The Wynford Group

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PROPERTY MANAGEMENT SERVICES

IMPORTANT INFORMATION Please have this translated	重要資料 請找人爲你翻譯
RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire	これはたいせつなお知らせです。 どなたかに日本語に訳してもらってください。
INFORMACIÓN IMPORTANTE Busque alguien que le traduzca	알려드립니다 이것을 번역해 주십시오
CHỈ DẪN QUAN TRỌNG *Xin nhờ người dịch hộ*	ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਵਾਓ

MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 4071, THE EUROPA, HELD ON THURSDAY, JANUARY 24th, 2008, AT 6:00 P.M., IN THE THEATRE, 63 KEEFER STREET, VANCOUVER, B.C.

Council in Attendance:	Fern Jeffries	President
	Tim Richards	Treasurer
	Marcello Pavan	Secretary
	Keith Anderson	
Property Manager:	Bettina Rodenkirchen	The Wynford Group
Regrets:	John Tulev	Vice-President
	David Holtzman	Privacy Officer
Guests:	Marjalisa Vartiainen	
	Susan Tan	
	Judy Langdon	
	Kathryn Hallanzy	

1. OWNERS' FORUM

An Owner was present to advise that she was happy to see that signs have been posted regarding showering before using the pool and spa, and also that the sauna thermostat had been fixed.

An Owner was present and asked that with the upcoming Annual General Meeting, a review be undertaken of the 24-hour Concierge coverage, as she is not sure that this has helped the security issue and may not be a long-term solution. The use of floor access fobs should be investigated.

An Owner mentioned that there are frequently cigarette butts and empty bottles in the back stairwells and, in one case, were there for over one week. Council asks that if you notice anything of this nature, to report it right away to the Concierge.

It was further reported that the police and representative of the safety office had toured the site and thought the Europa is in good shape.

An Owner was present regarding the state of the furniture in the lobby, which needs repairing / replacing.

An Owner was present to ask whether Council intends to revisit the number of renters in the building. This is not planned for the upcoming Annual General Meeting. However, owners are advised that they can take up a petition of 25% of owners to add items to the agenda.

2. CALL TO ORDER

The Council President, Fern Jeffries, called the meeting to order at 6:17 p.m.

3. NEW COUNCIL MEMBER

There had been two vacancies on the Council and Keith Anderson volunteered to serve for the remainder of the fiscal year term. Council welcomed Keith.

4. MINUTES FROM PREVIOUS MEETING

It was **MOVED** and **SECONDED** (Richards / Anderson) to approve the Minutes of the Council meeting held on November 22nd, 2007. **CARRIED**

5. BUSINESS ARISING FROM THE MINUTES

A. Honeywell Recommendation

Honeywell has advised that the supplier of the spiral vents air and dirt separators is not able to guarantee that the price will be held until the Annual General Meeting.

B. Balcony Railings

The adjuster, along with an expert contractor, finally inspected the areas the Monday before this meeting. A report is now awaited.

C. Rules

As a number of the Europa's Rules were incorporated into the Bylaws, the remaining Rules dealing with parking, miscellaneous, proximity cards and garage clickers were reviewed by Council.

It was then **MOVED** and **SECONDED** (Anderson / Richards) to replace the existing Rules with new ones, which are attached to and form part of these Minutes. **CARRIED**

D. Door Security

The proposal from Citilock has still not been received.

E. Signage for Pool Area

Signs have been posted, asking people to shower before entering the pool / spa.

F. Sprinkler Recall

The fire safe contractor advised that there is no issue in this regard at the Europa.

6. COMMITTEE REPORTS

A. Repairs & Maintenance

There was nothing to report.

B. Communications / Website

There was nothing to report.

C. Keefer Place Community Group & False Creek Residents Association
A Keefer Place Community Group meeting will be held on January 29th, 2008, at Paris Place. It was reported that the False Creek Residents Association had its first meeting and the next one is scheduled for February 12th, 2008, at Science World. The focus of this association is to develop strategy for municipal election to give the area some voice.

