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, APRIL 26th, 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
	Tim Richards	Treasurer
	Sandi Frank	
	Jim Clark	
	Marcello Pavan	Secretary (arrived at 6:38 p.m.)
Property Manager:	Geraldine Svisdahl	The Wynford Group
Guests:	Marjalisa Vartiainen	
	Yin Seong Ho	
	Rupinder Cheema	
Regrets:	David Holtzman	Privacy Officer

1. CALL TO ORDER

The Council President, Fern Jeffries, called the meeting to order at 6:30 p.m.

At this was the first Council meeting, subsequent to the Annual General Meeting, Council members introduced themselves to the guests present.

2. OWNERS' FORUM

Condolences were expressed to Helen McLaughlin on the sudden death of her mother.

At the request of guests, Fern Jeffries gave an update on the Small Claims action:

- Henderson's lawyer has asked for an extension of the time allowed to file a reply to the Small Claims action. This was granted, without a time limit.
- Approximately 50 Owners have filed.
- Henderson has filed for a stay of proceedings, based on the Waterguard warranties requirement for settlement by arbitration.
- The next court date is May 15th, 2007.
- The next information session will be held on May 3rd, 2007, in the theatre, between 7:00 p.m. and 8:00 p.m.

Dr. Ho was present to express his frustration over the ongoing attempt by Henderson to repair a leak in his suite, which has been there since he moved in. He stated that Henderson keeps working on it, but they are never successful. He also stated that Henderson's contractor told him that it was a crack in the roof. The Property Manager was directed to send an e-mail to Bantoo Minhas at Henderson, requesting that this be fixed once and for all, or further escalating action will be taken by the Owner and the Strata Corporation. In the meantime, Dr. Ho will write a letter to the President of Henderson.

The guests left the meeting with the thanks of Council.

3. APPOINTMENT OF COMMITTEE CHAIRPERSONS

The following Council members were appointed to chair the following committees:

Communications / Website	Marcello Pavan
Keefer Steps	Jim Clark
Keefer Community	Sandi Frank
Emergency Planning	David Holtzman
Gardening / Landscaping	John Tulev
Repairs & Maintenance	Tim Richards

4. MINUTES OF PREVIOUS MEETING

It was **MOVED** and **SECONDED** (Tulev / Pavan) to approve the Minutes of the Council meeting of February 22nd, 2007. **CARRIED**

5. BUSINESS ARISING FROM THE MINUTES

A. Bylaw Review

A committee of the whole Bylaw review meeting will be held on May 10th, 2007 at 6:30 p.m. The Property Manager will provide a copy of the draft Bylaw review notes to new members of Council.

B. Emergency Planning

Deferred.

C. 5th Floor Benches

Deferred.

D. Preventative Maintenance

The contract to attend to preventative maintenance has been awarded to Ocean West Construction. We are waiting for the CCDC contract to arrive for signature.

The Property Manager was directed to question the pricing made available by Levelton's.

E. Henderson Waterguard Warranty

Henderson's contractor installed a swing stage at 2709 without notice. The swing stage has been sitting there for at least two weeks without any work being done. The swing stage can be installed without disrupting the patio at 2709. Accordingly, the Property Manager was directed to advise Henderson that the swing stage mechanism must be modified by Friday of next week (May 4th, 2007), failing which the swing stage will be removed by the Strata Corporation.

F. Website
Marcello Pavan stated that it is very easy for him to add Minutes, etc. to the website and that he is now doing this, as One Community has indicated they will no longer post to the website.

Marcello reported that he is working with One Community with respect to requirements for the website and that, if he is unsuccessful, the website will be moved to another company.

6. COMMITTEE REPORTS

A. Communications
Information with respect to the Henderson Small Claims action is to be reported in the Hong Kong Standard newspaper.

7. NEW BUSINESS

A. Concierge / Security
24-hour security will commence on May 1st, 2007. Dominic will work the day shift, Monday through Friday, Richard will work the night shift, Friday to Tuesday, and Martin, Harris and Alex will fill in the blanks.

It was **MOVED** and **SECONDED** (Pavan / Richards) to retain the services of Dominic Wong to provide translation services for the Strata Corporation on a regular basis. **CARRIED**

B. Meeting Schedule
The meeting schedule was provided to Council.

Council will meet on Thursday, May 24th, Thursday, June 28th, Thursday, July 26th, Thursday, September 27th, Thursday, October 25th, and Thursday, November 22nd, at 6:30 p.m. in the theatre.

Marcello Pavan will post the meeting schedule on the website.

C. Bench – Front Plaza
Following discussion, Council agreed that funding is not available for installing a bench in the front plaza.

D. City's Energy Conservation Program
The Property Manager advised that she has registered the Strata Corporation with the City and that further information on the program will become available at a later date.

In the meantime, Council encourages all Residents to ensure they know how to use their programmable thermostats, as this will assist the Strata Corporation in saving money on steam heat.

