MacDonald wished it noted that the owner of the firm is a relative.** It was moved and seconded to proceed with Courtesy Window Cleaning noting that this was a saving of $400 per cleaning. Motion carried.

   b. Parking Allocation – It was moved and seconded to assign stall #77 as visitor and #78 and 79 to Suite 1002. Motion carried

8. **ADJOURNMENT:** The meeting was adjourned at 10:35 AM until 9:15 AM, April 23, 2009.

Minutess prepared by:

Richview Management Ltd.,

120 – 5640 Hollybridge Way, Richmond, B.C., V7C 4N3

Action List **March 26, 2009**

Item #	Date	Item	Action Required
		ONGOING	
10	n/a	Emergency Contact File	
110	n/a	By Laws & rules update	
		ACTIVE	
220	Dec 08	Cleaning of electrical room	Spring 2009
235	n/a	Drain Maintenance	In progress/ongoing
236	Oct 08	Parking Lot drains – Luna	completed
239	n/a	Window washing	April 14 – 18 2009
246	Dec 08	Elevator Refurbishment	April 2009
256	Dec 08	Lobby Floor refurbishment	2009
258	Jan 09	Social room restoration	In progress
259	Jan 09	Ext. Paint repairs 301, 1101, 502	Spring 09 (weather dependent)
260	Mar 09	Move 3 fire pull stations	April 09

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MINUTES OF THE STRATA COUNCIL MEETING, STRATA PLAN VR 2160, GOVERNOR POINT, HELD IN THE SOCIAL ROOM, 2189 WEST 42ND AVENUE, VANCOUVER, B.C.

DATE: February 26, 2009.

TIME: 9:15 A.M.

COUNCIL IN ATTENDANCE: Walt Lyman, Shirley van der Hoop, Gerry Pugh, Mavis Thom, Ron MacDonald, Gwen Ellert.

REGRETS: Maynard Atkinson, Mavis Thom, Ron MacDonald.

PROPERTY MANAGER: Bob Howlett, Richview Management Ltd.

1. **CALL TO ORDER:** The meeting was called to order by the Co-President, Shirley van der Hoop 9:20 AM.
2. **MINUTES OF THE PREVIOUS MEETING:** It was moved and seconded (Lyman/Pugh) that the minutes of January 22, 2009 be adopted as circulated. Motion carried.
3. **BUSINESS ARISING FROM THE PREVIOUS MINUTES:**
    a. Insurance Claim – Social Room – The Manager advised that the insurance adjuster from Claimspro was in the process of obtaining estimates for the restoration of the social room. Competitive bids are required as the damage exceeded $10,000.00.
    b. Leak Repair – Kerrisdale Parking Garage – The Manager advised hat he had contacted Luna Management, Agent for the City of Vancouver

concerning the leak repair affecting the parking gate area and electrical room. He was informed that the City of Vancouver had authorized the repair to be completed by Polycrete Ltd. And that the commencement of the repair would be on March 3, 2009. The manager will provide further updates as received.

c. By Law Amendment – The Manager confirmed that the recent bylaw amendment passed at the 2008 AGM had been registered at the Land Titles Office of BC in New Westminster and were now in force.

d. Balcony Painting repair #301, #1101 – The Manager advised that he had had contact with Mr. David Lee, the contractor who had completed renovations to PH 2 concerning paint damage to the railings of the two suites caused by the Glaziers swing stage. Mr. Lee has agreed to cover the cost of repairs and has asked that the Strata Corporation complete the repairs and submit an invoice for reimbursement.

4. **CORRESPONDENCE:** A letter was received from a production company requesting permission to use the site to film a commercial for the American Cancer Society on March 5, 2009. Council determined that the notice was too short and that the disruption would not be in the best interest of the owners.

5. **FINANCIAL REPORT:** The manager reviewed the operating statement to January 31, 2009 noting income year to date was $20,467.00 and expenses $7491.00. Total liabilities & equity at January 31, 2009 was $125,419.06. It was moved and seconded (Lyman/van der Hoop) to receive the January 31, 2009 statement as presented.
Motion carried.

6. **COMMITTEE REPORTS:**

HOUSE – Mr. Pugh reported on his negotiations with the Elks on the sharing of the water cost. It was agreed to approach the Elks on a percentage share basis.

EXPEDITING – List attached.

SECURITY – No report.

LANDSCAPING – Additional work is required to complete a major cleanup of the side garden. It was agreed to proceed with a cleanup.

RULES AND REGULATIONS – No report

7. OTHER BUSINESS:

a. Redecoration – No report pending completion of social room repairs.

8. ADJOURNMENT: The meeting was adjourned at 10:35 AM until 9:15 AM, March 26, 2009.

Minutess prepared by:

Richview Management Ltd.,

120 – 5640 Hollybridge Way, Richmond, B.C., V7C 4N3

Action List **February 26, 2009**

Item #	Date	Item	Action Required
10	n/a	Emergency Contact File	Ongoing
110	n/a	By Laws & rules update	Ongoing
220	Dec 08	Cleaning of electrical room	Spring 2009
235	n/a	Drain Maintenance	In progress/ongoing
236	Oct 08	Parking Lot drains – Luna	In progress
239	n/a	Window washing	March 09
246	Dec 08	Elevator Refurbishment	April 2009
256	Dec 08	Lobby Floor refurbishment	2009
258	Jan 09	Social room restoration	In progress
259	Jan 09	Ext. Paint repairs 301, 1101	Spring 09 (weather dependent)

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MINUTES OF THE STRATA COUNCIL MEETING, STRATA PLAN VR 2160, GOVERNOR POINT, HELD IN THE SOCIAL ROOM, 2189 WEST 42ND AVENUE, VANCOUVER, B.C.

DATE: January 22, 2009.

TIME: 9:15 A.M.

COUNCIL IN ATTENDANCE: Walt Lyman, Shirley van der Hoop, Gerry Pugh, Mavis Thom, Ron MacDonald, Gwen Ellert.

REGRETS: Maynard Atkinson.

PROPERTY MANAGER: Bob Howlett, Richview Management Ltd.

1. **CALL TO ORDER:** The meeting was called to order by the Manager, Bob Howlett at 9:20 AM.
    a. **Election of Council Executive –** The following members were elected by acclamation:
        i. **Co-Presidents** – Walt Lyman, Shirley van der Hoop.
        ii. **Treasurer –** Maynard Atkinson
        iii. **Committees** – House and Security – Gerry Pugh and Ron MacDonald; Garden – Mavis Thom; Rules and Regulations – Gwen Ellert.
2. **MINUTES OF THE PREVIOUS MEETING:** It was moved and seconded (Pugh/van der Hoop) that the minutes of November 26, 2008 be adopted as circulated. Motion carried.

3. **BUSINESS ARISING FROM THE PREVIOUS MINUTES:**

   a. Completed Items – Front door maintenance, water treatment.

   b. Remodeling Rules – This item is brought forward pending review by the House and Security committee.

4. **CORRESPONDENCE:** None

5. **FINANCIAL REPORT:** The manager reviewed the operating statement to December 31, 2008 noting income year to date was $215,061.00 and expenses $239,452.94. Total liabilities & equity at December 31, 2008 was $124,710.16. It was moved and seconded (Lyman/van der Hoop) to receive the December 31, 2008 statement as presented. Motion carried.

6. **COMMITTEE REPORTS:**

   HOUSE – Mr. Pugh advised that he was continuing to investigate water usage between the Elks/Legion building and Governor Point. After discussions with the Elks it was agreed that the placement of a separate meter to monitor usage. Cost of installation of the meter is to be negotiated. Repairs by the City to "Line 14" and water ingress to the electrical room are scheduled.

   It was noted that there had been a pipe leak affecting the social room. Emergency repairs had been completed by Reid Bros. Plumbing and Platinum Pacific Restorations. An insurance claim has been made by the manager and the insurance adjuster from SCM will be attending the site to prepare estimates for repairs. It was agreed that redecorating be reviewed during the course of repairs.

   EXPEDITING – List attached.

   SECURITY – No report.

   LANDSCAPING – The Manager advised that snow clearing had been completed by Green as Grass Landscaping on 8 different occasions in December and January.

   RULES AND REGULATIONS – The Strata Property Act Form I – Amendment to Bylaws was completed by Council and forwarded to the Manager for registration at the BC Land Titles Office.

7. **OTHER BUSINESS:**

   a. **Redecoration** – A committee of Council comprising of Gwen Ellert and Ron MacDonald was struck to review costs and alternatives for the redecoration of the building common areas.

8. **ADJOURNMENT:** The meeting was adjourned at 11:00 AM until 9:15 AM, February 26, 2009.

