

MINUTES OF COUNCIL MEETING

THE STAR OF KITSILANO STRATA PLAN LMS2329

HELD: Monday, January 22nd 2007 at 7:00 p.m. in The Lobby– 2680 West 4th Avenue, Vancouver, BC.

PRESENT:

John Woo	Treasurer	2666 West 4 th
Wendy Smith	Secretary	Suite 212
Victoria James		Suite 223
Karen O'Brien	Vice President	Suite 407
Stacy Scott	President	Suite 203
Hari Singh Khalsa		2662 West 4 th

AGENT: Charles Bristow, RE/MAX Property Management Services

CALL TO ORDER: 7:05 p.m.

APPROVAL OF PREVIOUS MINUTES

It was moved, seconded, and carried to adopt the Minutes of the Council Meeting held December 4th 2006.

BUSINESS ARISING

1. Special General Meeting Follow Up: The Property Manager reported that the resolution had been passed by the residential owners and that the re piping work, for the hot water recirculation system in the 2nd floor ceiling, is scheduled for the week of April 2nd. Residents will be alerted nearer to this date as water will need to be shut off for one day during the week.
2. Bylaw Review Update: The Property Manager reported that this process is ongoing and any suggested bylaw changes will be presented to council, prior to the next AGM, for their input.
3. Plants: The Property Manager reported that most of the new shrubs had been planted in the rear balconies and that major pruning would be done to the other trees and shrubs once the planting was complete in the next two weeks.
4. Storage Lockers: The Property Manager reported that this review was now complete and that a notice would accompany these minutes alerting owners about some specific lockers that need to be vacated. Notices will also be posted on the lockers in question. It was also noted that there are various miscellaneous items like car tires, exercise bikes etc. that are being stored in the bike storage room and that these need to be removed.

5. Overhead Lighting Update: The Property Manager reported that a quotation had been received to replace the ballasts and bulbs in the rear of the building with a brighter and more energy efficient version. It is anticipated that an energy savings of approximately 20% will be realized. It was noted that the existing lights are "original" and that, after ten years, they are operating at much less efficiency than when new. Council approved the expenditure and the work will take place in February.
6. Door Replacement: The Property Manager reported that the door replacement for a suite on the 4th floor has now been completed.

FINANCIAL REPORTS

1. Financial Statements: The Financial Statements for November and December were presented to council and were tabled to be reviewed at the next Council meeting. As of the end of October, the strata corporation had \$29,257.67 in its operating account and \$142,560.92 in the contingency reserve fund.
2. Accounts Receivable: Total accounts receivable, as of the end of October 2006, was \$1,583.24.

NEW BUSINESS

1. Overhead Garage Door: The Property Manager alerted Council to the fact that the garage door has been damaged by someone hitting it with their vehicle. While it is still functioning at this time it will need some repair work to be done on it in the near future.
2. Water Leakage: The Property Manager reported that, with the recent accumulation of snow along with heavy rains, there has been some water seepage into the underground parkade and this is being looked into so that appropriate corrective actions can be taken.
3. Commercial Fire Extinguishers: The building insurers require that all commercial tenants have their own fire extinguishers. All but two have complied with this request and the Property Manager is following up with both of these.
4. Drain Leakage: The property Manager reported that an overhead drain in the rear of the building is leaking and that this leak has been caused by over height vehicles hitting it as they back in. Repairs have been ordered that include the construction of a protective barrier to ensure that this problem does not re occur.
5. Owner commitment: During the recent storms the building underwent some stress and the Property Manager would like to thank those owners who took the initiative to help out and to fix some minor problems that arose. This kind of action is tremendously helpful in terms of keeping the operational costs down.

