MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 778, HELD MONDAY, OCTOBER 20th, 2008 IN THE ARBUTUS VILLAGE RECREATION CENTRE, VANCOUVER, BC.

a) The meeting was called to order at 7:30 pm.

b) The sign-in sheet indicated 26 owners present, 6 represented by way of proxy.

c) **MOVED AND SECONDED** the required notice of the meeting had been received. **CARRIED**

d) **MOVED AND SECONDED** to adopt minutes of the Annual General Meeting held November 20th, 2007 as circulated. **CARRIED**

It was noted that Power Smart had been approved by owners and this is to be followed up by the 2009 Strata Council.

e) **Insurance Coverage:**
A copy of the insurance coverage had been circulated with notice of the meeting. The Manager reviewed policy coverage for the Strata.

Owners were advised the building receives an annual appraisal update and on this premise insurance is renewed. In cases of total loss the 10% deductible would be shared out among suites based on unit entitlement.

Owners were advised to contact their personal insurers to ensure they have coverage for the following:

Improvements and Betterments –
In the case where an improvement or betterment is installed by the suite owner or a previous owner coverage needs to be through personal insurance.

Owners should note the Strata Corporations Insurance Policy will only provide coverage for original fixtures built or installed in the strata lot by the developer as part of the original construction of the strata lot.

Strata Policy Deductible –
The strata has a deductible depending on the type of damage which is payable by the Strata Corporation for any claim placed through the strata's insurance policy. Should the source of the damage be found to be from within an individual suite, the owner is responsible for the deductible which the individual suite owner may wish to have coverage for.

Personal Liability –
In addition to the deductible, personal liability coverage is suggested for in-suite liability. This covers you when you are legally obligated for damages that occurred as a result of something that happened to a guest in your strata unit. It also covers damages caused by your personal activities or the deductible for damage to another strata lot, example – water damage to the suite below.

Personal Contents –
Personal property in the suite is owner responsibility and the suite owner should have coverage for their suites' contents.

f) **Committee Reports:**

1. *Landscape:* A Landscape Report was presented on behalf of Gert Zivot noting extensive work done on the southeast half of the back property, and proposed work for 2009 along the front northwest section. Owners were advised that funds have been accrued in the amount of $5,000.00 from the 2008 operating budget for landscape improvements in 2009 along the front of the property.

2. Louis Winkler presented a report to owners noting work done this year. Owners noted members of the Strata Council had resigned in 2008 leaving three members on Council. The management contract had been approved and signed by two of the members. Louis Winkler requested an indication from owners with respect to signing of the management contract with Condex. Louis Winkler suggested that a copy of the management contract be sent to all owners for their review and input. Owners felt this was not necessary and advised the signing of the contract is authorized to the Strata Council.

MOVED AND SECONDED that Strata VR 778 continue with the property management services of Condex Property Management Ltd. **CARRIED, 21 in favor, 5 opposed**

3. It was noted an audit is underway for 2007 records. If you wish to receive a copy, please advise the Manager.

g) **Proposed Operating Budget –January 1st - December 31st, 2009:**
Owners reviewed the proposed operating budget reflecting no increase in owners' maintenance. Following discussion it was

MOVED AND SECONDED to adopt the balance sheet and operating budget for fiscal January 1st to December 31st, 2009 reflecting no increase in owners' monthly maintenance payments, as circulated.
CARRIED, Unanimously

h) **Election of Strata Council:**
The following owners were nominated and elected to the Strata Council:

Katherine Chan
Linda Fanning
Karl Kobbervig
Felicia Lau
Olivia Lau

Appreciation was expressed and new members of the Council were welcomed.

There being no further new business the meeting adjourned at 8:30 pm.

