

**STRATA COUNCIL MEETING MINUTES FOR  
STRATA CORPORATION KAS 2662  
“Pemberton Valley Lodge”**

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**HELD:** Thursday October 7th, 2010, 6:30PM

**LOCATION:** 8<sup>th</sup> Floor, 650 West Georgia Street  
Vancouver, BC

**PRESENT:** Carl Van Noort, Larry Arabski, Paul Lermite, & Rob Moore  
(WRM)

**LODGE STAFF:** David MacKenzie & Laura Arnold

**REGRETS:** Nancy Cavin, Cora Salvador, Mickey Patryluk, & Kristin  
McCahon

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The meeting was called to order at 6:45 PM.

- 1.0 **Approval of agenda: It was moved, seconded, and *carried* to approve the agenda.**
- 2.0 **Approval of the Council Meeting Minutes from June 22nd, 2010: It was moved, seconded, and *carried* to approve the minutes as amended.**
- 3.0 **Business Arising:**
  - 3.1 **Lodge Operations Update**
    - **Sales / Marketing:** David reported that despite a good turn out of corporate groups this summer, July and August had been tougher months this year. The news and events during the period of the landslide was a contributing factor to this. It appeared as though September was slightly ahead of last year however and it looks as though October will meet budget. A big positive was the response to the golf packages (over 400). A large contributing factor for the golf package success was due to the co-advertising done with the golf courses. The Lodge was used as a venue for 15 weddings this summer at slightly higher rates this year than previous with some more coming soon. A film crew is also expected. David noted that there has been a successful amount of revenue from the Adara use of the laundry facility. David and the staff are continuing to find ways to cut costs but noted that a serious examination of the costs for recruitment would need to happen to ensure a capable staff in a competitive market in Whistler.

- **Curved Shower Rods:** David reported that the installation of the curved shower bar rods had been completed as the Council directed.
- **Trash Compactor Cage:** David reported that the compactor cage is still due to be installed.
- **Pool Deck:** David reported that options were still being investigated to address any further cracking or shifting and will review with the Council in the spring.
- **IPOD Docks:** David reported that this project has been completed.
- **Dog Wash Station:** David reported that this project is currently on hold. The persons who hold the rights to the dog wash station were not able to complete the project due to personal reasons. David reported that it was still the intention to follow through with the installation of the pet wash station as soon as feasible.
- **Extra Administration Time for Owners:** David and Laura reported that the new policy has been implemented without any serious negative feedback.
- **Hotel Shuttle:** David reported that despite some operational struggles, the shuttle service was still status quo. Options for upgrading the service or getting another vehicle is still being investigated.
- **Planned Power Outage:** David reported that BC Hydro had cancelled the original date at the end of September for a planned power outage that was scheduled to last approximately 8 hours. That outage has now been rescheduled for November 7<sup>th</sup>. David detailed a plan to have an independent generator on site during the power outage to prevent the shutdown of the Lodge critical systems. After discussions, the Council members present approved the expenditure to keep the Lodge operational during the scheduled blackout.
- **Pre-Budget Report:** David reported that the Lodge is taking a “hard line” on expenses for the 2011 operational budget. David believes however, that the Lodge needs to bring the desk staff wages in line with the competitive hiring practices in Whistler. David reported that the sales wages were included in the budget. Areas of improvement include the guest internet WI-FI service as it is the most harshly criticized item rated by the guests. David and Laura also reported a new marketing relationship with a new e-commerce expert that looks very promising.

3.2 **Hotel Management Update:** Ralf Strub was not able to attend the meeting but David reported that Bellstar was currently undergoing some staffing changes. Some properties had been added to the Bellstar family and some had recently left as well.

- 3.3 **Council Remuneration:** This item was tabled for discussion at the next meeting.
- 3.4 **Lease / Mortgage for SL #8 (Lobby):** The strata agent reported that the interest rates for mortgages had gotten lower even since the last time the Council met. Paul will investigate renegotiation with the current provider of the mortgage.
- 4.0 **Review of the Financial Statements for the fiscal period ending September 30th, 2010:** The agent reviewed the Balance Sheet as well as the Income and Expense Statement. It was noted that the Strata Corporation is currently reporting a surplus of \$322.86. After discussions regarding specific line items, it was moved, seconded, and **carried** to accept the financials as presented.
- 5.0 New Business:**
- 5.1 **Olympic Period Bonuses:** This item was tabled for discussion at the next Council meeting.
- 5.2 Owners' Weekend:** The Council will meet briefly before the assembly at the upcoming owners' weekend scheduled for Saturday, October 23<sup>rd</sup>.

There being no further business, the meeting was terminated at 8:30 PM.

**Whistler Resort Management Ltd. 604 932 2972**

Rob Moore ext. 232  
Strata Property Agent  
[rob@wrn.bc.ca](mailto:rob@wrn.bc.ca)