CORRESPONDENCE

1. Noise Complaint: A letter was reviewed that outlined noise coming from one of the commercial tenants.
2. Rental Requests: The Property Manager reported that the building was currently at its' maximum for rentals and that future applicants would be placed on a waiting list.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8.30 p.m. The next council meeting will be held at 8 p.m. on February 28th. 2007 in Suite 203

All comments, concerns and suggestions for the strata council or management can be mailed, emailed or faxed to:

**RE/MAX Property Management Services
Suite 110 – 6086 Russ Baker Way
Richmond, BC V7B 1B4**

Attention: Charles Bristow

Phone: (604) 821-2999 Fax: (604) 821-1822

Email: cbristow@mypropertymanager.ca

Minutes prepared by: Charles Bristow
RE/MAX Property Management Services

STAR OF KITSILANO
2680 West 4th Avenue, Vancouver

IMPORTANT STORAGE NOTICE

Please note that if you are currently using locker number **16, 19, 31 or 36** it is essential that you contact the Property Manager by February 10th 2007 to let him know. After this date items in these lockers will be removed.

Also please note that after February 10th 2007 all "loose" items that are in the bike storage room (like an old exercise bike, car tires etc.) will also be removed and donated to charity.

Please contact Charles Bristow at RE/MAX Property Management
cbristow@mypropertymanager.ca 28/01/07

RE/MAX Property Management Services ph (604) 279-8030 fax (604) 821-1822

MINUTES OF COUNCIL MEETING

THE STAR OF KITSILANO STRATA PLAN LMS2329

HELD: Wednesday, February 28th 2007 at 8:00 p.m. in Suite # 203– 2680 West 4th Avenue, Vancouver, BC.

PRESENT:

John Woo	Treasurer	2666 West 4 th
Wendy Smith	Secretary	Suite 212
Karen O'Brien	Vice President	Suite 407
Stacy Scott	President	Suite 203
Hari Singh Khalsa		2662 West 4 th

GUESTS: Krassimir and Etty Stamenov

AGENT: Charles Bristow, RE/MAX Property Management Services

REGRETS: Victoria James Suite 223

CALL TO ORDER: 8:05 p.m.

APPROVAL OF PREVIOUS MINUTES

It was moved, seconded, and carried to adopt the Minutes of the Council Meeting held January 22nd, 2007.

BUSINESS ARISING

1. Rental Capacity Update: The Property Manager reported that the rental capacity is at its' maximum allowable limit and that those owners wishing to rent out their units must add their names to a waiting list at this time.
2. Storage Lockers: The Property Manager reported that this review was now complete. Anything that is in a storage room but not in an actual locker, or that is in a parking area in the garage, will be removed by March 10th. PLEASE NOTE:- WHOEVER IS USING LOCKER # 35 PLEASE CONTACT THE PROPERTY MANAGER IMMEDIATELY.
3. Parking: Correspondence has been received that indicates that the parking restrictions at the rear of the building are being disregarded. Please note that no parking is allowed in the loading zone by the back door and that the handicapped parking spot is strictly for those who have a required permit on display. Commercial occupants are reminded that their staff and customers are only entitled to use the parking spots designated to the business they are working in or visiting.
4. Emergency Water Supplies : The Property manager reported that the 100 gallons of water held in case of emergency have now been replaced with fresh supply (all council members have access to emergency supplies).
5. Overhead Lighting Update: The Property Manager reported all bulbs and ballasts have been replaced in the rear of the building and the result is a much better lit area as well as an anticipated 20% reduction in electricity usage. Council requested that the Property Manager obtain quotes for replacing the lights and ballasts in the underground parking garage.

6. Garage Water Leak: The Property Manager reported that the previously reported leak has now been successfully repaired.

FINANCIAL REPORTS

1. Financial Statements: After reviewing the financial statements, it was moved, seconded, and carried to approve the statements for the months of November and December, 2006 and January 2007. As of the end of January 2007, the strata corporation had \$28,563.71 in its operating account and \$148,341.43 in the contingency reserve fund.
2. Accounts Receivable: Total accounts receivable, as of the end of January 2007, was \$21,146.18. Owners are reminded that Special Levy amounts are now due.

NEW BUSINESS

1. New Janitor: Thomas Maintenance have announced that Deo has replaced Manuel in this role. Deo will be on site on Monday, Wednesdays and Fridays.
2. Energy Costs: January and February saw gas consumption in the building reach record levels. The Property Manager was asked to look into the feasibility of shutting off gas to the residential fireplaces during the summer months to save on the cost of pilot lights burning continually.

