

MINUTES OF ANNUAL GENERAL MEETING

December 4, 2007

STRATA CORPORATION
NW 136

“VILLA MONTECITO”

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ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

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nhờ người phiên dịch hộ.

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MINUTES OF ANNUAL GENERAL MEETING
DECEMBER 4, 2007
STRATA CORPORATION NW 136

HELD: Tuesday, December 4th, 2007 at 7:00 PM at the Burnaby Mountain Golf Course, 7600 Halifax Street, Burnaby, BC

PRESENT: The Owners, Strata Plan NW 136, as per the Registration Sheet
Barbara Fisher, Bayside Property Services Ltd.

REGISTRATION, CERTIFICATION OF PROXIES AND ISSUING OF BALLOTS

Bayside reported that there was a total of 77 Owners represented at the meeting, including 25 by proxy. In accordance with the *Strata Property Act of British Columbia*, a quorum requires that eligible voters holding 1/3 of the Strata Corporation's votes be present in person or by proxy. The registration sheet was signed, proxies were certified and ballots were issued.

CALL TO ORDER

After it was determined that a quorum of Owners was present, the Meeting was called to order at 7:00 PM by Barbara Fisher, Bayside Property Services Ltd.

ELECTION OF MEETING CHAIR

The Owners were asked to elect a person to chair the Meeting.

It was moved, seconded (7-7323/6-7359) and carried unanimously that Barbara Fisher, Bayside Property Services Ltd., would chair the Meeting.

NOTICE OF MEETING

It was moved, seconded (2-7321/7-7323) and carried unanimously that the Notice of Meeting dated November 15th, 2007 was proper notice as per the requirements of the *Strata Property Act of British Columbia*.

MINUTES OF PREVIOUS GENERAL MEETING

It was moved, seconded (2-7305/4-7313) and carried unanimously to approve the Minutes of the Annual General Meeting held November 22nd, 2006, as previously circulated.

PRESIDENT'S REPORT

See attached.

RULE RATIFICATION BY MAJORITY VOTE

It was moved, seconded (6-7315/4-7313) to ratify the following Rule:

Pool Rules and Regulations:

Add:	Adults Only Swimming	5:30 PM - 7:00 PM Saturday and Sunday
	Adults and Teenagers Only	9:00 PM – 10:00 PM Saturday and Sunday

It was moved, seconded (5-7335/ 2-7305) to amend the Rule as follows:

Add:	Adults and Teenagers Only Swimming	7:00 PM – 10:00 PM Saturday and Sunday
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The question was called on the amendment and the vote was taken by a show of ballot cards with the following results:

In Favour:	3
Opposed:	70
Abstained:	4

The Amendment Failed.

The question was then called on the original Rule and the vote was taken by a show of ballot cards with the following results:

In Favour:	36
Opposed:	22
Abstained:	19

The Rule Ratification Carried.

INSURANCE REPORT

A copy of the Strata Corporation's Summary of Coverages was included with the Notice of Meeting for Owners' records and information. Owners are reminded that the Strata Corporation's insurance is not contents insurance and that Owners are responsible for obtaining your own contents insurance.

All Owners – please note the following important items:

- a) Contents/Improvements: We take this opportunity to advise all Owners and residents that the Strata Corporation's insurance covers the building, carpeting, etc., as per original construction. Owners must insure any improvements to these items (wallpapering, paneling, general upgrading, etc.) completed by yourself or the previous Owner as well as your personal effects and furniture, through your personal

Homeowner's coverage. It is suggested that all Owners and residents complete an inventory of their personal contents and belongings to ensure that you are adequately insured. Most insurance agents will provide you with an inventory guide booklet to assist you with an inventory. It is well worth it – also, take pictures or a video of your unit – and keep same in another location along with your inventory list.

