

02/27/06 Reported by: Southview Property Management Inc.,
#110 – 7580 River Road, Richmond, B.C., V6X 1X6
Phone: 604-270-8811 Fax: 604-270-0881
Email address: southview@telus.net
Property Manager: John Prince

**Minutes of the Council Meeting of Strata Plan VR 2465, Windsor Gardens,
held on Wednesday February 6, 2006 at 6:00 PM
in unit #203 - 966 West 14 Ave., Vancouver, B.C.**

In attendance: Pablo Munoz #PH5
Peter Genge #305
Judith Diehl #203
Jane Holland #104
Nirabadhi Wyatt #102
Derek Stenning #PH2

Regrets: Anita Webster #101
Mark Patterson #204

John Prince Property Manager
Southview Property Management Inc.

The meeting was called to order by Pablo Munoz at 6:10 P.M.

1. Approval of Minutes

Motion: (#203/#102), that the minutes of the November 30, 2005 Strata Council Meeting be approved as presented. **Carried unanimously**

2. Financial Report

The financial statements for the periods November, 2005 and December, 2005 were reviewed by the Treasurer.

Motion: (#203/#PH5), to approve the financial statements for November, 2005 and December, 2005. **Carried unanimously.**

3. Accounts Receivable

The Accounts Receivable were reviewed. The Property Manager will follow up accordingly.

4. Old Business

1. Roofing Update

The roofing and skylight replacement is very near completion. The replacement roofers are including a five year warranty as part of their price for completing the roofing work.

2. Suite 103 Warranty Repair

Due to the lack of success with the recommended solution for the patio door leak, Devcorp and Aqua-Thermal will be contacted to move to the next step regarding this issue.

3. Garden/Landscaping

Council approved a course of action for spraying some of the deciduous trees to prevent aphid or other insect infestation.

Please keep these minutes as a permanent record of the strata corporation's business. Replacement of minutes, bylaws, rules and regulations will be at the owner's expense.

5. New Business

1. Alterations to Strata Lots

Owners are reminded that alterations to strata lots must first be approved by Council.

2. Traffic Calming

Council President Pablo Munoz presented an information package distributed by the City of Vancouver to all local residents relating to traffic calming efforts in the immediate neighbourhood. He pointed out that even though a deadline for response had passed, the city was still accepting questionnaires that it had distributed. He encouraged everyone to give the city feedback on this issue.

3. 2006 Budget & AGM Notice

Council reviewed the budget for the fiscal year 2006 as presented by the budget committee.

Motion: (#203/#102), to approve the proposed budget for fiscal 2006. **Carried unanimously.**

6. Other Business

1. Future Roof Access

It was agreed that, in future, a protocol for accessing the roof would be implemented. Anytime it is necessary to go on the roof, the doors of all the fourth floor residents will be knocked on to attempt to alert anyone at home to the presence of someone on the roof. A padlock will be installed on the roof access hatch and the key will be held by the Council President and/or Vice President. It was also agreed that a ladder will be acquired to facilitate access to the roof.

7. Correspondence

There was no correspondence.

With no further business to discuss the meeting was adjourned at 8:00 P.M.
The next scheduled Strata Council Meeting will be the AGM.

Minutes/2465Feb06Minutes.doc

The Council wishes to remind residents not to leave your garage door openers or keys in your vehicles while they are parked in order not to give easy access to the building in the unfortunate event of a theft from your vehicle.

Please keep these minutes as a permanent record of the strata corporation's business. Replacement of minutes, bylaws, rules and regulations will be at the owner's expense.

**Minutes of the Annual General Meeting of the Owners
Strata Plan VR 2465, "Windsor Gardens"
Held on Wednesday February 22, 2006
At #404 (PH4) – 966 West 14th Avenue,
Vancouver, B.C.**

The meeting was called to order at 7:10 p.m.

1. CONFIRMATION OF QUORUM AND NOTICE

The President and Vice President of the Council confirmed that there were ten (10) owners present in person or by proxy (as per the registration sheet), confirming that a quorum as defined in Section 48 (2) of the Strata Property Act were present. Owners by their presence confirmed that they had received proper notice of the meeting.

