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, JULY 26th, 2007, AT 6:30 P.M., IN THE THEATRE, 63 KEEFER STREET, VANCOUVER, B.C.

Council in Attendance:	Fern Jeffries	President
	Tim Richards	Treasurer
	Marcello Pavan	Secretary
	David Holtzman	Privacy Officer
	Sandi Frank	
	Jim Clark	(left at 7:45 p.m.)
Property Manager:	Geraldine Svisdahl	The Wynford Group
Guests:	Mr. & Mrs. Chiu	
	Henry Chan	
	Bin Neo Hui	
	Ying Chung Chan	
Regrets:	John Tulev	Vice-President

1. CALL TO ORDER

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

2. OWNERS' FORUM

Mr. Henry Chan suggested the Strata Corporation consider signs at each of the entrances, warning Residents not to let people in who do not live in the building and who are unknown to them.

This same Owner requested removal of the lobby table and suggested turning off the fountain during the night. The Property Manager advised that turning off the fountain is not feasible, as the water holding tank is not big enough and that, if the fountain were not running and thus circulating the water, the tank would overflow.

This same Owner expressed concern over security and urged people to report anything suspicious to the Concierge.

He also suggested that signs should be posted in the Recreation Centre, advising people to protect the common property and to shower before using the pool and spa. Additionally, he suggested that guests should be required to sign in into the Recreation Centre. It was agreed that this is not feasible, but that Residents should be reminded that guests must be accompanied by a Resident at all times.

Mr. & Mrs. Chiu suggested that the lights in the lobby could be turned off during the daytime. This Owner was advised that research is underway, but that it might be a very expensive fix.

These Owners also wanted to know why the recycling blue bins are now put out onto the street before pickup, whereas in the past, the recycling truck driver came into the building, took the bins out, emptied them and put them back in immediately. Regrettably, the Strata Corporation has no control over International Paper, which is the contractor hired by the City to remove recycling.

Mr. Ying Chung Chan wanted to know when Henderson is going to fix his leak and when will the Strata Corporation's contractor do work on his unit. The Owner was advised that the Strata Corporation's contractor cannot do any work until Henderson has finished their work, as this may affect the Henderson water guard warranty.

The Council President will contact Henderson in this regard.

Jim Clark queried Council on cleaning his deck and it was suggested that a strategy needs to be developed for this work and that, in the meantime, decks should only be cleaned during periods of rainfall.

All the guests left the meeting the thanks of Council and Council agreed to discuss items, as necessary, at the next Council meeting.

3. MINUTES OF PREVIOUS MEETING

It was **MOVED** and **SECONDED** (Frank / Clark) to approve the Minutes of the Council meeting held June 28th, 2007. **CARRIED**

4. BUSINESS ARISING FROM THE MINUTES

A. Bylaw Review

Information has been received from the Strata Corporation's lawyer, but it is not what the Council required. The Council President will review the information provided and report back to Council.

B. Penthouse Screens

The Property Manager presented draft wording for the 3/4 Vote Resolution to be presented at the upcoming Special General Meeting. The Council President will work on this Resolution and distribute it to Council for a vote.

C. Townhouse Fences

Bring forward.

D. Security Cameras

Research is underway and there is a possibility that a camera can be installed in the enterphone panel. However, there are no funds in this year's budget for such a project and it will, therefore, be considered at the next Annual General Meeting.

E. Taylor Street Exit Reader
Research is underway.

F. Henderson – Parking Stall #16 on P1
As there has been no response from Henderson, the Property Manager was directed to take no further action.

G. Maintenance Manual
Bring forward.

H. Sprinkler Head Recall
Bring forward.

I. Proof of Insurance
The Strata Corporation has received 36 responses. The Property Manager was directed to send a follow up notice, advising all Owners and Tenants that proof of insurance must be provided by August 30th, 2007, failing which fines will be assessed.

J. In-suite Supply Lines
A notice has been distributed suggesting Owners sign up to have their in-suite supply lines installed (the pipes that leads from the shut off valves to the kitchen sinks, bathroom sinks, toilets, dishwashers and washing machines). A second notice will be distributed giving Owners until August 30th, 2007, to put their names on the list.

K. 2010 Banner Project
Council approved the Resolution for the Special General Meeting with respect to approving the 2010 Olympic Banner Project.

L. Bylaw / Blinds
The Property Manager confirmed with Council that the Strata Corporation does not currently have a Bylaw that deals with window coverings. No action will be taken.

M. Recycling of Plastic Bags
At the moment, the City of Vancouver recycling programme does not include recycling plastic bags. Residents who are keen to recycle plastic bags should note that most grocery stores provide bins at the front of their stores for people to recycle plastic bags.

5. COMMITTEE REPORTS

A. Repairs & Maintenance
No report.

B. Communications / Website
No report.

C. Keefer Place Community Group
The next meeting will be held on September 18th, 2007. The group has agreed to meet every other month, on the 3rd Tuesday.

D. Keefer Steps
Jim Clark reported on a meeting and advised that lights are to be replaced, TransLink will permit lights on their sign, there is a plan to replace the drain cover plates with something that is less susceptible to theft. Extra cameras were discussed, the elevator issues should be solved when the Espania is occupied, more "no" signs are to be installed.

Finally, Jim reported that TransLink Security is to monitor the area on a more regular basis.

