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 THURSDAY, APRIL 24th, 2008, AT 6:00 P.M., IN THE THEATRE, 63 KEEFER STREET, VANCOUVER, B.C.

Council in Attendance:	Fern Jeffries	President
	John Tulev	Vice-President
	Tim Richards	Treasurer
	Peter Regier	Privacy Officer
	Keith Anderson	
	Blaine Bray	
Property Manager:	Bettina Rodenkirchen	The Wynford Group
Regrets:	Marcello Pavan	Secretary

1. OWNERS' FORUM

There were no Owners in attendance.

2. CALL TO ORDER

The Council President, Fern Jeffries, called the meeting to order at 6:10 p.m.

3. MINUTES FROM PREVIOUS MEETING

It was **MOVED** and **SECONDED** (Richards / Anderson) to approve the Minutes of the Council meeting held on February 28th, 2008. **CARRIED**

4. BUSINESS ARISING FROM THE MINUTES

A. Balcony Railings

Council will follow up with the lawyer regarding his legal advice. The Property Manager was directed to write to Henderson in this regard, requesting that the railings be repaired and brought up to code. A copy of the engineer's report regarding the railings will be included with the correspondence.

B. Door Security

The quotation from Citilock Systems to upgrade the door security will be brought forward as a capital item at next year's Annual General Meeting. Both stairwells by the townhomes will be checked in order to enhance security.

C. Settlement Conference
A settlement could not be reached at the second settlement conference of March 31st, 2008. This case against the Owner of townhouse #5, Colin Wrinch, will now go to trial. The total outstanding amount for this as of this date is $7,437.24.

D. Deficiency Repairs
Ocean West Construction has started Phase II of this project. Council has been advised that there may not be sufficient funds to complete this work and, accordingly, a further Special Levy may be required.

E. Water Damage – Invoices to be Paid
The invoices outstanding to ThyssenKrupp Elevators and Easy Care Restoration are in the amount of $12,426.74 and are related to the water escape on the 5th floor of January 30, 2008. Due to the emergency nature of this repair work, it was **MOVED** and **SECONDED** (Richards / Anderson) that these invoices be paid from the Contingency Reserve Fund. **CARRIED**

F. Elevator Floors
The floor for elevator #1 was completed the day of this meeting by the Restoration Shop and the elevator #2 floor should be completed shortly. The Restoration Shop will be contacted to advise of how best to maintain these floors and this information will be passed on to the janitorial company.

G. Third Party Notices
Council went into an in-camera session at 6:45 p.m. regarding this matter and came out of camera at 7:10 p.m.

5. COMMITTEE REPORTS

A. Repair & Maintenance
A priority item is to pressure wash the common areas of the 5th floor, as well as at the front entrance and around the water fountains, and to paint the trellis work and fences on the 5th floor. Quotations will be obtained. Tim Richards will be compiling a list of other items to be done on a priority basis.

B. Communications / Website
Peter Regier proposed a newsletter for Residents, to be distributed on a quarterly basis.

C. Keefer Place Community Group & False Creek Residents Association
A target date has been set for May 29th, 2008 for an open forum, with the Mayor of the City of Vancouver in attendance.

D. Keefer Steps
Council received the Minutes of the Keefer Steps Stakeholders meeting of March 5th, 2008. Keith Anderson volunteered to be the representative for the Keefer Steps Stakeholders meetings for the Europa. Henderson had increased the percentage paid by the Europa for the Keefer Steps from 9.3% to 9.46%, which Council did not agree with. Henderson has now forwarded information that, in the past, they should have charged 9.86%, but would not back charge. The Council President will follow up. Council is of the opinion that the amount that has been paid for years now should remain the same.

E. Emergency Planning
This is a manual Council wishes to compile in order to assist Council in emergency situations. A representative of Fire Code Plus will be asked to meet with Council at 5:00 p.m. the day of the next meeting.

F. Gardening / Landscaping
Peter Regier reported that he had only just heard from the landscapers and will be meeting with them in the near future.

6. 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 / Tulev) to approve the operating statements for the months of February and March 2008, as prepared by The Wynford Group. **CARRIED**

The Corporation's auditors will be contacted to conduct the annual audit for the year ending February 29th, 2008.

