

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN NW 90,  
MONTECITO 2000, PHASE II, HELD ON WEDNESDAY, MAY 13, 2009, AT 7:00 PM  
IN THE CABANA, CORONADO DRIVE, BURNABY, BC**

---

Council in attendance:

Ray Zimmerman, Vice-President  
Chris Albright, Treasurer  
Joanne Little, Block Watch Committee  
Tara Sutherland, Block Watch Committee  
Patti Jukes

Allan Grandy,  
Strataco Management Ltd.

Absent with leave:

Monte Chan, President

**CALL TO ORDER:**

The meeting was called to order by the Strata Council Vice-President, Mr. Ray Zimmerman, at 7:04 pm.

**MINUTES OF THE MEETING OF MARCH 24, 2009:**

It was

**MOVED & SECONDED:**

That the minutes of the meeting of March 24, 2009 be adopted as distributed.

**MOTION CARRIED**

**BUSINESS ARISING FROM THE MINUTES:**

There was no business arising from the minutes.

**PRESIDENT'S REPORT:**

*The Vice-President wished to remind all residents that the visitor parking area for Capistrano Drive is reserved exclusively for guests of residents of Capistrano Drive. The visitor parking area is not for use by residents as per the bylaws of the Strata Corporation.*

**STRATA MANAGER'S REPORT:**

**1) Finance Report**

**Financial Statements**

The Strata Manager tabled the financial statements for the months of October, November, December 2008, and January, February and March 2009. The Treasurer reported that he had reviewed the financial statements and had found them to be in order. It was then

**MOVED AND SECONDED:**

That the financial statements for the months of October, November, December 2008, and January, February and March 2009 be adopted as distributed.

**MOTION CARRIED**

**DRAFT  
FOR DISCUSSION**



Receivables Report

The Strata Manager reviewed those strata lots having outstanding balances as of the date of the meeting. Subsequent to this review, it was

MOVED AND SECONDED:

That a lien be registered against strata lot 36, and all costs incurred in the collection of the outstanding balance be assessed against the account of said strata lot.

*MOTION CARRIED UNANIMOUSLY*

Collections

Council then reviewed correspondence as submitted by the owner of strata lot 61 regarding information submitted by the owner concerning an outstanding strata fee payment, special levy payment and associated NSF charge and interest charges.

Council discussed the information as provided by the owner, which clearly identifies the reason behind the payment error. After a lengthy discussion on this matter, it was

MOVED AND SECONDED:

That the outstanding strata fee payment and special levy payment of the month of January 2009 remain as assessed, and that the NSF charge and interest charges as assessed against the owners account because of the returned item remain as charged.

*MOTION CARRIED (3 in favour, 2 opposed)*

Cabana Financial Statements

The Strata Manager tabled copies the Cabana financial statement for the month of February 2009.

2) Staff Report

Indemnity Agreement Summary

The Strata Manager tabled for Council's information the amended Indemnity Agreement summary.

Gary Olson

The Strata Manager confirmed that the final notice period has been paid out to Mr. Gary Olson and that his last day of employment by the Strata Corporation was March 31, 2009.

3) Completed Items

The Strata Manager advised that the following items had been completed since the last meeting of the Strata Council: receipt of report on furnace room repairs by PacWest Restoration; completion of roof vent leak repairs at strata lot 17 by ProCarpet; completion of roof leak repairs at strata lots 14 and 16 by Marine Roofing; receipt of carpet inspection report from PacWest Restoration regarding strata lot 49; installation of Block Watch signs as requested by Council; installation of light post upgrades as per discussions with Council at previous meeting.

With regards to the above, Council reviewed the report from PacWest Restoration on furnace room repairs. It was noted by the contractor that at this time, there was no need



for the Strata Corporation to complete further furnace room repairs as no obvious signs of deterioration existed in the remaining furnace rooms. The furnace rooms can be re-evaluated a year from now.

With regards to the carpet inspection report as received from PacWest Restoration, Council reviewed the report and request of the owner of strata lot 49 for financial reimbursement for the deficiencies reported in an ensuite carpet that was replaced at the time of the breezeway wall repairs in approximately 2002.

