

MINUTES OF COUNCIL MEETING

April 15, 2008

STRATA CORPORATION NW 136

“VILLA MONTECITO”

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ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ
ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vị. Xin nhờ người phiên dịch hộ.

Este aviso contiene información importante que puede afectarle personalmente. Pídale a alguien que se lo traduzca.

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**MINUTES OF COUNCIL MEETING
STRATA CORPORATION NW 136
"VILLA MONTECITO"**

HELD: Tuesday, April 15th, 2008, at 5:30 PM in the "Villa Montecito" Pool Cabana, Montecito Drive, Burnaby, BC

PRESENT: Rod Coleman President / Buildings
Linda Phillips Vice President / Landscaping
Bill Fraser Treasurer
Judy Reyes Parking
Lisa Losorelli
Sven Bellamy

REGRETS: Richard Friio Cabana Rentals

AGENT: Barbara Fisher Bayside Property Services Ltd.

CALL TO ORDER

With a quorum of Council Members present, the Meeting was called to order at 6:00 PM by Barbara Fisher, Bayside Property Services Ltd.

PREVIOUS MINUTES

After discussion, it was moved, seconded (Losorelli/Reyes) and carried unanimously to approve the Minutes of the March 18th, 2008 Council Meeting as previously distributed by Bayside.

BUSINESS ARISING FROM THE MINUTES

1. Maintenance Report:

Bayside provided Council with a report on all of the outstanding maintenance items. Bayside is in regular contact with the contractors and the Council President with respect to the ongoing maintenance requirements at "Villa Montecito". The following are all the items that have been addressed since the last Council Meeting:

- a) Power washing (ongoing);
- b) Window replacement through an insurance claim (broken window);
- c) Repairs to sprinkler system.

2. Landscaping Report:

Council reviewed and accepted the following quotes for landscaping work:

- a) Bathurst Irrigation and Landscape Lighting's estimate in the amount of \$1,945.00 plus GST for repairs and extensions to the existing zone. This quote includes repairing damaged lines, installing new heads to damaged areas, and adding additional sprinkler coverage to the front entrance grass with approximately five new sprinkler heads.

- b) Nishi Gardenscape Inc. in the amount of \$2,620.00 for the following items:
- Supply and install new lawn in the pool area and the area where the bamboo was removed last year;
 - Supply and install sand to assist with the drainage issues and lawn in the wet area on the west side of the property.

3. Shed Removal: The Strata Corporation is in receipt of correspondence from the City of Burnaby stating that the sheds in the underground parkade are in violation of section 800.5 (1) of the Burnaby Zoning Bylaw (see attached).

Council has agreed to the following process to assist Owners in the removal of the sheds:

- Council has requested an extension of the deadline to May 30th, 2008 for the shed removal;
- Council will order four bins to be put into the four underground parkades to be in place as of May 9th, 2008;
- Council will hire staff to assist Owners in dismantling and disposing of their sheds on Saturday and Sunday, May 10th and 11th, from 9:00 AM – 4:00 PM;
- The bins will remain in place until May 16th, 2008;

• Owners that have not removed their sheds by Monday, May 19th will have the sheds removed by the Strata Corporation, at the Owner's expense; the fee will be \$300.00, which will be charged back to the applicable Owner's Strata Lot account.

- **Owners are reminded that storage of items on their balconies or patios is not permitted and violations are subject to fines as per the Bylaws.**

4. Roof Vent Insulation: Council is reviewing ways in which to insulate ceiling roof vents that have a tendency to "sweat". Council is awaiting a report from the inspector that had originally inspected the roofs following their installation, and changes that may have been made to the original work orders. Once Council has reviewed the report and any recommendations arising from the report, Owners will be notified of those recommendations.

5. Agency Agreement: After discussion, it was moved, seconded (Fraser/Losorelli) and carried unanimously to accept the Agency Agreement with Bayside Property Services, as it pertains to the term of the contract, as written.

Council has approved the Agency Agreement with Bayside in its entirety. The contract will now be forwarded for Council signatures.

FINANCIAL REPORTS

1. Accounts Receivable: Council reviewed the Accounts Receivable Report as at the date of this meeting. Following discussion, Council instructed Bayside to effect collection of all outstanding accounts, as necessary.

If you have received correspondence regarding overdue account balances, please contact Bayside immediately to discuss your overdue account.

NEW BUSINESS

1. Houle Electric Report: Council is in receipt of the report from Houle Electric. This report was generated following infrared testing of all the electrical panels arising from an issue in a unit that was experiencing electrical issues, and the detection of heat emanating from the panel. Several deficiencies were noted in the report and Houle has provided a quote to repair same. The quote is in the amount of \$11,039.00 plus GST and was unanimously approved by Council. Council believes that these are emergency repairs and will be funding the repairs from the Contingency Reserve Fund. Most of the issues are age related, however, failure to repair the items immediately may result in serious electrical issues, as noted in the report.
2. Correspondence: Council reviewed correspondence from an Owner regarding issues related to cabana rentals, and the behaviour of those exiting the cabana following a private event; Bayside has been directed to respond accordingly.