Minutess prepared by:

Richview Management Ltd.,

120 – 5640 Hollybridge Way, Richmond, B.C., V7C 4N3

Action List **January 22, 2009**

Item #	Item	Action Required
10	Emergency Contact File	Ongoing
110	By Laws & rules update	Ongoing
220	Cleaning of electrical room	Spring 2009
235	Drain Maintenance	In progress/ongoing
236	Parking Lot drains – Luna	In progress
239	Window washing	March 09
246	Elevator Refurbishment	March 2009
251	Front door maintenance	completed
256	Lobby Floor refurbishment	2009
257	Bylaw amendment regist.	By Feb 9 09
258	Social room restoration	In progress
259	Ext. Paint repairs 301, 1101	Spring 09 (weather dependent)

To: Owners – Strata VR 2160

From: Strata Council

Date: January 28, 2009

Subject: ***Common Room Repairs and Building Interior Update***

There seems to be some concern about the Annual General Meeting directive to 'look into' the costs of updating or refreshing our 20 year old building.

It is important that the owners understand that at the general meeting a simple direction was given to their Council to 'look into' the costs of updating the interior of the building. This directive indicated there was interest by all those at the meeting to look at the possibility of this action. It was a directive to get ideas, quotes, assessments on the cost of such an undertaking.

It is important to remember your by-laws restrict the spending of your Council:

"BY-LAWS OF STRATA CORPORATION VR2160",
Division 3, Section 18: Spending Restrictions states,

18.01
Strata Council may not spend in excess of $5,000.00 over and above budgeted expenditures without the approval of a ¾ vote at a special meeting of the owners.

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Strata Plan VR 2160 – Governor Point
Operating Budget 2009

December 11, 2008

Dear Owners,

At the Annual General Meeting of the Owners held on December 9, 2008, an Operating Budget in the amount of $280,718.00 was passed by the ownership.

A copy of the budget and minutes of the meeting are included with this memo.

This budget reflects a 15% increase in the Monthly Strata Fee.

If you are already using the preauthorized payment plan, you do not have to take any action with respect to your payments as the preauthorized payment will be adjusted automatically.

If you elect to make your payments by post dated cheque, please forward your cheques made payable to: Richview Management Ltd. in trust for Strata Plan VR 2160, to the management office at 120-5640 Hollybridge Way, Richmond, B.C. V7C 4N3.

If you are not already taking advantage of the automatic withdrawal plan and wish to do so, please complete the enclosed preauthorization form and return it with a void cheque to the management office.
Please note that the bylaws of Governor Point require that payments must be made by post dated cheques or automatic withdrawal.

Thank you.

Bob Howlett

Bob Howlett,
Property Manager.

Richview MANAGEMENT LTD

120 - 5640 Hollybridge Way, Richmond, B.C., V7C 4N3 Phone (604) 276-8888 Fax (604) 214-0712

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 2160, GOVERNOR POINT, HELD IN THE SOCIAL ROOM, 2189 WEST 42ND AVENUE, VANCOUVER, B.C.

DATE: December 9, 2008

TIME: 7:00 PM

1. **CALL TO ORDER:** The meeting was called to order by the Strata Council President, Ms. Kirk, at 7:10 PM.

2. **CALLING OF THE ROLL AND CERTIFYING OF PROXIES:** Subsequent to the calling of the roll and certifying of proxies, the Manager advised that there were 28 votes represented in person or by proxy; that a quorum of 33% of eligible voters had been met and that the meeting was competent to proceed with the business at hand.

3. **FILING OF PROOF OF NOTICE OF MEETING:** The manager noted for the record that Notice of Meeting had been given to al Owners in accordance with the requirements set out in the Strata Property Act of B.C.

4. **BUSINESS ARISING FROM THE PREVIOUS MINUTES:** None

5. **STRATA COUNCIL REPORT:** The President welcomed the Owners to the Annual General Meeting and reported on the activities of the Corporation during the previous twelve months. The owners were advised that the Council had met 10 times during the year and that the AGM Task Force had met 4 times to establish focus areas of interest to the owners at large.

   The committees were very active and the Chairs of the committees would be addressing the meeting during the course of the evening. Ms. Kirk passed on special thanks to Mr. Atkinson and the management staff for their efforts in maintaining the books of account and the financial systems of the corporation.

   Major projects during the year included the installation of new roof anchors to comply with new government safety requirements and the cleaning of the building drains both in the basement area and on the roof. The key system for common rooms has been standardized, security mesh installed on the garage door and a new garage operator installed.

The President thanked the volunteer floor monitors for their efforts and introduced the monitors to the meeting. Owners are encouraged to advise their floor monitor of their extended absences. The floor monitors are:

2nd Floor – Mavis Thom

3rd Floor - Enid Underhill

4th Floor – Iris Pugh

5th Floor – Iris Moore

6th Floor – Gloria Smith

7th Floor – Nancy Kirk

8th Floor – Maynard Atkinson

9th Floor – Gary McDonald

10th Floor – Shirley van der Hoop

11th Floor – Joan Walker

12th Floor – Betty Errington

PH – Rita Schwenk

6. COMMITTEE REPORTS:

- House Committee – Mr. Pugh addressed the meeting outlining the activities of the committee with particular attention to the correction of the leak problem at line #14 the division between the foundation of the building and the parking garage. The City has made a commitment to complete the work. A preliminary estimate of $10,000 was provided through Polycrete Ltd. This has also caused an issue with water ingress into storage and mechanical room. Mr. Pugh also noted that the committee had obtained an estimate for installing a water meter to monitor water use by the Elks Building in order to bill the Elks for water use. Security continued to be an issue and the committee has been active in action to remove homeless persons from the garage stairwells and alcoves.

- Security Committee – Mr. Lau briefed the owners on security matters. The measures to date have included the patrol of the garage.

- Task Force - Mr. Lau reviewed the task force report including: the general finances of the corporation, a fifteen percent increase is necessary due to no increases in the five years prior to 2006, elevator refurbishment is necessary due to vandalism, the betterment of maintenance through the appointment of a non resident full time caretaker and more attention from the owners to the bylaws and rules.

- Rules and Regulations – Mr. Lyman reviewed the proposed bylaw amendments attached to the notice of meeting. An information sheet will be provided to realtors outlining the rules and a renovations rule sheet will be provided to any owner completing renovations.

- Action List – Ms. Walker reviewed the activities of the Action List Committee noting that several items had been recently added for attention in 2009.

- Recycling – Ms. Van der Hoop advised that the recycling habits have improved.

7. **OPERATING BUDGET 2009:** Mr. Atkinson, Strata Council Treasurer, reviewed the proposed operating budget noting that the new budget called for a fifteen percent increase in fees to be used primarily as reserve funding to meet long term expenditures with a view to minimizing special levies. In addition, Mr. Atkinson reviewed the financial report for 2007 and it was moved and seconded (Atkinson/Walker) to approve the statement to December 31, 2007. Motion carried.

   It was moved and seconded (Atkinson/van der Hoop) to approve the operating budget for 2009 in the amount $280,718.00. Motion carried.

8. **BYLAW AMENDMENTS:** Resolved, that the rules and regulations of Strata Plan VR 2160, Governor Point as registered with the bylaws in the Land Titles Office of British Columbia be amended as per Appendix A (attached). Motion carried.

9. **ELECTION OF THE 2009 STRATA COUNCIL:** The following owners were elected by acclamation to the 2009 Strata Council:

   Maynard Atkinson, Gerry Pugh, Walt Lyman, Shirley Vander Hoop, Gwen Ellert, Mavis Thom and Ron MacDonald.

   A gift was made to retiring council member Joan Walker and to Paul Lau and Gerry Pugh with thanks on behalf of the corporation.

   A special vote of thanks and floral presentation was given to Nancy Kirk, retiring President.

10. **OTHER BUSINESS:**

- Insurance Confirmation – It was noted for the record that the Certificate of Insurance had been circulated to the Owners with notice of Meeting and that the Corporation was insured as per the requirements of the Strata Property Act of BC.

- Building refurbishment – Moved and seconded that Council be directed to update the interior of the building.

i. To be completed by July 2010.

ii. While maintaining the current quality of materials used.

iii. Paying for these updates through a special assessment based on an adequate unit entitlement, which will cover the cost.

Motion carried.