Present: John Prince of Southview Property Management Inc.

2. APPROVAL OF THE MINUTES OF THE LAST ANNUAL GENERAL MEETING

Motion: (#203/#305), that the minutes of the March 10, 2005 Annual General Meeting be approved. **Carried Unanimously**

3. PRESIDENT'S REPORT

Council President Pablo Munoz gave an overview of the work that had been carried out over the course of 2005. There were some unexpected expenditures, particularly the replacement of the sump pumps and the control panel for those pumps. The warranty on the rain screen restoration expired at the end of August and there are three items still outstanding from this work. Suite #103 continues to have water ingress at or around the sliding door and there are two balconies (above #104 and #203) that appear to have some moisture buildup, possibly in the form of condensation. The contractor (Devcorp) has indicated that he will be following up on the latter two items, however he maintains that the patio door was restored properly (see general discussion below). The re-roofing continues with a new roofer completing the final stages of the work. This new roofer is offering to warranty the new roof for five years. The final costs will be somewhat higher than anticipated however the inclusion of the five-year warranty is considered to be a worthwhile benefit.

4. FINANCIAL REPORT

The financial statements for the period ending December 31, 2005 were reviewed. The income statements show a surplus of \$19,840.76, however this amount includes \$16,814.93 set aside for re-roofing. Therefore the year end operating surplus is \$3,025.83.

Motion: (#203/#102), that the financial statements for the year ending December 31, 2005 be approved as presented. **Carried unanimously**

5. RESOLUTION FOR THE 2005 SURPLUS

BE IT RESOLVED that the owners of Strata Plan VR 2465 agree to transfer the net surplus of \$3,025.83 for fiscal year 2005 into the 2006 operating budget.

After a short discussion there was a;

Motion: #102/#101: that the resolution be adopted as presented.

Carried Unanimously

6. INSURANCE REPORT

The Property Manager reviewed the insurance coverage at Windsor Gardens. The property is insured for \$2,735,000.00 based on the appraisal dated February 18, 2005. It was also noted that the Deductibles were: All Losses \$1,000 except: Water Damage \$2,500; Sewer Back-up \$2,500; Glass \$100; Master Key \$250; Earthquake 10% of the Total Insured Value (minimum \$100,000.); Flood \$10,000.

Loss or damage cause by any growing operation, cultivation, harvesting, manufacturing, distribution or sale of non-prescription controlled substance(s) - \$50,000.

It was pointed out that what is provided with the Strata Corporation Insurance, is coverage for the unit as built and does not cover upgrades to the unit or any removable appliances. This should be covered under an owner's personal insurance.

7. PROPOSED BUDGET

The proposed budget for the fiscal year January 1, 2006 to December 31, 2006 was reviewed. It was noted that there are some increases in budget items, particularly in the areas of natural gas and repair and maintenance. The gas costs are expected to rise about 12% and the repair and maintenance costs include some costs anticipated to increase security around the building. Due to the transfer of the previous year surplus, there will be no increase in maintenance fees.

Motion: (#203/#102) that the 2006 budget for the period January 1, 2006 to December 31, 2006 be adopted as presented. **Carried unanimously**

Please see the enclosed Maintenance Fee Schedule.

8. General Discussion

General discussion took place regarding Windsor Gardens and the common property. The following points were discussed:

1. Security: The Council President has met with a member of the Vancouver Police Department (VPD) and a number of recommendations have resulted. These were discussed at some length and there was general agreement that many of the recommendations should be acted upon.
2. Maintenance Manuals for Strata Lots: There was a suggestion that individual strata lots be updated with the types of regular maintenance that should occur in order to minimize the possibility of things such as water leaks. It was generally agreed that a simple manual could be compiled for distribution to owners and that Council will attempt to have this put together.
3. Suite 103 Water Ingress: There was a discussion relating to the position taken by Devcorp toward the continuing water issue at suite 103. It was agreed that Devcorp

should go ahead with fixing the problem and that Aqua Thermal (who provided quality control for the project) would analyze and determine the responsibility for the work necessary to make the door waterproof again.

