

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 93,
FRANCISCO LANE, HELD ON TUESDAY, JANUARY 29, 2008, AT 7:00 PM IN THE
EXERCISE ROOM, 6700 RUMBLE STREET, BURNABY, BC**

Council in attendance:

Dave Davies, President
Mark Cockle, Vice-President
Michael Layne, Treasurer
Gordon Kishkan
Carol Cruickshank
Brian Kingsley
Lars Bach

Allan Grandy,
Strataco Management Ltd.

CALL TO ORDER:

The meeting was called to order by the Strata Council President, Mr. Dave Davies, at 7:00 pm.

MINUTES OF THE MEETING OF NOVEMBER 27, 2007:

It was noted that with regards to discussions concerning Pro Star Painting, it was agreed by the Strata Council that copies of all invoices for Pro Star would be forwarded to Council member Mark Cockle, to enable an additional review of same. It was then

MOVED AND SECONDED:

That the minutes of the meeting of November 27, 2007 be adopted as amended.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES:

Mr. Cockle reported that he had received from staff copies of all invoices paid on behalf of Pro Star Painting. It was reported that the invoices had been scrutinized and that no irregularities were evident. It was further noted that the invoices contained considerable detail and breakdowns on all expenses, and that a 20% holdback has been kept from the contractor. Council was advised by Mr. Cockle that the invoices appeared to be in order.

PRESIDENT'S REPORT:

The President advised that the new common area keys had been distributed and that only two strata lot owners had failed to pick up the new keys.

It was pointed out that the dog droppings sign has been installed near the pathway leading to the rear gate area, as requested. It was noted that the dog droppings sign near the mailbox area has been removed, and agreed that staff would not be requested to arrange for replacement of the sign at this time.

The President noted that the painting out of graffiti had been undertaken during a break in the weather, and that no repeat graffiti has been seen since that time.

Mr. Davies reported that he had met with the owner of a strata lot, and that with respect to the possible replacement of fencing along the eastern perimeter of the property, the owner had suggested that perhaps the shrubs along the fence area should be allowed to grow to a greater height in light of the possibility that the fence may be replaced with a chain link style fence in the future.

DRAFT FOR DISCUSSION
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The President advised that snow clearing had been undertaken on the site and that one owner had suggested that the plowing contractor try to keep snow away from existing gas lines and gas meters. It was agreed that staff would be requested to obtain a metal shovel/plow, which might be better suited to cleaning the ramp area, which is done by volunteers in addition to the service contractor retained.

STRATA MANAGER'S REPORT:

1) Finance Report

Financial Statements

The Strata Manager tabled copies of the financial statement for the month of November 2007. The Treasurer reported that he had reviewed the financial statement and had found it to be in order. It was

MOVED AND SECONDED:

That the financial statement for the month of November 2007 be adopted as distributed.

MOTION CARRIED

Receivables Report

The Strata Manager reviewed with Council those strata lots having outstanding balances as of the date of the meeting. Subsequent to this review it was

MOVED AND SECONDED:

That foreclosure action be authorized against a strata lot having outstanding balances owing to the Strata Corporation, pursuant to the provisions of the bylaws of the Strata Corporation and the Strata Property Act, and that all related costs be assessed against the account of said strata lot.

MOTION CARRIED

Correction Memo

The Strata Manager confirmed the forwarding of a correction memo to all owners regarding special levy payments, and apologized for any inconvenience caused to the owners.

Investment Statement

The Strata Manager tabled for Council's information copies of the most recent investment statement submitted by RBC Dominion Securities.