11. ADJOURNMENT: The meeting was adjourned at 8:20 PM.

Minutes prepared by:

Richview Management Ltd.
120-5640 Hollybridge Way, Richmond, B.C. V7C 4N3.
Telephone: 604.276.8888 Fax: 604.24.0712 email: richview@telus.net

VR 2160 Governor Point
Operating Budget 2009

		2009
	Income	
	Revenue	
1	Maintenance Shares	240718
2	Reserve Transfer	35000
3	Fireplace Gas Recovery	5000
7	**Total Income**	280718
	Expense	
	Utilities	
8	House Electricity	13000
9	Heating Fuel Gas	25000
10	Fireplace Gas	5000
11	City Water/Sewer	13000
12	Total Utilities	56000
	Contracts	
13	Elevator	12000
14	Enterphone Lease	5015
15	Garbage	3600
16	Security	600
17	Cleaning	9900
18	Total Contracts	31115
	Administrative	
19	Insurance	23200
20	Management	16530
21	Bank Charges	500
22	Strata Expenses	1200
23	Expenses GST/Audit	1500
24	Total Administrative	42930
	Building	
25	General Repairs	30000
26	Equipment/Supplies	6500
27	Locks, Keys, Glass	1000
28	Plumbing/Electrical	2000
29	Fire Alarm Service	3000
30	Window Cleaning	2200
31	Electrical Room upgrade	10000
32	Expansion Joint Repair	18000
33	Elevator Brass Refurbishment	4500
34	Lobby Refurbishment	2500
35	Total Building	79700
	Grounds	
36	Grass/Planters	7000
37	Parkade/Walkways	
38	Total Grounds	7000
	Reserves	
39	Contingency Contribution	63973
40	Total Reserves	63973
41	**Total Expense**	280718
42	**Surplus/Deficit**	0

STRATA PLAN VR 2160
GOVERNOR POINT

2009 MONTHLY STRATA FEES

SUITE #	S.L.	UNIT ENT.	UNIT ENT %	BASIC MONTHLY PAYMENT	F/P GAS	TOTAL MONTHLY PAYMENT
201	4	118	0.02026	406	0	**406**
202	5	115	0.01974	396	0	**396**
203	1	117	0.02009	403	0	**403**
204	2	82	0.01408	282	0	**282**
205	3	68	0.01167	234	0	**234**
301	9	118	0.02026	406	0	**406**
302	10	115	0.01974	396	0	**396**
303	6	117	0.02009	403	0	**403**
304	7	82	0.01408	282	0	**282**
305	8	68	0.01167	234	0	**234**
401	14	118	0.02026	406	0	**406**
402	15	115	0.01974	396	0	**396**
403	11	117	0.02009	403	0	**403**
404	12	82	0.01408	282	0	**282**
405	13	68	0.01167	234	0	**234**
501	18	118	0.02026	406	0	**406**
502	19	115	0.01974	396	0	**396**
503	16	116	0.01991	399	0	**399**
504	17	142	0.02438	489	0	**489**
601	22	118	0.02026	406	0	**406**
602	23	115	0.01974	396	0	**396**
603	20	116	0.01991	399	0	**399**
604	21	142	0.02438	489	0	**489**
701	26	120	0.02060	413	16	**429**
702	27	117	0.02009	403	16	**419**
703	24	118	0.02026	406	16	**422**
704	25	143	0.02455	492	16	**508**
801	30	120	0.02060	413	16	**429**
802	31	117	0.02009	403	16	**419**
803	28	118	0.02026	406	16	**422**
804	29	143	0.02455	492	16	**508**
901	34	120	0.02060	413	16	**429**
902	35	117	0.02009	403	16	**419**
903	32	118	0.02026	406	16	**422**
904	33	143	0.02455	492	16	**508**
1001	38	120	0.02060	413	16	**429**
1002	39	117	0.02009	403	16	**419**
1003	36	118	0.02026	406	16	**422**
1004	37	143	0.02455	492	16	**508**
1101	42	120	0.02060	413	16	**429**
1102	43	117	0.02009	403	16	**419**
1103	40	118	0.02026	406	16	**422**
1104	41	143	0.02455	492	16	**508**
1201	46	124	0.02129	427	16	**443**
1202	47	122	0.02094	420	16	**436**
1203	44	123	0.02112	424	16	**440**
1204	45	148	0.02541	510	16	**526**
PH1	48	167	0.02867	575	16	**591**
PH2	49	169	0.02901	582	16	**598**
			Monthly	**20059.83**	**416.00**	**20475.83**
			Annually	**240,718.00**	**4,992.00**	**245,710.00**

STRATA PLAN VR 2160 GOVERNOR POINT

Take notice that the Annual General Meeting of the Owners, Strata Plan VR 2160 will be held on:

DATE: Tuesday, December 9, 2008.

TIME: 7:00 PM.

PLACE: Social Room, Lobby Level
2189 West 42nd Ave.
Vancouver, B.C.

An agenda for the meeting along with explanatory notes concerning the business of the meeting are enclosed herewith.

1. PURPOSE: The purpose of the meeting is for the Owners to approve the 2009 Operating Budget, to consider amendments to the bylaws under the Rules and Regulations section, receive an operations report from Council, and to elect the Strata Council for the forthcoming year.

2. QUORUM: In order to conduct business at the general meeting, at least one-third of the persons entitled to vote must be present in person or by proxy.

3. ELIGIBILITY: Except in cases where, by or under the Strata Property Act a unanimous resolution is required, no owner is entitled to vote at any general meeting unless all the contributions payable in respect of his or her strata lot have been duly paid.

4. PROXY: An instrument appointing a proxy shall be in writing under the hand of the appointer or his attorney and may be either general or for a particular meeting. A proxy need not be an owner. A proxy form is enclosed.

ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 2160, GOVERNOR POINT, TO BE HELD ON TUESDAY, DECEMBER 9, 2008.

AGENDA

1. CALL TO ORDER

2. CALLING OF THE ROLL AND CERTIFYING OF PROXIES.

3. FILING OF PROOF OF NOTICE OF MEETING.

4. MINUTES OF THE PREVIOUS GENERAL MEETING(S) - ATTACHED

5. BUSINESS ARISING FROM THE PREVIOUS MINUTES

6. STRATA COUNCIL - PRESIDENT'S REPORT – MS. NANCY KIRK

7. FINANCIAL

   7.1 Operating Budget – 2009 - attached
   7.2 Strata Fee Schedule 2009 – attached

8. SPECIAL RESOLUTION – BY LAW/RULES AMENDMENTS

   Resolved, that the rules and regulations of Strata Plan VR 2160, Governor Point as registered with the bylaws in the Land Titles Office of British Columbia be amended as per Appendix A (attached).

9. ELECTION OF THE 2009 STRATA COUNCIL

10. OTHER BUSINESS

    9.1 INSURANCE CONFIRMATION – attached for information

11. ADJOURNMENT.

Richview MANAGEMENT LTD

120 - 5640 Hollybridge Way, Richmond, B.C., V7C 4N3 Phone (604) 276-8888 Fax (604) 214-0712

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 2160, GOVERNOR POINT, HELD IN THE SOCIAL ROOM, 2189 WEST 42ND AVENUE, VANCOUVER, B.C.

DATE: December 11, 2007

TIME: 7:00 PM

1. **CALL TO ORDER:** The meeting was called to order by the Strata Council President, Ms. Kirk, at 7:05 PM.

2. **CALLING OF THE ROLL AND CERTIFYING OF PROXIES:** Subsequent to the calling of the roll and certifying of proxies, the Manager advised that there were 29 votes represented in person or by proxy; that a quorum of 33% of eligible voters had been met and that the meeting was competent to proceed with the business at hand.

3. **FILING OF PROOF OF NOTICE OF MEETING:** The manager noted for the record that Notice of Meeting had been given to al Owners in accordance with the requirements set out in the Strata Property Act of B.C..

4. **MINUTES OF THE PREVIOUS GENERAL MEETING(S)** – It was moved and seconded (Atkinson/Dobbin) to approve the minutes of the 2006 AGM, December 5, 2006 Motion carried.

5. **BUSINESS ARISING FROM THE PREVIOUS MINUTES** - None

6. **STRATA COUNCIL REPORT:** The President welcomed the Owners to the Annual General Meeting and reported on the activities of the Corporation during the previous twelve months. The owners were advised that the Council had met 10 times during the year with the focus being the installation of the new enterphone system. After encountering some problems with the original building wiring, Van Delta Communications were able to modify and stabilize the system. The security committee was very active and had explores various security upgrades. The front door system was serviced and upgraded and security mesh had been installed in the garage door. Garage fans, make up air system and sanitary sewer drains have all been serviced and the garage power washed. The common room, lobby and garage entrance have been painted and the entrance soffit stucco has been sealed and resurfaced. Windows were washed in the fall and dryer vents will be cleaned in 2008.

7. **OPERATING BUDGET 2008** – Mr. Atkinson, Strata Council Treasurer, reviewed the proposed operating budget noting that the new budget called for a ten percent increase in fees

to be used primarily as reserve funding to meet long term expenditures with a view to minimizing special levies. In addition, Mr. Atkinson reviewed the financial report for 2006 and it was moved and seconded (Atkinson/Underhill) to approve the statement to December 31, 2006. Motion carried.

It was moved and seconded (Atkinson/Walker) to approve the operating budget for 2008 in the amount $224,620. Motion carried.

8. **ELECTION OF THE 2008 STRATA COUNCIL** – The following owners were elected by acclamation to the 2007 Strata Council:

   Maynard Atkinson, Nancy Kirk, Paul Lau, Gerry Pugh, Walt Lyman, Shirley Vander Hoop and Joan Walker.

   It was moved and seconded to give a vote of thanks to the retiring Council and in particular, Enid Underhill for their efforts on behalf of the strata corporation in 2007.

9. **OTHER BUSINESS**

   a. Insurance Confirmation – It was noted for the record that the Certificate of Insurance had been circulated to the Owners with Notice of Meeting and that the Corporation was insured as per the requirements of the Strata Property Act of BC.

   b. Key Control – The Strata Council was directed to investigate a lock change and/or a proximity reader system to improve building security.

10. **ADJOURNMENT:** The meeting was adjourned at 8:05 PM.