- b) Owner Responsibility: There have been two recent court cases that dealt with the issue of Owner versus Strata Corporation responsibility, one involving a leaking dishwasher and the other, a broken pipe in a wall solely contained within one strata lot. Each incident caused thousands of dollars of damage to that strata lot. In both cases the strata lot Owner, not the Strata Corporation or the Strata Corporation's insurer, was held responsible for paying for the repairs. Based on these cases, it is apparent that if the "thing that breaks" (dishwasher, clothes washer, hot water tank, etc.) is owned by an individual unit Owner or is within the boundaries of the strata lot, either the cost of repairing any resulting damage or the deductible for the Strata Corporation's insurance policy, will be the responsibility of that Owner. Owners should review your contents policy wording with your contents insurer to make sure that you have adequate protection under these circumstances.
- c) Claim Possibility/Notification: Please note that any leakage or seepage of water should be reported promptly to Bayside, to ensure efforts are made to minimize the loss, and to ensure the Strata Corporation has an opportunity to make a claim with the insurance company. Such problems, if not reported, become repeated, ongoing leaks, and therefore may not be covered. The building's insurance normally covers incidents of leakage, but not those of a continuing nature.

2008 OPERATING BUDGET

Barbara Fisher of Bayside Property Services Ltd. gave a presentation to the Owners that included background as to Council's rationale in presenting the proposed 2008 Operating Budget to the Owners for approval.

It was moved, seconded (1-7355/ 6-7359) to approve the 2008 Operating Budget.

After discussion, the question was called and the vote was taken by a show of ballot cards with the following results:

In Favour:	77
Opposed:	0
Abstained:	0

The 2008 Operating Budget Carried Unanimously.

PLEASE NOTE:

THE MONTHLY MAINTENANCE ASSESSMENT WILL REMAIN AT \$252.00.

All Owners are reminded that the monthly maintenance assessments are due and payable on the first day of each and every month, in advance. Please note that late or non-payment will result in penalty assessment in accordance with Strata Corporation NW 136 Bylaws. Post-dated cheques are welcome and those wishing to do so may arrange for pre-authorized withdrawals from their bank, *which is the preferred method of payment*. Interested Owners may obtain a Pre-authorized Withdrawal Form from Bayside to be filled out and returned to Bayside along with a void cheque.

Alternatively, Owners may forward a series of twelve (12) post-dated cheques to BAYSIDE'S office located at Sperling Plaza, Suite 100 - 6400 Roberts Street, Burnaby, BC V5G 4C9. Please note the following when making out your cheques:

1. Your cheques should be dated for the FIRST of each month (January 1st, 2008 through to and including December 1st, 2008);
2. Cheques are to be made payable to "Strata Plan NW 136";
3. Your Unit Number is to be noted on your cheques, if not already imprinted.

SPECIAL RESOLUTION #1 BY ¾ VOTE

BE IT RESOLVED THAT The Owners, Strata Plan NW 136, hereby approve to amend Bylaw 3(6)(q), which currently reads:

"An owner, tenant or occupant must not place any indoor-outdoor carpeting on any deck, patio or balcony, unless surface is concrete, or place any items on any deck, patio or the balcony except free-standing, self-contained planter boxes, barbecues, summer furniture and accessories;"

Amended to read:

"An owner, tenant or occupant must not place any indoor-outdoor carpeting on any deck, patio or balcony, unless surface is concrete, or place any items on any deck, patio or the balcony except **one bicycle per occupant in the unit (the bicycle(s) must be covered and neatly stored)**, free-standing, self-contained planter boxes, barbecues, summer furniture and accessories;"

It was moved, seconded (7-7331/3-7371) to approve Special Resolution #1.

It was moved, seconded (4-7353/4-7333 to amend Bylaw 3(6)(q) to read as follows:

“An owner, tenant or occupant must not place any indoor-outdoor carpeting on any deck, patio or balcony, unless surface is concrete, or place any items on any deck, patio or the balcony except one bicycle per occupant in the unit (the bicycle(s) must be neatly stored), free-standing, self-contained planter boxes, barbecues, summer furniture and accessories;”

The question was called on the amendment and the vote was taken by a show of ballot cards with the following results:

In Favour: 34
Opposed: 42
Abstained: 1

The Amendment Failed.

The question was then called on Special Resolution #1 as presented and the vote was taken by a show of ballot cards with the following results:

In Favour: 50
Opposed: 18
Abstained: 9

The Resolution Failed.