2) Completed Items

The Strata Manager advised that since the last meeting of the Strata Council the following items had been completed: receipt of quotation for drainage improvement at strata lot 11; gutter/roof leak repair at strata lot 6 by Marine Roofing (during November 2007); completion of interior water leak repairs at strata lot 2 by Pac West Enterprises; enterphone system update; light repair in parking stall "E"; roof leak repair at strata lot 34 by Marine Roofing; downpipe repair at strata lot 10 by Harmony Restorations; gutter repairs at strata lots 7, 11, 18 and 58 by Harmony Restorations; installation of sign in exercise room by Kodiak Signs; inspection of porch column at strata lot 95 by Harmony Restorations; installation of "no soliciting" sign at entrance to complex; repairs and ultimate replacement of locking mechanism at rear gate by Dependable Lock & Security;

provision of paint to be used to paint out graffiti on fences; distribution of rekeying notices to all owners; supply of new keys to onsite service providers; authorization to Harmony Restorations to complete repairs at strata lot 27; authorization to Right Choice Property Services to undertake gutter cleaning work; enterphone buzzer repair at strata lot 15 by Viscount Communication; leak investigation at strata lot 72 balcony area by Arbutus Vinyl.

Council discussed at some length the proposal submitted for the drainage improvement to be completed at strata lot 11. It was noted that this matter had been discussed at the Annual General Meeting and formed part of the capital plan approved by the ownership. It was then

MOVED AND SECONDED:

That staff be authorized to accept the quotation from Harmony Restorations, with the cost of the work to be paid for from the contingency reserve fund as per the capital plan work scheduled for 2008.

MOTION CARRIED

With regards to strata lot 2, it was reported that despite earlier work done additional roof leakage problems have been experienced during the past ten days. After review of the roofing area in question it has been recommended by the contractors that the Strata Corporation replace the roof as it has now passed beyond the reasonableness of normal repairs to correct leakage problems. After discussion concerning the roof leakage at this strata lot it was

MOVED AND SECONDED:

That staff be authorized to retain the services of a consultant to provide specifications and obtain tenders for replacement of the roofs at the block of units housing strata lot 2 (units 1 – 5).

MOTION CARRIED

Staff were requested to have the consultant arrange for the provision of a separate quotation which would allow for replacement of the gutter system.

3) In Progress

The Strata Manager advised that the following items remained in progress: balcony repairs by Arbutus Vinyl; gutter cleaning by Right Choice Property Services; roof leak repair over eaves at strata lot 11 by Marine Roofing; repair for water leak at strata lot 45 by Pac West Enterprises; tile repair at hot tub (spring 2008); receipt of final quotations for men's shower repairs from Pac West Enterprises and Harmony Restorations.

4) Landscaping

Grass Repair

It was noted that a lawn seeding repair is scheduled for the area of unit 15 during the spring of 2008.

Landscaping Quotations

The Strata Manager noted that landscaping quotations have been requested from a number of contractors. Only two contractors have submitted proposals: Precision

Landscaping and Para Space Landscaping. Council discussed both submissions at considerable length. It was noted that both proposals, when considering all items to be included, were very similar in price. Council reviewed the concerns over the performance of Para Space Landscaping over the past year, and noted that in years prior to that the owners had been pleased with the contractor's performance. Council observed that a change in landscape maintenance contractor does not necessarily guarantee an improvement in the situation. Para Space Landscaping had experienced manpower issues during the 2007 growing season, and there is no guarantee that another contractor will not experience the same problems in 2008. The proposal submitted by Para Space Landscaping indicates that the contractor has taken the appropriate steps to alleviate the concerns previously raised. After further lengthy discussion concerning the awarding of the landscape maintenance contract for 2008, it was

MOVED AND SECONDED:

That staff be authorized to accept the proposal from Para Space Landscaping for renewal of the Strata Corporation's landscape maintenance contract effective March 1, 2007. The contractor is to be reminded of the concerns previously expressed by the Strata Council, and the expectation that these concerns will be addressed during the course of their service to the Strata Corporation.

MOTION CARRIED

Quotations

Council reviewed a quotation from Para Space Landscaping for the planting of ivy along the south fence. After some discussion it was

MOVED AND SECONDED:

That staff be authorized to accept the quotation of Para Space Landscaping for the planting of ivy along the south perimeter fence.