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

C. Cash Flow
One of the Special Levies approved at the Annual General Meeting was a $50,000 Special Levy to cover the deficit for the year ending February 29th, 2008. This amount will be transferred into the operating account immediately upon receipt of the funds, in early May.

D. Invoices for Approval
An invoice was received from Easy Care Restoration for repairs to Unit #2001. These repairs were required, as a result of a contractor causing damage and this amount will be charged back to the contractor. The invoice is in the amount of $4,247.25.

Another invoice was for legal services from Jenkins Marzban Logan, in the amount of $537.60, pertaining to the third party notices.

It was **MOVED** and **SECONDED** (Richards / Anderson) that these invoices be approved for payment. **CARRIED**

7. 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.

B. Correspondence
Various items of correspondence were reviewed.

Residents are reminded not to allow their cats to roam the 5th floor courtyard area. They must be restrained at all times.

C. Items in Progress

1. Replacement fountain light #16.
2. Elevator flooring.
3. Electrical repairs outside of #502 & #505 and ceiling light above Concierge desk.
4. Irrigation system start up.
5. Repairs to pressure reducing valves – pump 1.
6. Exterior repairs #2709 / #2708 – replace weather stripping in glass panels.
7. Installation of bigger hard drive for monitor A.
8. Purchase of new computer.
9. Ocean West Construction – Phase II.

D. Completed Items

1. Annual fire safety test, including fire pump and backflow preventer.
2. Repairs to the water fountain re-circulation pump motor.
3. Delivery of filters for air-conditioning system.
4. Certificate of Completion – Ocean West Construction.
5. Drywall repairs in hallways – 5th floor down.
6. Servicing of garage gates.
7. Replacement of pool light.
8. Replacement of door closer – front door.
9. Replacement of door strike – garbage room.
10. Repairs to #5 pump in P2 mechanical room.
11. Repair of main door strike.
12. Repairs to cable – Universal Gym.

8. NEW BUSINESS

A. 3/4 Vote Resolutions from Annual General Meeting

Regarding the Special Levy pertaining to the required mechanical work, Honeywell has confirmed that the price will remain the same and this work will be ordered.

B. Budget Priorities

Honeywell, the mechanical contractor, had advised of some priority items to be repaired. This includes to install four disconnect switches, to replace two mixing valves in the 27th floor mechanical room, to install ten pressure gauges and to install five thermometers throughout the heating system. The cost for all of this work is in the amount of $9,880, plus GST; however, Honeywell has advised that if this work is done together, that they would pass on a 10% saving to the Corporation.

It was reported that there have been some recent water pressure problems in the buildings and that is also a reason to have the above items attended to, as presently, with the pressure gauges not working properly, Honeywell cannot ascertain whether the system is running at the 125 psi, as it should, and this may cause issues.

It was then **MOVED** and **SECONDED** (Tulev / Anderson) that the quotation from Honeywell, in the amount of $9,880, minus 10%, being $8,892 plus GST, be approved. **CARRIED**

C. Concierge Coverage

As of May 1st, 2008, the Concierge coverage will be reduced and there will be no coverage during weekdays from 2:00 a.m. to 7:00 a.m. and on Sundays from 2:00 a.m. to 9:00 a.m. A rotating roster of Council members to be called in case of an utmost emergency will be provided to the emergency service.

D. Electrical Vault Cleaning

The cleaning of the main electrical vaults is due this year, which is a joint effort between residential and commercial, and there is also a shared dual radial. Council reviewed three quotations. The quotation from Excel Power Services Ltd., which is the contractor who performed the work last time for the residential building, is in the amount of $1,860, plus GST, (residential section), and for the shared dual radial (residential and commercial) is in the amount of $2,080 (cost will be split between residential and commercial), plus GST. This work will be performed during nighttime hours and the power will have to be shut off to the buildings. There may be an additional charge for BC Hydro to shut off the power.

It was then **MOVED** and **SECONDED** (Richards / Tulev) that the quotation from Excel Power Services Ltd. be accepted. **CARRIED**

9. MEETING TERMINATION

There being no further business, the Council meeting was terminated at 8:15 p.m.

The next meeting will be held on **Thursday, May 22nd, 2008, at 6:00 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 Accounts Receivable.

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: _____ (04/30/08) (Min-04.24.4071)

These Minutes have been reviewed by the Council President.