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MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 778, HELD ON TUESDAY, NOVEMBER 20th, 2007 IN THE ARBUTUS VILLAGE RECREATION CENTRE, VANCOUVER, BC.

a) The meeting was called to order at 7:30 pm.

b) The sign-in sheet indicated 27 owners present, 10 represented by proxy.

c) **MOVED AND SECONDED** the required notice of the meeting had been received. **CARRIED**

d) **MOVED AND SECONDED** to adopt minutes of the Annual General Meeting held November 30th, 2006 and the Special General Meeting of July 23rd, 2007 as circulated. **CARRIED**

e) **Insurance Coverage:**
A copy of strata insurance had been sent to owners with notice of the meeting. The Manager reviewed policy coverage.

f) **Committee Reports:**
Landscape: Barbara Roberge advised on landscape noting work previously done on the east side has much improved the area and was a good undertaking. Pruning has been done and cleanup is underway by Rakes & Ladders. In the next few weeks a small mulberry bush will be planted at the Arbutus entrance and a Persian Ironwood will be added to existing two at the northwest side of the building. Appreciation was expressed to the owner who has donated two dozen prickly bushes which were planted on the north side of the building adjacent to low windows. Numerous cedars have been removed on the south side abutting the walkway by unit #110.

Enquiry was made for garden improvements intended on the south side, behind unit #106, noting the area has poor drainage. Barbara Roberge advised a $5,000.00 rough estimate had been received but no funds have been allocated for this work. During discussion of the budget, owners noted this area is in particular need of attention.

It was suggested that the interlocking bricks on first floor patios, south side, are an owner responsibility to remove and replace to improve drainage. Owner input suggested drainage improvements are first needed on common property behind these units. It was also noted that much soil is washing onto the bricks where wooden boxes are in need of repairs.

g) **Proposed Operating Budget:**
Extensive discussion was held regarding the proposed budget noting it had been adjusted by Council to reflect no increase.

MOVED AND SECONDED to reduce the allocation to the Contingency Reserve Fund to $7,500.00 and allocate funds for an audit of $2,500.00 **CARRIED, 1 opposed**

MOVED AND SECONDED to transfer the remaining Contingency Reserve Fund allocation of $7,500.00 to Landscape Improvements for work to be done on the south side behind suite #106. A committee is to be formed to make recommendations and come up with a plan.

CARRIED, 20 in favor

It was subsequently **MOVED AND SECONDED** to adopt the proposed operating budget for 2008 as amended reflecting no increase in owners' maintenance for fiscal January 1st, 2008–December 31st, 2008 together with the current balance sheet. **CARRIED, 24 in favor**

h) **Election of Strata Council:**

The following owners were nominated and elected to the Strata Council for 2008:

Leanne Campbell
Catherine Carr
Linda Fanning – 'Stan Cornwell was elected'
Karl Kobbervig
Felicia Lau
Louie Winkler
Gertrude Zivot

It was noted Linda Fanning may have served four years and may not be eligible. This will be checked. Subsequent to the meeting, review of records indicate that Linda has served four years. Therefore, Stan Cornwell, was duly elected to the strata council.

i) **Other Business:**

1. **BC Hydro Power Smart Proposal:**

Discussion was held regarding the information circulated for power smart improvements noting an energy saving to be realized.

MOVED AND SECONDED to proceed with a power smart plan within the range of $4,200.00 and to investigate alternative proposals with payment to be made through the Contingency Reserve Fund.

CARRIED, 24 in favor

Two owners were counting Council ballots and did not vote.

The meeting adjourned at 9:00 pm.

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MINUTES OF THE SPECIAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 778, HELD ON MONDAY, JULY 23RD, 2007 IN THE ARBUTUS VILLAGE RECREATION CENTRE, VANCOUVER, BC

a) The meeting was called to order at 7:30 pm.

b) The sign-in sheet indicated 31 owners present, 4 represented by proxy.

c) **MOVED AND SECONDED** the required notice of the meeting had been received. **CARRIED**

d) **MOVED AND SECONDED** to adopt the minutes of the Annual General Meeting held November 20th, 2006 as circulated. **CARRIED**

e) **¾ Vote Resolutions:**

WHEREAS an Information Meeting was held on June 29th, 2007 regarding fence extension on the east side, and-

WHEREAS it was agreed that a Special General Meeting be held when owner, Louis Winkler, is in town, and-

WHEREAS feedback was received from owners regarding the agenda for this meeting and-

WHEREAS owners directed the agenda reflect discussion of fence extension only, and-

WHEREAS a site meeting has been held with the City and input has been received, and-

WHEREAS all owners are encouraged to walk the grounds and view the fence extension prior to the meeting-

Council Chair, Linda Fanning, welcomed owners to the meeting and read the attached background for the fence work that has been done. Much discussion was held and various opinions were expressed. It was noted a walkabout had been done with the police and security suggestions received. It was suggested that the Strata have quotations for larger projects. This is done for replacement work. The fence entailed repairs and maintenance together with installation of new fence in some sections.