The Property Manager was directed to check the disclosure statement and ascertain whether Europa is paying on a "per square foot" basis, and whether Henderson can increase the charges based on the size of the Keefer Steps.

E. Emergency Planning
Work in progress.

F. Gardening / Landscape
No report.

6. NEW BUSINESS

A. Neighbourhood Pub
The City of Vancouver has provided all Residents and the Strata Corporation with information with respect to a 72-seat neighbourhood pub, which is to be developed at 88 West Pender / 578 Abbott Street. Despite objections, it appears that this neighbourhood pub will proceed.

B. ICBC Insurance Claim
The Council President signed the property damage release with respect to the motor vehicle accident in the parkade that occurred on May 27th, 2007.

C. Hot Water Booster Tanks
The Property Manager reported to Council on the hot water booster tank, located on the 5th floor, which sprang a leak. There is also a similar booster tank on the 7th floor. These are very specialized tanks and have to be imported from the United States. The lead time for supply and installation of the tanks is approximately four to six weeks. During this time, Residents on the 5th floor, 3rd floor and 2nd floor may have difficulty with hot water supply.

D. Parking Stalls Rented to Non-resident Owners
Residents are reminded that they are not permitted to "rent or lease the parking space assigned by the Strata Corporation to the Strata Lot or otherwise permit the parking space to be regularly used by anyone that is not a Resident of the building."

The Property Manager was directed to advise the Owner of Strata Lot 134 that the Owner must cease renting his parking stall to a Non-Resident Owner, effective immediately, and that the fob and proxy card being used by the Non-Resident Owners be deleted from the system, effective immediately.

7. FINANCIAL REPORT

A. Operating Statements
The Council Treasurer reported that cash flow is a problem because of the several Owners who have not paid insurance deductible charge backs.

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** (Frank / Pavan) to approve the Operating Statement for the month of June 2007, as prepared by The Wynford Group. **CARRIED**

B. Receivables

The receivables list was reviewed. As the demand letter to Strata Lot 4 did not result with a payment, the Small Claims action will proceed.

It was **MOVED** and **SECONDED** (Richards / Pavan) to instruct the Property Manager to send a letter to Strata Lot 19, advising the Owner that if the arrears are not paid, in full, on or before August 30th, 2007, the Strata Corporation will proceed with legal action in the Supreme Court to collect the arrears. **CARRIED**

The Property Manager was directed to send a demand letter to Strata Lot 191 requesting an interim payment.

C. Invoices for Approval

It was **MOVED** and **SECONDED** (Richards / Pavan) to authorize payment to Ocean West Construction, in the amount of $34,942.16, to be funded from the Special Levy account. **CARRIED**

It was **MOVED** and **SECONDED** (Pavan / Richards) to authorize payment to Levelton Consultants Ltd., in the amount of $1,362.10, covering consulting work with respect to the balcony railing at #2609. **CARRIED**

It was **MOVED** and **SECONDED** (Richards / Pavan) to authorize payment to Jenkins Marzban Logan, in the amount of $1,274.08, to be funded from the Contingency Reserve Fund, as per the previous Resolution at the Annual General Meeting. **CARRIED**

D. Audit

The Property Manager advised that the audit has been finalized and will be available for Council shortly.

8. PROPERTY MANAGER'S REPORT

A. Staff Reports

Copies of the Property Manager's site inspection reports, the Concierge report and the inventory were provided to Council.

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

B. Correspondence

Thirteen items of correspondence were reviewed, including welcome letters to the new Owners of Strata Lots 66, 118 and 120.

C. Items in Progress

1. Repair lobby A/C system.
2. Augur fountain drain.
3. Test PRV.
4. Replace heating pump #5.

5. Repair Gyproc on 3rd floor post leak on 5th floor.
6. Balcony railing repair.
7. Building deficiency work. Council members were advised that change order #1, in the amount of $14,127, and change order #2, in the amount of $19,865, have been signed by the Council President and the Council Treasurer.
8. Insurance claim #2707.
9. Seal / paint over old stain #1809 (deferred – still leaks).
10. Damage repairs post sprinkler head leak #510.

D. Completed Items

1. Smoke detector installed #1803.
2. Front door lock repaired x2.
3. Gaskets replaced on flash line filters.
4. Pool / fountain chemicals purchased.
5. Security / access system serviced and data backed up.
6. Audit.
7. Parkade pressure washing.
8. Ant control – 5th floor.
9. Spa jet pump repaired.
10. Replaced exit light on 3rd floor.
11. Light supplies purchased.
12. Repaired men's room shower head.
13. Quarterly HVAC service.
14. Replaced fountain lights 8/10.
15. Landscape work 5th floor.
16. Piping repair #2101.
17. Mall readers repaired.

9. OTHER BUSINESS

A. Committee Reports

It was agreed that committee reports should be in writing and provided to the Council and the Property Manager at least one week prior to the Council meeting.

It was also agreed that the New Business item would be the last item on the Agenda.

10. MEETING TERMINATION

There being no further business, the Council Meeting was terminated at 8:32 p.m.

The next meeting will be the Special General Meeting on **Thursday, August 23rd, 2007**, and the next Council meeting will be held on **Thursday, September 27th, 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

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: _____

(07/30/07) (Min-07.26.4071)