CORRESPONDENCE

1. Smoking: Complaints have been received that cigarette smoking is occurring directly outside the front door and that the planters are being used as a place to put cigarette butts. Residents are asked to be considerate of the majority of people who do not smoke and not to use Strata property to dispose of their smoking materials.
2. Unsupervised Entry: A report has been received that someone is allowing a person into the residential recycling area, on a regular basis, so that they can access the refundable bottles. Please remember that for security reasons no one is allowed in the building that is not a resident or a supervised guest.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9.10 p.m. The next council meeting will be held at 7.00 p.m. on Wednesday April 11th in Suite 407.

All comments, concerns and suggestions for the strata council or management can be mailed, emailed or faxed to:

**RE/MAX Property Management Services
Suite 110 – 6086 Russ Baker Way
Richmond, BC V7B 1B4**

Attention: Charles Bristow

Phone: (604) 821-2999 Fax: (604) 821-1822

Email: cbristow@mypropertymanager.ca

Minutes prepared by: Charles Bristow
RE/MAX Property Management Services

MINUTES OF COUNCIL MEETING

THE STAR OF KITSILANO STRATA PLAN LMS2329

HELD: Wednesday April 11th at 7:00 p.m. in Suite # 407-- 2680 West 4th Avenue, Vancouver, BC.

PRESENT:

John Woo	Treasurer	2666 West 4 th
Victoria James		Suite 223
Karen O'Brien	Vice President	Suite 407
Stacy Scott	President	Suite 203
Hari Singh Khalsa		2662 West 4 th

AGENT: Charles Bristow, RE/MAX Property Management Services

REGRETS: Wendy Smith Secretary Suite 212

CALL TO ORDER: 7:05 p.m.

APPROVAL OF PREVIOUS MINUTES

It was moved, seconded, and carried to adopt the Minutes of the Council Meeting held Wednesday, February 28th 2007

FINANCIAL REPORTS

1. Financial Statements: After reviewing the financial statements, it was moved, seconded, and carried to approve the statements for the month of February, 2007. As of the end of February 2007, the strata corporation had \$31,881.68 in its operating account and \$150,287.80 in the contingency reserve fund.
2. Accounts Receivable: Total accounts receivable, as of the end of February, 2007, was \$12,462.61

BUSINESS ARISING

1. Summer Gas Shut Off Overview: The Property Manager presented an article (see attached) from Terasen Gas relating to the savings that could be possible through shutting off gas to the all fireplaces during the summer months. After discussion it was decided to not to go this route this summer but to receive more feedback and have it as a strategy for consideration for 2008.
2. Overhead Lighting Update: The Property Manager reported that quotations had now been received for the replacement of all the lights and ballasts in the underground parking garage. Council directed the Property Manager to have this work done as soon as funds allow. The net result will be a much brighter garage environment and the estimated payback for this project through energy savings is 2.25 years.

NEW BUSINESS

1. Garage Door Repair: The Property Manager reported that the access gate to the underground parking has received considerable damage when hit by an over height vehicle. This resulted in the motor being ripped out of its' mountings and necessitated the installation of a steel, horizontal strengthening beam. This work was completed quickly and the door is operating efficiently once more
2. Hot Water Recirculation Pipe Replacement Update: The Property Manager reported that the plumbing portion of this project was well underway and April 27th has been given as a final completion date for the drywall repairs. With the 2nd floor ceiling cut open it was decided to instruct the plumbing contractor to also reseal all the joints of the insulation on the cold water pipes. Condensation created during the warm summer months of last year has resulted in water leaking through the insulation and then through the ceiling so this additional work was requested to prevent a reoccurrence of this problem in future years.
3. Additional Leaks :The Property Manager reported that when the water was turned back on to the residential section a leak occurred in one of the top floor units that was a result of a pipe joint that had been weakened by the gradual shrinkage of the framing that the pipe had been attached to. This necessitated repairs to two suites. Whilst stating that this might be an isolated incident the plumbing contractor brought up the possibility that there may be other suites in which this problem could be gradually occurring. Council instructed the Property Manager to look into setting up an inspection of all suites that might be affected.
4. Bylaw Review :The Property Manager presented a suggested change to two of the building bylaws and was instructed by Council to include these as resolutions to be voted on at the upcoming Annual General meeting.
5. 2007/08 Budget Review :Considerable discussion was given to the proposed budget for the next fiscal year and, after various amendments, council approved the budget to be presented to the ownership at the upcoming Annual General Meeting
6. Annual General Meeting :The Annual General Meeting of the Star of Kitsilano will be held at 7.00 p.m. on Monday May 28th at the Cornerstone Coffee House (NW corner of the building). Information on this meeting will follow shortly.