MOTION CARRIED

It was noted that this work will not be done until the spring.

Council discussed a report and quotation from Para Space Landscaping for the replacement of trees along the south perimeter bank, and the contractor's recommendation for the removal and possible replacement of the ornamental trees located in front of units 66, 67 and 68. After considering the possible removal and replacement of the trees in question, it was agreed to table this matter for further discussion at the next Council meeting. It was then

MOVED AND SECONDED:

That staff be authorized to proceed with the removal of a dead tree near the car wash area as per the quotation submitted by Para Space Landscaping.

MOTION CARRIED

5) Insurance

The Strata Manager referred Council to a report within the agenda regarding renewal of the Strata Corporation's insurance policy. It was noted that the policy has been renewed with Coastal Insurance Services. The Strata Corporation's rate has not

changed; however, due to the increasing value of the buildings to be insured the policy premium will increase from the valuation perspective.

A copy of the 2008 insurance certificate is attached to the minutes for information. Please note in particular the water loss deductible.

Owners are reminded that the Strata Corporation's insurance policy does not cover personal belongings or improvements which may have been made to the strata lots since originally built. Owners who have made improvements to their strata lots, such as flooring upgrades, appliance upgrades, cabinet upgrades, or the installation of other fixtures or chattels, must ensure that all of these are reported to their homeowner insurers, and that they have coverage to allow for these improvements to be restored in case of a major loss. Owners are also responsible to ensure that they obtain insurance for their personal belongings as well as for personal liability in case of a civil lawsuit against them.

Owners are further reminded to ensure that they query their broker about obtaining coverage to "buy down" the Strata Corporation's insurance deductibles (which can be a significant amount) to the level of their homeowner's insurance deductible. A number of homeowner insurance policies do not provide this coverage as a matter of course, and this should be specifically requested.

The policy also allows management to adjudicate claims up to a certain level, which will help to expedite work when a claim needs to be processed. Adjusters often take considerable time in making decisions as to proceeding with repair work, frequently leaving the owners with an uncomfortable situation of unresolved repairs. With the cooperation of the insurance company, Strataco is able to expedite the initiation of repairs and thus shorten considerably the time needed for repairs to be undertaken. Claims of a larger nature still require the insurance company's adjusters to attend.

If owners have any questions regarding their insurance requirements or their current homeowner policy, they are urged to take the Strata Corporation's insurance certificate to their personal brokers so that they can discuss coverages to avoid any financial hardship in case of an insurable claim.

6) Correspondence

The Strata Manager tabled for Council's information copies of correspondence regarding welcome packages.

OTHER BUSINESS:

Insurance

It was noted that an article had been found by the Strata Council President concerning the charging back of insurance deductibles and repair costs to strata lot owners. This article supports the position conveyed to owners at recent Annual General Meetings. All owners are reminded that should a loss or damage occur which results in a claim against the Strata Corporation's insurance policy, and the loss have originated from a component of a strata lot for which normal maintenance and upkeep is the responsibility of the owner, or be caused as a result of the actions of an owner, tenant or a guest, the cost to repair the damage or the insurance deductible can be charged back to the strata lot owner as per the bylaws of the Strata Corporation. As the water loss deductible for the Strata Corporation is \$5,000.00 per claim, owners must be aware of the magnitude of this potential chargeback. Owners should

make certain that their personal insurance policies provide them with protection (in whole or in part) for the charging back of such costs by the Strata Corporation. Owners should further ensure that their homeowner insurance policies provide coverage to the values that would adequately reflect the cost of items that they are intended to insure. In other words, owners should be careful not to under insure their personal belongings, betterments or improvements.

Rodents

Staff were requested to arrange for a pest control contractor to investigate a possible rodent issue at strata lot 45.

Supplemental Parking Stall Waiting List

Staff were requested to check on the possible availability of a supplemental parking stall.

Sign Removal

It was agreed that staff would make arrangements for the removal of the North Burnaby Towing signs within the complex.

