

STRATA COUNCIL MEETING MINUTES FOR
STRATA CORPORATION KAS 2662
"Pemberton Valley Lodge"

HELD: Monday March 26, 2012

LOCATION: Skype conference call

PRESENT: Mickey Patryluk, Ron Crawford, Richard Thomson, Shelley Crawford

LODGE STAFF: David Mackenzie

The meeting was called to order at 7:05 pm.

- 1.0 Approval of agenda: It was moved by Ron to approve the agenda, seconded by Shelley and carried.
- 2.0 Approval of minutes: Ron moved to approve the minutes of the February 29th and March 5th meetings, seconded by Richard and motion carried.
- 3.0 Business Arising:
 - 3.1 Discussed Statement of Principles authored by David (see attached copy) and PVL staff. Shelley moved council adopt the Statement of Principles to use for running meetings including AGMs. Mickey seconded and motion carried.
 - 3.2 Special General Meeting: Shelley moved to hold a Special General Meeting on May 10th with the time and location to be determined. Ron seconded and motion carried. David will explore options for booking a room. Council discussed the making of a video showing the running of PVL to be shared with the owners at the SGM. The video will also be an excellent marketing tool and portions can be uploaded to play on PVL website. The cost is capped at \$500.
 - 3.3 Bank Loan: The term for the Lobby Strata loan comes due April 21, 2013 at which time the balance of approximately \$38,000 comes due. As the loan is amortized until October 2014, council is exploring payment options.
 - 3.4 Electronic Owner communication: Council discussed sending meeting notices and documentation electronically to support our green initiative and save the copying and posting expense. At the end of January 2012 the expense for owner communications is \$1758.93 largely comprised of \$1490.13 for the AGM meeting notice and documentation. Owner payments are made electronically and council would like to follow suit with all owner communications. Shelley will follow-up with Rob Moore to explore electronic options which comply with the Strata Act.
 - 3.5 Pemberton Trip Report: It was agreed to send Ron and Shelley's trip report to the owners the first week in April along with a reminder and instructions on how to review the Strata Council meeting minutes which are posted in the KAS2662 Whistler Resort Management website.
 - 3.6 Notes for next Owners quarterly report: As information will be sent to the Owners for the Special General Meeting as well as the Pemberton trip report, it was agreed our next quarterly report will be end of May/early June time-frame.
- 4.0 New Business: Standing Rules of Order were approved by Strata Council and will be presented to Owners to use as a guideline for running meetings.

There being no further new business the meeting was adjourned at 8:18 pm.

Our Statement of Principles

1. Our relationship is a model of trust and integrity.
2. We share information openly and in a timely manner.
3. We value and respect our differences.
4. We strive for excellence and to continuously improve our effectiveness.

Our Desired Behaviours

1. Our relationship is a model of trust and integrity

- We do what we say we will and we keep our commitments
- We treat each other in an honest, open and respectful manner
- We are accountable for our actions
- We are honest and forthcoming about both the good and the bad
- Our mutual interests will be represented by the leader
- Our leadership may vary depending upon circumstances
- We share credit collectively for our efforts
- We give the benefit of the doubt
- We speak up if there is an issue

2. We share information openly and in a timely manner

- We do not assume we know the other's position – we seek to clarify
- We provide the whole picture
- We clearly define roles and responsibilities within projects
- We clearly state where sign off is needed within projects
- We formalize regular planning debriefings
- We share plans before implementation
- We maintain an ongoing informal dialogue

3. We value and respect our differences

- We listen to each other's perspectives
- We are sensitive to each other's individual and corporate needs
- We are not internally competitive
- We clearly articulate our objectives, mandates and constraints
- We sometimes agree to disagree but we take a unified approach once a decision is made
- We identify the primary focus of each partner in each project
- We advocate for each other's interests where possible
- We try to understand each other's style
- We identify and acknowledge where each adds a unique value

4. We strive for excellence and to continually improve our effectiveness

- We clearly define our objectives and goals
- We have a defined process for the evaluation of each program to measure our success and to identify opportunities for improvement
- We are open to giving and receiving constructive feedback
- We focus on the problem and not the person
- We clearly define our customer
- We learn from our mistakes
- We are willing to take risks
- We regularly celebrate our successes

Our Commitment to Excellence

All members of the team are committed to continuing to improve and build the principles of teamwork that contribute to healthy, effective and rewarding relationships.