SPECIAL RESOLUTION #2 BY ¾ VOTE

BE IT RESOLVED THAT The Owners, Strata Plan NW 136, hereby approve to fill in the kiddie pool adjacent to the large swimming pool at a cost of up to \$3,157.00 plus GST. The quote includes covering the pool drain, removing the concrete tiles that edge the pool and filling in the pool with gravel and soil. Funding for this expenditure will be from the Surplus Funds.

It was moved, seconded (7-7323/2-7353) to approve Special Resolution #2.

After discussion, the question was called and the vote was taken by a show of ballot cards with the following results:

In Favour: 57
Opposed: 12
Abstained: 8

The Resolution Carried.

SPECIAL RESOLUTION #3 BY ¾ VOTE

BE IT RESOLVED THAT The Owners, Strata Plan NW 136, hereby approve that **upon** approval of filling in the kiddie pool, the area would be levelled and a corral built for materials used for construction work and/or other Strata Corporation projects. (A quote was not available for this project at the time the Notice of Meeting was circulated. Council will bring this information to Owners at a later date for approval on the funding for this project.)

It was moved, seconded (2-7321/7-7331) to approve Special Resolution #3.

It was moved, seconded (2-7321/7-7331) to amend Special Resolution #3 as follows:

BE IT RESOLVED THAT The Owners, Strata Plan NW 136, hereby approve the construction of a corral to be located between the chemical shed and adjacent to the fence. The corral will be built for materials used for construction work and/or other Strata Corporation projects. (A quote was not available for this project at the time the Notice of Meeting was circulated. Council will bring this information to Owners at a later date for approval on the funding for this project.)

The question was called on the amendment and the vote was taken by a show of ballot cards with the following results:

In Favour:	57
Opposed:	12
Abstained:	8

The Amendment Carried.

The question was then called on Special Resolution #3 as amended and the vote was taken by a show of ballot cards with the following results:

In Favour:	57
Opposed:	12
Abstained:	8

The Resolution Carried.

SPECIAL RESOLUTION #4 BY ¾ VOTE

BE IT RESOLVED THAT The Owners, Strata Plan NW 136, hereby approve that **upon** the sale of a unit that has an existing shed in the Owner's allocated parking stall, the shed will be removed at the Owner's expense prior to the completion of the sale of the unit.

It was moved, seconded (4-7313/5-7371) to approve Special Resolution #4.

It was moved, seconded (8-7329/1-7355) to set aside Special Resolution #4 until the Shed Guidelines are in place. After discussion, the question was called to table the resolution and the vote was taken by a show of ballot cards with the following results:

In Favour:	53
Opposed:	14
Abstained:	10

The Decision to Table the Resolution Carried.

SPECIAL RESOLUTION #5 BY ¾ VOTE

BE IT RESOLVED THAT The Owners, Strata Plan NW 136, hereby approve the re-surfacing of three upper breezeway surfaces, (actual surfaces to be chosen by the Strata Council based on need), at a cost of up to \$9,240.00 plus GST. Funding for this expenditure will be from the cumulative Operating Surplus.

It was moved, seconded (6-7359/5-7327) to approve Special Resolution #5.

After discussion, the question was called and the vote was taken by a show of ballot cards with the following results:

In Favour:	77
Opposed:	0
Abstained:	0

The Resolution Carried Unanimously.

SPECIAL RESOLUTION #6 BY ¾ VOTE

BE IT RESOLVED THAT The Owners, Strata Plan NW 136, hereby approve to change the current window product, which is Aluminium, to a Vinyl window product. The sample used to compare costs is an upper 2 bedroom unit and is for the cost of the windows only and does not include installation. The estimated cost for Aluminium windows (currently used in the complex) is approximately \$2,820.00 plus applicable taxes. The cost of Vinyl windows for the same size unit is \$3,698.09 plus applicable taxes. Council will be prepared to discuss with the Owners the pros and cons of each product at the meeting.

It was moved, seconded (7-7331/4-7313) to approve Special Resolution #6.