E. "Stratagies"
A copy of this publication, prepared by Clark Wilson, was provided to members of Council for information purposes.

F. Levitt Safety / Fire Code Plus
Levitt Safety has purchased Fire Code Plus Engineering. This will not affect the service being offered by Fire Code Plus to the Strata Corporation for fire safety maintenance.

G. Pressure Washing

It was **MOVED** and **SECONDED** (Richards / Tulev) to direct the Property Manager to arrange for pressure washing of the parkades. **CARRIED**

The Property Manager was directed to talk to contractors about spraying algaecide on the fences on the 5th floor and then pressure washing them with a machine, using a PSI of 800 to 1000.

H. Volunteer Insurance Coverage

It was **MOVED** and **SECONDED** (Richards / Clark) to purchase volunteer accident insurance for Owners / Residents / Council, at a cost of $200. **CARRIED**

I. Bylaw Distribution

As the Strata Council intends to review the Bylaws in total and to call a Special General Meeting to vote on Bylaw changes, the Property Manager was directed to defer distributing the Bylaw that was passed at the Annual General Meeting, as a cost-saving measure. The new Bylaw is to be posted on the website and a copy is to be provided to the Concierge, who will translate same for our Chinese-speaking community.

8. FINANCIAL REPORT

A. Operating Statements

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

Tim Richards advised that the following categories were over budget, at fiscal year end February 28th, 2007:

- Steam heat $12,000
- Recreation Centre Expenses $6,000
- Interior Repairs & Maintenance $3,500
- Security / Alarm $2,400

Discussion took place with respect to the need to come up with a 20-year plan for maintenance and replacement at Europa.

B. Receivables

Twenty-three Owners have not paid the catch up payment. Late payment notices have been distributed.

It was **MOVED** and **SECONDED** (Tulev / Clark) to register a lien against Strata Lot 101 for non-payment of Strata Fees. **CARRIED**

9. PROPERTY MANAGER'S REPORT

A. Staff Reports

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

The Property Manager advised the pest control report is on file, the irrigation backflow preventer test report is on file, and the pool inspector's reports are on file.

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

The Property Manager was directed to e-mail the mall management with respect to the tarps, which have been over the mall's glass roof for many months.

B. Correspondence

28 pieces of correspondence were reviewed. Welcome letters have been sent to:

Ryan McCardell	Strata Lot 77
Nan-Ping Yu	Strata Lot 101
Sara Shenasi	Strata Lot 114
Jason Collins	Strata Lot 141

C. Items in Progress

1. Plant grasses / tree
2. P2 enterphone replacement
3. Insurance claim #2707
4. Replace balcony glass #2609
5. Piping repair #2101
6. Seal / paint over old stain in #1809 (deferred – area still leaks)
7. Audit
8. Work on mall readers

D. Completed Items

1. Spa cover replaced
2. Irrigation start up
3. Mechanical repairs
4. Cooling tower resealed
5. Various light / ballast repairs
6. Mall readers reset
7. Light / cleaning / pool supplies purchased
8. Filters distributed
9. Front door lock repaired
10. Eliptical trainer repaired
11. Garage gates serviced
12. TH7 gate repaired
13. Miscellaneous paint touch ups
14. Spa light replaced
15. Spa timer replaced
16. Quarterly HVAC service
17. Repair #2502 post sprinkler pipe leak
18. Landscaper's pesticide use license on file
19. Insurance policy renewed and on file
20. Maintenance manual
21. DDC trouble shooting
22. Replace pressure gauges P2
23. Annual fire safety test / service
24. Broken window repaired #1608
25. Plumbing checked #708

26. Sump pumps replaced P1 / P2 (stall #102)
27. Garbage contractor changed
28. Parking passes purchased
29. Carpets dried #2502 / #2110 / #2310
30. Sauna repairs
31. Window cleaning
32. Repair pool tiles
33. Repair door handles P1 / P2
34. Fobs purchased

Two copies of the maintenance manual have been received, one is in the on-site office and the other one has been provided to Tim Richards.

The Property Manager was directed to arrange a meeting with RDH Engineering, on May 31st, 2007, at 6:30 p.m.

10. OTHER BUSINESS

John Tulev provided Council with an engineer's report with respect to the weight of a hot tub on penthouse decks and changing the metal / glass screen on the roof.

It was **MOVED** and **SECONDED** (Clark / Richards) to grant permission for the Owner of #2709 to have a hot tub on the LCP deck, subject to receipt of a written application, complete with specifications of the hot tub and information on drainage. **CARRIED**

John Tulev and Sandi Frank abstained from this vote.

Clarification is required with respect to the engineer's report on the metal / glass screen on the roof, prior to Council making any further decision.

A. Security Gates

The security exit gates to Taylor are not being closed at night. The Property Manager was directed to follow up.

11. MEETING TERMINATION

There being no further business, the Council Meeting was terminated at 8:45 p.m.

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: _____ (05/02/07) (Min-04.26.4071)

Attachment: Bylaw 6.4