9. ELECTION OF THE STRATA COUNCIL

The following owners were elected unanimously as Council members for 2006.

Pablo Munoz	#PH5
Peter Genge	#305
Judith Diehl	#203
Anita Webster	#101
Nirabadhi Wyatt	#102
Derek Stenning	#PH2
Mark Patterson	#204

10. Adjournment

There being no further business to discuss the meeting was adjourned at 9:00 p.m. The next meeting of the new Council will be March 30, 2006 at #203.

Minutes/2465AGM06.doc

STRATA CORPORATION VR2465

S/L #	Unit #	OWNER		A	B
				Balance Outstanding Mar 7/06	Monthly Maintenance Fee
1	102	Wyatt	Pad	\$0.00	\$161.77
2	103	Cawthorn	Pad	0.00	242.92
3	104	Holland	Pad	0.00	229.28
4	101	Webster	Pad	0.00	229.89
5	203	Diehl		0.00	245.86
6	204	Mah/Patterson	Pad	0.00	243.48
7	205	Kwok		0.00	231.14
8	201	McGuire/Lloyd	Pad	0.00	175.10
9	202	Wu		0.00	241.22
10	303	Power	Pad	0.00	256.21
11	304	Ho/Mak		-95.71	255.33
12	305	Genge	Pad	0.00	231.48
13	301	Ho/Mak		-299.45	200.21
14	302	Li		239.29	239.29
15	PH 3	Verma	Pad	0.00	255.98
16	PH 4	George	Pad	0.00	255.30
17	PH 5	Munoz/Shimoyama	Pad	0.00	231.48
18	PH 1	Stratton	Pad	0.00	174.33
19	PH 2	Stenning/Nixon		0.00	239.29

PAD = You are on the Pre-Authorized Debit (PAD) system. Do not send us another form. Adjustments will be made to your monthly maintenance fees based on the approved budget.

A = If you are not on the PAD system, please make out 1 cheque dated March 7, 2006 for the balance outstanding.

B = fill out the Pre-authorized Debit form and return it along with a cheque marked void; or send us 10 post dated cheques from April 1, 2006 to January 1, 2007.

PRE-AUTHORIZED DEBIT PLAN

1. I/We hereby authorize Southview Property Management Inc. (Southview) on behalf of our Strata Corporation to debit my/our account on the first of each month, an amount equal to the Assessment due by the undersigned's Strata Lot to the Strata Corporation. *This amount may be increased or decreased as required to reflect my/our monthly Assessment as established by the Strata Corporation from time to time.*
2. The account that SOUTHVIEW is authorized to draw upon is indicated below and a specimen cheque marked "VOID" has been attached to the reverse side of this authorization.

Name of financial institution

Branch address

Account #

3. I/We acknowledge that the above financial institution is not required to verify that the debit has been issued in accordance with the particulars of the authorization including amount and frequency of payments. I/We acknowledge that the above financial institution is not required to verify that any purpose of payment for which the debit was issued has been fulfilled by SOUTHVIEW as a condition to honouring a pre-authorized debit issued or caused to be issued by SOUTHVIEW on my/our account.
4. I/We undertake to inform SOUTHVIEW immediately in writing of any change in the account or other information provided in this authorization FIVE BUSINESS DAYS prior to the next due date of the pre-authorized debit. If the account is transferred to another financial institution, this authorization becomes null and void on the date of the transfer and it will be necessary to provide a new authorization to SOUTHVIEW.
5. I/We acknowledge that in order to completely revoke this authorization, I/We must provide and deliver written notice of revocation to SOUTHVIEW. This authorization may be cancelled at any time upon 30 days written notice by me/us to SOUTHVIEW. Revocation of this authorization does not terminate any contract for goods or services that exists between me/us and SOUTHVIEW. The payer's authorization applies only to the method of payment and does not have any bearing on the contract for goods and services exchanged.
6. I/We acknowledge that delivery of this authorization to SOUTHVIEW constitutes delivery by me/us to the above financial institution. Any delivery of this authorization to you constitutes deliver by me/us.
7. I/We warrant that all persons whose signatures are required to sign on the account have signed this agreement below.
8. I/We understand and accept participation in this Pre-Authorized Debit Plan and acknowledge receipt of a copy of this authorization.

