

COUNCIL MEETING MINUTES

TUESDAY, OCTOBER 30, 2012

LOCATION:

9:00 a.m. – Clubhouse
3500 144th Street
Surrey, B. C.

STRATA COUNCIL 2012

CHAIR

Harry Harris - #71
604-538-3599

VICE CHAIR/SECRETARY

Doris Cummings - #48
604-541-3063

TREASURER

Barry Cashmore - #53
604-541-3963

LANDSCAPING

Bev Nicholas - #49
604-535-7312

MAINTENANCE

Roy Gattinger - #79
604-541-6363

IRRIGATION

Bill Cheb - #93
604-538-4992

SECURITY

Veronica Porter - #89
604-531-0555

STRATA MANAGER

Gerry Blanchard
E-Mail: gerry@crpm.ca

CROSSROADS MANAGEMENT LTD.

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EMERGENCY CONTACT

24 HOUR SERVICE
(778) 578-4445

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ATTENDANCE:

Doris Cummings
Barry Cashmore
Roy Gattinger
Bev Nicholas
Bill Cheb
Veronica Porter
Gerry Blanchard, Strata Manager

Regrets:

Harry Harris

(1) CALL TO ORDER

The Council Meeting was called to order at 9:00 a.m. by Doris Cummings, Vice-Chair, a quorum being present.

(2) ADOPTION OF PREVIOUS MINUTES

It was MOVED/SECONDED to adopt the Minutes of the Council Meeting of September 19, 2012. CARRIED

(3) FINANCIAL REPORT

3.1 FINANCIAL STATEMENTS

It was MOVED/SECONDED to adopt the September, 2012 financial statements, with minor adjustments. CARRIED

(4) COMMITTEE REPORTS

4.1 LANDSCAPING - Bev reports:

Rain and leaves: plenty to keep our landscapers busy.

What's been done:

Shawn and his team have been working hard to keep the shrubs and hedges trimmed. The natural area on both sides of the pathway at the KGB gate has been reclaimed and mulched, further enhancing the beauty of our complex. Lawns received the fall fertilizer.

What's to come:

The fall program will include leaf raking and trimming of all areas bordering curbs and fences. Shawn will lime the lawns.

Extras: Tree transplanting, tree planting, root removal, and shrub transplanting are jobs that need to be done before year end.

It was MOVED/SECONDED: to accept Bev's report as presented.

CARRIED

4.2 REPAIRS & MAINTENANCE

CRACKS IN CONCRETE – One front patio unit has severe cracks that are a tripping hazard and as the patio slab has sunk for the second time, this concrete will need to be replaced. This will be done within next year's operating budget. One rear patio deck has sunk and requires slab jacking to re-level patio deck. It was MOVED/SECONDED to contract Avante Construction to have the work done. CARRIED

EXTERIOR PAINTING – The painting of the exterior is planned for 2013. Council met with Inspec Consulting Services last month and discussed the specifications and tendering process.

It was MOVED/SECONDED (electronically) that in order to move forward with the painting project, that Inspec Consulting Services be engaged for the following services:

1. Writing Paint Specification: \$500.00 plus taxes
2. Handling Tender Management: \$250.00 plus taxes

These expenses will be paid through our General Account Repairs & Maintenance Budget. CARRIED

Discussion took place regarding the strata fences and the Owner installed "dog" fences. The repainting of the dog fences will be discussed with the Ownership at the next AGM.

GUTTER CLEANING – Fall/Winter gutter cleaning will be done in late November after all the leaves are off the trees.

INSUITE SUITE SMOKE DETECTORS – The BC Fire Code requires that all insuite smoke detectors be replaced every 10 years. Funds will be allocated in next year's operating budget to undertake this project. While they are an Owner's responsibility to pay for the replacement, Council felt that this is a "common" problem and to ensure 100% compliance, they will undertake to do the work.

DRYER VENT CLEANING – Planned for the spring of 2013.

WINTERIZATION - With cold weather approaching, it is important residents take appropriate measures to ensure damage to their units or the common property of the complex does not occur from a frozen pipe. Please remove hoses attached to the hose bib. Hoses left attached to a hose bib will cause pipes to break and the Owner will be responsible for any damage that occurs inside the home and the repair cost to the piping.

We strongly recommend you follow these steps:

- 1. In the event you go on holidays, please leave your heat on at a reasonable temperature so pipes in your walls and inside your unit, do not freeze.**
- 2. Drain the last small amount of water within the tap by jiggling the small copper device at the end of the hose bib. Do not leave hoses attached to exterior hose bib.**
- 3. Locate your water shut-off valve in your furnace room that will help ensure a quick shut down of your water system in cases of emergencies.**

It was MOVED/SECONDED: To accept Roy's report as presented.

CARRIED

4.3 SPRINKLERS

The system was shut down and winterized last week..

4.4 COMMON AREA LIGHTING – We have the replacement CFL's (compact fluorescent lights – 20w) available to replace any burned out street lights that each unit has out front. Any incandescent bulbs currently being used by any of the units should also be replaced by these new CFL's. Give Bill a call at (604-538-4992) to obtain a new bulb.

4.5 SECURITY

Please ensure you keep watch for any suspicious activities within the complex and call the police immediately if you see anything that makes you uncomfortable.

Homes on the perimeter of the complex should keep their patio light on during the night. This tends to keep thieves away from a lighted area.

See Veronica in unit #89 if you need a remote control for the gate. The cost is \$40 and is non-refundable. She can program the remote for you. If you wish to have your in-car remote system programmed, Veronica will arrange for you to contact Garth or Walt in Crescent I.

4.6 SHARED COSTS/COMMUNICATIONS COMMITTEE

Barry will meet with Crescent I's Treasurer in mid-December to discuss next year's operating budgets.

4.7 BYLAWS

PARKING ON ROADS

**Do not park or permit your guests to park on the roadways.
The roads are considered fire lanes.
Fines will be assessed for repeated contravention of this bylaw.**

4.8 CRESCENT II WEBSITE

The following new items may be seen on Crescent II's website: www.crescentstrata.net

1. **New Clubhouse Rules:** a separate tab has been set up for this information. Please contact Sharon Treleaven, Unit #1, at 604-542-2080 if you wish to book the clubhouse for a private function.

2. **Telephone lists for both Crescent I and Crescent II.**

Note: a new Crescent II directory will be published in the spring.

(5) CORRESPONDENCE

Council subsequently dealt with the correspondence received and, where deemed necessary, the Property Manager was directed to correspond with the various authors. Others will have their concerns addressed in the Minutes, or be contacted by a member of Council for a first-hand report.

(6) ADJOURNMENT

As there was no more business to complete, the meeting was adjourned at 10:15 a.m. and will reconvene on **Wednesday, December 12, 2012, at 9:00 a.m.** in the clubhouse.

Gerry Blanchard,
Strata Manager