

IMPORTANT INFORMATION Please have this translated**重要資料** 請找人為你翻譯**RENSEIGNEMENTS IMPORTANTS** Prière de les faire traduire

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

INFORMACIÓN IMPORTANTE Busque alguien que le traduzca**알려드립니다** 이것을 번역해 주십시오**CHỈ DẪN QUAN TRỌNG** Xin nhờ người dịch hộ**ਗੁਰੂ ਜਾਣਕਾਰੀ** ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੰਘਾ ਕਰਵਾਓ

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 4071,
THE EUROPA, HELD ON THURSDAY, JUNE 28th, 2007, AT 6:30 P.M., IN THE THEATRE,
63 KEEFER STREET, VANCOUVER, B.C.**

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| Council in Attendance: | Fern Jeffries | President |
| | John Tulev | Vice-President |
| | Tim Richards | Treasurer |
| | Marcello Pavan | Secretary |
| | David Holtzman | Privacy Officer |
| | Sandi Frank | |
| | Jim Clark | |

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| Property Manager: | Geraldine Svisdahl | The Wynford Group |
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| Guests: | Paul Grady |
| | Henry Ki Chi Chan |
| | Peter Regier |
| | Sabrina Heinekey |
| | Shing Cheung & Woon Ling Chiu |
| | Wendy Tam |
| | Ella Yee Chan |
| | Elizabeth Ong |
| John Burchill | |

1. CALL TO ORDER

The Council President, Fern Jeffries, called the meeting to order at 6:32 p.m.

2. OWNERS' FORUM

Paul Grady was in attendance to obtain an update on the recent accident, which occurred in Suite #510. The Property Manager advised that she is awaiting a scope of work from Easy Care before repair work can proceed.

Wendy Siu Hung Tam wanted to know why she had to identify her suite number for the contractors. Currently, there are two contractors working on the building; Henderson's contractor is working on the water guard warranty issues and the Strata Corporation's contractor (Ocean West) is working on the original building developer's deficiencies. As we do not want the two contractors to interfere with

each other, it is essential that Ocean West knows which units are being worked on under the water guard warranty. The Owner stated that she has a large “X” on her window, which she would like to have removed. The Property Manager will follow up.

Henry Ki Chi Chan was present to ask what decisions have been made about his suggestion to move the security camera. The Owner was advised that this topic was on the Agenda for tonight’s meeting.

Peter Regier was present to suggest organizing an event involving John Atkin, who is a local historian and could prepare a neighbourhood walk for interested Owners.

The same Owner queried liability for the two hot tubs on the two penthouse units and was advised that the Owners of these hot tubs must insure them for potential damage and liability through their homeowner’s policy.

Sabrina Heinekey queried exterior blinds and it was agreed that the Property Manager would research the Bylaws. This same Owner wanted to know why the heat was on in the building all year and was advised that some Owners require heat 24/7 and, in addition, the heat and hot water is operated by steam heat, which circulates through the building continuously.

Finally, this Owner wondered whether we could have a recycling bin for plastic bags. The Property Manager will research.

3. MINUTES OF PREVIOUS MEETING

It was **MOVED** and **SECONDED** (Richards / Frank) to approve the Minutes of the Council meetings held May 10th and 24th, 2007. **CARRIED**

4. BUSINESS ARISING FROM THE MINUTES

A. Bylaw Review

The Bylaws are being reviewed by the Strata Corporation’s lawyer.

B. Penthouse Metal / Glass Screens

The Strata Corporation has received a letter from John Peddle, P.Eng., which states, in part, “I have also reviewed your proposal to remove the sheet metal panels and scrape off the paint from the glass of the rooftop screens and confirm that this will not affect the structural integrity of the screen or its supports. The original safety glass alone was designed to handle the stresses from the designed wind loads.”

It was **MOVED** and **SECONDED** (Frank / Pavan) to place a 3/4 Vote Resolution on the Agenda for the next Special Meeting to obtain Owner permission for this change to common property. **CARRIED**

John Tulev abstained from this vote.

The Property Manager was directed to send a letter to John Tulev, indicating Council approval in principle.

C. Deficiency Repairs

The contract has been signed and the work has started. It was agreed that change orders would be sent to Tim Richards and Fern Jeffries for signature.

The Property Manager was directed to arrange for a copy of the contract to be left in the on site office. David Holtzman volunteered to copy same.