Surname & first name

Date

Strata Plan

Address

Phone #

Strata lot #

PAD Amount

Start Date

Arrears amount - date

Special Assessment - date

Signature

Signature

If you have already completed a pre-authorized debit form, there is no need to complete another.

04/24/06 Reported by: Southview Property Management Inc.,
#110 – 7580 River Road, Richmond, B.C., V6X 1X6
Phone: 604-270-8811 Fax: 604-270-0881
Email address: southview@telus.net
Property Manager: John Prince

**Minutes of the Council Meeting of Strata Plan VR 2465, Windsor Gardens,
held on Wednesday March 30, 2006 at 6:00 PM
in unit #203 - 966 West 14 Ave., Vancouver, B.C.**

In attendance: Pablo Munoz #PH5
Judith Diehl #203
Nirabadhi Wyatt #102
Derek Stenning #PH2
Anita Webster #101

Regrets: Mark Patterson #204
Jane Holland #104
Peter Genge #305

John Prince Property Manager
Southview Property Management Inc.

The meeting was called to order by Pablo Munoz at 6:25 P.M.

1. Approval of Minutes

Motion: (#PH5/#101), that the minutes of the February 6, 2006 Strata Council Meeting be approved as presented. **Carried unanimously**

2. Financial Report

The financial statements for the periods January and February 2006 were reviewed by the Treasurer.

Motion: (#203/#PH5), to approve the financial statements for January and February 2006. **Carried unanimously**

3. Accounts Receivable

The Accounts Receivable were reviewed. The Property Manager will follow up as necessary.

4. Old Business

1. Roofing Update

The re-roofing work is near completion with only the flashing work and inspection for deficiencies to be completed. Residents of the top floor should please check your suites for any evidence of leaks, particularly near any vents in your ceiling or sprinkler heads or light fixtures as these are areas where water accumulates. Some of these items could be in your closets or other small spaces in your units so please check those areas for signs of leaks and report them to Council or the Property Manager.

2. Suite 103 Warranty Repair

Devcorp will be contacted to come and repair the patio door in Suite 103 with the responsibility for the repair to be determined by Aqua-Thermal, Devcorp and the Strata

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04/24/06 Reported by: Southview Property Management Inc.,
#110 – 7580 River Road, Richmond, B.C., V6X 1X6
Phone: 604-270-8811 Fax: 604-270-0881
Email address: southview@telus.net
Property Manager: John Prince

Council when the area surrounding the door is opened up.

3. Garden/Landscaping

The Spring cleanup has been completed. Cedars from the West side of the building will be transplanted to the Northwest corner of the property.

5. New Business

1. Alteration to Strata Lot

There was a request to install hardwood flooring in PH2. Council approved the installation with the condition that the owners use the best acoustic underlay possible.

2. Security & Break-in

Due to the recent break-in with no evidence of forced entry, Council is considering re-keying the Common Key for the building. The security committee will be meeting prior to the next meeting to determine which items in the security recommendations to proceed with in the short term.

3. Maintenance Manual

Council is compiling a maintenance manual for strata lots in order to assist owners by providing them with information to help them understand the regular maintenance recommended for their strata lots with the goal of keeping strata lots free from problems.

6. Other Business

1. Garbage

Council wishes to express their thanks and appreciation to all the residents for keeping the garbage area so consistently clean. Please remember to keep all your garbage in the bins.

7. Correspondence

There was no correspondence.

With no further business to discuss the meeting was adjourned at 8:25 P.M.

The next scheduled Strata Council Meeting will be May 24th at 6:00 pm in Unit 203.

Minutes/2465March-06Minutes.doc

The Council wishes to remind residents not to leave your garage door openers or keys in your vehicles while they are parked in order not to give easy access to the building in the unfortunate event of a theft from your vehicle.