CORRESPONDENCE

1. Gas Shut Off: Feedback was received from an owner and reviewed as part of the discussion outlined above in Business Arising.
2. Noise Complaint: A complaint was received from a commercial occupant that there was considerable noise being generated in a 2nd floor suite during daytime hours. Residents of those suites directly above commercial premises are asked to be aware of the potential of disturbing those below.
3. Parking: A further complaint was received with regard to vehicles overstaying the time limit in the Loading Zone at the rear of the building. Council has decided to be more proactive in this regard and offenders will first receive a warning note on their windshield and will then be towed for future violations.
4. Rental Requests: Two further requests for the renting out of suites have been received and have been placed on the waiting list

ADJOURNMENT

There being no further business, the meeting was adjourned at 8.45 p.m. The next meeting is the AGM and will be held at 7.00 p.m. on Monday May 28th at the Cornerstone Coffee House.

All comments, concerns and suggestions for the strata council or management can be mailed, emailed or faxed to:

**RE/MAX Property Management Services
Suite 110 – 6086 Russ Baker Way
Richmond, BC V7B 1B4**

Attention: Charles Bristow

Phone: (604) 821-2999 Fax: (604) 821-1822

Email: cbristow@mypropertymanager.ca

Minutes prepared by: Charles Bristow
RE/MAX Property Management Services

OF “KEY” IMPORTANCE!!!!!!

Please note that we have had two separate instances of broken keys in the past few days where the key gets stuck in the lock and then snaps off. This is almost always caused by someone using their key to pull the door open rather than using the handle.

Keys are not strong enough to perform the job of a handle so please be aware of this as it is expensive to have a locksmith come out. Thank you.

{
- Storage
- Rental



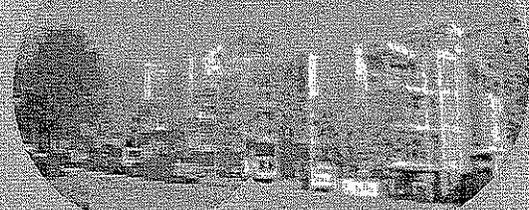
In this profile >>

Learn how a Vancouver strata block saved 22% of their total gas usage with a gas fireplace program.



Energy profile

Strata gets fired up about gas savings



The "Boardwalk" is a 184-apartment strata-titled building in South Vancouver. Careful to save money, the building management always ensured gas was being used efficiently – boilers regularly serviced, controls correctly set up, make-up air temperatures set at minimum level, and make-up air heating turned off between April and October each year.

But there was still one big problem – the gas fireplaces. Each suite is heated by a combination of electric baseboard and gas fireplace. Collectively, the 184 fireplaces burned up as much as 50% of the annual gas consumption!

Aside from these fireplaces being relatively inefficient compared to other gas appliances, there were two other issues of concern. The first was summer usage when people don't use their fireplaces but the pilot light still runs. The second was fireplaces which were inadvertently left on when the suite was not occupied.

Actions

The Boardwalk management decided to present special resolutions for the owners to approve at the next annual general meeting. The main proposals were:

- switch off fireplace pilot lights during the summer months
- fit an automatic shut-off timer to the main burner on each fireplace (the pilot flame is not time controlled). These timers allow one hour of operation, then shut off until they are reset

Seeing the savings potential of these two simple initiatives, the owners approved the proposal.