D. Townhouse Fences

Algaecide was sprayed on some of the fences, which has eliminated the algae but left brown spots on the wood. This has since faded. It was agreed to defer discussion of this item until the next Council meeting, in order to give Council members an opportunity to reflect on a future course of action.

E. Security Camera

It appears that the front entrance security camera needs to be adjusted so that you can clearly see the person at the enterphone. The Property Manager was directed to investigate and have the necessary adjustment made.

F. Taylor Street Exit Reader

Awaiting a quotation from CASI.

G. Henderson – Parking Stall #16 on P1

There has been no response from Henderson on a request to lease a parking stall for motorcycle bike parking.

H. Maintenance Manual

Council members are to review the maintenance manual and reserve study, and will determine if there are any changes required to the maintenance manual.

5. COMMITTEE REPORTS

A. Repairs & Maintenance

The Committee recommends that the 5th floor bench boards be replaced and it was agreed to budget to do this in 2008.

See above re: algaecide.

The maintenance manual has been reviewed.

Discussion took place with respect to the trellis / pergola on the 5th floor and it was suggested that the lumber could be removed and sold. Obviously, this would need a 3/4 Vote Resolution from the Owners. It was suggested that a survey be distributed to the townhouse Owners requesting input on this issue.

B. Communications / Website

If the Strata Corporation decides to change website contractors, a lot of work is required to transfer the records from one site to another.

A decision on moving the website is pending.

C. Keefer Place Community Group

Sandy Frank advised that she had sent an e-mail to all interested parties, but has received no response.

The Strata Corporation is keen to have a fall event, which Sandy will coordinate.

D. Keefer Steps

The current issues are lighting, a trip hazard and the 2nd floor window tinting at the SkyTrain station. The Property Manager is to report the trip hazard to Henderson. The next Keefer Steps meeting will be held on July 19th, 2007.

E. Emergency Planning

No report.

F. Gardening / Landscape

The 5th floor planting is complete and looks much better.

6. NEW BUSINESS

A. Complaints re: Strata Lot 143

A letter of complaint has been received from a unit below this Strata Lot, indicating ash coming through the living room window. It was noted that this Resident has been warned before and it was accordingly **MOVED** and **SECONDED** (Pavan / Tulev) to fine the Resident of Strata Lot 143 in accordance with the Bylaws. **CARRIED**

B. Swing Stage Safety

The problem has been resolved.

C. Sprinkler Head Recalls

David Holtzman advised that he had been informed that there is a possibility that the sprinkler heads at Europa have been recalled. He will research.

D. In-suite Supply Lines

Residents are reminded that if you have not already replaced your plastic supply lines underneath kitchen and bathroom sinks, it is recommended that you replace them with braided steel supply lines as soon as possible. In addition, braided steel supply lines to washing machines are recommended. The Property Manager will organize a bulk purchase (the cost will depend on the number of people who sign up). The Property Manager will arrange to have a notice distributed to each Strata Lot, asking them to sign up for the bulk purchase at the Concierge desk. In the meantime, Residents are reminded that Bylaw 34(3) requires Owners and Tenants to carry insurance.

E. Proof of Insurance

The Property Manager was directed to send a letter to each Owner and Tenant, requesting the name of the insurer and the expiry date of the insurance policy. Your insurance company will provide you with a letter confirming insurance coverage. Insurance is very inexpensive and is certainly a lot less expensive than being responsible for payment of thousands of dollars worth of water damage.

F. Sprinkler Head #510

The Owner has advised that a Resident in the unit knocked a sprinkler head, which resulted in damage to #510, #509, suites below and the mailroom and the office. As noted above, we are waiting scope of work from Easy Care.

G. Sprinkler Head Plugs

Plastic plugs have been received and it is hoped that these can be used in the event that a sprinkler head is broken, in order to minimize water damage.

H. 2010 Banner Project

Tunnel Vision Advertising has received funding from 3M so the banner project can proceed. Banners down the side of the building at Europa will require a 3/4 Vote Resolution and, as there are several other 3/4 Vote Resolutions to be voted upon, it was agreed to hold a Special General Meeting in August 2007. The Property Manager will provide Council with suggested dates.

I. Mall Parkade

It was noted that there are missing **STOP** signs and that the **STOP** lines at various intersections are worn. The Property Manager was directed to send a letter to Henderson about this safety hazard.

