

# MINUTES OF COUNCIL MEETING

June 17, 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.

Ce document contient des renseignements importants qui pourraient vous concerner.  
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**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION NW 136  
"VILLA MONTECITO"**

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**HELD:** Tuesday, June 17, 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  
Richard Friio

**REGRETS:** Sven Bellamy                      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 5:35 PM by Barbara Fisher, Bayside Property Services Ltd.

**PREVIOUS MINUTES**

After discussion, it was moved, seconded (Phillips/Losorelli) and carried unanimously to approve the Minutes of the May 20, 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:

- Shed Removal
- Power Washing

2. **Landscaping Report:**

The following landscaping items were undertaken in the last month:

- Install lawn by pool area
- Bamboo area refurbished
- Top soil delivered and distributed
- Pruning of hedges and some removal of dead or diseased trees and bushes

The Special Levy that was passed for Landscaping and Irrigation system improvement in December 2005 has been fully expended.

3. Shed Removal: The shed removal, as per the City of Burnaby order, is complete. Council would like to thank all Owners for their cooperation and assistance in complying with this order. The City of Burnaby was very impressed with the compliance of the order and the speed with which the sheds were removed.
  - **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: This item is ongoing and will be updated at the next regularly scheduled Council meeting.
5. Mail Boxes: Eleven banks of mailboxes will be replaced in the next month. Owners who will be affected by the work required to change the mailboxes will be notified by mail. There will be mail disruption for up to one week while this work takes place.
6. Potholes: The potholes at the entrance to the complex will be filled. Two volunteers from Council will undertake this work.

### **FINANCIAL REPORTS**

1. Financial Reports: After review and discussion, it was moved, seconded (Phillips/Coleman) and carried unanimously to approve the May 2008 Financial Report as prepared by Bayside.
2. 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. Correspondence: Council reviewed correspondence from Owners regarding the following issues:
  - a request for a patio door
  - wing wall issues
  - patio door problems
  - hardwood flooring noise complaints
  - noise complaints
  - issues related to occupancy of a unit

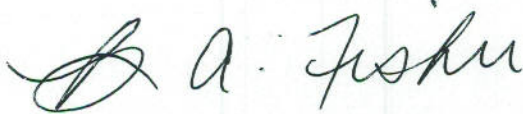
Bayside has been directed to respond accordingly.

Communication with Council: Owners, please note that communication with Council is done via the Property Manager and will be dealt with at the **next regularly scheduled Council Meeting**. Anonymous letters will not be accepted or acknowledged.

2. **Insurance for Contents and Improvements:** Recently an Owner had an internal water filtration system that failed. The failure of the filtration system caused damage to two units below. This Owner did not have insurance and is now responsible for the damage to the units below. This is the type of issue that arises when an Owner had not properly insured their unit for contents and improvements. This damage to these units will cost this Owner personally over \$5,000.00. Had the Owner had appropriate insurance, the cost to the Owner would have been the deductible, which in most cases is about \$500.00 to \$1000.00.
3. **Appliance Pick Up City of Burnaby:** Below is an excerpt from the City of Burnaby Web site. Please read carefully. **Do not put the appliance beside the dumpster on the property.** As stated below the appliances must go on the street on the day of the scheduled pick up, **not before that date.**  
Call 604.294.7210 to arrange for pickup of appliances. Appliances must be placed **off your property.** Place items within three feet of the curb, visible from both ends of the street or lane. Leave space between the recycling, garbage and yard waste.
4. **Council and Owner Volunteers:** Please note that all members of Council are volunteers and the work they are doing for the Strata Corporation is unpaid. There are several Council members who have been gardening and doing odd jobs for other Owners. These Council members do this work on their own time and at no cost to the Strata Corporation. Owners will note that the property is looking very good and is in part due to the hard work of these volunteers. Please treat them accordingly.
5. **Email and Correspondence:** Council has noted that the tone of email and some correspondence has become sometimes threatening and abusive. Owners need to state their issues in a matter of fact manner and try to refrain from expletives or using language that may be offensive to others. Please state in point form what it is that you would like or how Council can assist you in a particular matter, provide your Unit number and contact information and the Property Manager will respond accordingly.
6. **Villa Montecito Web Site:** The new web site address is <http://www.villamontecito.ca>. None of the old links will work any longer. Please go to this web link and save it to your favourites. You will need a password in order to access the site. Please contact Rod Coleman at 604-229-6042 for the password.
7. **Volunteers for Weeding:** The landscaping committee is looking for volunteers to help with weeding around the complex. Anyone who is interested in doing some social weeding should contact Linda Phillips.

There being no further business to discuss, the meeting was terminated at 7:00 PM.

The next Council Meeting will be held on Tuesday, September 16, 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](mailto:bfisher@baysideproperty.com)

If you haven't already done so, PLEASE REGISTER onto the website ([www.villamontecito.ca](http://www.villamontecito.ca)). This site is for you, the Owners of Villa Montecito, and has lots of information regarding our complex right at your fingertips. New registrants will need a password in order to register. Both Owners and Tenants can register onto the site. Please contact Rod Coleman at 604-220-6042 for the password.

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 to pick-up.

For Cabana and Equipment Rentals: Email: [villamontecito@hotmail.com](mailto: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.