After discussion, the question was called and the vote was taken by a show of ballot cards with the following results:

In Favour:	4
Opposed:	73

Abstained: 0

The Resolution Failed.

STRATA COUNCIL ELECTION

In accordance with the *Strata Property Act of British Columbia*, all current Council Members resigned but are eligible for re-election. The floor was then opened for nominations and the following Owners agreed to let their names stand for Council election:

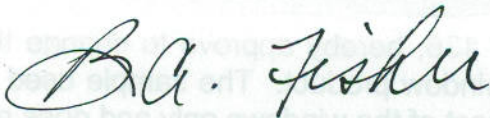
Linda Phillips	#2 - 7305
Bill Fraser	#6 - 7337
Rod Coleman	#4 - 7313
Richard Friio	#7 - 7331
Lisa Losorelli	#3 - 7371
Judy Reyes	#2 - 7355
Sven Bellamy	#8 - 7329

The Chair called for additional nominations three times and no further nominations were presented by the Owners. The above Owners were elected, by majority vote, to serve on the Strata Council for the coming year.

TERMINATION

There being no further business to discuss, the Meeting was terminated at 9:00 PM on a motion by #2 – 7321.

The next Council Meeting has been scheduled for Tuesday, January 15th, 2008 at 5:30 PM in the Cabana. Council will elect Officers at that time.



Barbara Fisher, Property Manager

BAYSIDE PROPERTY SERVICES LTD.

Suite #100 – 6400 Roberts Street

Burnaby, BC V5G 4C9

Tel: 604.432.7774 (24 hrs – after office hours, emergencies only please)

Fax: 604.430.2698

Direct Line: 604.629.8771

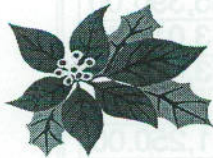
Email: bfisher@baysideproperty.com

**Recent revisions to the Real Estate Regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to payment of a fee.

Weekend / Holiday / Evening Service Call Instructions

Should you encounter a situation requiring emergency attention, please contact Bayside's office at 604.432.7774 and advise the operator of the situation giving as many details as possible. Ensure that you state it is an emergency and leave your name and telephone. Your call will be returned promptly by the on-call property manager so please keep your telephone line free in order that the emergency may be addressed. Your cooperation in this regard is appreciated.

SEASONS GREETINGS FROM BAYSIDE!



8,000.00	Electricity	310
35,320.00	Management Fees	320
43,200.00	Insurance	330
1,250.00	Janitor/Maintenance - Champion	340
1,250.00	Janitor/Maintenance - Hardy	341
2,500.00		360
1,000.00		370
2,500.00		380
2,500.00		385
2,500.00		410
2,500.00		415
2,000.00		425
190,000.00		435
40,000.00		445
6,000.00		480
6,000.00		845
4,000.00		855
6,000.00		865
3,500.00		875
1,000.00		900
195,000.00		910
487,654.00	TOTAL DISBURSEMENTS	

RECEIPTS

**APPROVED
BUDGET
2008**

101	Owners' Contributions	463,184.00
102	Parking Income	4,000.00
103	Interest Income	5,000.00
110	Transfer from Surplus	15,470.00
TOTAL RECEIPTS		487,654.00

DISBURSEMENTS

310	Electricity	8,000.00
320	Management Fees	35,390.00
330	Insurance	43,014.00
340	Janitorial Maintenance—Champion	13,000.00
341	Janitorial Maintenance—Handy Man	7,000.00
360	Audit	1,250.00
370	Legal	2,500.00
380	Appraisal (Year 1 of 3)	1,000.00
395	Sundry/Administration	5,000.00
410	Web Site	2,500.00
415	Scavenging	2,500.00
425	Equipment/Supplies	5,000.00
435	Repairs/Maintenance	190,000.00
445	Landscaping/Irrigation	40,000.00
480	Snow Removal	6,000.00
645	Rec Centre—Gas/Electricity	6,000.00
655	Rec Centre – Chemicals	4,000.00
665	Rec Centre—Maintenance	6,000.00
675	Rec Centre – Repairs	3,500.00
700	Petty Cash	1,000.00
710	Contingency Reserve	105,000.00
TOTAL DISBURSEMENTS		487,654.00

Villa Montecito – Presidents Report – 2007

2007 has been a very productive year for Villa Montecito I believe. We came in under budget leaving an operating surplus and really got a lot of maintenance items completed and we have a strong Contingency Reserve Fund (CRF) building for our future.