Please keep these minutes as a permanent record of the strata corporation's business. Replacement of minutes, bylaws, rules and regulations will be at the owner's expense.

08/4/06 Reported by: Southview Property Management Inc.,
#110 – 7580 River Road, Richmond, B.C., V6X 1X6
Phone: 604-270-8811 Fax: 604-270-0881
Email address: southview@telus.net
Property Manager: John Prince

**Minutes of the Council Meeting of Strata Plan VR 2465, Windsor Gardens,
Held on Wednesday May 24, 2006 at 6:00 PM
In unit #203 - 966 West 14 Ave., Vancouver, B.C.**

In attendance: Pablo Munoz PH5
Judith Diehl #203
Anita Webster #101
Peter Genge #305

Regrets: Mark Patterson #204
Nirabadhi Wyatt #102
Derek Stenning PH2

John Prince Property Manager
Southview Property Management Inc.

The meeting was called to order by Pablo Munoz at 6:15 P.M.

1. Approval of Minutes

Motion: (#305/#203), that the minutes of the March 30, 2006 Strata Council Meeting be approved as presented. **Carried unanimously**

2. Financial Report

The financial statements were tabled until the next meeting as they were received May 24, 2006 and copies could not be made or properly reviewed.

3. Accounts Receivable

The Accounts Receivables were reviewed and noted that there is a credit balance.

4. Old Business

a.) Roofing Update

With John Taylor's approval, final payment was issued to Done Right Roofing to cover work done to date, (finishing all the membrane installation, vent caps, etc.) and to cover the issuance of the Five Year Warranty. Details of the warranty were outlined and a written copy was presented to Council. A sheet metal worker has been retained by Council to finish all the sheet metal work left to be completed. Work has been scheduled for June 3rd and 4th, 2006. Expenses to date for the re-roofing were presented along with expenses remaining to complete the work. Council estimates that the final work will come in under budget. Details of the final costs will be presented once the work has been completed. It was also proposed that some additional cleaning work would have to be undertaken to return the condition of the area around the roof access hole to its normal condition. Specifically, the walls will have to be cleaned/re-painted and the carpet cleaned.

Please keep these minutes as a permanent record of the strata corporation's business. Replacement of minutes, bylaws, rules and regulations will be at the owner's expense.

08/4/06 Reported by: Southview Property Management Inc.,
#110 – 7580 River Road, Richmond, B.C., V6X 1X6
Phone: 604-270-8811 Fax: 604-270-0881
Email address: southview@telus.net
Property Manager: John Prince

b.) Suite 103 Warranty Repair

Devcorp came in Tuesday May 9, 2006 to do the repairs needed. Work has been completed. The residents of unit 103 will monitor the area around the siding door to make sure that there are no further leaks.

c.) Garden/Landscaping

Expenses to date were reviewed. We may have already exceeded our budget for the year, but the work that has been undertaken has been necessary and done in a very professional manner. The necessity of a fall clean up will be reviewed in the fall. Approval was granted for Jane Holland to plant flowers in the courtyard tree bed. Adding greenery to the courtyard by placing planters and/or flowerpots was also discussed as a way of making the courtyard more visually appealing.

d.) Maintenance Manual

Still pending.

5. New Business

a.) Dan Siemens

Dan Siemens list of duties and responsibilities were reviewed. His weekly work as well as the seasonal chores he undertakes for Windsor Gardens was discussed. The list with details is on file with the Council.

b.) Elevator Shaft

Painting or somehow covering the window frame of the windows in the elevator shaft was discussed. A cleaning of the shaft will be scheduled in the summer or fall and at that time, further discussion will be necessary to decide if any work should be done inside the elevator shaft.

6. Correspondence

There was no correspondence.

7. Adjournment

With no further business to discuss the meeting was adjourned at 8:03 P.M.

The next Strata Council Meeting was not scheduled, but will be announced as soon as Council decides on date, time and venue.

The Council wishes to remind residents not to leave your garage door openers or keys in your vehicles while they are parked, in order not to give easy access to the building in the unfortunate event of a theft from your vehicle.