Discussion was held regarding the two resolutions to be considered by owners. Input suggested that owners would need to know the cost of each resolution prior to being able to make a decision. It was noted the sheds of the first floor on the south side of the property are attached to the building and this is not permitted.

Discussion was held regarding the options and the cost to:

- take down and remove the fence improvements
- to lower the fence in some places to meet City requirements
- to keep the fence , pay for obtaining a city permit and to have drawings done for permit application

MOVED AND SECONDED to obtain the costs to keep the fence, apply for the required permit and obtain drawings that are necessary for City approval.

NOT CARRIED, 18 in favour

Much discussion followed.

Louis Winkler suggested that the gate is not on your property and would need to be moved back together with the fence that is in-between the cedar hedge. He suggested the fence be moved onto the cement wall. It was suggested the fence be lowered to comply with City requirements.

Much further discussion was held. Owners could not reach agreement.

MOVED AND SECONDED that Louis Winkler be asked to takeover the problem of the fence and make recommendations to Council. Council is authorized to act on those recommendations inclusive of all associated costs. If Council does not agree with the recommendations received, this matter is to be taken back to owners for a further Special General Meeting.

CARRIED, 23 in favour

There being no further new business the meeting adjourned at 9:45pm.

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Strata Plan VR 778 Owners Information for July23rd Meeting

Following a request in October 2006 for a security fence on the east side of the building signed by at least 13 owners, several break-ins to suites on the first and second floors of the building, and a motion from the general meeting of November 20, 2006, the Strata Council at our meeting of February 19th discussed raising the height of the fence on the east side of the building. In April, all Strata Council members who were in town at that time were telephoned as to their availability to meet with a contractor regarding the fence. The Council Chairperson heard back from all but one council member as to whether they could attend the meeting. Those who were available subsequently met with the contractor and gave permission to proceed with raising the fence on the east side of the building. Our decision to proceed was based on the belief that the job could be done in a relatively short time frame, and at a reasonable cost, particularly at a time in the city when it is very difficult to get any contractors to do small jobs when they are involved in much larger projects prior to the Olympics. We realize that at the time only three members of council were present to make the decision but we felt we were acting in good faith, in the best interests of the owners we represented and had the authority to proceed with such a decision.

On May 14th the Strata Council held a meeting at which all council were present. In addition, one council member had invited Louis Winkler to attend the meeting. Louis was told that our meetings were open and that as an owner he was welcome to attend but, of course, he had no vote. The issue of the fence was discussed and, as the minutes of the meeting reflect, there were differing opinions about the fence. However, no specific motions were presented or passed and it was agreed that the fence should remain as is and we would meet on site at a later date to review the height of the fence.

Much to the surprise of most council members, within a few days of the May 14th council meeting, a letter signed by Louis Winkler was left at each council member's door. The contents of the letter made unfounded claims about the actions of council and about me personally. In addition, a letter was sent to Barbara Whitlock signed by Louis Winkler. As Chairperson of the Strata Council, I responded in writing to Louis Winkler addressing some of his complaints and the accusations he had made about me in particular. Before I sent the letter I received input and agreement from four other council members. Barbara Whitlock, in turn, responded to the letter sent to her. Louis Winkler then sent another shorter letter to all strata council members except me, asking for a response and their reactions to my letter.

In accordance with the May 14th minutes which stated we would hold a site meeting to look at the fence, a second meeting at a time agreeable to all council was scheduled for June 14th. The purpose of the meeting was to look at the site and then hold a Strata Council meeting to revisit the issue of the fence.

Between the May and June meetings e-mails sent by Ann McWilliams to the Strata Council members and Condex Property Management informed us that someone had gone to the city about the fence, that the fence had been inspected on May 14th, that Ann, herself, had been to the city about the fence the week before, and that a letter was coming to us from the city about the fence.