7. FINANCIAL REPORT

A. Operating Statements

Following a review of the statement of the receipts and disbursements and invoices paid on behalf of the Strata Corporation, it was **MOVED** and **SECONDED** (Tulev / Holtzman) to approve the Operating Statement for the month of May 2007, as prepared by The Wynford Group. **CARRIED**.

B. Receivables

As the guests had left the meeting, the receivables list was reviewed.

The Property Manager and the Council President will attend Small Claims Court concerning Strata Lot 107 on August 1st, 2007.

The Council President will proceed to a default judgement for Strata Lot 142.

It was **MOVED** and **SECONDED** (Richards / Holtzman) to proceed to Small Claims Court to collect an outstanding debt on Strata Lot 4. **CARRIED**

The damage expenses owed by Strata Lot 19 were discussed and the Council will make a decision at the next Council meeting with respect to proceeding to Supreme Court to collect this debt.

C. Invoices for Approval

It was **MOVED** and **SECONDED** (Holtzman / Tulev) to authorize payment to Levelton Consultants Ltd., in the amount of \$1,173.42, covering consulting repairs on the glass panel, which fell out of a balcony railing, and to declare this an emergency and fund the expense from the Contingency Reserve Fund. **CARRIED**

It was **MOVED** and **SECONDED** (Holtzman / Tulev) to authorize payment to Jenkins Marzban Logan, in the amount of \$1,646.98, covering legal fees, to be funded from a previously approved 3/4 Vote Resolution from the Contingency Reserve Fund. **CARRIED**

8. PROPERTY MANAGER'S REPORT

A. Staff Reports

Copies of the Property Manager's site inspection reports were provided to Council by e-mail, along with the Concierge report.

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

B. Correspondence

Ten items of correspondence were reviewed. Welcome letters have been sent to the new Owners of Strata Lots 29, 41, 66 and 123.

C. Items in Progress

1. Repair heating coil in lobby ceiling.
2. Replace heating pump #5.
3. Test PRV valve.
4. Quarterly HVAC service.
5. Repair Gyproc 3rd floor post leak on 5th floor.
6. Auger fountain drain.
7. Service security system and back up data.
8. Audit.
9. Replace fountain lights 8/10.
10. Landscape work 5th floor.
11. Balcony Railing Repair #2609.
12. Ocean West has started work on completing the building deficiencies.
13. Insurance claim #2707.
14. Piping repair #2101.
15. Work on mail readers.
16. Seal / paint over old stain #1809 (deferred still leaks).

D. Completed Items

1. Six replacement light fixtures purchased.
2. P2 enterphone panel replaced.
3. Replace sump pumps P1 / P2.
4. Replace steam heat valves.
5. Light supplies purchased.
6. Repair tiles men's room shower.
7. Repair roof lock.
8. Treadmill repaired.
9. Repair lock pool room door.
10. Repair exercise room A/C duct.
11. Cleaning supplies purchased.
12. Parkade pressure washed.
13. Carpet cleaning (June 25th, 2007).
14. Various light / ballast repairs.
15. Fire pump tested

9. MEETING TERMINATION

There being no further business, the Council Meeting was terminated at 8:53 p.m.

The next Council meeting will be held on **Thursday, July 26th, 2007.**

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| <p>NOTE: PLEASE MAKE YOUR CHEQUES PAYABLE TO “STRATA PLAN LMS 4071” AND ENSURE THAT YOUR UNIT NUMBER IS CLEARLY MARKED ON THE FACE OF YOUR CHEQUES.</p> |
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Do you have a question regarding payment of your account?
If so, please call 604-261-0285 and ask for Local 335.

ATTENTION

Please keep these Minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either Minutes or Bylaws will be at the Owner's expense and not at the expense of the Strata Corporation.

Please note that The Wynford Group office has a multiple phone line system and that there are several different numbers that may appear on your call display. These numbers are for outgoing calls and cannot be used to return calls. Please use only the main contact number: 604-261-0285 to ensure a proper response. Thank you for your cooperation.

**The Strata Corporation's website is: www.theeuropa.com
The Council's e-mail address is: europacouncil@novuscom.net**

THE WYNFORD GROUP OFFICE HOURS ARE MONDAY TO FRIDAY, 9:00 A.M. TO 5:00 P.M. FOR AFTER-HOUR EMERGENCIES ONLY, PLEASE CALL 604-261-0285, THEN PRESS "1" TO BE CONNECTED TO THE ANSWERING SERVICE.

APPROVED _____ DATE: _____

BY
COUNCIL: _____ (07/04/07) (Min-06.28.4071)