Minutes/2465May06.doc

Please keep these minutes as a permanent record of the strata corporation's business. Replacement of minutes, bylaws, rules and regulations will be at the owner's expense.

09/14/06 Reported by: Southview Property Management Inc.,
#110 – 7580 River Road, Richmond, B.C., V6X 1X6
Phone: 604-270-8811 Fax: 604-270-0881
Email address: southview@telus.net
Property Manager: Brian Slater

**Minutes of the Council Meeting
Of Strata Plan VR 2465, Windsor Gardens
Held on Wednesday August 23, 2006 at 6:00 PM
In Unit 204 - 966 West 14 Avenue, Vancouver, B.C.**

In attendance:	Anita Webster	101
	Nirabadhi Wyatt	102
	Jane Holland	104
	Mark Patterson	204
	Peter Genge	305
	Derek Stenning	PH2
	Pablo Munoz	PH5

Regrets: Brain Slater Property Manager
Southview Property Management Inc.

The meeting was called to order by Pablo Munoz at 6:45 P.M.

1. Approval of Minutes

Motion: (101/305), that the minutes of the May 24, 2006 Strata Council Meeting be approved as presented. **Carried unanimously**

2. Financial Report

The financial statements for the periods to July 2006 were reviewed. There are a two items in the June and July financial statements, which need to be followed up on before approval can be given. Approval for the statements was tabled until the next meeting.

3. Accounts Receivable

The Accounts Receivables were reviewed. The Property Manager will be asked to follow up on one item outstanding.

4. Old Business

a.) Re-roofing

With the work now complete, Council is still awaiting the final report from Inspector John Taylor. Mr. Taylor is in the process of making sure all items are accounted for and finalized before submitting the report.

Expenses to date were once again reviewed. Council will be soliciting bids to get the carpeting in the East stairwell cleaned. Pablo Munoz, as per his contract with Strata, will be painting the chimneystacks and roof access port on the roof. He will also be doing the regularly scheduled maintenance items on the roof as per the building envelope maintenance menu.

b.) Garden/Landscaping

There was discussion about the fall clean up and the duties of maintaining gardens. It

Please keep these minutes as a permanent record of the strata corporation's business. Replacement of minutes, bylaws, rules and regulations will be at the owner's expense.

was decided that, due to budget constraints, the fall clean up will be the responsibility of the individual owners. A professional landscaper will be contracted to do the spring clean up. This entails among other duties, fertilizing, trimming hard to reach branches, cleaning up and trimming the new cedar bushes planted in suites 102 and 103, which run along the front entrance.

5. New Business

a.) Change of Property Managers

The departure of John Prince from Southview Property Management Inc. means that we now have a new Property Manager – Brian Slater. Welcome Brian! Council wishes to thank John Prince for all his hard work in maintaining Windsor Gardens. We wish him success in his new endeavors.

b.) Garbage and Re-cycling

With the changes in owners/tenants, we've had some issues with the garbage and recycling over the past couple of months. Council wishes to remind all owners and tenants of the following:

1. Items for recycling are **NOT TO BE** left outside in the garbage area. **Unless the items are put inside the blue bins, they will not be picked up by the city.**

2. Cardboard boxes **MUST BE** broken down and collapsed before being put into the blue bins.

3. Please avoid leaving items outside of the garbage area. Some items may have value to others, but more often than not, they are just left outside until someone throws it inside the bin.

c.) Maintenance Items

Pablo Munoz will be going around the building checking items as per the maintenance menu. Access to balconies may be required. Please watch out for notices posted on the bulleting board or at your door.

d.) Move In / Move Out Fees

The Property Manager will be asked to ensure that all fees are being collected.

6. Correspondence

There was no correspondence.

7. Adjournment

With no further business to discuss the meeting was adjourned at 8:20 P.M.

The next Strata Council Meeting will be Wednesday October 4, 2006 at 7:00 pm in Unit 204.

The Council wishes to remind residents not to leave your garage door openers or keys in your vehicles while they are parked, in order not to give easy access to the building in the unfortunate event of a theft from your vehicle.