At the June 14th meeting all council members as well as Louis Winkler, were in attendance for some or all of the site meeting. However, Ann McWilliams absented herself from the formal council meeting which followed. A discussion took place regarding all of the correspondence that had taken place and the inappropriateness of the methods being employed by some council members in not bringing concerns to the proper forum for discussion, that being the Strata Council meeting. We also received the letter from John Tong, Property Use Inspector for the City of Vancouver, regarding the fence. The letter informed us that we could keep the fence but we would need to make application for a permit which would include drawings and presentation or we could take down the fence. It was suggested and agreed by council members that we should investigate the costs of the permit process before we spend further money, and that we should do nothing until we sorted out the problem with the city. At the end of the meeting most council members felt that the issues were finally being resolved.

However, once again, and within only a few days of the Strata Council meeting, a letter plus a questionnaire was placed in the mailboxes of all owners signed by Louis Winkler and Stan Cornwell. This was followed by another letter sent to all owners by Ann McWilliams indicating her support for their letter and questionnaire.

It was at this point in time that the five remaining council members were consulted and it was agreed that to clarify the issues for all owners we should hold an information meeting at the earliest possible time and an information meeting was scheduled and held on June 19th.

On the morning of the information meeting Barbara Whitlock and I met with John Tong, Property Use Inspector for the City of Vancouver and looked at the fence. He informed us that the city is not really interested in the fence we have put up, but because one first floor owner had complained

to them that she had lost her view, they were required to inspect it. When asked about the height of the fence he did not feel there was any problem with it. He informed us that on the original plans for Strata VR 778 no fence was showing. The Briar building was the last building to be constructed of the five phases in this area and plans that included fencing were only drawn for earlier phase property. John Tong informed us that we just need to submit a drawing and obtain a permit to keep the fence we now have.

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 778, HELD ON MONDAY, NOVEMBER 20th, 2006 IN THE ARBUTUS VILLAGE RECREATION CENTRE, VANCOUVER, BC.

a) The meeting was called to order at 7:30 pm.

b) The sign-in sheet indicated 25 owners present, 7 represented by proxy.

c) **MOVED AND SECONDED** the required notice of the meeting had been received. **CARRIED**

d) **MOVED AND SECONDED** to adopt minutes of the Annual General Meeting held November 30th, 2005 as circulated. **CARRIED**

e) **Insurance Coverage:**
A copy of strata insurance had been sent to owners with notice of the meeting. The Manager reviewed policy coverage.

f) **Committee Reports:**
Committee reports were received from Council members. Two of the reports are enclosed.

g) **Proposed Operating Budget:**
Owners reviewed the financial position of the strata and the balance sheet. Following discussion and review it was **MOVED AND SECONDED** to adopt the proposed operating budget reflecting a 3.5% increase in owners' maintenance for fiscal January 1st, 2007–December 31st, 2007 together with the current balance sheet. **CARRIED, Unanimously**

h) ¾ **Vote Resolutions:**

1. **Arbutus Village Recreation Centre / Executive Committees:**
WHEREAS Council has reviewed the enclosed guidelines, and-
WHEREAS it is proposed that these guidelines be added to and form a part of the Strata Corporation Bylaws, and-
WHEREAS each Strata Corporation in Arbutus Village will be adopting the same guidelines-

MOVED AND SECONDED be it resolved to adopt the attached guidelines for the Arbutus Village Recreation Centre Committee and Executive Committee. **CARRIED, Unanimously**

2. **Algae Scrub – Building Exterior:**
WHEREAS Council has received quotation to hand scrub and hose rinse the entire outside surface of the building inclusive of all stucco and brick areas together with a pressure washing of the white wall facing Safeway and painting of the wall, and-
WHEREAS Council has discussed and recommends approval-

Louis Winkler suggested that the cost be amended to reflect $7,000.00 and that the resolution be considered accordingly.

MOVED AND SECONDED be it resolved to proceed with a hand scrub and hose rinse of the entire outside surface of the building inclusive of all stucco and brick areas together with pressure washing of the white wall facing Safeway and painting of the wall for a total cost of **$7,000.00** with payment to be made from the Contingency Reserve Fund. **CARRIED, Unanimously**

3 **One-Month Extra Assessment:**
WHEREAS Council has reviewed the financial position of the strata, and-
WHEREAS Council has reviewed upcoming capital expenditures for the building, and-
WHEREAS Council recommends the assessment-

Council noted that the assessment is not for a specific item, but rather for general allocation to the Contingency Reserve Fund. Owners were advised of roof replacement costs and suggestion that funds be accumulated thereto in future years.