D. Keefer Steps
The Europa does not have a representative right now, but will ask to be kept informed. Henderson will not give this committee any decision making authority. Therefore, personal attendance at meeting is not a high priority for Council.

E. Emergency Planning
There was nothing to report.

F. Gardening / Landscaping
There was nothing to report, except that the 5th floor garden appears to be quite bare and Council thought that plantings had been done in this area. This will be followed up with the landscaper.

7. FINANCIAL REPORT

A. Operating Statements
Following a review of the statement of receipts and disbursements and invoices paid on behalf of the Strata Corporation, it was **MOVED** and **SECONDED** (Richards / Anderson) to approve the operating statement for the month of November 2007, as prepared by The Wynford Group. **CARRIED**

B. Receivables
Council reviewed the accounts receivables and directed the Property Manager to follow up, as necessary.

C. Invoice – Elevator
An emergency repair had to be undertaken to the elevator and the invoice was in the amount of $8,661.08.

It was then **MOVED** and **SECONDED** (Richards / Pavan) that, due to the nature of the emergency, funds are to be taken from the Contingency Reserve Fund. **CARRIED**

D. Cash Flow
Due to significant Owner charge backs still outstanding, the Corporation has had an ongoing cash flow problem and, accordingly, another $60,000 had to be borrowed from the Contingency Reserve Fund in order for the Strata Corporation to meet its expenses. At present, the amount owing to the Contingency Reserve Fund from Operating, is $93,900.

E. Invoices for Approval
Confirmation regarding the increase in percentage charged to the Europa by Henderson Developments for the Keefer Steps, has not been received and is still being investigated. Accordingly, Council directed that the current Keefer Steps bill be paid in accordance with the established percentage, pending awaiting further information to establish details why the calculation has changed.

An invoice has been received for the replacement of two booster tanks, one on the 5th floor and the other on the 7th floor, in the amount of $8,904. This had to be done, as one of the tanks had failed completely and the other one was also at risk.

This was an emergency and it was **MOVED** and **SECONDED** (Richards / Pavan) to authorize payment to G. Rossi Plumbing & Heating, in the amount of $8,904, with the funds coming from the Contingency Reserve Fund. **CARRIED**

8. PROPERTY MANAGER'S REPORT

A. Staff Reports

Copies of the Property Manager's site visit reports were presented to Council.

The Concierge report was provided to Council by e-mail and the Property Manager advised the pest control reports are on file.

The Corporation's computer requires replacement and Marcello volunteered to purchase a new one. Anticipated costs are about $500.

B. Correspondence

Nineteen items of correspondence were reviewed.

Regarding a noise complaint received, all Residents are reminded of the municipal noise bylaws and that the quiet time from 11:00 p.m. to 7:00 a.m. be observed. A notice will be posted in the elevator. Owners/residents are also reminded that they are responsible for their guests, as per the Strata Corporation's bylaw 3.7.

Council reviewed a letter from an Owner regarding a fine imposed, asking for its reversal due to miscommunication, which Council agreed to.

Regarding a request from the same unit Owner to also be credited with the value of a locksmith invoice, dating back to December 2006, Council asked that this be investigated further.

Regarding a substantial charge back for damage caused, for which the Owner was responsible, it was **MOVED** and **SECONDED** (Richards / Anderson) that this matter be referred to the Strata Corporation's lawyer. **CARRIED**

C. Items in Progress

1. Replace pool light.
2. Replace fountain lights #1 and #21.
3. Repair computer.
4. Repair pump 1 in mechanical room.
5. Various small electrical repairs.
6. Repair video.

D. Completed Items

1. Lock repair to loading bay door.
2. Replace loading bay door strike.
3. Repair door handle – P2 public entry.

4. Repair duplex pump control system, stall #102.
5. Ordered pool / spa chemicals.
6. Ordered chemicals for the fountain.
7. Replace fountain lights #2 and #3.
8. Ordered 20 new fobs.
9. Quarterly HVAC service.
10. Polish lobby floors.
11. Various small common area handyman jobs.
12. Remove / reinstall P4 heating system.
13. Replace pot feeder for heat pump – loop one.
14. Repair cause of no hot water.
15. Paid certificate #4 to Ocean West Construction.