Minutes prepared by:

Richview Management Ltd.
120-5640 Hollybridge Way, Richmond, B.C. V7C 4N3.
Telephone: 604.276.8888 Fax: 604.24.0712 email: richview@telus.net

Strata Plan VR 2160 – Governor Point
2009 Budget Notes

The proposed Budget for 2009 is enclosed for your consideration. This budget has been approved by the Strata Council for presentation at the Annual General Meeting, December 9, 2008.

The budget also allows for the completion of four projects of a non annual nature in a total amount of $35,000.00 and is to be funded with a transfer from reserves. These projects are an electrical room upgrade – line #31, a contribution toward sealing the expansion joint in the parking garage – line #32, refurbishment of the elevator car brass – line #33 and upgrades to the lobby furnishings – line #34. The expansion joint repair will be a shared expense with the City of Vancouver who owns the Kerrisdale Parking Garage.

The budget proposes a 15% increase in strata fees.

The major portion of the increase is in two areas:

1. General Repairs – Line #25 - $30,000.00. This is an increase of $8,000 and is a 4% increase in strata fees. Current experience and the aging of the building require increases in this major account.

2. Contingency Reserve – Line #39 - $63,973.00. This is an increase of $17,789.00 and is an increase of 8.5% in strata fees. The reserve has been increased to reduce the impact of possible Special Levies for capital projects.

All other items account for the balance of the increase in the amount of 2.5%. These minor increases are to account for inflation and are based on current experience and projected increases from suppliers.

VR 2160 Governor Point
Operating Budget 2009

		2008 Budget	To October 2008	Projected to Dec 08	2009 Proposed	
	Income					
	Revenue					
1	Maintenance Shares	209320	174320	209320	240718	15%
2	Reserve Transfer	10000	0		35000	
3	Fireplace Gas Recovery	5000	4160	5000	5000	
4	Storage Rental	300	0	300		
5	Garage Door Remote		615	650		
6	Sundry Revenue		120	200		
7	**Total Income**	224620	179215	215470	280718	
	Expense					
	Utilities					
8	House Electricity	11500	10001	12000	13000	
9	Heating Fuel Gas	24285	22357	26828	25000	
10	Fireplace Gas	5000	5000	5000	5000	
11	City Water/Sewer	15000	10104	12124	13000	
12	Total Utilities	55785	47464	55952	56000	
	Contracts					
13	Elevator	12000	8845	10614	12000	
14	Enterphone Lease	5015	3313	5015	5015	
15	Garbage	3600	2613	3135	3600	
16	Security	600	468	561	600	
17	Cleaning	9900	9276	9900	9900	
18	Total Contracts	31115	24517	29225	31115	
	Administrative					
19	Insurance	19953	22042	22042	23200	
20	Management	15744	12376	15744	16530	
21	Bank Charges	450	373	448	500	
22	Strata Expenses	1200	1180	1200	1200	
23	Expenses GST/Audit	1500			1500	
24	Total Administrative	38847	35972	35972	42930	
	Building					
25	General Repairs	22000	23421	28105	30000	
26	Equipment/Supplies	5000	6329	7000	6500	
27	Locks, Keys, Glass	2000	504	600	1000	
28	Plumbing/Electrical	2000	565	1000	2000	
29	Fire Alarm Service	2500	3232	3232	3000	
30	Window Cleaning	2200		2200	2200	
31	Electrical Room upgrade	10000			10000	
32	Expansion Joint Repair				*18000*	
33	Elevator Brass Refurbishment				*4500*	
34	Lobby Refurbishment				*2500*	
35	Total Building	45700	34053	42137	79700	
	Grounds					
36	Grass/Planters	7000	4876	6000	7000	
37	Parkade/Walkways					
38	Total Grounds	7000	4876	6000	7000	
	Reserves					
39	Contingency Contribution	46173	12500	46184	63973	
40	Total Reserves	46173	12500	46184	63973	
41	**Total Expense**	224620	159384	215470	280718	
42	**Surplus/Deficit**	0	19830	0	0	

STRATA PLAN VR 2160
GOVERNOR POINT

2009 MONTHLY STRATA FEES

SUITE #	S.L.	UNIT ENT.	UNIT ENT %	BASIC MONTHLY PAYMENT	F/P GAS	TOTAL MONTHLY PAYMENT
201	4	118	0.02026	406	0	406
202	5	115	0.01974	396	0	396
203	1	117	0.02009	403	0	403
204	2	82	0.01408	282	0	282
205	3	68	0.01167	234	0	234
301	9	118	0.02026	406	0	406
302	10	115	0.01974	396	0	396
303	6	117	0.02009	403	0	403
304	7	82	0.01408	282	0	282
305	8	68	0.01167	234	0	234
401	14	118	0.02026	406	0	406
402	15	115	0.01974	396	0	396
403	11	117	0.02009	403	0	403
404	12	82	0.01408	282	0	282
405	13	68	0.01167	234	0	234
501	18	118	0.02026	406	0	406
502	19	115	0.01974	396	0	396
503	16	116	0.01991	399	0	399
504	17	142	0.02438	489	0	489
601	22	118	0.02026	406	0	406
602	23	115	0.01974	396	0	396
603	20	116	0.01991	399	0	399
604	21	142	0.02438	489	0	489
701	26	120	0.02060	413	16	429
702	27	117	0.02009	403	16	419
703	24	118	0.02026	406	16	422
704	25	143	0.02455	492	16	508
801	30	120	0.02060	413	16	429
802	31	117	0.02009	403	16	419
803	28	118	0.02026	406	16	422
804	29	143	0.02455	492	16	508
901	34	120	0.02060	413	16	429
902	35	117	0.02009	403	16	419
903	32	118	0.02026	406	16	422
904	33	143	0.02455	492	16	508
1001	38	120	0.02060	413	16	429
1002	39	117	0.02009	403	16	419
1003	36	118	0.02026	406	16	422
1004	37	143	0.02455	492	16	508
1101	42	120	0.02060	413	16	429
1102	43	117	0.02009	403	16	419
1103	40	118	0.02026	406	16	422
1104	41	143	0.02455	492	16	508
1201	46	124	0.02129	427	16	443
1202	47	122	0.02094	420	16	436
1203	44	123	0.02112	424	16	440
1204	45	148	0.02541	510	16	526
PH1	48	167	0.02867	575	16	591
PH2	49	169	0.02901	582	16	598
			Monthly	**20059.83**	**416.00**	**20475.83**
			Annually	**240,718.00**	**4,992.00**	**245,710.00**

VR 2160 Governor Point
Balance Sheet
As of 18 November 2008

Accrual Basis

	18 Nov 08
ASSETS	
Current Assets	
Chequing/Savings	
TD Bank	50,723.07
CRF - Scotia Bank	76,423.00
Total Chequing/Savings	127,146.07
Accounts Receivable	
Accounts Receivable	3,425.00
Total Accounts Receivable	3,425.00
Total Current Assets	130,571.07
TOTAL ASSETS	**130,571.07**
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	71,542.07
Retained Earnings	33,133.84
Net Income	25,895.16
Total Equity	130,571.07
TOTAL LIABILITIES & EQUITY	**130,571.07**

VR 2160 – GOVERNOR POINT

SPECIAL RESOLUTION – BY LAW/RULES AMENDMENTS

December 9, 2008

Resolved, that the rules and regulations of Strata Plan VR 2160, Governor Point as registered with the bylaws in the Land Titles Office of British Columbia be amended as per Appendix A:

Appendix A

1. #8.05 A damage deposit in the amount of $50.00 shall be paid to the manager when the social suite is reserved, to be returned if no expense is required by the Strata Corporation after the event.
   TO BE DELETED

2. #8.06 If the Strata Corporation incurs expense after an event to return the social suite to its condition before the event, ***such cost will be taken from the damage deposit and*** any excess cost shall be charged to the exclusive user's strata lot account.
   BE AMENDED TO READ:
   #8.05 If the Strata Corporation incurs expense after an event to return the social suite to its condition before the event, any excess cost shall be charged to the exclusive user's strata lot account.

3. #11.07 No fireplace, stove or heater that uses any fuel other than electricity, shall be operated in any strata lot below the seventh floor of the building.
   BE AMENDED TO READ:
   #11.07 No fireplace, stove, heater ***or gas barbecue*** that uses any fuel other than electricity shall be operated in any strata lot below the seventh floor of the building.

4. #12.01 Except in an emergency, renovations and repairs requiring hammering or drilling shall be carried out only between 9:00 AM and ***4:00 PM*** Monday to Friday.
   BE AMENDED TO READ:
5. Except in an emergency, renovations and repairs requiring hammering or drilling shall be carried out only between 9:00 AM and ***5:00 PM*** Monday to Friday.

COASTAL INSURANCE SERVICES LTD.

