

COUNCIL MEETING MINUTES

WEDNESDAY, DECEMBER 12, 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.

1011, 7445 132ND STREET,
SURREY, B.C. V3W 1J8
Phone: (778) 578-4445
Fax: (778) 578-4447

EMERGENCY CONTACT

24 HOUR SERVICE
(778) 578-4445

Owners are encouraged to save copies of the minutes as prospective purchasers will usually request two years worth of minutes before buying. CrossRoads charges .25 per page for copying.

ATTENDANCE:

Doris Cummings
Barry Cashmore
Roy Gattinger
Bev Nicholas
Bill Cheb

Regrets:

Harry Harris
Veronica Porter

Gerry Blanchard, Strata Manager

(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 October 30, 2012. CARRIED

(3) FINANCIAL REPORT

3.1 FINANCIAL STATEMENTS

It was MOVED/SECONDED to adopt the October, 2012 financial statements. CARRIED

3.2 2013 PROPOSED OPERATING BUDGET

Council will meet on December 19 to finalize the proposed budget for 2013.

3.3 DEPRECIATION REPORT

It was MOVED/SECONDED to contract with Deanna Kehler, Intuition Property Services Inc., for the completion of a Depreciation Report in 2013. CARRIED

Ms. Kehler attended this meeting and answered a number of questions. She stated that the report will start in April and be completed in late summer.

3.4 AGM

The AGM is planned to be held on Wednesday, February 20, 2013, at 7:00 p.m. in the clubhouse.

3.4 INSURANCE PREMIUM LOAN

It was MOVED/SECONDED to borrow the 2013 insurance premium from the Contingency Reserve Fund and re-pay this amount in 12 payments in 2013. CARRIED

(4) COMMITTEE REPORTS

4.1 LANDSCAPING - Bev reports:

What's been done:

Weekly leaf cleanup and end of season plant pruning have made the landscaping at the Crescent 'a thing of beauty' and a place we are proud to share with visitors. Many thanks to Shawn and his crew.

What's to come:

Liming the lawns has been moved from November to December. Our Landscapers will continue to do extensive pruning throughout the dormant season in order to get our shrubs, trees and vines trimmed away from buildings and privacy fences to accommodate the proposed painting of our complex in the spring of 2013.

Extras:

Several projects above and beyond the contract requirements have been finished since the last minutes:

- The steps between the trellis units needed attention. With the renewed crushed rocks and the installation of the anti-slip strips these stairs look better and are so much safer to use.
- Levelling the crushed rock on both sides of the roadway from the Trail to our Units provides a cleaner appearance to the entrance of Crescent II.
- Now that the leaves have been cleaned from roadways and gardens, our landscapers have installed a fresh layer of mulch at tree wells and 'gardens in common' which will help deter early spring weed growth.

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. This work was completed last month.

EXTERIOR PAINTING – The painting of the exterior is planned for 2013. Council met with Inspec Consulting Services and 5 painting contractors on site to review the details of the specifications. We are waiting for the quotes to be submitted by December 15, 2012.

DAMAGED GARAGE DOOR – In anticipation of the painting project next spring, one garage door is damaged by guest vehicles and should be replaced. The Strata Manager will send a letter to this Owner requesting this be done before the painting project commences.

GUTTER CLEANING – Fall/Winter gutter cleaning will be done December 19.

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.

PEST CONTROL – Care Pest Control has been looking after the pest problems under contract for 2012. The agreement is to pre-pay the annual contract and by doing this, the 12th month is free. It was MOVED/SECONDED to renew the Care Pest contract for 2013 at the same cost and conditions.
CARRIED

GATE REMOTES – A number of Owners have reported problems with their gate remote control and council has found in most cases, it was a battery problem. If you have a problem, please replace the battery first prior to contacting council to purchase a new remote.

GATE OPENING USING #6 – Several owners reported problems getting the gate to open for visitors when they press the #6 key on their telephone. We have found that some of the older plug-in telephones malfunction and do not always allow the gate to open when the #6 key is pressed. We have also found that some of the new cordless phones will not open the gate when the #6 key is pressed. Please try a different telephone in your home if you encounter this problem.

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 month.

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

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.

A large, well-fed looking coyote was seen having a lazy scratch in the back yard of one of the units on the Trail. Opening the unit's door was enough noise to send it loping over the fence back into the bush. They feed on mice, rats, cats and small dogs.

4.6 SHARED COSTS/COMMUNICATIONS COMMITTEE

Gerry will prepare the shared costs budget for use in the Crescent 11 proposed operating budget.

(5) CORRESPONDENCE

An Owner requested and received permission to replace one of the "fixed" skylights with one that can be manually cranked open.

The Strata Manager spoke to an Owner requesting they ensure they keep their dog on a leash when it's on common property.

Please review Crescent II's Bylaws, Division 1 (4) Pets, if you are unclear of our Bylaw in this regard.

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 10:40 a.m. and will reconvene on **Wednesday, December 19, 2012, at 9:00 a.m.** in the clubhouse.

Gerry Blanchard,
Strata Manager

GARBAGE BINS

Please place the bins on the grove of the curb. **Each bin must be at least 3 feet away from the others.**

Do not place bins under trees as when they are lifted to dump, they are breaking tree branches.

Place your bins in your garage. This matter will be discussed at the AGM.