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, FEBRUARY 22nd, 2007, AT 6:30 P.M., IN THE THEATRE, 63 KEEFER STREET, VANCOUVER, B.C.

Council in Attendance:	Fern Jeffries	President
	John Tulev	Vice-President (arrived at 7:43 p.m.)
	Tim Richards	Treasurer
	Sidney Dennison	Privacy Officer
	Helen McLaughlin	
	Marcello Pavan	(arrived at 6:45 p.m.)
Property Manager:	Geraldine Svisdahl	The Wynford Group
Guests:	Kathryn Hallanzy	
	Jessica Travers	
	Sandy Frank	
	Frank Buck	
Regrets:	Kirby Morrow	Secretary

1. CALL TO ORDER

The Council President, Fern Jeffries, called the meeting to order at 6:33 p.m.

2. OWNERS' FORUM

An Owner was present to suggest that any funds received through Small Claims Actions against Henderson, with respect to the amount of money taken out of the Contingency Reserve Fund, should be paid back into the Contingency Reserve Fund, rather than being received by the individual Strata Lots. As not every Owner is going to file in the Small Claims Court, and as the Action is between an Owner and Henderson and not the Strata Corporation, it is not possible to have the Contingency Reserve Funds paid back.

An Owner was present to appeal the Council with respect to Bylaw #6.4, which requires 6 mm of cork underneath laminate or hardwood flooring. The Owner stated that there are much better products on the market than there was when the Bylaw was adopted. Unfortunately, the Strata Corporation's hands are tied, as the Strata Corporation has a duty to uphold the Bylaws. The Owner was advised that the Strata Council is planning a Special General Meeting, shortly after the Annual General Meeting, to

propose amendments to several Bylaws. The Owner volunteered to provide Council with wording for a proposed Bylaw amendment and this offer was accepted, with thanks from the Council.

*See 4.E below.

This same Owner also advised Council that Henderson could apply to consolidate a group of Small Claims Actions. Council is aware of this.

Another Owner was present to thank the Council for all their efforts on behalf of the Owners and asked that the Annual General Meeting Agenda be sent to a different address, as she will be out of town when the AGM Notice is delivered and / or mailed. The Property Manager advised that she would attempt to have the AGM package sent to a different address, but could not guarantee it, as the computer system at The Wynford Group does not allow multiple addresses.

Another Owner was present to apologize for the trouble caused by the leak in his unit. He stated that the occupants were there on a verbal lease, on a temporary basis only, and does not feel that he should be held responsible for the incident and the subsequent damages to other suites. He also stated that he does not have insurance and neither does the occupant. The Owner was told that the Strata Corporation will hold the occupant and the Owner responsible for any damages, and they will look to the Owner for payment. The Owner was reminded that ALL Owners are obliged to have insurance as per the bylaws.

All of the guests, except one, left the meeting with the thanks of Council.

3. MINUTES OF PREVIOUS MEETING

It was **MOVED** and **SECONDED** (Dennison / McLaughlin) to approve the Minutes of the Council meeting of January 25th, 2007. **CARRIED**

4. BUSINESS ARISING FROM THE MINUTES

A. Emergency Planning

Helen McLaughlin showed Council some of the information which she plans to put into an emergency binder. Work on this project continues.

B. 5th Floor Benches

The Strata Council is now looking for volunteers to assist in refinishing the 5th floor benches. If you are interested, please contact the Property Manager.

C. Building Repairs / Deficiencies

Tenders for the work closed today and we should have the information available within a week.

The Strata Corporation has received a letter a letter from Henderson, which states, in part: "I would like also to stress that in no way is Henderson Development neglecting our water guard warranty. We will stand behind our warranty and have made repairs in the past to that effect and will continue to do so in the future, as necessary."

It was noted the Townhall meeting, with respect to Small Claims Actions against Henderson, was quite successful and that 33 Owners have indicated a willingness to proceed quickly to Small Claims Court. We anticipate more Owners, who may not have been able to attend the meeting, being interested in signing. We will continue to make every effort to advise all Owners and seek their participation. Additional sessions to help people with the forms will be organized.

D. 2010 Advertising

Tunnel Vision Advertising has advised that the City of Vancouver and VANOC have said no to funding the Banner Project. Tunnel Vision Advertising has now approached the Federal Government.

Owners will be advised of further information as it becomes available.

E. Bylaw Review

Members of the Council were provided with the wording for Resolutions with respect to Bylaw amendments. It was agreed that the Council would hold a special Council meeting to deal with the Resolutions and would call a Special General Meeting after the Annual General Meeting to vote on the Bylaw amendments, with one exception, being Bylaw #6.4. The amendment to this Bylaw will be presented to the Annual General Meeting in March 2007.

