

MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN NW 90, MONTECITO 2000, PHASE II, HELD ON WEDNESDAY, MAY 7, 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
Tara Sutherland
Patti Jukes
Chris Albright
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 7:10 pm.

MINUTES OF THE MEETING OF MARCH 10, 2008:

It was

MOVED & SECONDED:

That the minutes of the meeting of March 10, 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 advised that he had nothing further to report at this time, as all matters of concern will come up for discussion during the course of the meeting.

STRATA MANAGER'S REPORT:

1) Finance Report

Financial Statements

The Strata Manager tabled the financial statements for the months of February and March 2008. The Treasurer reported that she had reviewed the financial statements, and has met with staff to review various questions that she had concerning the financial statements. The Treasurer reported to Council on her review.

It was noted that the January 2008 financial statement had been tabled from an earlier meeting.

After the discussion, it was

MOVED AND SECONDED:

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

MOTION CARRIED UNANIMOUSLY

Receivables Report

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

2008 Operating Budget, Strata Fees and Special Levy Notice

The Strata Manager confirmed that the 2008 operating budget, strata fees and special levy notice had been distributed to all owners following the Annual General Meeting.

Cabana Financial Statements

The Strata Manager tabled the financial statements received by staff pertaining to the operation of the pool and cabana.

The Strata Manager also tabled a letter forwarded to Strata Plan NW 86 with regards to the provision of routine financial statements for the pool and cabana on a timely basis.

It was noted that at this time one of the Strata Corporations contributing to the operation of the pool and cabana is significantly in arrears, and as such, unless the situation is resolved in a timely fashion, would leave Strata Plan NW 86 with insufficient funds to operate the pool and cabana on a normal basis through the regular swimming season.

It was noted that Strata Plan NW 90 has fully paid all of its fees for the operation of the cabana. Should the funding situation not be resolved, Strata Plan NW 86, who owns the pool and cabana, will have to determine whether the pool will open as normally scheduled or close early.

In discussing this matter, Council noted that funds have been paid to Strata Plan NW 86 in good faith for the normal operation of the pool and cabana. Should any significant change to the normal operation of the pool occur, then Strata Plan NW 90 would expect an adjustment to the budget, and thus the charges collected from each Strata Corporation contributing to the pool and cabana to reflect the same. Staff were requested to communicate this to management on behalf of Strata Plan NW 86.

2) Staff Report

Daily Log

The Strata Manager tabled for Council's information the daily logs submitted by the Strata Corporation's grounds patrol officers.

Harmony Restorations

The Strata Manager provided a memo from Mr. J.P. Daem, the owner of Strataco Management, disclosing pursuant to the requirements of the Real Estate Services Act that his son is an employee of Harmony Restoration Services, a company that may be retained from time to time to carry out work on behalf of the Strata Corporation.

Indemnity Agreement Summary

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

3) Completed Items

The Strata Manager advised that the following items had been completed since the last meeting of the Strata Council: completion of re-roofing at strata lots 1 and 2 by Marine Roofing; receipt of quotations for balcony repairs from Arbutus Vinyl; receipt of information quotation for shed/pad installation for recycling area from Harmony Restorations; distribution of Special General Meeting notice; receipt of quotation from Right Choice Property Services regarding power washing and window washing; water damage repairs at strata lot 46 by PacWest Restoration; correspondence to Burnaby Fire Department regarding Strata Council members list; correspondence to Mundie's Towing regarding Strata Council members list; step repaired near strata lot 45.

It was

MOVED AND SECONDED:

That staff be authorized to pay the invoice to Marine Roofing & Sheet Metal, subject to a standard 10% holdback.

MOTION CARRIED

It was noted that this expense would be borne by the contingency reserve fund as part of the Capital Plan for 2008.

Council then reviewed the quotation submitted by Arbutus Vinyl for balcony repairs. After a brief discussion, it was

MOVED AND SECONDED:

That staff be authorized to proceed with the four balcony resurfacing jobs as per the quotation submitted.

MOTION CARRIED

It was again noted that this work was provided for in the operating budget and Capital Plan.

With regards to the installation of a concrete pad for recycling toters near strata lot 11, it was noted that if the City of Burnaby could angle the refuse receptacle in the large underground parkade, then room would be created for the placement of additional recycling toters. Staff were requested to ask Burnaby Sanitation if this could in fact be done.

After discussion regarding the power washing quotations received, it was

MOVED AND SECONDED:

That power washing of the courtyards, stairs and breezeways only be authorized, and that this work be scheduled in or around mid June 2008.

MOTION CARRIED

It was noted that no window washing would take place.

It was

MOVED AND SECONDED:

That staff be authorized to forward correspondence to the owner of strata lot 19 advising that a \$25.00 fine will be placed against the owner's account for the continued breach of the Strata Corporation bylaws pertaining to the placement of satellite dishes on the common property. The owner is further advised that after 30 days, the fines will be assessed on a weekly basis if the dishes are not removed.

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:

Pet Bylaw

Council wishes to ask all pet owners' cooperation in controlling unnecessary and excessive barking of dogs, and to ensure that dogs are not allowed to run loose on the common property as per the bylaws of the Strata Corporation.

Recycling Toters

Staff were requested to order two full sets of recycling toters from the City of Burnaby.

ADJOURNMENT:

There being no further business, the meeting adjourned at 9:20 pm, until Wednesday, July 9, 2008 at 7:00 pm in the Coronado Drive cabana.

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