Downpipe Repair

It was reported by a member of Council that recently a downpipe had come off of strata lot 44 and requires reinstallation.

ADJOURNMENT:

There being no further business, the meeting adjourned at 9:18 pm, until Tuesday, February 26, 2008, at 7:00 pm in the exercise room.

STRATACO MANAGEMENT LTD.

#101 - 4126 Norland Avenue

Burnaby, BC

V5G 3S8

Tel: 604-294-4141

Fax: 604-294-8956



Real estate regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes as there will be a charge to the owner for replacement copies.



COASTAL INSURANCE SERVICES LTD.

104 - 2331 Marpole Avenue, Port Coquitlam, BC V3C 2A1 Tel: 604-944-1700 Fax: 604-944-1734
1322 Johnston Road, White Rock, BC V4B 3Z2 Tel: 604-531-1020 Fax: 604-531-2031
Toll Free: 1-800-665-3310 Website - www.coastalinsurance.com - e-mail: info@coastalinsurance.com

Policy No. CLMS 93		DECLARATIONS		Renewal
Name of Insured:	The Owners of Strata Plan LMS 93 Francisco Lane			
Location Address:	6700 Rumble Street, Burnaby, BC, V5E 4H7			
Additional Named Insured & Mailing Address:	Strataco Management Ltd., 101-4126 Norland Avenue, Burnaby, BC, V5G 3S8			
Policy Period:	12/31/07 to 12/31/2008 (mm/dd/yy) 12:01 a.m. Standard Time			
Loss Payable to:	The Insured or Order in Accordance with the Strata Property Act of British Columbia.			
Insurers:	As Per List of Participating Insurers Attached.			
Insurance is provided subject to the Declarations, Terms, Conditions, Limitations and Endorsements of this policy and only for those coverages for which specific limits or amounts of Insurance are shown on this Declaration Page.				
INSURING AGREEMENTS			Deductibles (\$)	Limits (\$)
PROPERTY COVERAGES - STR09/06R				
All Property, All Risks, Stated Amount Co-Insurance, Bylaws, Replacement Cost			2,500	20,800,000
Water Damage			5,000	Included
Backup of Sewers, Sumps, Septic Tanks or Drains			5,000	Included
Earthquake Damage			10%	Included
Flood Damage			10,000	Included
Key & Lock			250	10,000
BLANKET EXTERIOR GLASS INSURANCE Aviva Insurance Company of Canada - Form 820000 (11/98)			100	Blanket
COMMERCIAL GENERAL LIABILITY - Form 000102(Rev.11/98)				
Coverage A - Bodily Injury & Property Damage Liability	Per Occurrence	500	10,000,000	
Products & Completed Operations	Aggregate	500	10,000,000	
Coverage B - Personal Injury Liability	Per Occurrence	500	10,000,000	
Coverage C - Medical Payments	Any One Person		2,500	
Coverage D - Tenants Legal Liability	Per Occurrence		25,000	
		500	500,000	
Non-Owned Automobile - SPF #6 - Form 335002	Per Occurrence		10,000,000	
Contractual Liability - SEF #96	Per Occurrence	500	50,000	
Excluding Long Term Leased Vehicle - S.E.F. No. 99	Per Occurrence		10,000,000	
Limited Pollution Liability Coverage	Aggregate		1,000,000	
Employee Benefit Liability - Form 000200	Aggregate	1,000	1,000,000	
Advertising Liability - Form 000117	Per Occurrence		500,000	
DIRECTORS & OFFICERS LIABILITY - Form G/A2(04/01) Claims Made Form			2,000,000	
Condominium Discrimination Defense Costs	Per Occurrence	500 Retention	10,000	
	Aggregate	500 Retention	25,000	
POLLUTION & REMEDIATION LEGAL LIABILITY - Form XLICL-PARL5CP(05/04)			10,000 Retention	1,000,000
Claims Made Form - Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense				
VOLUNTEER ACCIDENT INSURANCE PLAN Form 9224344- Plan II			7 Day Waiting Period	100,000
Principal Sum - \$100,000 Weekly Accident Indemnity - \$500 (maximum 52 weeks)				
Accident Expenses - various up to \$5,000 (see policy wording) Dental Expense - \$2,500				
COMPREHENSIVE DISHONESTY, DISAPPEARANCE AND DESTRUCTION				
Form 500000 (Rev.01/2000)				10,000
I Employee Dishonesty - Form A				5,000
II Loss Inside the Premises				5,000
III Loss Outside the Premises				5,000
IV Money Orders and Counterfeit Paper Currency				5,000
V Depositors Forgery				5,000
EQUIPMENT BREAKDOWN				20,800,000
I Physical Damage, Direct Damage, Standard Comprehensive Plus, Replacement Cost - Form C780016(02/06)		1,000		10,000
II Consequential Damage, 90% Co-Insurance - Form C780032 (02/06)		1,000		100,000
III Extra Expense - Form C780033 (02/06)			24 Hour Waiting Period	100,000
IV Ordinary Payroll - 90 Days - Form C780034 (02/06)			24 Hour Waiting Period	100,000
ALL COVERAGES SUBJECT TO POLICY DEFINITIONS This Policy contains a clause(s), which may limit the amount payable. This policy shall not be valid or binding unless countersigned by a duly Authorized Representative of the Insurer.				
 Authorized Representative Coastal Insurance Services Ltd.				