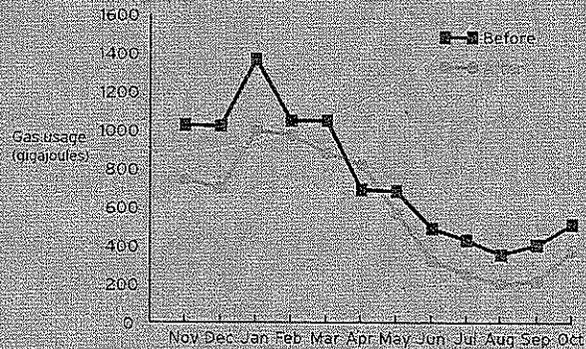
After some basic training for all the owners on operating timers and turning off and relighting pilot flames, the gas supply to the fireplaces was turned off in May 2001. During that summer, fireplace timers were installed in each of the 184 apartments at a total cost of \$4,500. By September,

everything was in place. The gas supply was turned back on – and results were eagerly awaited.

Results

Out of 184 owners, only two briefly experienced difficulty re-lighting the pilot lights. The timers were fully accepted by the condominium owners. So too were the substantial energy savings!

The diagram below compares gas usage over 12 months before and after the installation of the timers. The annual energy savings amount to 22.4%, equivalent to \$14,000 at 2002 rates. The strata got a payback on its \$4,500 investment in just four months!



Conclusion

Simple, affordable ideas to control gas fireplace usage worked wonders for the management and owners of the Boardwalk. Maybe their approach could work for you, too!

Terasen Gas Inc. – a subsidiary of Terasen Inc. – delivers natural gas to homes and businesses. Terasen Inc. shares are traded on the Toronto Stock Exchange under the symbol TER. For information to help you use gas safely and efficiently visit www.terasengas.com or call 1-888-224-2710.

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Energy Profile 16/03 60M/02/214



MINUTES OF COUNCIL MEETING

THE STAR OF KITSILANO STRATA PLAN LMS2329

HELD: Monday June 25th at 7:00 p.m. in Suite # 407– 2680 West 4th Avenue, Vancouver, BC.

PRESENT:

John Woo	Treasurer	2666 West 4 th
Nicole Makila		Suite 421
Karen O'Brien	Vice President	Suite 407
Stacy Scott	President	Suite 203
Krassimir Stamenov		2668 West 4 th
Wendy Smith	Secretary	Suite 212

AGENT: Charles Bristow, RE/MAX Property Management Services

CALL TO ORDER: 7:05 p.m.

APPROVAL OF PREVIOUS MINUTES

It was moved, seconded, and carried to adopt the Minutes of the Council Meeting held Wednesday April 11th 2007

FINANCIAL REPORTS

1. Financial Statements: After reviewing the financial statements, it was moved, seconded, and carried to approve the statements for the months of March and April, 2007. As of the end of April 2007, the strata corporation had \$35,274.50 in its operating account and \$154,148.98 in the contingency reserve fund.
2. Accounts Receivable: Total accounts receivable, as of the end of April, 2007, was \$3,059.43

BUSINESS ARISING

1. Hot Water Recirculation Piping Final Cost : The Property Manager reported that the drywalling cost of this project had gone over budget by approximately \$6,000 due to the following factors:-
 - The plumber had needed to open up two additional sections of the 2nd floor wall to access the old piping.
 - The drywaller had been requested to cut open 6 additional sections of the ceiling so that the cold water piping could be insulated (to prevent condensation leaks) while the hot water pipe was being replaced.
 - Three suites had required repair work to damage that had been caused by a leak that occurred on the top floor when the system was repressurized.
 - The ground floor hallway ceiling consisted of two layers of concrete board and one layer of drywall as opposed to the original belief of it being one layer of concrete board. This led to a considerable amount of additional work needing to be done in this area.

Council discussed this issue at length and instructed the Property Manager to request either a lower price or, at the minimum, elongated payment terms to allow the cost to be borne by the existing budget. Council also decided that it would be prudent on future such projects to factor in a larger amount for such contingencies.

