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CHỈ DẪN QUAN TRỌNG	Xin nhờ người dịch hộ	सुगुणी जाठवणी विवर

**MINUTES OF THE STRATA COUNCIL MEETING OF STRATA CORPORATION
BCS 3437, ESPANA, HELD ON TUESDAY, DECEMBER 14, 2010
AT 5:30 PM IN TOWER B MEETING ROOM, 188 KEEFER PLACE, VANCOUVER, BC**

Present	Ken Charko Dianne Buckland Dave Tilley Elisa Sham Brian Higgins Thomas Park	President Vice President Treasurer Secretary Maintenance Commercial Representative
Regrets:	Dan Isaak	Deficiency Committee
Colyvan Pacific	Brian Carleton and Martina Sulova	
Guest:	Derek Rauch from Maintenance Operation Program Dr. Lan Quan	

1. CALL TO ORDER

The meeting was called to order by Ken Charko, Council President, at 5:30 PM.

2. PRESENTATIONS:

Maintenance Operation Program (MOP)

Derek Rauch from MOP presented to the Strata Council a report as to the current conditions of the building envelope and also maintenance manual that should be followed in order to maintain the Espana building in good conditions. This manual will be posted on the website for the owners' reference.

The Council President asked if the Strata Corporation has copyrights reserved for this booklet. Derek Rauch confirmed that yes, it has.

Derek Rauch will meet again with the Maintenance Committee Chair and the Property Management to discuss the maintenance manual and possible MOP assistance in future years and advise the Strata Council within 60 days as to the results of their meeting.

Pita King – Cooking Smell Issue

The owner of commercial unit 601, Dr. Lan Quan, has presented her case related to the ongoing cooking odour issue to the Strata Council. The owner advised that when purchasing the unit they were not advised that this unit might not be suitable for a restaurant and cooking settings as the main building ventilation system is located right above this commercial unit.

The Strata Council requested that the owner communicates directly with the developer on this issue and gets back to the Strata Council with the solution they have agreed upon within 3 months.

3. APPROVAL OF PREVIOUS MEETING MINUTES

It was moved by Thomas Park and seconded by Brian Higgins to approve October 5th Strata Council meeting minutes as distributed.

All in favour

Motion Carried

It was moved by Brian Higgins and seconded by Dianne Buckland to approve November 1st Strata Council meeting minutes as distributed.

All in favour

Motion Carried

It was moved by Dianne Buckland and seconded by Dave Tilley to make the following correction in the November 15th Strata Council meeting minutes:

“APPROVAL OF PREVIOUS MEETING MINUTES

The adoption of September 14th, October 5th and November 1st 2010 minutes was deferred to the next Strata Council Meeting. “

To read as follows:

“APPROVAL OF PREVIOUS MEETING MINUTES

The adoption of October 5th and November 1st 2010 minutes was deferred to the next Strata Council Meeting. “

It was moved by Dianne Buckland and seconded by Dave Tilley to approve November 15th Strata Council meeting minutes with the above noted changes.

All in favour

Motion Carried

4. COMMITTEES REPORTS

Library Committee

The structure and the mandate of the new Library was submitted to the Strata Council for their review and approval.

5. BUILDING SUPERVISOR’S REPORT

The report was received. The Strata Council requested that future reports will be submitted in a different format. The format was provided to the Building Supervisor.

The Building Supervisor reported that there were a couple of vehicles broken into and bikes stolen in the last few weeks.

The Strata Council agreed that a dead bolt be installed for the bike room to prevent more bikes being stolen. Between 11:00 PM to 5:30 AM access to the bike room will need to be arranged with the Security Guard.

Owners are advised not to leave any expensive or valuable items in their cars.

As an ongoing effort to make the Espana building enjoyable and safe, the Strata Council will work closely with VPD on a crime prevention program and arrange for random canine inspections.

Colyvan was instructed to send a letter to the Chief of the Vancouver Police Department requesting to set up a meeting with the Strata Council.

6. FINANCIAL REPORTS

Arrears Report

The arrears report dated December 14th 2010 shows total arrears of \$58,884.24. This compares to \$63,429.29 in the previous month.

Financial Statements

It was moved by Ken Charko and seconded by Dave Tilley to accept the September 2010 Financial Statements.

All in favour

Motion Carried

It was moved by Dianne Buckland and seconded by Brian Higgins to adopt October 2010 Financial Statements.

All in favour

Motion Carried.

As of January 1st 2011, the Strata Corporation will charge a fee of \$50.00 to use the party room for every 4 hours. This amount will be used towards the carpet cleaning and maintenance of the party room.

The Treasurer asked that a new revenue account be created for a residential section called “Amenity Room”.

7. BUSINESS ARISING FROM THE PREVIOUS MINUTES

Gym Noise

This issue is still one of the outstanding deficiencies. The Maintenance Committee will follow up with the developer.

Building Supervisor’s Contract

The Strata Council requested Colyvan to provide a proposal of performance contract that would also include health benefits and be within the budgeted amount.

8. CORRESPONDENCE

The Strata Council will deal with the current month's correspondence prior to the following Strata Council meeting. This will be accomplished by e-mail among themselves. Currently many issues are managed in this manner by the Strata Council, resulting in more time being available at Strata Council meetings for discussions on larger issues.

Bylaw violation letters

The Strata Council agreed that owners who responded to the bylaws violation letters and apologized for any inconvenience they have caused by their actions will not be fined at this time. However, these residents will be noted in case of future violations of the same nature. Owners who did not respond to bylaw violation warning letters will be fined \$50.00.

9. NEW BUSINESS**Snow Removal**

It was requested by Thomas Park that the snow removal service also include the exterior of the commercial units. The Strata Council instructed Colyvan to arrange for changes with Five Star accordingly.

At 7:30 PM Brian Higgins and Thomas Park have left the meeting.

Storage Lockers and Bike Room Access System Upgrade

A quote to install a fob system for storage lockers and the bike room was approximately \$114,770 + HST. Due to the cost, the Strata Council decided to install a dead bolt on the bike room.

Commercial Application Checklist Review

The Commercial Application was reviewed by the Strata Council. Elisa Sham proposed some small amendments; these will be forwarded to Colyvan for inclusion.

Security and Concierge Contract Renewal

The Strata Council requested that Colyvan send a Request for Proposal to at least one other security firm for comparison to Espana's current firm, Altek.

Surveillance Cameras Installed at the Entrance of Townhouses

The developer gave notice to the Strata Corporation that installation of any exterior add-ons will void the 5 year building envelope warranty on those particular components. Strata Council requested that Colyvan issue letters to the owners of townhouses that have installed surveillance equipment advising them that the installation of this equipment might have compromised the building envelope warranty. The owners must immediately remove the equipment and have the building envelope re-inspected by the original engineers, at the owners' expense. These same owners will be provided with 2 weeks to advise the Strata Council as to their intentions and actions to rectify this problem. Failure to do so will result in the Strata Corporation fulfilling this obligation at the owners' expense.

10. ITEMS APPROVED BY STRATA COUNCIL'S MAJORITY VOTE VIA E-MAIL

Insurance Coverage - CMW renewal proposal was accepted and approved.

11. NEXT MEETING & ADJOURNMENT

The meeting was adjourned at 8:20PM. The next meeting date to be determined.