After a lengthy discussion by Council, wherein Council noted that the warranty provided at that time, from TNC Restorations, was a two year warranty which has long since expired and that owners are responsible for the interior maintenance and repair of their strata lot. It was

**MOVED AND SECONDED:**

That the owner's request for financial compensation for problems experienced with their ensuite carpet be denied.

**MOTION CARRIED**

Council noted that they were pleased with the improved lighting from the alternative bulbs used in the sample light post as completed by Global Electric. Members of Council asked that the custodian convert the remaining lamp posts to the upgraded bulb style.

**4) In Progress**

The Strata Manager advised that the following items remained in progress: completion of underground crack leakage repair by SJL Construction; powerwashing by Right Choice Property Services; deck repairs by Arbutus Vinyl; opening of the pool; furnace room repair at strata lot 49 by Harmony Restorations; furnace room repairs at strata lot 61 by Harmony Restorations.

With regards to the swimming pool opening, it was noted that staff were currently awaiting advice from Strata Plan NW 86 as to whether or not the swimming pool would be opening as per its past normal schedule.

**5) Roofing**

**Quality Auditing Institute**

The Strata Manager tabled copies of the tenders as obtained by Quality Auditing Institute for the replacement of the roof at 7338 – 7358 Capistrano Drive. Quotations were received from Cambie Roofing, Broadway Roofing, Harvard Roofing, Design Roofing and DC Roofing. The bid range was between \$34,900.00 and \$55,710.00.

It was noted by Council that the cost of re-roofing work has fallen dramatically as compared to the previous two years, and that within the funding allocation as provided by the Capital Plan for re-roofing work during 2009, the Strata Corporation can take advantage of the low pricing and in fact replace the two remaining courtyard roofs for within the budgetary allowance. The remaining roof, besides the one already noted, was 7101 – 7311 Capistrano Drive. It was noted that this latter roof had originally been scheduled in the Capital Plan for completion during 2010 for funding reasons.



It was then

**MOVED AND SECONDED:**

That staff be instructed to accept the quotation of DC Roofing in the amount of \$34,900.00 per roof for the completion of two roofing systems at 7338 – 7358 Capistrano Drive and 7301 – 7311 Capistrano Drive. All work is to be done in accordance with the specifications as prepared by Quality Auditing Institute, and the cost of the work is to be paid for from the Contingency Reserve Fund as per the Capital Plan funding provided.

**MOTION CARRIED**

It was noted that staff were currently awaiting a costing estimate from DC Roofing for replacement of two carport roofs at the same time.

**6) Correspondence**

The Strata Manager tabled for Council's information correspondence regarding pet bylaw infractions; Indemnity Agreement registration fees; status of an owner's account.



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.

**7) Landscaping**

**Terra Firma Lawn & Garden Service**

Staff were requested to contact Terra Firma Landscaping with regard to a request of the contractor to ensure that they remove dead shrubbery and to affect clean up of the courtyard area. Terra Firma is to provide a quotation for shrub replacement work and to verify that they have completed the liming of the lawns.

**OTHER BUSINESS:**

**Bicycle Storage on Balconies and Patios**

A lengthy discussion then ensued regarding the bylaw requirements, which prohibit the storage of bicycles on patios and balconies. Council, during the course of discussion, noted that storage issues exist for many owners and that there is limited opportunity to store bicycles in other locations. The bylaw requirement surrounding this matter as well as appearance issues were duly noted by Council during their discussion.

At the conclusion of the discussion Council concurred that it would be their belief that the ownership at the next Annual General Meeting should consider a bylaw amendment to permit bicycle storage on patios and balconies. As such, it was

**MOVED AND SECONDED:**

That staff be requested to bring forth a bylaw amendment at the next Annual General Meeting regarding altering the bicycle storage bylaw to permit bicycle storage on patios and balconies, and that the interim period staff not take action on bicycles found stored on balconies and patios.

**MOTION CARRIED**



**ADJOURNMENT:**

There being no further business, the meeting adjourned at 8:48 pm, until Wednesday, July 8, 2009, at 7:00 pm in the Coronado Drive cabana.

**STRATACO MANAGEMENT LTD.**

**#101 – 4126 Norland Avenue  
Burnaby, BC  
V5G 3S8**

**Tel: 604-294-4141**

**Fax: 604-294-8956**



Real estate regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes as there will be a charge to the owner for replacement copies.

/eb