2. Plumbing Assessment: As discussed at the recent AGM there is a need to assess the condition of the water "risers" (the pipes that bring water up to the suites) in every suite on the 2nd and 4th floors. However, with the holiday season now upon us, it was decided that this would best be done in the fall when more owners are likely to be able to be at home. A date for this work to be done will be decided on at the next council meeting.
3. CSA Building Report: In the fall of 2006 a Maintenance Review was conducted by CSA Building Sciences and a number of recommendations were made of items that should be attended to. While most of this work has been completed the area of caulking/flushing and soft wood fascia replacement has still not been taken care of. Consequently, Council instructed the Property Manager to look into hiring a contractor to complete this work (most of which is on the roof and related to non-structural trim) and then request that CSA be asked to return to do a follow up assessment. The Property Manager will move forward with this whilst relating to Council that the current challenge is to find contractors who are both willing and able to do such work as they are immensely busy at this time.
4. Garage Door: A quotation has been received to replace the overhead garage door and to install a larger and more heavy duty tracking system. However, bearing in mind the cost overrun of the plumbing work (as mentioned above) it was decided to hold off getting additional competitive quotes at this time and Council asked the Property Manager to bring to the next meeting a break down of the maintenance costs of the garage door over the past two years.

NEW BUSINESS

1. Insurance Rebate: The Property Manager reported that, after a period of two years a final settlement had been reached with the insurers over a fire that had occurred in a suite. The net result is that a payment of \$770.00 will be forthcoming for deposit to the Strata Corporation's account.
2. Rental Update: The Property Manager reported that the rental limit has been reached and that there are currently three units on the waiting list. It was also noted that a sign had been posted on a downstairs notice board advertising for "short term renters". Please note that the bylaws of the building require that all rentals be first approved by the council and that a minimum 6 month lease must be signed by the tenant.
3. Garage Safety :As a result of a letter received from an owner there was a discussion related to security in the parking garage. With only one incident having been reported in the past 12 months it was considered that, with the new improved lighting, security is currently adequate but that this is something that needs to be ongoingly monitored by all concerned.
4. Garage Clean Out: The Property Manager reported that the garage had recently been cleared of items left in parking stalls and that three notices had been left asking residents to remove such things as car seats before they are taken away for them
5. Disclosure Statement : The Property Manager outlined the necessity under The Real Estate Act for Council to be aware of the charges made by RE/MAX for such things as supplying forms to realtors, registering liens etc. Stacy Scott and Karen O'Brien signed the disclosure statement on behalf of the Council.
6. Cleanliness :Considerable discussion was given to the ongoing issue of cleanliness in the building. Owners are reminded that that the entire building is their "home" as well as the home of everyone else. Please pick up garbage whenever you see it. Owners with pets are also reminded that it is unfair to expect the rest of the owners to pay for the cleaning up of dog hair etc. from hallways and that owners of pets are asked to ensure that grooming takes place inside each unit so as to minimize the amount of pet hair that can get deposited in the hallways.

7. Homeless People: While sympathizing with the plight of the homeless Council is in total agreement that the back of the building cannot be allowed to become a haven for those needing shelter. Residents are asked to call the Police Non-Emergency line at (604-717-3321) whenever anyone is seen camping out in the back area. The police will come along and move these people.
8. Window Cleaning : Council requested that the Property Manager obtain three quotations for the annual window cleaning and have these presented back to Council.
9. Planter Warning : At this time of year it is appropriate to warn everyone of the dangers of positioning any planters on unprotected ledges that are outside of their units. Please be aware of the danger this poses to those below you.
10. Barbecue Awareness: With barbecue season now here all residents are asked to be particularly aware as to the closeness their barbecue might be to the open windows of their neighbors. Please be courteous with regard to this matter and move your barbecue to the other side of your balcony if a window is open nearby.

CORRESPONDENCE

1. Garage Security: a letter was received from an owner regarding this matter (see details above).
2. Garage Clean Up: A complaint was received from an owner regarding the accumulation of items in the underground parking areas and corresponding action was commenced.
3. Rental Permission: Permission was granted to an owner to rent out their unit and this unit owner responded by registering their tenant with the Strata.
4. Budget: A letter was received asking for clarification over the new budget and a reply was sent.
5. Insurance Claim : A letter was received asking the Strata to accept responsibility for the damage that was caused to a vehicle when the garage door descended on it. A reply was sent accepting responsibility as the incident was caused by a faulty switch in the door.
6. Noise : A complaint was received with regard to noise emanating from a commercial occupant.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8.45 p.m. The next meeting will be held at 7.00 p.m. on Wednesday August 29th in suite # 212.