We have completed the siding replacement that we were assessed for and we have begun to finish off the north walls using our maintenance budget. As we are doing the north wall siding we are also changing out the windows that are there. Factoring in the cost of setting up the scaffolding for just putting in a window we are probably actually saving at least a couple of thousand dollars per wall by changing out the windows now while the scaffolding is up. In effect the window replacement if not only free, we are paying ourselves by doing it now. At the rate we are going we should have, in a few years, completed the refurbishing of the envelopes of the buildings, excepting windows.

The roofs are all done except for one small section, which I am told should be good for another couple of years. The wing walls are completed, most of the upper decks and the lower decks. The north wall siding replacement is continuing and as we do that we are replacing the black cylindrical up and down lights with downward facing halogen lighting. The old up and down lights are corroding due to rain getting into the fixtures and the new halogens are sealed units with bulbs that should only need replacing once a year. The breezeway repairs are ongoing as necessary and possibly the upper breezeway resurfacing may commence next year depending on approval. Some concrete work was done to remove tripping hazards on the walkways and one concrete patio deck was leveled out. Also, quite a few outside taps have been replaced. If you have an outside tap that is in disrepair please let council know and we will be it replaced.

Over the last year I believe that we completed rebuilding the wooden lower decks. I can't remember exactly how many we completed but somewhere between ten and twelve. I did a couple of walk arounds checking decks and I don't think that there are any more that need replacement but if I missed any please let the council know and we will put them on the list for next year if needed.

While we were doing the deck replacement we also tried to do some landscaping in the areas around where we were doing the work. Linda consulted with Tim the Treeman and the owners as to what would be the best in the way of removal and replacement and in some cases nothing was done at all. There was quite extensive landscaping done in some areas and we hope to continue along that vein in the following years. I think that the work that Tim the Treeman and his crew has done over the last few years has really improved the look of our complex.

As usual, as we did some severe cutting and removal in some areas, for security, drainage and repairs so that people could see out of their units and let in some light there were comments made from "it's about time something like this was done" to "This looks like crap." This complex has become completely overgrown and is in dire need of heavy clearing/pruning. The area behind the townhouses is looking a lot better after some heavy trimming by Tim the

Treeman. After being on council for at least 7 years now, it could be I am becoming quite used to people complaining about everything and anything that is done here. I believe that everything that we are doing here as a council and as owners is only increasing our property values.

Now it's my chance to do a little bitching. Villa Montecito is our home and we should treat it like it is our home and not like we are living in a hotel full of maids. I am really quite amazed sometimes how some people, on garbage pick up day, will drop their garbage on the ground where the bins usually are, for someone else to pick up, rather than walk a few feet and place it in the bins that have been placed for pick up. Once last year there was a bin so full that when the truck was moving the bin from the underground to the pick up point a bunch of bags fell out and no one bothered to stop and pick up any of it. Some people who were driving out of the underground actually drove through the garbage, rather than around it, and spread it all over the underground and the parking lot. Carmel and I spent some time picking it up. Let's help keep this place clean. It only increases our property value and pride of ownership.

Being on council the two things we most have to deal with is the complaints of certain owners continuously parking in the visitors parking area and the combined sheds plus vehicle in the underground impeding access to other people's parking spots. A lot of the sheds in the underground are in poor repair and in the new year all of the sheds will be assessed and the owners of the ones in poor repair will be requested to remove them. I would like to remind the owners of the sheds that there is not supposed to be anything flammable stored in the sheds. The council has received many complaints over the last few years of fifth wheels and motor homes parking and setting up home for the summer in the visitors parking area. I would like to remind the owners that this is not a mobile home park and we may have all types of trailers towed in the future.

