

MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN NW 90, MONTECITO 2000, PHASE II, HELD ON WEDNESDAY, JULY 9, 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 MAY 7, 2008:

It was

MOVED & SECONDED:

That the minutes of the meeting of May 7, 2008 be adopted as distributed.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES:

It was confirmed that the roof warranty for the newly installed roof at Capistrano Drive was to be 10 years.

PRESIDENT'S REPORT:

The President advised that he had nothing further to report at this time.

STRATA MANAGER'S REPORT:

1) Finance Report

Financial Statements

The Strata Manager tabled the financial statements for the months of April and May 2008. The Treasurer reported that she had reviewed the financial statements.

Staff were requested to affect the recoding of an invoice between accounts 655 and 657 concerning tree maintenance.

Staff were as well requested to check on the charging back of an invoice paid to ServiceMaster to Marine Roofing & Sheet Metal, as the water loss may have been caused by Marine Roofing during the course of the re-roofing work at this residence.

It was agreed that the security reports would no longer be forwarded to Council to save on postage costs.

It was then

MOVED AND SECONDED:

That the financial statements for the months of April and May 2008 be adopted.

MOTION CARRIED

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.

Cabana Financial Statements

The Strata Manager tabled the financial statements for the pool and cabana provided through the month of April 2008.

Appointment of Auditor

It was

MOVED AND SECONDED:

That Mr. Don Guthrie, Chartered Accountant, be appointed as the Strata Corporation's auditor for the 2007 fiscal year.

MOTION CARRIED

2) Staff Report

Gary Olson

The Strata Manager confirmed that Gary Olson is currently on a medical leave, and is not anticipated to return to work for a few weeks.

Daily Log

The Strata Manager confirmed the distribution of the daily logs to all Council members as received since the last meeting of the Strata Council.

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: tap repair at Philips Avenue building by Citywide Plumbing; deck repairs by Arbutus Vinyl; roofing at strata lots 39 to 34 by AQP; ordering of recycling totes from the City of Burnaby for Philips Avenue building; step repair at strata lot 57 by Total Projects; chargeback of WCB portion for Gary Olson to NW 86; reporting of pool concerns and issues to NW 86; repair to light fixture at strata lot 37 by Global Electric; repair to door lock of electrical room at Philips Avenue building by Dependable Lock & Security; repair to cablevision line at strata lot 68 by Shaw Cablevision (cost to be paid by Citywide Plumbing); interior leak repair at strata lot 2 by PacWest Restorations; distribution of notice regarding opening of swimming pool for the season; pest control at strata lot 55 by Able Pest Control.

It was noted that Arbutus Vinyl while submitting an invoice for final repairs, which has not yet been paid, still has several final items to clear up before the work is considered fully complete.

It was agreed that Al Dyck Enterprises would be requested to proceed with the touch-up painting work around the balcony trim which was replaced by Arbutus Vinyl as part of the balcony repairs undertaken.

4) In Progress

The Strata Manager advised that the following items remained in progress: paving repair quotations; receipt of step painting quotations; interior leak repair at strata lot 1 by ServiceMaster; furnace repairs by PacWest Restorations.

Council reviewed quotations submitted by Grandview Blacktop and Palmieri Brothers Paving for asphalt repairs. After review of the same, it was

MOVED AND SECONDED:

That staff be authorized to proceed with the asphalt repairs as per the Grandview Blacktop quotation. This work is to be paid for from the contingency reserve fund as part of the Capital Plan work for 2008.

MOTION CARRIED UNANIMOUSLY

The Strata Manager tabled correspondence regarding quotations for the repainting of the metal steps of the Philips Avenue building. It was agreed that this matter would be tabled pending compilation of all of the exterior painting costs to be considered for the 2009 calendar year.

It was then

MOVED AND SECONDED:

That staff be authorized to retain the services of Master Painters & Decorators Association to finalize specifications for the exterior siding painting.

MOTION CARRIED UNANIMOUSLY

5) Insurance

Fire Claim

The Strata Manager confirmed that the interior damage repair contract as a result of the fire which has affected strata lots 39 to 36 has been awarded to PacWest Restorations by the insurance adjuster.

Coastal Insurance Services

The Strata Manager tabled correspondence to and from Costal Insurance Services, wherein Costal Insurance Services has amended the Strata Corporation's insurance policy to reflect the increased valuation as per the reports submitted earlier by Ocean Province Appraisal.

Ocean Province Appraisal

The Strata Manager tabled the renewal documentation for the insurance appraisal program submitted by Ocean Province Appraisal. It was noted that the next appraisal report would come in during the month of May 2009, and that three years worth of appraisals are included for the \$700.00 quoted fee. It was then

MOVED AND SECONDED:

That staff be authorized to accept the renewal terms from Ocean Province Appraisal for the custodial appraisal program.

MOTION CARRIED UNANIMOUSLY

Pipe Theft Claim

It was confirmed that an insurance claim has been opened regarding the theft of pipe from the Philips Avenue building, and that this matter was being pursued with the Strata Corporation's insurers.

6) Landscaping

Luis & Paul Landscaping

The Strata Manager tabled correspondence to Luis & Paul Landscaping, wherein the contractor has been authorized to proceed with repair work at strata lot 39 as previously approved by the Strata Council.

It was noted that this work has now been completed.

Staff were requested to ask the contractor to inspect a tree at strata lot 46 which appears to be dying.

7) Correspondence

The Strata Manager tabled for Council's information correspondence regarding the following: satellite dish system; response from owner' modifications to strata lot; pet bylaw infractions; Indemnity Agreement; welcome packages.

Council reviewed correspondence from the owner of strata lot 19, wherein the owner has expressed his reasons as to why he feels he should be allowed to maintain a satellite receiving dish on the common property. Council reviewed the correspondence and Strata Corporation bylaws. At the conclusion of the same, it was

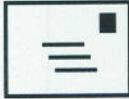
MOVED AND SECONDED:

That the Strata Council's decision requesting removal of the satellite dish from the common property be maintained, and that the owner be requested to remove the satellite dish from the common property within seven (7) days, failing which fines will continue to be assessed as previously advised to the owner.

MOTION CARRIED UNANIMOUSLY

Council then discussed possible pet bylaw amendments which might be considered by the ownership in the future.

Staff were requested to forward correspondence to an owner with regards to the owner allowing a pet dog to roam loose on the property from time to time.



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:

Mattress in Basement

Staff were requested to forward correspondence to an owner regarding the placement of a mattress in the basement area outside the owner's strata lot.

Cleanliness

Council wishes to remind all owners of their responsibility in helping to keep areas in and around their strata lots clean and tidy. This includes balconies, patios and areas assigned to their exclusive use, such as their parking stalls.

Light Repairs

Staff were requested to arrange for a light repair at strata lot 46.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:47 pm, until Wednesday, September 17, 2008 at 7:00 pm in the Coronado Drive cabana.

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