All comments, concerns and suggestions for the strata council or management can be mailed, emailed or faxed to:

**RE/MAX Property Management Services
Suite 110 – 6086 Russ Baker Way
Richmond, BC V7B 1B4**

Attention: Charles Bristow

Phone: (604) 821-2999 Fax: (604) 821-1822

Email: cbristow@mypropertymanager.ca

Minutes prepared by: Charles Bristow

MINUTES OF COUNCIL MEETING

THE STAR OF KITSILANO STRATA PLAN LMS2329

HELD: Wednesday August 29th. at 7:00 p.m. in Suite # 212– 2680 West 4th Avenue, Vancouver, BC.

PRESENT:

John Woo	Treasurer	2666 West 4 th
Nicole Makila		Suite 421
Karen O'Brien	Vice President	Suite 407
Krassimir Stamenov		2668 West 4 th
Wendy Smith	Secretary	Suite 212

REGRETS: Stacy Scott President Suite 203

AGENT: Charles Bristow, RE/MAX Property Management Services

CALL TO ORDER: 7:05 p.m.

APPROVAL OF PREVIOUS MINUTES

It was moved, seconded, and carried to adopt the Minutes of the Council Meeting held Monday June 25th 2007

FINANCIAL REPORTS

1. Financial Statements: After reviewing the financial statements, it was moved, seconded, and carried to approve the statements for the months of May, June and July, 2007. As of the end of July 2007, the strata corporation had \$19,786.99 in its operating account and \$163,472.55 in the contingency reserve fund.
2. Accounts Receivable: Total accounts receivable, as of the end of July, 2007, was \$5,427.84

BUSINESS ARISING

1. Plumbing Assessment: As discussed in the previous minutes there is a need to assess the condition of the water "risers" (the pipes that bring water up to the suites) in every suite on the 2nd and 4th floors. **Saturday October 13th** has been selected as the day for these inspections to occur. A notice will be dropped off at all suites in early October as a reminder. However all residents on the 2nd and 4th floors should make a note that access to their suites will be required on the morning of Saturday, October 13th. The plumber only needs to look at the pipes beneath your bathroom and kitchen sinks and, providing these areas have been cleared out they should only need to be in your suite for about 2 minutes. Any suites that cannot be accessed will be re-contacted by the plumber and an inspection will have to be made at the individual owner's expense. Your co-operation is appreciated.

2. **CSA Building Report Update:** The Property Manager reported that considerable progress had been made on completing the "to do" list mentioned in the previous minutes. The caulking had been completed, roof trim painting has been done and the installation of protective corner flashings is almost finished.
3. **Bylaw Resolution Signatures:** The two bylaw changes voted on at the last AGM have now been registered with the Land Titles Office and were presented to council for their signatures which were provided by Wendy Smith and Karen O'Brien on behalf of Council.
4. **Revised Management Contract:** In line with current Strata Property Act requirements a new and updated management contract had been presented to Council and had been signed on their behalf by Stacy Scott and Wendy Smith.
5. **Garage Clean Out Update:** The Property Manager reported that the recent "clean up" had gone well, a large level of co-operation had been received from residents and that some items had been transported to the dump for disposal. Residents are reminded that only vehicles are to be stored in the parking spots and all other items are subject to removal.
6. **Fire Inspection Update:** In spite of warnings by both mail and by hand delivery there were a number of suites that did not provide access at the time of inspection.

This has now resulted in the need for Executive Fire to return once again and to inspect the following suites:-

**205,211,214,216,217,220,221,225,301,306,314,318,
320,322,402,403,406,408,411,412,413,419,428.**

This inspection will take place between 10.00a.m. and 12.00 p.m. on Saturday September 22nd.

Please note that a \$50.00 fee will be charged to each to these units for this service and, if access is not available on this day, a further fee will be charged as the inspector will have to set up an individual time for your unit.