MOVED ANC SECONDED be it resolved to approve a special assessment of one-month extra maintenance due September 1st, 2007 to be allocated to the Contingency Reserve Fund. **CARRIED**

4 **Fence Maintenance:**
WHEREAS Council has discussed the overall condition of the wooden fences, and-
WHEREAS there are several areas that are in need of maintenance and repair, and-
WHEREAS Council intends to prioritize fence areas in order that sections be attended, and-
WHEREAS Council recommends these works proceed-

Much discussion was held and various opinions were expressed. Louis Winkler suggested that fences should not need maintenance for five years. Several owners suggested that sections of the fence are in need of attention at this time. Council noted the intent would be to proceed with doing some fence replacement work for priority sections in 2007. A complete assessment of fences would be done and a report would be made to owners at the next general meeting.

MOVED AND SECONDED be it resolved to authorize the Strata Council to proceed with wooden fence repairs and maintenance up to $10,000.00 with payment to be made from the Contingency Reserve Fund. **CARRIED, 24 in favor**

5. **Elevator Improvements:**
WHEREAS the Elevator Decorating Committee has made recommendations, and-
WHEREAS Council has received that input and supports elevator improvements-

Louis Winkler advised of works underway for elevator improvements noting ceiling replacement has been done and new tiles installed. The existing arborite on the walls will be replaced. The ventilation will remain the same. Enquiry was made regarding who selected elevator improvement materials. Owners were advised that an Elevator Committee had provided input.

MOVED AND SECONDED be it resolved to approve proceeding with elevator improvements to be outlined by the Elevator Decorating Committee for a maximum expenditure of $3,500.00 from the Contingency Reserve Fund. New tile and a textured arborite in neutral earth tones to replace the existing walls and floor in the elevator. The stainless steel railing will remain the same. The ceiling, which has already been improved, will remain as it is now. **CARRIED, 19 in favor**

l) **Election of Strata Council:**

There was a ballot of ten owners' names put forward for nomination for the Strata Council in 2007. A vote was taken and the following owners were elected to Strata Council:

Kate Carr
Linda Fanning
Stan Cornwell
Angela Koulyras
Felicia Lau
Ann McWilliams
Barbara Roberge

Should a Council member step down, it was noted Karl Kobbervig was the next person to be elected per ballots cast.

m) **Other Business:**

1. *Security Fence – East Side:*

Council has received written request from owners that a six-seven foot security fence be installed for security reasons on the east side by the trees. Council has requested quotation be obtained and that this matter be discussed at the Annual General Meeting with owners, with a view to receiving input and direction from owners. There may be a resolution considered by owners to address the security fence as requested with payment to be made from the Contingency Reserve Fund. Council asks that you go and view the existing fence and the area from the sidewalk prior to the meeting.

Extensive discussion was held and much input received regarding pruning of the hedge along the east side of the property. Input suggested that visibility was readily provided to the back yard and courtyard areas of some units. Request was made that improvements be made to the northeast corner where several cedar trees had been planted suggesting more mature shrubs are needed.

Input suggested a review of the area to improve "privacy" noting security improvements may be limited. Owners were advised the ground is root-bound and an interlocking chain link fence will not address visibility concerns and can be easily climbed.

Following much discussion it was **MOVED AND SECONDED** that Council be authorized to look into a method of providing privacy and some security along the east side with an expenditure of up to $5,000.000 from the Contingency Reserve Fund. **CARRIED, 21 in favor**

Prior to adjournment owners expressed appreciation to all Strata Council members and in particular to Louis Winkler for all he has done. Appreciation was also expressed to Mrs. Winkler for maintaining lobby plants.

The meeting adjourned at 10:00 pm.