104 - 2331 Marpole Avenue, Port Coquitlam, BC V3C 2A1 Tel: 604-944-1700 Fax 604-944-1734
1322 Johnston Road, White Rock, BC V4B 3Z2 Tel 604-531-1020 Fax: 604-531-2031
Toll Free. 1-800-665-3310 Website -www coastalinsurance com – e-mail info@coastalinsurance.com

1983–2008

Policy No. CVR 2160

DECLARATIONS

Name of Insured:	The Owners of Strata Plan VR 2160 Governor's Point
Location Address:	2189 West 42 Avenue, Vancouver, BC, V6M 2B7
Additional Named Insured:	Richview Property Management Service Ltd, 120 - 5640 Hollybridge Way, Richmond, BC V7C 4N3
Policy Period:	06/20/08 to 06/20/09 (mm/dd/yy) 12:01 a.m. Standard Time
Loss Payable to:	The Insured or Order in Accordance with the Strata Property Act of British Columbia.
Insurers:	As Per List of Participating Insurers Attached.

Insurance is provided subject to the Declarations, Terms, Conditions, Limitations and Endorsements of this policy and only for those coverages for which specific limits or amounts of Insurance are shown on this Declaration Page.

INSURING AGREEMENTS		Deductibles ($)	Limits ($)
PROPERTY COVERAGES – STR09/06R			
All Property, All Risks, Guaranteed Replacement Cost, Bylaws		1,000	18,095,000
Water Damage		2,500	Included
Backup of Sewers, Sumps, Septic Tanks or Drains		2,500	Included
Earthquake Damage		10%	Included
Flood Damage		10,000	Included
Key & Lock		250	10,000
BLANKET EXTERIOR GLASS INSURANCE Aviva Insurance Company of Canada - Form 820000 (11/98)	Residential	100	Blanket
	Commercial	250	
COMMERCIAL GENERAL LIABILITY - Form 000102(Rev.11/98)			
Coverage A - Bodily Injury & Property Damage Liability	Per Occurrence	500	5,000,000
Products & Completed Operations	Aggregate	500	5,000,000
Coverage B - Personal Injury Liability	Per Occurrence	500	5,000,000
Coverage C - Medical Payments	Any One Person		2,500
	Per Occurrence		25,000
Coverage D - Tenants Legal Liability		500	500,000
Non-Owned Automobile - SPF #6 - Form 335002	Per Occurrence		5,000,000
Contractual Liability - SEF #96	Per Occurrence	500	50,000
Excluding Long Term Leased Vehicle - S.E.F. No. 99	Per Occurrence		5,000,000
Limited Pollution Liability Coverage	Aggregate		1,000,000
Employee Benefit Liability - Form 000200	Aggregate	1,000	1,000,000
Advertising Liability - Form 000117	Per Occurrence		500,000
DIRECTORS & OFFICERS LIABILITY - Form G/A2(04/01) Claims Made Form			2,000,000
Condominium Discrimination Defense Costs	Per Occurrence	500 Retention	10,000
	Aggregate	500 Retention	25,000
POLLUTION & REMEDIATION LEGAL LIABILITY - Form XLICL-PARL5CP(05/04) Claims Made Form - Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense		10,000 Retention	1,000,000
VOLUNTEER ACCIDENT INSURANCE PLAN			Not Insured
COMPREHENSIVE DISHONESTY, DISAPPEARANCE AND DESTRUCTION Form 500000 (Rev.01/2000)			
I Employee Dishonesty – Form A			10,000
II Loss Inside the Premises			5,000
III Loss Outside the Premises			5,000
IV Money Orders and Counterfeit Paper Currency			5,000
V Depositors Forgery			5,000
EQUIPMENT BREAKDOWN			
I Physical Damage, Direct Damage, Standard Comprehensive Plus, Replacement Cost – Form C780016(02/06)		1,000	18,095,000
II Consequential Damage, 90% Co-Insurance – Form C780032 (02/06)		1,000	10,000
III Extra Expense – Form C780033 (02/06)		24 Hour Waiting Period	100,000
IV Ordinary Payroll – 90 Days – Form C780034 (02/06)		24 Hour Waiting Period	100,000

ALL COVERAGES SUBJECT TO POLICY DEFINITIONS
This Policy contains a clause(s), which may limit the amount payable.
This policy shall not be valid or binding unless countersigned by a duly Authorized Representative of the Insurer.

President
Coastal Insurance Services Ltd.

May 23, 2008 - E&OE/BG

PROXY FORM

DATE:

I (WE) _____of

_____, in the City of Vancouver, in the Province of British Columbia, being the registered owner(s) of Suite/Unit # _____, Strata Lot #_____, Strata Plan # VR 2160, hereby appoint:

_____

or failing him/her

_____

or failing him/her

_____

as my (our) proxy for me (us) and on our behalf at the Annual General Meeting of the Owners, Strata Plan # VR 2160, to be held on Tuesday, the 9th day of December, 2008 and at any adjournment thereof.

Signed this _____ day of _____, 2008.

_____

_____

To: Owner's - Strata VR 2160
Date: December 9, 2008

With due recognition to the current economic crisis,

Given that,

- this property has held its value better than most other types of investments,

- our building is 20 years old and has the original carpet, paint and wall paper,

- there were several years we did not increase in our strata fees thus drawing on, and depleting, our contingency fund,

I move that we direct council to update the interior of the building,

1. to be completed by July 2010,
2. while maintaining the current quality of materials used,
3. paying for these updates through a special assessment, based on an adequate unit entitlement, which will cover the cost.

By passing this motion tonight we are giving the Owner's time to save the funds, as well as time to plan on protecting their investment in this building.

Gwen Ellert, # 502

Richview MANAGEMENT LTD

120 - 5640 Hollybridge Way, Richmond, B.C., V7C 4N3 Phone (604) 276-8888

Fax (604) 214-0712

MINUTES OF THE STRATA COUNCIL MEETING, STRATA PLAN VR 2160, GOVERNOR POINT, HELD IN THE SOCIAL ROOM, 2189 WEST 42ND AVENUE, VANCOUVER, B.C.

DATE: November 26, 2008

TIME: 9:15 A.M.

COUNCIL IN ATTENDANCE: Nancy Kirk, Maynard Atkinson, Walt Lyman, Shirley van der Hoop, Gerry Pugh, Joan Walker.

REGRETS: Paul Lau.

PROPERTY MANAGER: Bob Howlett, Richview Management Ltd.

1. **CALL TO ORDER:** The meeting was called to order by the President, Nancy Kirk at 9:15 AM.
2. **MINUTES OF THE PREVIOUS MEETING:** It was moved and seconded (Walker/Lyman) that the minutes of October 23, 2008 be adopted as circulated. Motion carried.
3. **BUSINESS ARISING FROM THE PREVIOUS MINUTES:**
    a. Completed Items – Drain repairs, AGM Notice & budget, bylaws/rules update, distribution of owners list.
    b. Water Treatment – This is to be completed by November 30. The job was delayed due to a shipping error re supplies.
    c. Remodeling Rules – This item is brought forward pending review by the

House and Security committee.

d. Front Door Operator – Morane Industries is scheduled to complete preventative maintenance on the front door opener by December 15, 2008.

4. **CORRESPONDENCE:** None

5. **FINANCIAL REPORT:** Mr. Atkinson reviewed the operating statement to October 31, 2008 noting income year to date was $179,245.00 and expenses $173,244.20. Total liabilities & equity at October 31, 2008 was $110,676.71. It was moved and seconded (Atkinson/Walker) to receive the October 31, 2008 statement as presented. Motion carried.

6. **COMMITTEE REPORTS:**

HOUSE – Mr. Pugh advised that he was continuing to investigate water usage between the Elks/Legion building and Governor Point. He will initiate discussions with the neighbouring property directors as to possible sharing of water expense. Installation of a new meter to exclusively monitor usage of the Elks/Legion will be considered pending the cost of the meter and responsibility of the cost of the installation.

Discussions with the Parking Engineer for the City have been held to move forward with repairs to "line 14" where there is water ingress to the garage in the vicinity of the garage door.

EXPEDITING – List attached.

SECURITY – No report.

LANDSCAPING – The Manager advised that snow clearing had been arranged. Ice melter is on site and a small supply will be kept in the closet in the social room.

RULES AND REGULATIONS – A separate renovations rule sheet will be distributed as required. A number of small amendments to the rules will be presented to the owners at the Annual General Meeting.

7. **OTHER BUSINESS:**

   a. AGM – The President reviewed the motions and agenda items for the meeting and items required for meeting set up. Refreshments will be coordinated by Shirley van der Hoop and Joan Walker.

   b. Christmas Bonuses - It was moved and seconded (Atkinson/Walker) to approve Christmas bonuses for the management, landscape and janitorial staff.

8. **ADJOURNMENT:** The meeting was adjourned at 10:30 AM until 9:15 AM, January 22, 2009.

Minutess prepared by:

Richview Management Ltd.,

120 – 5640 Hollybridge Way, Richmond, B.C., V7C 4N3

Richview MANAGEMENT LTD

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Fax (604) 214-0712

MINUTES OF THE STRATA COUNCIL MEETING, STRATA PLAN VR 2160, GOVERNOR POINT, HELD IN THE SOCIAL ROOM, 2189 WEST 42ND AVENUE, VANCOUVER, B.C.