Minutes/2465Aug06.doc

Please keep these minutes as a permanent record of the strata corporation's business. Replacement of minutes, bylaws, rules and regulations will be at the owner's expense.

**MINUTES OF THE MEETING OF THE STRATA COUNCIL
OF STRATA PLAN VR 2465, Windsor Gardens
Held on Tuesday October 17, 2006 at 7:30 P.M.
#204 – 966 West 14TH Avenue, Vancouver, B.C.**

Present: Pablo Munoz President
Nirabadhi Wyatt Vice President
Mark Patterson Treasurer
Peter Genge
Jane Holland
Derek Stenning
Anita Webster

Property Manager Brian Slater Southview Property Management, Inc.

1. CALL TO ORDER

Council President, Pablo Munoz called the meeting to order at 7:30 p.m.

ANNOUNCEMENTS:

Brian Slater was introduced as the new Property Manager for Strata Plan VR 2465, 'Windsor Gardens'.

2. ADOPTION OF PREVIOUS MINUTES

It was **Moved/Seconded** to adopt the minutes of the August 23, 2006 Council Meeting as circulated. **CARRIED**

3. FINANCIAL REPORTS

The Treasurer, Mark Patterson reported that he had reviewed the Financial Statements for March, April, May, June, July, August and September 2006 and found them to be in order.

It was then **Moved/Seconded** to adopt the Financial Statements for the months of March, April, May, June, July, August and September 2006, as circulated. **CARRIED**

The Property Manager reported that the Contingency Reserve Fund balance as at September 30, 2006 was \$26,580.85.

The Property Manager reported that there is currently one (1) strata lot with strata fees outstanding, as indicated on the October 17, 2006 Accounts Receivable Aging Summary. The Strata Council directed the Property Manager to send a reminder statement to the strata lot owner requesting payment.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Roofing

The roofing project at Windsor Gardens has been satisfactorily completed. There are three small outstanding invoices that are to be applied against the roofing project by October 31. Council discussed that the roofing resolution that was passed by owners at the March 10, 2005 Annual

General Meeting stipulated that it was agreed that any surplus from the Special Levy would be returned to the owners.

It was then **Moved/Seconded** to disperse the remaining roofing funds to each registered Strata Lot owner as of October 17, 2006 in accordance with unit entitlement. **CARRIED**

4.2 Maintenance Items

The balcony caulking is being reviewed. The roof has been reviewed for the season and everything is fine. The building soffit has also been reviewed and everything is good. Our building is in good shape and is being constantly inspected on ongoing bases. Council has authorized the carpet cleaning of the stairwell, this item relates to the roofing project.

4.3 Boiler Insurance Review

Council has requested a review of our boiler insurance as it relates to malfunction of a sump pump. We are going to contact the Strata Corporation's insurer to investigate to see if the costs associated with the sump pump are covered under our insurance policy. Council and owners will be advised as information becomes available.

5. CORRESPONDENCE

ANNOUNCEMENTS – HOME MAINTENANCE

Dryer Vent Grills

Owners should maintain their dryer vent grills on a regular bases to ensure that the slats of the grill are not blocked with lint.

Washing Machine Drain Hoses

Owners should ensure that the washing machine drain hose of their washing machine is securely fastened in the drainpipe.

5.1 Sent

The Agent forwarded copies of letters that were sent to owners pertaining to last month's meeting for Council's information.

5.2 Received

No items of correspondence were received.

6. NEW BUSINESS

6.1 Security

There were recently two break-ins to the building and the parkade area. We have had to re-key the building and the common door locks have been replaced with heavier duty locksets, a new motion sensor light has been added at the front entrance of the building and perimeter lighting has been added along the Westside and the Southeast corner of the building as well. These emergency improvements seem to have helped to address our immediate security concerns, however Council is continuing to work on addressing additional building security improvement items. A site review is being undertaken with Vancouver Police and suggested improvements will be presented to the Strata Council for consideration to continue to further improve building security.

