The Wynford Group

Airport Square, #815 – 1200 West 73rd Avenue, Vancouver, BC, Canada V6P 6G5 ♦ 604-261-0285 ♦ FAX 604-261-9279
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 WEDNESDAY, NOVEMBER 7th, 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 (left at 7:04 p.m.)
	Tim Richards	Treasurer
	Marcello Pavan	Secretary
Property Manager:	Geraldine Svisdahl	The Wynford Group
Regrets:	David Holtzman	Privacy Officer
Absent	Jim Clark	

1. CALL TO ORDER

The Council President, Fern Jeffries, called the meeting to order at 6:38 p.m. Fern confirmed that this meeting was a continuation of the October 25th, 2007 meeting, where the meeting had to be terminated after 30 minutes due to the lack of a Quorum.

2. BUSINESS ARISING FROM THE MINUTES

A. Maintenance Manual

The Maintenance Committee will provide the Property Manager with a list of questions to pass along to the consultant.

B. Sprinkler Recall

No report.

C. 2010 Banner Contract

The contract was signed by two members of the Strata Council.

D. Balcony Railings

No report. The Property Manager advised that she had left a message for the adjuster and had received no response.

E. Front Entrance Planter

No action will be taken at this time.

F. Light Pollution
Crosby Property Management Ltd. (the managing agents for Firenza) has advised that they have adjusted the roof lights on top of Firenza to prevent light pollution.

G. Townhouse Heating
Discussion took place with respect to the townhouse heating and the fact that some Owners are not able to shut off some of the radiators. The Property Manager was directed to obtain advice from Honeywell.

H. Air Conditioning System
Honeywell has agreed to attend the next Council meeting.

3. COMMITTEE REPORTS

A. Repairs & Maintenance
The exterior deficiency work is 50%+ complete. The project will be carried on next year as soon as weather permits.

B. Communications / Website
A newsletter will be published shortly.

One Community, the company that runs our website, has indicated that they are going to terminate the website in 60 days because of lack of use. The Property Manager was directed to contact the company and suggest that the Strata Corporation is prepared to pay for the website, as previously agreed, subject to the company removing the advertisements.

C. Keefer Place Community Group
The next meeting will be held on November 20th, 2007 at Firenza.

D. Keefer Steps
No report.

E. Emergency Planning
No report.

4. FINANCIAL REPORT

A. Receivables
The receivables list was reviewed. The Property Manager will follow up, as necessary.

5. PROPERTY MANAGER'S REPORT

A. Staff Reports
Copies of the Property Manager's site inspection reports were presented to Council. The Property Manager was directed to ask the cleaning contractor if a 10 ft. stepladder will suffice their requirements and to budget for a new computer for the on-site office in 2008.

The Concierge report was provided to Council by e-mail.

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

B. Correspondence
Seven items of correspondence were reviewed.

C. Items in Progress
1. Winterize parkade sprinkler system.
2. Repair concrete block wall P2.
3. Balcony railing repair.
4. Building deficiency work.
5. Seal / paint over old stain – #1809 / still leaks.
6. Pump repairs #P4.
7. Repair fountain lights.
8. Remove unused fountain lights.

D. Completed Items
1. Repair software – garage clickers.
2. Adjust fire doors – stair R2, 7, and 8th floors.
3. Insurance claim – #2707 (waiting for the final bill).
4. DHW re-circulation pump repaired.
5. Repair to condensate line.
6. Ten fobs purchased.
7. Repair spa dial valve on filter.
8. List of Owners who want to change supply lines, service heat pumps and gas fireplaces sent to the appropriate contractor.
9. Re-hung clothes hooks in ladies and men's rooms.
10. Ballast repairs.
11. Repair exercise equipment.

E. Deferred
1. Bylaw review prior to next Annual General Meeting.

6. NEW BUSINESS

A. 2008 Annual General Meeting
A Nominating Committee has been formed, which consists of Council members, Fern Jeffries, John Tulev, Tim Richards and Marcello Pavan.

B. Report on Meeting with the Police Department
The Property Manager and the Council President reported on a meeting with representatives from the police department. Generally, the police gave the building top marks for security. However, several suggestions were made and Citiloc has been asked to quote on this work.

B. Roof Inspection
The Property Manager was directed to budget for a roof inspection in 2008.

C. Insurance
Council will shortly organize an information session with respect to insurance and will ask someone from the Strata Corporation's insurance brokerage company to attend.

7. 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, November 22nd, 2007.

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

PLEASE NOTE
HOLIDAY SEASON OFFICE HOURS

The Offices of The Wynford Group will be closed over the holidays as follows:

Friday, December 21st	**At 12:00 Noon (Staff Function)**
Monday, December 24th	**At 2:00 p.m.**
Tuesday, December 25th	**All Day (Statutory Holiday)**
Wednesday, December 26th	**All Day (Statutory Holiday)**
Monday, December 31st	**At 2:00 p.m.**
Tuesday, January 1st, 2007	**All Day (Statutory Holiday)**

Our "On Call" Property Manager will be available for emergencies.

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: _____ (11/09/07) (Min-11.07.4071)

These Minutes have been reviewed by the Council President.