DATE: September 25, 2008

TIME: 9:15 AM

COUNCIL IN ATTENDANCE: Nancy Kirk, Maynard Atkinson, Walt Lyman, Shirley van der Hoop, Gerry Pugh, Joan Walker, Paul Lau.

GUEST: Ron MacDonald

PROPERTY MANAGER: Bob Howlett, Richview Management Ltd.

1. **CALL TO ORDER:** The meeting was called to order by the President, Nancy Kirk at 9:15 AM.
2. **MINUTES OF THE PREVIOUS MEETING:** It was moved and seconded (Walker/Atkinson) that the minutes of July 24, 2008 be adopted as circulated. Motion carried.
3. **BUSINESS ARISING FROM THE PREVIOUS MINUTES –**
    a. Completed Items – Repairs to front sign, relocation of garbage room security bar, painting of garbage room area, installation of roof anchors, water treatment (ordered from Pure Water Systems), basement door knob replacement.
    b. Remodeling Rules – A draft of the remodeling rule to be reviewed by the Manager and Mr. Lau prior to distribution.

4. **CORRESPONDENCE** – None

5. **FINANCIAL REPORT** - Mr. Atkinson reviewed the operating statement to July 31, 2008 noting income year to date was $143,519.00 and expenses $156,397.68. Total liabilities & equity at August 31, 2008 was $117,993.89. It was moved and seconded (Atkinson/Walker) to receive the August 31, 2008 statement as presented. Motion carried.

6. **COMMITTEE REPORTS-**

HOUSE – Mr. Lau will obtain updated estimates on refurbishing the elevator button panels and lobby elevator doors.

Mr. Pugh reported on general water costs with respect to sharing with the Elks building. Further investigation will be ongoing and the cost of a meter to serve only Governor Pont will be obtained.

Mr. Pugh noted that residents will be reminded to ensure parkade exit/stairwell doors are properly closed to discourage occupation by vagrants.

The garage door operator will be replaced by the end of September.

Locker room fans are to be repaired or replaced.

Following renovations to PH 2, paint repairs re required to railings at #310 and #1101. Carpet cleaning in the social room will be charged to the unit as well.

EXPEDITING – List attached.

SECURITY – Mr. Lau noted that the aluminum gate will be installed at the front garden entrance at a cost of $600.00.

LANDSCAPING – Council was advised that Waterloo Landscaping would be contacted to complete additional pruning in the garden.

RULES AND REGULATIONS – No Report.

7. **OTHER BUSINESS –**

a. Disposal of Items – Residents are reminded that all items disposed of

must be placed in the garbage container and not left in the hallway.

b. Condolences – Mrs. Helen Templeton of #902 has passed away. The Council expressed condolences to Mrs. Templeton's family. A memorial service will be held on October 6, 2008 at Shaughnessy United Church at 1:00 PM.

c. Water Damage Claim – The manager advised that there had been water damage to #501, #401 and #301. Incredible Restorations is handling the repair and an insurance claim has been made. The deductible will be charged to #501 as the problem originated due to the actions of the resident in #501.

d. AGM Task Force – Ms. Kirk will chair a committee to prepare items for the AGM. Mr. Lau will act as Vice Chair.

e. Floor Monitors –

f. Social Room Washroom – Key is located in the chair cupboard.

g. Social Room – Users must sign the log book.

h. Floor Monitors – The following owners are the floor monitors for 2008. Please remember that it is a good idea to let your floor monitor know if you are going to be away and where you can be reached during your absence.

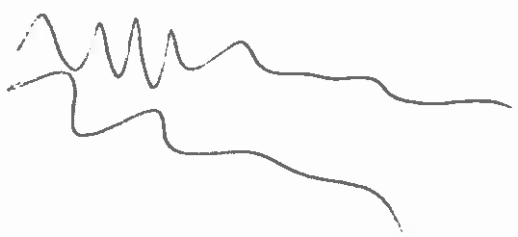
2nd Floor – 202 – Mavis Thom	604-266-5527
3rd Floor – 305 – Enid Underhill	604-261-5999
4th Floor – 401 – Iris Pugh	604-261-6035
5th Floor – 503 – Iris Moore	604-736-0075
6th Floor – 604 – Gloria Smith	604-327-8408
7th Floor – 704 – Nancy Kirk	604-261-3832
8th Floor – 804 – Maynard Atkinson	604-266-2870
9th Floor – 903 – Gary Mc Donald	604-734-3302
10th Floor – 1004 – Shirley van der Hoop	604-261-7242

11th Floor – 1101 – Joan Walker	604-266-6161
12th Floor – 1203 - Betty Errington	604-438-4799
PH 1&2 – PH 1 – Rita Schwenk	604-266-8660

8. **ADJOURNMENT:** The meeting was adjourned at 11:00 AM until 9:15 AM, October 23, 2008.

Action List **September 25 , 2008**

Item #	Item	Action Required
10	Emergency Contact File	Ongoing
110	By Laws & rules update	Ongoing
220	Cleaning of electrical room	2009
229	Garage Door Mesh	In progress (SEE ITEM 255)
234	Key Control Program	AGM 2008
235	Drain Maintenance	In progress/ongoing
236	Parking Lot drains – Luna	Ongoing
238	Floor Monitors	Ongoing
239	Window washing	May/October 2008
240	Front door openers	Completed and programmed
241	Repairs to front sign	COMPLETED
244	Garbage Room Security & Painting	COMPLETED
246	Elevator Refurbishment	AGM 2008
247	Social Room Security	August 2008 ****Discussion
248	Electronic entry system	AGM 2008
250	Carpet cleaning Social Room	Fall
251	Front door maintenance	October 2008
252	Roof Anchors	COMPLETED
253	Water treatment	September 2008 (ordered)
254	Door Knob replacement	COMPLETED
255	Garage door motor replacement	September 2008 (ordered)
256	Lobby Floor refurbishment	2009



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MINUTES OF THE STRATA COUNCIL MEETING, STRATA PLAN VR 2160, GOVERNOR POINT, HELD IN THE SOCIAL ROOM, 2189 WEST 42ND AVENUE, VANCOUVER, B.C.

DATE: July 24, 2008

TIME: 9:15 AM

COUNCIL IN ATTENDANCE: Nancy Kirk, Maynard Atkinson, Walt Lyman, Shirley van der Hoop, Gerry Pugh, Joan Walker.

REGRETS: Paul Lau

PROPERTY MANAGER: Bob Howlett, Richview Management Ltd.

1. **CALL TO ORDER:** The meeting was called to order by the President, Nancy Kirk at 9:15 AM.
2. **MINUTES OF THE PREVIOUS MEETING:** It was moved and seconded (Atkinson/Lyman) that the minutes of June 26, 2008 be adopted as circulated. Motion carried.
3. **BUSINESS ARISING FROM THE PREVIOUS MINUTES** - None
4. **CORRESPONDENCE** – None
5. **FINANCIAL REPORT** - Mr. Atkinson reviewed the operating statement to May 31, 2008 noting income year to date was $89,420.00 and expenses $65,098.86. Total liabilities & equity at May 31, 2008 was $131,650.71. Mr. Atkinson noted that while there was a surplus to date, the Insurance premium would be payable in July and would reduce the surplus. It was moved and seconded (Atkinson/Walker) to receive the May 31, 2008 statement as

presented. Motion carried.

6. COMMITTEE REPORTS-

HOUSE – Mr. Pugh reported on activities of the house committee. Luna Management will be contacted as to the possibility of restricting parking on the east side of the driveway in a similar fashion as adopted by the Strata Corporation on the west side. Estimates will be obtained for the cleaning of the garden walkways. (Diamond Building Maintenance). The Manager confirmed that the roof anchor replacement had been ordered at a cost of $9,500.00 Work was expected to be completed by the end of August.

Replacement of letters on the building sign was in progress. Replacement letters have been ordered online by the manager and delivery was expected in August.

The garage door will be tested for weight bearing limits prior to the installation of mesh on the upper portion of the door.

The garbage room is to be painted and the security bar on the access doors relocated to the interior of the garbage room.

The door handle from the basement lobby to the garage is to be replaced.

EXPEDITING – List attached.

SECURITY – No report during Mr. Lau's absence.

LANDSCAPING – Council was advised that Waterloo Landscaping would be contacted to complete additional pruning in the garden.

RULES AND REGULATIONS –Rules for procedures during renovations is to be circulated to Owners.

7. OTHER BUSINESS – None

8. ADJOURNMENT: The meeting was adjourned at 10:40 AM until 9:15 AM, September 25, 2008.

Action List **June 26 – July 24 , 2008**

Item #	Item	Action Required
10	Emergency Contact File	Ongoing
110	By Laws & rules update	Ongoing
220	Cleaning of electrical room	2008
229	Garage Door Mesh	In progress
234	Key Control Program	AGM 2008
235	Drain Maintenance	In progress/ongoing
236	Parking Lot drains – Luna	Ongoing
238	Floor Monitors	Ongoing
239	Window washing	May/October 2008
240	Front door openers	Completed and programmed
241	Repairs to front sign	Ordered – Aug 08
244	Garbage Room Security	August 08
246	Elevator Refurbishment	AGM 2008
247	Social Room Security	August 2008
248	Electronic entry system	AGM 2008
249	Painting and flashing repair-roof	Completed
250	Carpet cleaning	Completed
251	Front door maintenance	August 2008

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Governor Point

OWNERS INFORMATION

Dear Owner,

On behalf of your Strata Council, we welcome you to Strata Plan ***VR2160***, ***Governor Point***.

