

MINUTES OF COUNCIL MEETING

September 16, 2008

STRATA CORPORATION
NW 136

"VILLA MONTECITO"

This notice contains important information which may affect you. Please ask someone to translate it for you.

此通告刊載有可能影響閣下的重要資料。請找人為你翻譯。

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. Veuillez demander à quelqu'un de vous le traduire.

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

HELD: Tuesday, September 16th, 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
Richard Friio

REGRETS: Sven Bellamy Cabana Rentals
Lisa Losorelli

AGENT: Barbara Fisher Bayside Property Services Ltd.

CALL TO ORDER

With a quorum of Council Members present, the Meeting was called to order at 5:30 PM by Barbara Fisher, Bayside Property Services Ltd.

PREVIOUS MINUTES

After discussion, it was moved, seconded (Coleman/Reyes) and carried unanimously to approve the Minutes of the June 17th, 2008 Council Meeting, as previously distributed by Bayside.

After discussion, it was moved, seconded (Friio/Coleman) and carried unanimously to approve the Minutes of the August 12th, 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:

- Leaking shower in the Cabana.
- Toilet obstruction in the Cabana. Council has directed Ventresca Plumbing to install high volume toilets in the Cabana due to the number of times the toilets have been clogged and backed up this year. The cost is approximately \$200.00 per toilet plus installation. The cost of each service call when the toilets are clogged is approximately \$150.00. This type of toilet is recommended for high usage.
- Damaged light post was replaced.

2. Landscaping Report:

Council discussed the quality of work that Nishi has been performing lately and has directed Bayside to acquire quotes for a new landscaper.

3. Roof Vent Insulation: Council has received and reviewed the reply from Harvard Industries regarding the issues related to the venting on several of the roofs at the complex, and the changes Harvard made to the venting on those roofs. Bayside was directed to respond accordingly. This item will be updated at the next regularly scheduled Council Meeting.

4. Mailboxes: Due to the expense of installing new mailboxes, this item has been deferred until the new fiscal year in January 2009.

5. 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 (Fraser/Coleman) and carried unanimously to approve the June and July 2008 Financial Reports, 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.

3. Contingency Reserve Fund Expenses and Employee Expenses: Several items that were considered an emergency were paid for from the Contingency Reserve Fund. There were five repairs to Owners' units that had damage due to roof leaks, condensation build up above the ceiling due to venting issues, and leaks in the breezeway that affected the interior wall of an Owner's unit. The total amount expended from the CRF was \$43,396.50, which is reflected in the July 2008 Financial Report.

This past spring and summer, Council approved hiring staff to complete the power washing to remove the build up of green debris from the stucco on all the buildings. All the patios and balconies were also power washed. This has resulted in the Handy Man line item (341) on the Financial Reports to be over budget by approximately \$5,000.00.

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

NEW BUSINESS

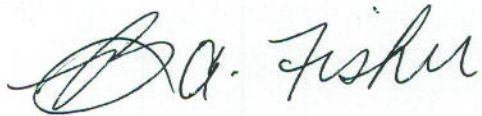
1. Stucco Work: Several new sliding glass doors have been installed this year, but the stucco that requires replacement around the doors has not yet been completed. This work has been approved by Council and will be undertaken shortly.
2. Halloween: Council will once again arrange for Halloween festivities to take place at the Cabana and around the pool deck. Any Owners that would like to contribute financially to this event should contact Council President, Rod Coleman.
3. Dumping Unwanted Items: Owners are reminded to not place your unwanted items beside the dumpsters. Please make arrangements for these items to be taken away by the City of Burnaby (information is on the last page of these minutes) or remove them yourselves.
4. Pool Closure: The pool will be closed at the end of September or sooner if the daytime temperature drops down in the next two weeks.
5. Council Election: Several Council members are considering not running again. Owners may want to consider putting their names forward to run for Council. The Annual General Meeting has been tentatively scheduled for December 9th, 2008.
6. Correspondence: Council reviewed correspondence from Owners regarding the following issues:
 - Dryer venting
 - Bathroom toilet and tub drainage
 - Condition of concrete in the breezeway
 - White material on the exterior of a balcony
 - Leaf blower noise
 - Bikes in the breezeway
 - Tree roots
 - Hard surface flooring noise
 - Damage from power washing
 - Excessive cigarette smoke
 - Damaged sliding glass door
 - Fencing patio and hedging

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.

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

The next Council Meeting will be held on Tuesday, October 21st, 2008 at 5:30 PM in the Cabana.



Barbara Fisher, Property Manager

BAYSIDE PROPERTY SERVICES LTD.

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Fax: 604.430.2698

Direct: 604.629.8771

Email: bfisher@baysideproperty.com

If you haven't already done so, PLEASE REGISTER onto the website (www.villamontecito.ca). This site is for you, the Owners of Villa Montecito, and has a lot of information regarding our complex right at your fingertips. New users 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.

**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.