So what's upcoming for next year. As you can see by the special resolutions the kiddie pool has been talked about for quite some time as to the lack of use and what to do with it. The resolution calls for it to be filled in, in such a manner as to be able to open it again in the future if there is a call for it. There was some confusion as to where the storage corral was to be constructed if approved. It will not be where the kiddie pool is but on the outside of the south fence along the kiddie pool. One thought was to build a basketball half court where the kiddie pool now stands.

The storage corral if approved will help us contain all of the construction material that is now stored in various places, in one place, and help tidy up the complex. There have been many complaints about the material being stored all around the complex and there are two things that we can do. We can either build a corral, which would look similar to and blend in with the carports, in which to store material, scaffolding, equipment and used for painting, fabricating etc. or we can ask the contractors working here to remove excess material from the complex and then have it brought back in as needed. If we do the latter then we will be paying to have it brought in, paying to have it removed and then paying to have it brought back in again. I personally believe that having a corral built will save us money over the long haul and will increase our property value as well.

The resolution for upper breezeway resurfacing is one that we need to look at closely. If approved, the resurfacing will permanently seal the decks from water penetration and reduce rusting of the Q-deck underneath the concrete and also the disintegration of the concrete decking itself. I believe that approval of this resolution has the potential to save us an enormous amount of money down the road.

The resolution for Aluminum vs. Vinyl windows come up so that the ownership can decide what type of product we would like to use in the future as the windows get changed out. The council has had many lively debates on which direction to go and we will get direction tonight on which product we are going to use and our angle of attack in dealing with the replacement program in the future.

We have had many complaints about the condition of the soffit vents and once again due to the cost of setting up the scaffolding and the cost of moving it from building to building we have decided to combine the widow replacement with the soffit repairs.

We are going to be working on the irrigation system replacing valves and heads as well as getting blocked lines opened again.

Over the winter we hope to continue with reconditioning the fence around the pool and getting a new gate built that would prevent people from climbing over to gain access to the pool. Once the fence is finished it should stop people without keys being able to get into the pool area.

The Web Site is up and running now. We are going to purchase the villamontecito.ca web site name and link it to the villamontecito.livestrata.com page to make it easier to remember our site name. It's taken all year to get it to the point it is at now. It's taken so long because we have kept tweaking the way things are going to be stored. This site is very secure so we are hoping that everyone, who can, will use it. The way the information is going to be stored will save the councils, in the future, a lot of time and effort. Everything is going to be cross referenced and councils will be able to access information quickly if not instantly with a laptop at council meetings. The more feedback we get the more the site will grow and the more useful it will become. Please register even if you don't plan on using the site. By filling in things such as your parking spaces, which helps us keep an constant up to date record of who is parked where; emergency contact information, which will help us gain access to your unit in an emergency possibly saving your valuable property and keeping out insurance premiums down; water shutoffs, which again can help prevent extensive flood damage and hot water tank installation date/serial numbers, which allows us to contact you when your tank is due for replacement and eligible for our \$100 rebate program, which also helps keep our insurance premiums down. Between premiums and deductibles the more information that you are willing to include in the web site the better it is going to be financially to us all. If there are a few bugs that you notice in the site please report them. All of the minutes, from two years ago ongoing, bylaws and other information will be stored on the site and in the future there will be a search function included so that we will be able to search our entire growing database. Please use this

site and talk to other owners about the site and send in feedback so that we can make this site consistently better.

It's been a pleasure, mostly, serving on council for the last seven years. I have gotten to know quite a few of the quirks of this complex and I have seen the complex change considerably over the years with the help of Bayside and past councils. Being on council has allowed me to get to know a lot of people in the complex, usually in a good way and sometimes in a not quite so good way. It's always interesting being on council and in my opinion we have in the last 7 years gone from a complex that had enormous physical and financial problems to overcome to one that now is doing quite well both from a physical plant to our financial outlook. I would also like to thank Linda, Lisa, Judy, Richard and Bill for all of their efforts in the last year and I'm looking forward to another productive year in Villa Montecito.

Rod Coleman – Villa Montecito – Strata Council President