Condominium living provides a unique and satisfying lifestyle. Please take a few moments to read this material as it will assist you in understanding the make up of a Strata Corporation, how it operates and your special place in the Condominium Corporation.

All Condominiums in British Columbia are known as Strata Plans and are registered as such in the Government Land Title Office and are governed by the Strata Property Act of British Columbia. Strata Plans are registered in the Land Titles Office in New Westminster.

The official name of your Strata Plan is ***VR 2160***. This means that yours was the 2160th Strata Plan registered under the "VR" Strata designation. The name ***Governor Point*** is the "nickname" of your Strata Plan and is noted on all Strata Plan documents.

You will often hear terms that refer to special aspects of the your Strata Plan the most common being STRATA CORPORATION, COMMON PROPERTY, STRATA LOT, BUDGET, OPERATING ASSESSMENTS, UNIT ENTITLEMENT, BY LAWS, COUNCIL MEMBERS AND MANAGER.

Your Strata Plan is set up as a STRATA CORPORATION. This is similar to Corporations established to run Municipalities. In fact, Strata Corporations can be compared to cities in the way they operate. ***VR 2160*** is a "city within a city".

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Email: richview@telus.net • Web: www.richviewproperty.com

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Your STRATA LOT is your deeded property. The property line for your lot is half way through your wall rather than at the perimeter of your lawn or driveway as would be the case in a single family dwelling. All property in the Strata Plan from the outside of your lot to the outer limits of the plan is called COMMON PROPERTY.

You have a share of the common property and the COUNCIL is charged with the responsibility of looking after the common property on your behalf. This is similar to a city operation where the City Council looks after the common property of the city such as garbage collection, lighting, road maintenance, grounds maintenance etc. Your STRATA COUNCIL is concerned with the same responsibilities for the Common Property of your STRATA PLAN.

Your small city needs money to operate and each year the CORPORATION approves an OPERATING BUDGET. Your share of the budget is called an OPERATING ASSESSMENT and is paid monthly to the Corporation. The OPERATING ASSESSMENT is very similar to a property tax. Unlike a Municipality, you, as a "strata taxpayer", have the unique ability to set your own "tax" amount when you pass the budget. The amount of the Operating assessment is determined by the size of your Strata Lot as compared to the others within the Strata Plan. This is called the UNIT ENTITLEMENT and is listed in the Strata Plan.

The budget is presented to the Owners at the General Meeting of the Corporation which is held annually. The Operating year for ***VR 2160*** is from **January 1 to December 31**.

The Corporation is run by the STRATA COUNCIL. The council is elected annually at the General Meeting. Any Owner is eligible to run for Council. The Council may consist of 3 to 7 members. The Council then elects a Chairperson and Vice Chairperson. The Council meets regularly to discuss the business of the Corporation and publishes minutes of those meetings for the information of the Owners.

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The Council employs a MANAGER to assist in the day to day running of the Corporation. The Manager keeps the records of the Corporation, collects assessments, pays bills and provides Statements of Account to the Council on a monthly basis. The Manager deals with services provided to the Corporation and handles emergency calls for the Council. The Manager also assists the Council in corresponding with the Owners, Contractors and enforces the Bylaws of the Corporation.

Bylaws are important to the running of the Corporation as these rules are tailored to your particular Strata Plan. The Bylaws are passed by the Owners at General Meetings and require a 75% majority of the meeting to be carried. Bylaws generally deal with the dos and don'ts with respect to the Common Property. A copy of your Bylaws is included with this letter. Please read them and keep them available for referenee.

Also included is a copy of the Operating Budget and assessment schedule. Please locate your unit number on the schedule for your assessment fee. We request that you forward post dated cheques or complete the enclosed form for pre-authorized payment authorization to the Management office. Payments are due on the first of each month and there is a penalty of $25.00 if payment is not received on time.

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Your cheque should be made payable to:

" The Owners, Strata Plan *VR 2160* ".

and forwarded to:

Richview Management Services
#120 - 5640 Hollybridge Way,
Richmond B.C.
V7C 4N3

The emergency phone Number for Common Area emergencies is:

604-276-8888

Thank you for taking the time to read this material. Should you have any questions, please contact our office at 604- 276- 8888. Fax 604-214-0712 Email richview@telus.net.

Bob Howlett
Property Manager

Eleanor Neuman
Account Manager

Richview MANAGEMENT LTD

120 - 5640 Hollybridge Way, Richmond, B.C., V7C 4N3 Phone (604) 276-8888 Fax (604) 214-0712

How to Leave a Message for the Management Company

When you phone the management office, you may find that the office personnel or manager are not available at the time of your call.
Below, are brief instructions on how to leave a message or how to page the manager on call. You may press the appropriate number at any time during your call.

1. **Dial: 604 – 276 – 8888**
2. **For an emergency, press "1"**
3. **To leave a message for Bob Howlett, press "2".**
4. **To leave a message for the accounting department, press "3".**

It's a good idea to repeat your name and number to make sure your message records properly.

Bob Howlett,
Property Manager

VR 2160 Governor Point
Profit & Loss Budget Overview
January through December 2007

	Jan - Dec 07
Ordinary Income/Expense	
Income	
Revenue	
Maintenance Shares	190,291.00
Reserve Transfer	20,000.00
Fireplace Gas Recovery	4,680.00
Storage Rental	300.00
Total Revenue	215,271.00
Total Income	215,271.00
Expense	
Utilities	
House Gas	14,400.00
House Electricity	22,800.00
Fireplace Gas	4,680.00
City Water/Sewer	9,600.00
Total Utilities	51,480.00
Contracts	
Elevator	11,022.00
Garbage	5,940.00
Recycling	900.00
Security	1,980.00
Cleaning	9,900.00
Total Contracts	29,742.00
Administrative	
Insurance	19,953.00
Management	15,744.00
Strata Expenses	1,100.00
Expenses GST/Audit	6,000.00
Total Administrative	42,797.00
Building	
General Repairs	18,000.00
Equipment/Supplies	1,200.00
Locks, Keys, Glass	1,200.00
Fire Alarm Service	1,000.00
Window Cleaning	2,100.00
Capital Reserve Projects	20,000.00
Total Building	43,500.00
Grounds	
Grass/Planters	9,000.00
Parkade/Walkways	600.00
Total Grounds	9,600.00
Reserves	
Contingency Contribution	38,152.00
Total Reserves	38,152.00

VR 2160 Governor Point
Profit & Loss Budget Overview
January through December 2007

	Jan - Dec 07
Total Expense	215,271.00
Net Ordinary Income	0.00
Net Income	**0.00**

STRATA PLAN VR 2160
GOVERNOR POINT

2007 MONTHLY STRATA FEES

SUITE #	S.L.	UNIT ENT.	UNIT ENT %	BASIC MONTHLY PAYMENT	F/P GAS	TOTAL MONTHLY PAYMENT
201	4	118	0.02026	321	$0.00	321
202	5	115	0.01974	313	$0.00	313
203	1	117	0.02009	319	$0.00	319
204	2	82	0.01408	223	$0.00	223
205	3	68	0.01167	185	$0.00	185
301	9	118	0.02026	321	$0.00	321
302	10	115	0.01974	313	$0.00	313
303	6	117	0.02009	319	$0.00	319
304	7	82	0.01408	223	$0.00	223
305	8	68	0.01167	185	$0.00	185
401	14	118	0.02026	321	$0.00	321
402	15	115	0.01974	313	$0.00	313
403	11	117	0.02009	319	$0.00	319
404	12	82	0.01408	223	$0.00	223
405	13	68	0.01167	185	$0.00	185
501	18	118	0.02026	321	$0.00	321
502	19	115	0.01974	313	$0.00	313
503	16	116	0.01991	316	$0.00	316
504	17	142	0.02438	387	$0.00	387
601	22	118	0.02026	321	$0.00	321
602	23	115	0.01974	313	$0.00	313
603	20	116	0.01991	316	$0.00	316
604	21	142	0.02438	387	$0.00	387
701	26	120	0.02060	327	$15.00	342
702	27	117	0.02009	319	$15.00	334
703	24	118	0.02026	321	$15.00	336
704	25	143	0.02455	389	$15.00	404
801	30	120	0.02060	327	$15.00	342
802	31	117	0.02009	319	$15.00	334
803	28	118	0.02026	321	$15.00	336
804	29	143	0.02455	389	$15.00	404
901	34	120	0.02060	327	$15.00	342
902	35	117	0.02009	319	$15.00	334
903	32	118	0.02026	321	$15.00	336
904	33	143	0.02455	389	$15.00	404
1001	38	120	0.02060	327	$15.00	342
1002	39	117	0.02009	319	$15.00	334
1003	36	118	0.02026	321	$15.00	336
1004	37	143	0.02455	389	$15.00	404
1101	42	120	0.02060	327	$15.00	342
1102	43	117	0.02009	319	$15.00	334
1103	40	118	0.02026	321	$15.00	336
1104	41	143	0.02455	389	$15.00	404
1201	46	124	0.02129	338	$15.00	353
1202	47	122	0.02094	332	$15.00	347
1203	44	123	0.02112	335	$15.00	350
1204	45	148	0.02541	403	$15.00	418
PH1	48	167	0.02867	455	$15.00	470
PH2	49	169	0.02901	460	$15.00	475

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MINUTES OF THE STRATA COUNCIL MEETING, STRATA PLAN VR 2160, GOVERNOR POINT, HELD IN THE SOCIAL ROOM, 2189 WEST 42ND AVENUE, VANCOUVER, B.C.