Owners are reminded that the cabana is located on common property and Owners who use the cabana need to be cognizant of the impact of their guests' behaviour on other residents that live nearby. Please ask your guests to leave the property quietly and to not loiter after an event. Owners are ultimately responsible for the behaviour of their guests and will be held accountable for that behaviour, if required.

3. Roof Issue: Council has discovered that Harvard Roofing has put roofing material over a bathroom vent opening in the 7305 building, which has resulted in significant build up of condensation between the roof and the ceiling of the entire 2nd floor of the building. The original inspector has been consulted regarding this matter and Council will endeavour to recover the cost of the repairs from Harvard Roofing.
4. Mailboxes: Several Owners have identified problems with their mailboxes where the entire bank of mailboxes is in disrepair. Council has ordered several new banks of mailboxes and they will be delivered in approximately one month. Owners that will be getting the new mailboxes will receive information by mail regarding the process of changing the mailboxes, and how to obtain their new keys.
5. Picnic Tables and Patio Area: Two new picnic tables and two new lounge chairs will be ordered and set up in the pool area.

6. Visitor Parking: New signs will be ordered for the visitor parking area to clearly identify those stalls that are for **visitors only**. Owners that are found parking in these stalls may be subject to towing.
7. Fences and Downspouts at Garbage Enclosures: Several of the garbage enclosures are in disrepair. This item will require a quote and a subsequent $\frac{3}{4}$ vote of the Owners at a General Meeting; Owners will be updated on this item as further information becomes available.
8. Fence to the South of the Cabana: Due to safety concerns, this fence will be repaired.

There being no further business to discuss, the meeting was terminated at 7:45 PM.

The next Council Meeting will be held on Tuesday, May 20th, 2008 at 5:30 PM in the Cabana.



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: 604.629.8771

Email: bfisher@baysideproperty.com

Unwanted Appliance and Furniture Pick Up

You may contact the City of Burnaby @ 604.294.7210 to arrange for pick ups.

For appliances -- call for same day pick up and for furniture call 24 hours prior.

For Cabana and Equipment Rentals: Email: villamontecito@hotmail.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 number. 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.

USE	REQUIRED PARKING SPACES
(36) Body rub salons.	1 for each 46m ² (495.16 sq. ft.) of gross floor area. (B/L No. 11693-04-04-19)

800.4.1 Swangard Stadium Parking:

For the purpose of calculating parking spaces, Central Park shall be deemed to have a single use and the limitation of distance between use and parking spaces of 122 m (400.26 ft.) that is contained in section 800.5(2) shall be increased to 800 m (2624.8 ft.) for parking at Swangard Stadium; and notwithstanding section 800.5(1), parking spaces for the Stadium may be located outside the boundaries of Central Park.
(B/L No. 9706-92-04-06)

800.5 Use of Parking Facilities:

- (1) All required off-street parking spaces shall be used only for the purpose of accommodating the vehicles of clients, customers, employees, members, residents or tenants who make use of the principal building or use for which the parking area is provided, and such parking area shall not be used for off-street loading, driveways, access or egress, commercial repair work, display, sale or storage of goods of any kind.
- (2) Except in the case of dwellings located in residential districts off-street parking spaces may be provided and used collectively by two or more buildings or uses, provided that the total number of parking spaces when used together is not less than the sum of the requirements for the various individual uses, and that such parking facilities shall be located not more than 122 m (400.26 ft.) from any building or use to be served.
- (3) Notwithstanding Section 800.5 (1), parking spaces located in an A, R or RM District shall be used solely for the parking of private non-commercial vehicles.

800.6 Location and Siting of Parking Facilities:

- (1) No parking area shall be located within a required front yard, except that in a C1, C4, C5 or M District where a principal building is set back from the required front yard, parking may be provided in such required front yard, subject to Section 6.15, and provided that the total landscaped area between the front line of the lot and the front line of the building is not decreased below that which would otherwise be required if such parking in the front yard was not allowed.
 - (a) Notwithstanding anything in this section contained, on a lot in a Residential District where secondary lane or street access is not available and the width of the side yard is less than 2.6 m (8.53 ft.), a parking space may be developed within the required front yard to accommodate automobiles for each dwelling unit on the lot, provided however, that no parking space shall exceed an area of 37 m² (398.28 sq.ft.), nor be located closer than 1.2 m (3.94 ft.) to any property line. This regulation shall apply only to those lots which were developed prior to 1965 June 07. (B/L No. 6885-76-07-05)

