MINUTES OF COUNCIL MEETING
STRATA PLAN VR-329
PURCELL WOODS

HELD On Wednesday, December 7, 2011 at 6:30 p.m. in Unit #1904.

PRESENT	Stephen Spector	President	Unit #1986
	Michael Fitt	Vice President/ Bylaw Committee Liaison	Unit #1964
	Wolf Steche	Grounds	Unit #1904
	Jason Hunt	At Large	Unit #1806
	Sylvia Cromack	Treasurer	Unit #1808
REGRETS	Cathy Iannella	Pool	Unit #1990
GUESTS	Rudy Sedlak		*(7:00 p.m. – 7:30 p.m.)*
	Brian Martin	RBC Dominion Securities	*(6:30 p.m. – 7:00 p.m.)*

STRATA AGENT Bill West, Vancouver Condominium Services Ltd.

The meeting was called to order at 6:30 p.m.

MINUTES

It was moved, seconded and carried to adopt the minutes of the November 9, 2011 council meeting, as circulated.

FINANCIAL REPORT

1. Monthly Statement: Following discussion, it was moved, seconded and carried to adopt the November 2011 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Account Balances: The current balances for the 11th month as at November 30, 2011 in the appropriate funds are as follows:

• Total Cash Balance	$195,285	(including CRF Balance)
• CRF Balance	$159,906	(Contingency Reserve Fund)

3. Arrears: Council discussed owner arrears noting that no action is currently warranted.

4. Banking: Council was in receipt of a memorandum from Vancouver Condominium Services Ltd. advising that VCS will be changing banking institutions from Coast Capital Savings to VanCity Credit Union, effective December 1, 2011. The change requires consent of the strata council since the banking arrangement is part of the management agreement with VCS. Council was agreeable to the change of financial institution and executed the required addendum to the management contract. Owners who pay their strata fees via the PAC plan are not required to do anything. The PAC will be automatically transferred from Coast Capital to VanCity effective December 1st.

   Council has elected to invest strata savings in a high interest savings account of their choosing.

GUEST

Brian Martin from RBC Dominion Securities attended the meeting to answer council member's questions regarding RBC Dominion Securities' high interest savings accounts. Council voted unanimously to open a high interest savings account with RBC Dominion Securities in order to obtain higher interest for the CRF monies. Current yield of the redeemable savings account is 1.2%. The account is set up so that it requires the approval of two (2) council members to transfer money from VanCity to RBC Dominion Securities or vice versa. No external payments to third parties may be made without written authorization of 2 council members. This is meant to be a closed loop between these two institutions. There is no charge from RBC Dominion Securities for administering this account, however, a $25 monthly fee will be charged by the management company for the external account. The council approved an initial transfer of $140,000 from the CRF account at VanCity to RBC Dominion Securities.

Mr. Martin was thanked and left the meeting at 7:00 p.m.

RUDY SEDLAK'S REPORT

Mr. Sedlak reviewed work performed on the property in the past month. Of particular note, drainage work at Unit #1952 continues and will be completed shortly. Mr. Sedlak suggested that council might consider a regular gutter maintenance proposal in order to clean gutters on a fixed schedule. The council is amenable to this suggestion and will request a proposal from California Roofing.

Mr. Sedlak presented an estimate to repair the 6" hydrant line when it becomes necessary. The current cost is $65,000. Council had requested the estimate to help in preparing future budgets.

The council requested that during December Mr. Sedlak repair the Men's sauna, and re-paint all the No Parking areas with specialized yellow asphalt paint.

Mr. Sedlak left the meeting at 7:30 p.m.

BUSINESS ARISING

1. Grounds & Replanting: Council approved payment of 2 invoices to Good Earth Services for $2,005 plus HST for plantings and $3,137 plus HST for November landscape service and green waste removal in the month of November. Council expressed satisfaction with the work that Good Earth Services has done in its first year of employment at Purcell Woods and authorized renewing the contract for another year.

2. New Pool Keys & Parking Tags: New pool keys and parking tags have been procured and will be distributed at the Annual General Meeting. Owners and residents must sign for the keys, show identification, and provide current contact information. Any tenant must have written authorization from the owner in order to pick up a new pool key and parking pass.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters.

1. An owner wrote requesting that insulation be replaced in their crawl space after being damaged by nesting raccoons. The council requested Rudy Sedlak to inspect the crawl space area and proceed with the insulation.

2. A letter was received from an owner reporting that the glass panel near their main entrance had been broken and was attributable to a leaf blower. The council inspected the damage and reported that the glass panel was not damaged by the landscapers and the repair was an owner's responsibility. The same owner has requested approval to replace existing windows and glass doors at the unit. The agent will send standard specifications for window replacement.

3. The owner of Unit #1906 wrote requesting they be placed on the rental waiting list. The council approved the addition to the rental waiting list and requested the agent advise the new owner that approved rentals are permissible for the entire strata lot, not a portion. Unauthorized strata suites rentals are not permitted by the District bylaws.

4. The owner of Unit #1914 reported that their gutter was not functioning properly. Rudy Sedlak inspected and repaired the gutter between meetings.

NEW BUSINESS

1. Consulting Contract: Council reviewed Rudy Sedlak's consulting contract with an eye to the 2012 fiscal year. The council voted unanimously to retain Mr. Sedlak for the 2012 fiscal year in order to complete outstanding major works projects. A partial list of planned 2012 projects include:

    (1) East Maisonette Valleys "2 remaining";
    (2) Staining previously untreated wood;
    (3) Maisonette hallway flooring;
    (4) Cedar siding replacement;
    (5) Remaining front and back fencing work;
    (6) Expansion slates throughout the complex;
    (7) Remaining decks.

2. Sidewalk Snow Removal: Council approved hiring Good Earth Services to perform sidewalk snow removal through the winter.

3. Fire Inspection Report:

The recent property fire inspection by the North Vancouver District Fire Dept. warns that owners blocking open fire doors will be subject to fines. The council wishes to advise that in order to avoid fines, the strata corporation requires all owners' co-operation and requests that no fire doors be illegally blocked open for pets or ventilation.

4. Garden Hose Care for Winter:

Residents are reminded that all exterior garden hoses must be turned off at the faucet and disconnected. Proper procedure would also require water shut-off from inside the unit to that faucet, then leaving the outside tap open to allow for frost expansion. Please take the time to inspect your garden hose to make sure it is properly set up to avoid winter freezing.

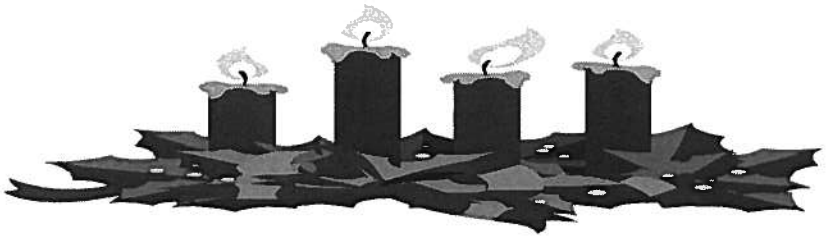
5. Annual General Meeting: The AGM is scheduled to be held on Wednesday, January 25, 2012.

The meeting was adjourned at 9:30 p.m. The next regular meeting will be determined by the new council.

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HAPPY HOLIDAYS

Please note that our office will be closed for an office function on Friday, December 16th at 11:30 a.m. The office will also be closed Friday, December 23rd, Monday, December 26th, and Monday, January 2nd. Emergency service is available if necessary: please call the usual telephone number, 604-684-6291, for assistance. We take this opportunity to wish everyone a very Happy Holiday Season.