DATE: October 23, 2008

TIME: 9:15 AM

COUNCIL IN ATTENDANCE: Nancy Kirk, Maynard Atkinson, Walt Lyman, Shirley van der Hoop, Gerry Pugh, Joan Walker, Paul Lau.

GUEST: Mavis Thom

PROPERTY MANAGER: Bob Howlett, Richview Management Ltd.

1. **CALL TO ORDER:** The meeting was called to order by the President, Nancy Kirk at 9:15 AM.

2. **MINUTES OF THE PREVIOUS MEETING:** It was moved and seconded (van der Hoop/Pugh) that the minutes of September 25, 2008 be adopted as circulated. Motion carried.

3. **BUSINESS ARISING FROM THE PREVIOUS MINUTES:**

   a. Completed Items – Window Washing, replacement of garage door operator, water treatment (October 31 scheduled pending receipt of chemical).

   b. Remodeling Rules – This item is brought forward pending review by the House and Security committee.

   c. Owners List – An updated Owners list was distributed to Council and will be circulated with the minutes. An emergency contact list was provided to the President to be kept on a confidential basis.

4. **CORRESPONDENCE:** None

5. **FINANCIAL REPORT:** Mr. Atkinson reviewed the operating statement to September 30, 2008 noting income year to date was $143,519.00 and expenses $156,397.68. Total liabilities & equity at September, 2008 was $117,993.89. It was moved and seconded (Atkinson/Walker) to receive the September 30, 2008 statement as presented. Motion carried. It was noted that in lieu of proposing a special levy for capital projects that the assessments be raised by 15% to augment contributions to the contingency reserve.

   A draft of the 2009 Operating budget as prepared by the manager was presented to the Council for review.

   The manager recommended that the surplus in the operating account be transferred to the Contingency reserve. Council concurred.

   AGM Task Force Report – Mr. Lau presented a report from the AGM Task force recommending inclusion of capital projects to repair the garage expansion joint, refurbishment of the brass fixtures in the elevator and upgrade of the lobby. It was agreed to include these items as capital improvement projects in the 2009 operating budget to be funded from the reserve.

6. **COMMITTEE REPORTS:**

   HOUSE – Mr. Pugh introduced Mr. Peladeau from Reid Bros. Plumbing who advised that a secondary water meter could be installed to measure water usage of the neighbouring property. A quotation will be provided.

   EXPEDITING – List attached.

   SECURITY – The committee has recommended that the installation of an aluminum gate in the garden area be cancelled.

   LANDSCAPING – No report.

   RULES AND REGULATIONS – Mr. Lyman asked that the manager ensure that there is a face page on the bylaws to remind realtors of the rules with respect to signs and apartment showings

7. **OTHER BUSINESS:**

   Annual General Meeting – The Annual General Meeting is scheduled for December 9, 2008 at 7:00 PM. The manager will circulate notices to the owners which will include bylaw amendments, the operating budget and supporting materials. Ms. Kirk advised that the Council had solicited the owners as to interest in serving on Council and that a complete slate will be presented for election.

8. **ADJOURNMENT:** The meeting was adjourned at 11:00 AM until 9:15 AM, November 27, 2008.

Minutes prepared by:

Richview Management Ltd.
120-5640-Hollybridge Way, Richmond, B.C. V7C4N3.
Telephone:604-276-8888 Fax:604-214-0712

Action List **October 23, 2008**

Item #	Item	Action Required
10	Emergency Contact File	Ongoing
110	By Laws & rules update	Ongoing
220	Cleaning of electrical room	Spring 2009
235	Drain Maintenance	In progress/ongoing
236	Parking Lot drains – Luna	Ongoing
239	Window washing	March 09
246	Elevator Refurbishment	AGM 2008
251	Front door maintenance	November 2008
253	Water treatment	October 31
256	Lobby Floor refurbishment	2009

Governor Point Owners List

Oct. 28 2008

Strata Lot #	Suite #	Owner	Home Phone	First Names	Stall	Locker
4	201	Mrs. Bedggood	604-263-4164	Joanne	59/67	36
5	202	Ms.Thom*	604-266-5527	Mavis Elena	73/74	26
1	203				45/46	9
2	204	Mrs.Wittrin*	604-263-8336	Barbara	40	32
3	205	Ms. Chan	604-261-1862	Stephanie	29	33
9	301	Mr. & Mrs. MacDonald	604-732-9727	Ronald & Betty	25/26	17
10	302	Mr.& Mrs. Lau	604-266-9783	Ed & Marina	41/42	21
6	303	Mr. A Njakara	604-261-0455	Anne & Elizabeth	21/22	22
7	304	Mr. Lamoureux	604-266-0335	Paul	49	20
8	305	Ms. E. Underhill	604-261-5999	Enid	1	48
14	401	Mr. & Mrs. G. Pugh	604-261-6035	Gerry & Iris	57/58	11
15	402	Mrs. M. Sutherland	604-224-6911	Marion	68/69	50
11	403	Ms Y. Wong	604-261-8187	Yim	38/39	38
12	404	Mrs. Lerner	604-264-0900	Libby	86	34
13	405	M.H. Ronald(Mrs.)*	604-263-9070	Peggy	23	25
18	501	Mrs. Dobbin	604-264-1924	Evelyn	55/56	37
19	502	Ms.G.Ellert	604-874-6197	Gwen	89/90	24
16	503	Mrs. Moore	604-736-0075	Iris	30/31	10
17	504	Mrs.P.Groberman	604-261-9518	Harold & Pearl	20/24	45
22	601	Mr. & Mrs. P. Lau		Paul & Shirley	53/54	36
23	602	Mr.& Mrs. Searle	604-261-5463	Mark & Judy	14/15	18
20	603	Mr. Chen	604-261-7168	Philip Chen	34/35	31
21	604	Mrs. Smith	604-327-8408	Gloria	18/19	51
26	701	Mrs. Hatiras	604-261-4006	Paula	100/101	15
27	702				43/44	42
24	703	Ms. McDonald	604-266-9843	Anne	36/37	3
25	704	Mrs. Kirk	604-261-3832	Nancy	95/96	12
30	801	Mrs. Austin	604-266-2277	Mary	82/83	49
31	802	Mr.& Mrs. Hsu	604-263-5187	Alice	84/85	13
28	803	Dr. John/Bea Zack	604-261-1600	Beatrice & John	98/99	52
29	804	Mr. Atkinson	604-266-2870	Maynard	12,13	14
34	901	Ms. Yu	604-261-4899	Karen	50/51	29
35	902	Mrs.L.H.Templeton	604-266-6043	Lily,Helen	32/33	6
32	903	Mr. MacDonald	604-734-3302	Gary	16/17	5
33	904	Mr. Mindell	604-321-9097	Martin	10,11	16
38	1001	Mr. W. Lyman	604-733-0497	Walt	80/81	8
39	1002	Mr. & Mrs. Kimme	604-267-1169	James, Ji Yaung	77/78	45
36	1003	Mr.& Mrs. Carmichael	604-267-2920	Lynn & Andrew	87/88	4
37	1004	Mr. & Mrs. van der Hoop	604-261-7242	Shirley & Peter	8,9	46
42	1101	Mrs. Walker	604-266-6161	Joan	71/72	35
43	1102	Mr. Ling	604-264-7377	Bill	47/48	7
40	1103	Mrs. Pangman	604-266-0393	Marian	27/28	23
41	1104	Mrs. & Mrs. Grimm	604-263-5140	Henry & Elizabeth	2,3	19
46	1201	Mrs. Wertman		Regina	93/94	40
47	1202	Mrs. Wertman		Regina	92/93	41
44	1203	Mrs.Errington	604-438-4799	Betty	75/76	26
45	1204	Mr.& Mrs. Loh	604-266-6666	Carol & Charles	52/97	27
48	PH1	Mr. & Mrs. Schwenk	604-266-8660	Gus & Rita	70/79	44
49	PH2	MR. & Mrs. Zack	604-569-2891	Danny and Valorie	4,5	43

*Requires assistance in leaving suite