F. Bathtub / Shower Plumbing

A bathtub / shower connection in the Tower has been inspected and was found to be well sealed. The Strata Corporation's plumber suggested that the only problems he has seen have been on the 5th floor and this suggested that, perhaps, a different plumber installed the plumbing on the 5th floor than did in the Tower.

The Strata Corporation recommends that all Townhouse Owners make arrangements to have their bathtub / shower connection checked and properly sealed. The cost would be less than $100 for both bathtubs.

G. Noise Complaint – Townhouses

It was agreed that this is not a Strata Corporation issue. Several Townhouse Owners are attempting to obtain a group rate to install soundproofing.

5. COMMITTEE REPORTS

A. Communications

The information sheet, which was provided to Owners who attended the Townhall meeting, is attached to and forms part of these Minutes.

6. NEW BUSINESS

A. Web Site

The Strata Corporation is in the process of giving serious consideration to changing the web site host.

B. Request from Penthouse Owners

Two Penthouse Owners have requested permission to make modifications to the architectural detail on the roof. The Strata Council will take no action until an engineering report has been received from the Owners concerned.

C. Parking Request – P1

A Resident has asked the Council to consider allowing motorbikes to be parked in parking stall #16 on P1. This area is chained off because of the low ceiling. The Property Manager was directed to advise the Owner concerned that the Strata Corporation does not control this parking stall, as all of the parking stalls belong to Henderson and are leased back to individual Owners.

D. Parking Complaint
Council reviewed a complaint from an Owner with respect to the actions of a cashier. Unfortunately, the Strata Corporation has no control over Impark and its employees.

E. Insurance Renewal
It was **MOVED** and **SECONDED** (Richards / Dennison) to renew the Strata Corporation's insurance policy from February 28th, 2007 to February 28th, 2008, at a premium of $47,264. **CARRIED**

F. Cigarette Butts
The Strata Council has received a complaint from an Owner with respect to cigarette butts from the suite above coming through a window of the suite below.

It was **MOVED** and **SECONDED** (Tulev / McLaughlin) to fine the Owner of Strata Lot 191 for Bylaw violations and to advise the Owner and the tenant that the Strata Corporation can evict the tenant to protect the safety and well being of the Owners and Residents in the building. **CARRIED**

G. Mall Access Card Readers
We have been having problems with the mall access card readers over the last little while and the Property Manager advised Council that the system will have to be replaced sooner rather than later.

H. Auditor
The Strata Corporation's auditor has advised that the audit for the fiscal year ending February 28th, 2007 is the last audit he will do for the Strata Corporation, as he is no longer going to be doing Strata Corporation audits.

I. Sprinkler Head Wedges
The Property Manager advised that she has received information with respect to sprinkler head wedges, which can be installed into sprinkler heads that have been broken off, as a temporary "flood control." The Property Manager is in the process of obtaining samples.

7. FINANCIAL REPORT

A. Operating Statements
Following a review of the receipts and disbursements and invoices paid on behalf of the Strata Corporation, it was **MOVED** and **SECONDED** (Richards / Dennison) to approve the Operating Statements for the months of November and December 2006 and January 2007. **CARRIED**

Discussion took place with respect to the cost to maintain to the Keefer Steps and it was **MOVED** and **SECONDED** (Dennison / Tulev) to refuse further payment to Henderson, with respect to Keefer Steps pending clarification of mutual responsibilities. **CARRIED**

B. Operating Budget
The Property Manager provided Council with two Operating Budgets, in the amount of $693,252 and $700,375. Considerable discussion took place and changes were made to garbage, enterphone, Concierge, general interior repairs, and Contingency Reserve Fund.

Considerable discussion took place with respect to whether or not the Strata Corporation should have 24-hour Concierge coverage, hence the reason for two Budget options. One allows for Concierge service for 16 hours per day, every day, and the other allows for 24-hour Concierge coverage every day.

It was **MOVED** and **SECONDED** (Tulev / Richards) to present two Budgets to the Annual General Meeting. Budget A, in the amount of $744,967, allowing for 24-hour Concierge coverage and Budget B, in the amount of $691,182, allowing for 16 hours per day Concierge coverage. **CARRIED**

Subsequent to the Council meeting, Budget A was amended to $733,622.

Discussion took place with respect to capital projects and it was agreed that the Owners would be asked to vote on a 3/4 Vote Resolution to purchase new elevator pads (up to $1,500) from the Contingency Reserve Fund and up to $9,500 to paint the Townhouse fences and architectural wooden elements, also from the Contingency Reserve Fund. It was further agreed that no action would be taken with respect to installation of extra bike racks on P2.