7. **Window/Skylight Cleaning and Power Washing** : Council reviewed three quotations for window cleaning that were presented by the Property Manager and chose Men In Kilts (\$1,800) for this work. Ron Springer will be doing the power washing and skylight cleaning. This work will take place during the week of September 24th. Please note that access to 2nd floor balconies, and the roof, will be required. Commercial occupants are warned that power washing of the sidewalk will be occurring on Monday the 24th and this may result in some spray onto their windows which will then be cleaned off on the following day when their windows and awnings will be cleaned.

NEW BUSINESS

1. **Legal Retainer**: The Property Manager presented an overview of a "bulk RE/MAX" Legal Retainer Program. This program allows participating Strata Corporations to have unlimited access, through the Property Manager, to the firm of Clarke Wilson for ten minute phone calls to look into any legal questions and situations that might arise from time to time. This program has been put together at a cost of \$15.00 per month plus GST for participating Stratas and, after discussion, it was agreed to add The Star of Kitsilano to this program and the agreement was signed by Nicole Makila and John Woo on behalf of Council.
2. **City Strike** :The Property Manager reported that with the continuation of the City wide strike residents are reminded that recyclables are not being collected and that they should take either take their recyclables directly to a recycling centre or store them until normal service is resumed. Simply piling recyclables higher and higher in the garbage rooms is not helpful.

Garbage is being collected but on a sporadic basis depending on what dump sites are available. All residents are asked to minimize their garbage and, if the dumpster is full, to keep the garbage in their suite until space is available.

Commercial occupants are reminded "not" to use the Residential Garbage/Recycling containers but to use the ones in the Commercial Garbage Room.

3. **Weeding/Watering/Planters** : The Property Manager reported that 2nd floor planters had recently been weeded and also that a particular challenge is faced by the fact that an automatic watering system is responsible for the watering of the shrubs on the south side 2nd floor. However, because not all the shrubs are the same species, they do not all require the same amount of water. On ongoing project has been the need to repair the drainage to the planters on the south side of the building and council gave the Property Manager the go ahead to have the contractor refurbish another planter over the coming weeks.
4. **Drainage Pipe Leak and Low Ceiling**: The Property Manager reported that a number of residents have commented on the leak from a large pipe beneath a concrete planter at the rear of the building. This leak had been caused by an over height vehicle hitting the planter and some discussion had been had about installing a metal guard for this corner. However, it has been discovered that if such a guard was hit it could well snap off the corner of the planter and so Council authorized the Property Manager to get another sign made up and hung beneath the planter to act as a warning to drivers. The leaking pipe will be repaired once the planter that it emerges from has been refurbished (see above).
5. **BC Hydro Rebate** : The Property Manager reported that BC Hydro had approved the rebate for the installation of the energy saving lights in the parkade and that a cheque for \$845.28 will be forthcoming.
6. **Locker Warning** : The Property Manager reported that two owners have recently run into problems when listing their properties for sale. Their Realtor inadvertently listed these units as "including a storage locker". It is important to note that storage lockers are common property and do not get passed on, with title, when a unit changes hands.

CORRESPONDENCE

1. Charge Backs: Letters to three unit owners re charge backs resulting from repairs relating to their units.
2. Renovation Permission: Requests from two units re internal renovation of a non structural manner...granted.
3. Building Plans: Permission was granted to an owner to access the building plans for their unit from City Hall.
4. Noise: Two complaints were received with regard to noise emanating from a commercial occupant...fine applied to owner responsible and letter sent.
5. Weeds: An email from an owner requesting weeding of balconies....since done.
6. Deck Surface : An email from an owner commenting on their deteriorating balcony floor surface....being looked into

ADJOURNMENT

There being no further business, the meeting was adjourned at 8.45 p.m. The next meeting will be held at 7.00 p.m. on Wednesday October 10th in suite # 421.

All comments, concerns and suggestions for the strata council or management can be mailed, emailed or faxed to:

**RE/MAX Property Management Services
Suite 110 – 6086 Russ Baker Way
Richmond, BC V7B 1B4**

Attention: Charles Bristow

Phone: (604) 821-2999 Fax: (604) 821-1822

Email: cbristow@mypropertymanager.ca

Minutes prepared by: Charles Bristow