COASTAL INSURANCE SERVICES LTD.

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Toll Free: 1-800-665-3310 Website -www.coastalinsurance.com - e-mail: info@coastalinsurance.com

SCHEDULE OF PARTICIPATING INSURERS

For The Owners of Strata Plan LMS 93 Francisco Lane
Policy # CLMS 93

Term: 12/31/2007 to 12/31/2008 (mm/dd/yy) 12:01 a.m. Standard Time

Insurer	Coverage	%	Limit (\$)
Aviva Insurance Company of Canada	Property	35	7,280,000
Axa Pacific Insurance Company	Property	35	7,280,000
Royal & SunAlliance Insurance Company	Property	30	6,240,000
Aviva Insurance Company of Canada	Commercial General Liability	100	10,000,000
Aviva Insurance Company of Canada	Directors & Officers Liability Condominium Discrimination Defense Costs	100	2,000,000 10,000
Aviva Insurance Company of Canada	Employee Dishonesty - Form A	100	10,000
Aviva Insurance Company of Canada	Comprehensive Dishonesty, Disappearance and Destruction	100	5,000
Aviva Insurance Company of Canada	Glass	100	Blanket Exterior Coverage
XL Insurance Company Ltd.	Pollution & Remediation Legal Liability	100	1,000,000
Aviva Insurance Company of Canada	Equipment Breakdown	100	20,800,000
Axa Assurances Inc.	Volunteer Accident Insurance Plan II	100	100,000

DISCLOSURE NOTICE - UNDER THE FINANCIAL INSTITUTIONS ACT

The Financial Institutions act requires that the information contained in this Disclosure Notice be provided to a customer in writing at the time of entering into an insurance transaction.

1. I, Sandra Krenz, am licensed as a general insurance agent by the Insurance Council of British Columbia
2. This transaction is between you and AVIVA Insurance Company of Canada AXA Pacific Insurance Company Royal & SunAlliance Insurance Company (Insurer) and as indicated on the policies.
3. In soliciting the transaction described above, I am representing Coastal Insurance Services Ltd. who does business with the Insurer
4. The nature and extent of the Insurer's interest in the agency is none.
5. Upon completion of this transaction, the agent will be remunerated by way of commission or fee by the Insurer
6. The Financial Institutions act prohibits the Insurer from requiring you to transact additional or other business with the Insurer or any other person or Corporation as a condition of this transaction.

Total Premium:

\$24,371

E&OE/SK

Insured's Copy