8. PROPERTY MANAGER'S REPORT

A. Staff Reports

Copies of the Property Manager's site inspection reports and the Concierge report were presented to Council by e-mail.

The Property Manager advised the pest control reports are on file.

B. Correspondence

Fifteen items of correspondence were reviewed.

C. Items in Progress

1. Preparation of Maintenance Manual
2. Plant grasses / tree
3. P2 enterphone replacement (2007)
4. DDC trouble shooting
5. Replace pressure gauges on P2
6. Reseal cooling tower
7. Insurance claim re: sprinkler head #2707
8. Replace balcony glass #2609 (wind damage). (Note we have lost 3 other panels over the years)
9. Piping repairs #2101
10. Replace spa light
11. Replace spa timer
12. Filters on order
13. Annual fire safety test and service (scheduled for February 27 / 28, March 1 / 2)
14. Repair elliptical trainer
15. Replace broken window #1608
16. Electrical repairs
17. Check bathtub plumbing #708
18. Replace sump pumps P1 / P2 (stall 102)
19. Seal / paint-over old stain in #1809 (Deferred - area still leaks)

D. Completed Items

1. Standpipe caps replaced
2. DHW problems resolved
3. 3rd parkade sign hung

4. Quarterly service exercise equipment
5. Paint across from the elevators on 3rd floor and 11th floor
6. Replace solarium glass panel #2505
7. Annual roof anchor test (February 16, 2007)
8. Sprinkler supply line leak repaired #2502
9. Repair pump ID 30
10. Quarterly HVAC service
11. Repair radiator leak TH11

9. OTHER BUSINESS

A. Receivables

Council reviewed the Strata Corporation's receivables list and the Property Manager will follow up, as necessary.

The Property Manager was directed to ask the Owner of Strata Lot 191 to provide evidence of insurance coverage.

10. MEETING TERMINATION

There being no further business, the Council Meeting was terminated at 9:21 p.m.

The next meeting will be the Annual General Meeting to be held on **Thursday, March 29th, 2007**. Notice of this meeting will be delivered and / or mailed in due course.

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: _____

(02/27/07) (Min-02.22.4071)

Attachment: Message from Council – Townhall Meeting, February 19th, 2007.
Filter Notice

MESSAGE FROM COUNCIL
TOWNHALL MEETING, FEBRUARY 19, 2007

- The Europa is a great place to live and your Strata Council is committed to maintaining our homes and our investment.

- At the last Annual General Meeting, owners approved a special levy ($300,000) and an amount from the Contingency Fund $150,000) to proceed with the deficiencies identified by our consultants, Levelton. In addition, the previous year, owners approved an amount from the Contingency Fund for calking ($50,000).

- Work is underway. Levelton has tendered the project, and as soon as we have better weather, the outside work will begin.

- Council has consulted with legal counsel on the issue of suing Henderson for the amount that the Strata Corporation has paid to repair what we believe are deficiencies that Henderson Canada Ltd. should pay.

- The lawyers advise us that although we would likely succeed, the lawsuit that would have to be filed in the Supreme Court of British Columbia would be very expensive. We would probably not recover much money at the end of the day.

- As an alternative Council is proposing a strategy that could proceed in Small Claims Court, which has jurisdiction for claims under $25,000.

- This strategy involves all owners. Each of us would file a separate action in Small Claims court.

- Council will work with our lawyer to develop the claim, so that each owner would only have to file the papers. Council will assist by providing each owner with a specific list of actions required. Council will direct the Business Manager to serve all the papers on Henderson.

- We believe that this strategy minimizes costs. All common legal costs, i.e. advice on preparing the papers, will be borne by the Strata Corporation. This is likely to be under $1,000. The cost of filing papers will be under $200. This cost of individual filing will be borne by each owner.

- We believe that this strategy maximizes the potential for owners to hold Henderson accountable. Each claim will minimally be for the amount owners paid in the Special Levy and the share of the Contingency Fund, and other appropriate costs to be determined.

February 26, 2007

NOTICE TO RESIDENTS AND NON-RESIDENT OWNERS

How time flies! It is 6 months since the air conditioning filters were changed.
Please arrange to pick up your filter from the Concierge as soon as possible.
Changing the filters twice per year will assist in keeping your unit operating efficiently.

一眨眼又六個月了，現在又是更換冷氣機的過濾板的時候了！
請趕快跟大廈人員索取您的免費空氣過濾板。
更換空氣過濾板每年兩次，將可保持冷氣機的工作順暢。

Thank you.
The Council
LMS 4071

cc NROs