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MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 778, HELD ON WEDNESDAY, NOVEMBER 30th, 2005 IN THE ARBUTUS VILLAGE RECREATION CENTRE, VANCOUVER, B.C.

a) The meeting was called to order at 7:30 pm.

b) The sign-in sheet indicated 20 owners present, 6 represented by proxy.

c) **MOVED AND SECONDED** the required notice of the meeting had been received. **CARRIED**

d) **MOVED AND SECONDED** to adopt minutes of the Special General Meeting held June 21st, 2005 as circulated. **CARRIED**

e) **Insurance Coverage:**
Owners were advised the building receives an independent annual appraisal. Insurance renewed on September 30th, 2005 based on an appraised replacement value of $7,560,000.00. Deductible amounts are reflected below. The policy, in part, covers:

• All perils	$2,500.00
• Glass breakage	$100.00
• Water/sewer damage	$5,000.00
• Flood	$10,000.00
• Earthquake coverage	10%
• General Liability	$10,000,000.00
• Directors & Officers Liability	$2,000,000.00

f) **Committee Reports:**
Council Chair, Margaret Haile, welcomed owners to the meeting. There was discussion regarding a suggestion from the townhouses that the hot tub remain open for some months into the winter. Your strata has a representative from your Council that sits on a joint committee regarding the outdoor pool. Owners directed that no decision regarding the hot tub remaining open be made by a Council member without owner input.

The Recreation Report was presented and is attached to and forms a part of these minutes. Owners were advised that the Wellness Committee will be disbanding after eight years of providing a presence in Arbutus Village. This committee has contributed to the Centre and paid for half the cost of the new dishwasher, handrails and elevated toilet seats together with having purchased some dishes.

g) **Proposed Operating Budget:**
Following discussion and review it was **MOVED AND SECONDED** to adopt the proposed operating budget reflecting a 3.9% increase in owners' maintenance for fiscal January 1st, 2006–December 31st, 2006 together with the current balance sheet. **CARRIED, Unanimously**

h) **South Side Planters & Borders:**
WHEREAS there exists a need to address the rotten wood evident along the border areas abutting first floor patio units, south side, and to address the rotten wood on numerous planters, and-
WHEREAS this matter has previously been discussed by owners at a Special General Meeting, and-
WHEREAS Council has met further to discuss options-

Owner, Louis Winkler, spoke to the proposed resolution and suggested that drainage be addressed on the southeast portion of the property, south side, flower boxes removed, borders replaced abutting south-facing first floor patios on a partial replacement basis as required, fences addressed between units and trees removed suggesting concern for roof membrane above the garage. Extensive discussion followed regarding various opinions on dealing with the above items affecting the south side of the building.

Council Chair advised of input received from arborists, BC Plant Health Care, providing input that there is no concern regarding trees that would pose a problem for the roof membrane noting they are smaller trees with surface roots. There is one tree, being the Hemlock, that may pose a problem five years hence.

Input suggested that the ivy on the east side of the building be removed noting that owner, Leanne Campbell, wishes the ivy on the cement divider remain. Owners also requested that the ivy under the northwest section of the building also be removed. It was agreed that the cedars on the east side have the canopy raised to address undergrowth below. There are three planters on the east side that have a unattractive cedar tree within. Owners agreed these three planters be removed.

Input suggested that the four south-facing units have patios which have a wooden border dividing their patio from the common garden area. All south-facing units benefit from maintenance of the garden area and discussion was held regarding planters located at the edge of the patios and into garden area. Following extensive discussion it was

MOVED AND SECONDED that the trees remain per input from the arborist's report, which is to be followed up by Council. The cost of wood replacement around planters abutting south-facing units be addressed on a shared basis, with half being owner responsibility and the other half strata. If a planter is entirely within a patio bricked area repair costs would be owner responsibility.

CARRIED, 16 in favor, 4 opposed

The resolution as circulated was then MOTIONED.

MOVED AND SECONDED that be it resolved that approval be received for an expenditure of approximately $10,000.00 from the Contingency Reserve Fund for the Strata Council to proceed with drainage improvements on the east side, and also on the first floor, south side. Addressing of trees would be in accordance with the arborist's input of November 30th, 2005. Wooden borders will be reviewed and repaired as required at the discretion of the Strata Council. Replacement of rotten wood for planters would be attended in accordance with the above resolution as approved.