6.2 Common Key Distribution

Council has decided that we will not be distributing common keys to any newspaper companies. Windsor Gardens has a central distribution box located at the main entrance of the building for any delivery of newspapers for all residents.

6.3 Fire Sprinkler - Compressor

We recently had a sprinkler system compressor that set off a fire alarm at the building. The necessary repairs have been completed and the Fire Department has been notified that the required repairs have been completed.

7. Next Council Meeting date & Adjournment

There being no further business, the meeting adjourned at 9:15 P.M. The next Council Meeting will be held **Tuesday December 5, 2006.**

Minutes/2465Oct06.doc

**MINUTES OF THE STRATA COUNCIL MEETING
OF STRATA PLAN VR 2465, Windsor Gardens
Held on Tuesday December 5, 2006 at 7:30 P.M.
#204 – 966 West 14TH Avenue, Vancouver, B.C.**

Present: Pablo Munoz President
Nirabadhi Wyatt Vice President
Mark Patterson Treasurer
Peter Genge
Jane Holland
Derek Stenning
Anita Webster

Property Manager Brian Slater Southview Property Management, Inc.

1. CALL TO ORDER

Council President, Pablo Munoz called the meeting to order at 7:30 p.m.

2. ADOPTION OF PREVIOUS MINUTES

It was **Moved/Seconded** to adopt the minutes of the October 17, 2006 Council Meeting as circulated. **Carried**

3. FINANCIAL REPORTS

The Treasurer, Mark Patterson reported that he had reviewed the Financial Statements for October 2006 and found them to be in order.

It was then **Moved/Seconded** to adopt the Financial Statements for the months of October 2006 as circulated. **Carried**

The Property Manager reported that the Contingency Reserve Fund balance as at October 31, 2006 was \$26,893.42.

The Property Manager reported that there are currently two (2) strata lots with strata fees outstanding, as indicated on the December 5, 2006 Accounts Receivable Aging Summary. The Strata Council directed the Property Manager to send a reminder statement to these two strata lot owners requesting payment.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Roofing

The roofing project at Windsor Gardens is complete. The roofing refund assessment is now being refunded as per the attached schedule to owners of record as of December 5, 2006. Council has asked for the minutes to remind the Strata Corporation that we need to undertake a two-year inspection of the roof in the fall of 2007.

4.2 Boiler Insurance Review

The requested review regarding the sump pump from the Strata Corporation's insurer was not available for discussion. Council and owners will be advised as information becomes available.

5. CORRESPONDENCE

5.1 Sent

The Agent forwarded copies of letters that were sent to owners pertaining to last month's meeting for Council's information.

5.2 Received

No items of correspondence were received.

6. NEW BUSINESS

6.1 Fire Inspection Report

The Strata Council has authorized Vancouver Fire and Security to complete repairs and deficiencies as noted in their Notice of Repairs for Strata Plan VR 2465 based on their recent annual inspection of the fire safety equipment.

6.2 Proposed Budget 2006 - 2007

The Strata Council reviewed a proposed budget for the upcoming fiscal year. Based on the discussion by Council the proposed budget will be recommended to the owners at the Annual General Meeting.

6.3 Holiday Season Gratuities

Council directed that the usual holiday season gratuity payments be made up for our regular janitorial people.

7. Next Council Meeting Date & Adjournment

There being no further business, the meeting adjourned at 9:20 P.M. The next meeting will be the Annual General Meeting scheduled for **Wednesday February 7, 2007.**

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Strata Corporation VR2465

S/L #	Unit #	unit entitlement	Refund Assessment \$8,739.87
1	102	3750	325.81
2	103	5631	489.23
3	104	5315	461.78
4	101	5329	462.99
5	203	5699	495.14
6	204	5644	490.36
7	205	5358	465.51
8	201	4059	352.65
9	202	5592	485.84
10	303	5939	515.99
11	304	5919	514.25
12	305	5366	466.21
13	301	4641	403.22
14	302	5547	481.93
15	PH 3	5934	515.56
16	PH 4	5918	514.17
17	PH 5	5366	466.21
18	PH 1	4041	351.09
19	PH 2	5547	481.93

AR/2465

Refund