

MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN NW 90, MONTECITO 2000, PHASE II, HELD ON WEDNESDAY, SEPTEMBER 17, 2008, AT 7:00 PM IN THE CABANA, CORONADO DRIVE, BURNABY, BC

Council in attendance:

Monty Chan, President
Ray Zimmerman, Vice-President
Yvette Helliwell, Treasurer
Chris Albright
Tara Sutherland
Patti Jukes
Joanne Little

Allan Grandy,
Strataco Management Ltd.

CALL TO ORDER:

The meeting was called to order by the Strata Council President, Mr. Monty Chan, at 7:05 pm.

MINUTES OF THE MEETING OF JULY 9, 2008:

It was

MOVED & SECONDED:

That the minutes of the meeting of July 9, 2008 be adopted as distributed.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES:

There was no business arising from the minutes.

PRESIDENT'S REPORT:

The President extended his appreciation to the organizers of the hot dog day party, and to the Block Watch Committee for their efforts on behalf of all owners.

STRATA MANAGER'S REPORT:

1) Finance Report

Financial Statements

The Strata Manager tabled the financial statements for the months of June, July and August 2008. The Treasurer requested that the financial statements be tabled pending her review.

Receivables Report

The Strata Manager reviewed those strata lots having outstanding balances as of the date of the meeting. No action was recommended by staff on any collection matters, other than those actions already initiated by the Strata Council.

Appointment of Auditor

The Strata Manager tabled correspondence confirming the appointment of Donald G. Guthrie, C.A., to audit the 2007 books of account. It was noted that the Treasurer had signed the audit engagement letter and returned it to the auditor.

**DRAFT
FOR DISCUSSION**

2009 Operating Budget Draft

The Strata Manager presented the first draft of the proposed operating budget for the 2009 fiscal year, and reviewed with Council its various inclusions along with the anticipated financial performance of the Strata Corporation through 2008. After discussion on the budget staff were requested to alter the capital plan to move the exterior painting program from 2009 to 2010, and to include during 2009 the repainting of one end wall of the south courtyard (east end). Staff were also requested to look into possible repairs to concrete dividers in the sidewalks. Further discussion of the budget was then tabled to the next meeting.

2) Staff Report

Daily Log

The Strata Manager confirmed the distribution of the daily log received from the grounds patrol officers to all Council members.

Indemnity Agreement Summary

The Strata Manager tabled for Council's information the Indemnity Agreement summary amended since the last meeting of the Strata Council.

Request to Review Files

The Strata Manager tabled correspondence from an owner requesting to review files as permitted by the Strata Property Act. It was noted that the owner has been contacted by staff with a view to arranging a suitable time for a review of the files.

Council noted that a bylaw infraction previously discussed by the Strata Council relating to the installation of a satellite dish system has been resolved, as the owner has removed the satellite dish from the common property. It was further noted that it has been reported that an owner has installed an air conditioning unit on the common property, and this matter is being followed up by staff, with the owner being requested to remove the air conditioning unit.

3) Completed Items

The Strata Manager advised that the following items had been completed since the last meeting of the Strata Council: soffit repair at strata lot 7 by Harmony Restorations; authorization to PacWest to complete furnace room repairs at two furnace room enclosures; roof vent leak repair at strata lot 41 by Marine Roofing; internal damage repair from roof leak by PacWest Enterprises (strata lot 41); painting of balcony boards replaced during balcony repairs, by Al Dyck Enterprises; light repairs to various areas by Right Choice Property Services; asphalt roadway repairs by Grandview Blacktop; inspection of balcony deck at strata lot 9 by Harmony Restorations and Arbutus Vinyl; correspondence to Master Painters and Decorators Association regarding request for specifications and tenders.

Council noted that they were very pleased with the asphalt surface repairs by Grandview Blacktop. Staff were requested to arrange for an additional cold patch repair around the drain in the underground parkade of the south courtyard near 7330.

DRAFT
FOR DISCUSSION

Council reviewed quotations for deck repair work at strata lot 20 and a report on the condition of the older deck installed at strata lot 9. After consideration of the report on the two decks and the quotations submitted it was

MOVED AND SECONDED:

That staff be authorized to instruct Arbutus Vinyl to proceed with the replacement of both balcony deck surfaces at strata lots 20 and 9.

MOTION CARRIED

Staff were requested to check on a possible carport leak near the drain at strata lot 9.

4) In Progress

The Strata Manager advised that the following items remained in progress: balcony repairs at strata lots 20 and 9 by Arbutus Vinyl; furnace room repairs by PacWest Enterprises; refund from Marine Roofing & Sheet Metal regarding strata lot 1 water damage repairs.

5) Landscaping

Al's Tree Service

The Strata Manager tabled copies of a memo from Al's Tree Service regarding the completion of a tree repair near 7302. It was noted that the contractor has been requested to provide an annual review/report and costing estimate for tree maintenance work.

Condition of Tree

The Strata Manager reported that the landscapers have, as requested, checked on the tree located in the patio area of 7341. The landscapers have reported that the tree is dying and not salvageable. It was then

MOVED AND SECONDED:

That staff be authorized to arrange for the removal of the tree in the patio area of 7341.

MOTION CARRIED

6) Correspondence

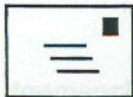
The Strata Manager tabled for Council's information correspondence regarding pet bylaws; satellite dish removal; furnace room repairs; renovation to strata lot; Indemnity Agreement.

Council reviewed correspondence from the owner of strata lot 52 requesting permission to install a modified furnace vent to allow for the installation of a high efficiency furnace system. After consideration of the owner's request it was

MOVED AND SECONDED:

That the owner's request for permission to install a modified vent for the new high efficiency furnace be approved, subject to the owner signing and returning the required Indemnity Agreement; further, should any leakage occur from the new vent system, such will be the owner's responsibility to resolve (including damage to the structure).

MOTION CARRIED



Council reminds all owners that Strata Corporation policy requires all communication to Council to be sent via the management office. This will ensure that the correspondence can be dealt with officially by the Strata Council at a duly convened meeting. Thank you for your assistance.

OTHER BUSINESS:

Right Choice Property Services

Staff were requested to communicate with Right Choice Property Services regarding the improper use of blowers on site.

Tree Condition

Staff were requested to ask Al's Tree Service to inspect the white pines located adjacent to 7398 as it would appear they are starting to lean in an inappropriate direction.

Landscaping

In response to a query from the Strata Manager, staff were requested to proceed with soliciting tenders for landscape maintenance services for the 2009 growing season.

Security Committee

It was noted that it would be up to the Strata Council to organize the Security Committee which is to review the benefits of security services at NW 90.

Block Watch

It was noted that the Block Watch program would be preparing a letter for distribution to all residents regarding security issues.

Hot Dog Day

It was reported that hot dog day was a great success and suggested that another event be scheduled, possibly over the course of the winter.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:20 pm, until Monday, November 10, 2008, at 7:00 pm in the Coronado Drive cabana.

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