CARRIED, Unanimously

i) **Elevator Improvements:**

WHEREAS Council has received quotations for elevator improvements, and-
WHEREAS improvements recommended by Kone Elevator are very costly, and-
WHEREAS Council has formed a joint committee to review the overhead lighting, elevator walls and floors, and-
WHEREAS input will be presented by regarding recommendations for elevator improvements-

Margaret Haile spoke to elevator improvements noting original quotation of $9,000.00 was received to address interior aesthetics. A subsequent quote has been received from Kone Elevator in the amount of $7,620.00 and this is on the understanding that a lower suspended ceiling would be installed. Council

Chair advised that elevator work requires approval of the BC Elevator Safety Branch and carpet on the walls may not be approved.

In view of the resolution circulated and noting further review and input is required, it was agreed that the matter of elevator improvements be referred back to Council for clarification.

Owners were advised that the wooden frame installed around the elevator on the first floor would require removal in entirety should there be a problem with the "up" and "down" elevator buttons. It was noted the frame encases the buttons and would require removal prior to any repair to the push buttons.

Following discussion it was **MOVED AND SECONDED** that the elevator be connected to the emergency generator to provide a usable elevator in the event of a power outage. Payment would be made via the Contingency Reserve Fund. **CARRIED, Unanimously**

j) **Fence Repairs & Painting:**
WHEREAS Council has received quotations for painting of all fenced areas on the south and north sides of the building, and-
WHEREAS carpentry repairs and wood replacement will be necessary in some areas-

MOVED AND SECONDED that be it resolved approval be received to proceed with fence repairs and painting, in a color similar to present, for an expenditure of approximately $5,000.00 from the Contingency Reserve Fund. **CARRIED, Unanimously**

(k) ¾ Vote Resolution – Bylaw Amendment:
WHEREAS Council has reviewed the present rental bylaw, and-
WHEREAS Council recommends that all units be owner-occupied, and-
WHEREAS there is presently one rental unit, and-
WHEREAS when the current tenant vacates the suite, Council recommends that the suite be owner-occupied in accordance with the Strata Property Act, and-

WHEREAS the current Rental Bylaw #19.1 reads as follows: "*Subject to the Strata Property Act of British Columbia and the following hardship provisions (including the Council's having determined the strata lot is entitled to be rented) no strata lots within Strata Plan VR 778 may be leased or rented at any time.*
For the purposes of Section 144 of the Strata Property Act of British Columbia, an owner who has been approved or deemed to be validly renting his or her strata lot at the time of passage of this bylaw, shall be determined to have suffered hardship. Upon the sale or owner occupancy of the strata lot, hardship shall be deemed to no longer exist.

MOVED AND SECONDED that be it resolved to repeal the above two paragraphs, being Strata Corporation Bylaw #19.1 and to replace it as follows:

"*Subject to the Strata Property Act of British Columbia, Section 143, and the following hardship provisions, no strata lots within Strata Plan VR 778 may be leased or rented at any time*".
CARRIED, Unanimously

l) Election of Strata Council:

The following owners were nominated to the Strata Council and elected by acclamation:

Louis Winkler	Chair
Linda Fanning	Vice Chair
Felicia Lau	Finance
Karl Kobbervig	AVRC
Catherine (Kate) Carr	Secretary
Lydia Chan	Landscape
Barbara Roberge	Landscape/Pool

Owners expressed appreciation to the Chair, Margaret Haile, and to all Council members for their time and endeavors on behalf of the owners in The Briar. Appreciation was also expressed to Mrs. Winkler for having attended to plants in the lobby.

j) Other Business:

1. *Pictures on Lobby Walls:* It was suggested Council endeavor to establish a committee to suggest pictures for the walls in the lobby.

2. *Hot Water:* It was suggested that the hot water is too hot and that this be reviewed.

There being no further new business the meeting adjourned at 9:30 pm.