E. Deferred

1. Bylaw review prior to next Annual General Meeting.

9. NEW BUSINESS

A. Strata Lot 19

This matter is being handled by the Strata Corporation's lawyer. Approval to proceed in Supreme Court will be obtained at the upcoming Annual General Meeting.

B. Insurance

The Strata Corporation's insurance requires renewal prior to February 28th, 2008. A renewal quotation has been received, in the amount of $55,963. Due to claims history of the Corporation, the deductibles for water damage and sewer back up are still in the amount of $50,000.

It was then **MOVED** and **SECONDED** (Richards / Anderson) that the insurance be renewed and that the premium be paid through a payment plan. **CARRIED**

C. Meeting with Insurance Broker

An informal meeting of Owners with the Strata Corporation's insurance broker will be scheduled some time in the spring.

D. Elevator Contract

Council reviewed a quotation for renewal of the elevator contract with ThyssenKrupp and it was **MOVED** and **SECONDED** (Anderson / Richards) to enter into a five-year contract, at a cost of $900 per month, plus GST, except that the contract not be automatically renewed. **CARRIED**

E. Third Party Notice

The Strata Corporation and two former Council members were named as third parties in three small Claims Court actions.

Discussion on this item was held in-camera. After the in-camera discussion, it was **MOVED** and **SECONDED** (Richards / Anderson) for the Strata Corporation to pay the related filing fees. **CARRIED**

This matter has been referred to the Strata Corporation's insurance company.

10. MEETING TERMINATION

There being no further business, the Council meeting was terminated at 8:07 p.m.

The next Council meeting will be held on Thursday, February 28th, 2008.

NOTE: PLEASE MAKE YOUR CHEQUES PAYABLE TO "STRATA PLAN LMS 4071" AND ENSURE THAT YOUR UNIT NUMBER IS CLEARLY MARKED ON THE FACE OF YOUR CHEQUES.

Do you have a question regarding payment of your account?
If so, please call 604-261-0285 and ask for Local 335.

ATTENTION

Please keep these Minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either Minutes or Bylaws will be at the Owner's expense and not at the expense of the Strata Corporation.

Please note that The Wynford Group office has a multiple phone line system and that there are several different numbers that may appear on your call display. These numbers are for outgoing calls and cannot be used to return calls. Please use only the main contact number: 604-261-0285 to ensure a proper response. Thank you for your cooperation.

The Strata Corporation's website is: www.theeuropa.com
The Council's e-mail address is: europacouncil@novuscom.net

THE WYNFORD GROUP OFFICE HOURS ARE MONDAY TO FRIDAY, 9:00 A.M. TO 5:00 P.M. FOR AFTER-HOUR EMERGENCIES ONLY, PLEASE CALL 604-261-0285, THEN PRESS "1" TO BE CONNECTED TO THE ANSWERING SERVICE.

APPROVED BY COUNCIL: _____ DATE: _____

(01/30/08) (Min-01.24.4071)

Attachment: Rules of the Strata Corporation LMS 4071 – Europa.

These Minutes have been reviewed by the Council President.

RULES OF THE STRATA CORPORATION LMS 4071 – EUROPA

A. PARKING

(1) An owner, tenant, or occupant shall not

(a) attach any items to the floor of the Stall nor to any wall, ceiling or support column adjacent to the Stall.

(b) leave personal possessions in the parking stall.

B. MISCELLANEOUS

(1) Owners/Residents may sign a waiver to authorize the concierge desk to receive parcels/documents (except registered mail) from delivery personnel.

(2) In case of building emergency, call the property management company on call 24hours a day, 7 days a week.

(3) Any concern and/or problems must be put in writing.

C. PROXIMITY CARDS / GARAGE CLICKERS

- $25.00 for each card / key fob up to a maximum of four.
- $50.00 thereafter to a limit of six subject to residents applying for cards five and six in writing and being approved by the Strata Council.
- $100.00 per garage door clicker to a maximum of two.
- This is not a deposit.