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MINUTES OF THE SPECIAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 778, HELD ON TUESDAY, JUNE 21ST, 2005 IN THE ARBUTUS VILLAGE RECREATION CENTRE, VANCOUVER, BC

a) The meeting was called to order at 7:30 pm. Council Chair, Margaret Haile, welcomed owners to the meeting and advised of items to be considered.

b) The sign-in sheet indicated 21 owners present, 4 represented by proxy.

c) **MOVED AND SECONDED** the required notice of the meeting had been received. **CARRIED**

d) **MOVED AND SECONDED** to adopt minutes of the Annual General Meeting held November 10th, 2004 as circulated. **CARRIED**

e) **¾ Vote Resolutions:**

1. **South Side Planters & Retainers off Patios:**
WHEREAS the Strata Council has met and reviewed the area with trades, and-
WHEREAS quotations have been received to undertake replacement of rotten wood, and-
WHEREAS Council recommends that all works be undertaken consecutively and in entirety to address rotten wood for patio borders and planters-

Discussion followed. Suggestion was made that owners on the 1st floor directly benefit from proposed improvements. Owners were advised that the planters are on common property and the heavy, wooden borders that abut patio areas of 1st floor units are a building responsibility for maintenance. Suggestion was made that the planters be removed. Suggestion was also made that a more economical means of undertaking maintenance and improvement in this area be considered. Discussion was held regarding alternate means of addressing the rotten wood along the patio borders. It was noted that a poured concrete curb would be just as costly. It was suggested that if owners on the 1st floor, south-facing, wish more costly works to be done, that they be asked to contribute a proportionate share or the difference. Disposal of the existing materials and associated cost was also discussed and quotation will be obtained.

Council had received quotation for replacement of the planter boxes and replacement of only the wooden borders where rot was evident. Upon further discussion and consideration Council recommends that the borders, in entirety, be replaced to ensure consistency and aesthetic appeal.

It was suggested that consideration be given to future reroofing of this area in selecting materials for replacement.

Mr. Louis Winkler offered to investigate alternative and less costly means of addressing the planters and borders. It was suggested that fiberglass be considered.

Discussion followed regarding the ground coverage for the south side with suggestion that the ivy be removed and the three planters on the east side also removed. Input from owners suggested that the ivy in front of the building, on the west side, also be considered for removal. Owners noted that landscape improvements to ground coverage would be discussed once the planters and wooden borders have been addressed. Subsequently, it was

MOVED AND SECONDED that owners support addressing the planters and wooden border areas, and investigating further alternatives to address works. Input received from Mr. Louis Winkler is to be presented to owners at the Annual General Meeting. The Manager is to obtain quotation for removal of all existing wooden borders and planters.

2. **Security Improvements:**
WHEREAS Council has reviewed numerous security suggestions, and-
WHEREAS Council has reviewed quotations–

Extensive discussion was held regarding security suggestions and recommendations. It was noted that card access would require that all doors be converted at approximately $2,000.00 per door.

MOVED AND SECONDED to proceed with removal of the key-stand at the garage entry and the floor hose inside the garage exit. **CARRIED, 1 opposed**

MOVED AND SECONDED that the key-stand from outside the garage be relocated to the inside of the garage, to provide an exit in the event of an emergency where the clicker does not function.
NOT CARRIED, 8 in favor, 9 opposed

MOVED AND SECONDED that a new receiver be installed on each garage door and one new clicker issued to each owner by the strata. Should owners wish additional clickers, this would be at their cost, of approximately $35.00 each. Payment is to be made via the Contingency Reserve Fund. Installation of the two new receivers is approximately $700.00. **CARRIED, Unanimously**

f) Other Business:

1. **Elevator Improvements:** It was agreed that elevator improvements be discussed at the Annual General Meeting. Suggestion was made that consideration be given to having carpet placed on the walls to provide an aesthetic improvement, at a low cost.

2. **Pictures for Lobby:** It was suggested that pictures be purchased for the lobby. Owners noted difficulty in agreeing on the style and to date this has not been pursued.

3. **Caretaker–Maintenance:** Mrs. Winkler advised of concerns regarding cleaning services being provided. Council noted a walkabout done with no extenuating concerns. It was agreed a joint walkabout be done with Council, Mrs. Winkler and the Manager.

4. **Security:** Residents are advised to keep their suite door locked at all times. It was reported that recently someone walked into another owner's unit where the door was not locked. This individual did not reside in the building. Also, please be sure you do not provide access to anyone who is not personally known to you.

There being no further new business the meeting adjourned at 9:20 pm.