

COUNCIL MEETING MINUTES*Wednesday, June 28, 2006***THE MONTCLAIRE – LMS 1606****LOCATION:**

7:00 p.m. - Exercise Room
2980 Princess Crescent
Coquitlam, B.C. V3B 7R5

**STRATA COUNCIL
2006/2007**

PRESIDENT

Kelly Reid - #420-2980

V-P/Landscaping

Robin Tadd - #114-2970

TREASURER

Michelle Lynde - #124-2980

SOCIAL

Gail Surcess - #402-2970

AT LARGE

Judy MacLeod – #118-2970

Walter Vettorel - #127-2980

STRATA MANAGER

John Hoffman, CPRPM

Direct Phone: (604) 501-4411

E-Mail:

jhoffman@baywest.ca

Fax: (604) 592-3654

Accountant:

Catheleen Whomes

(604) 501-4438

E-Mail:

cwhomes@baywest.ca

BAYWEST MANAGEMENT

13520 78TH AVENUE

SURREY, B.C. V3W 8J6

Phone: (604) 591-6060

ATTENDANCE:

Kelly Reid
Judy MacLeod
Michelle Lynde
Gail Surcess
Robin Tadd
Walter Vettorel

REGRETS:

John Hoffman, Baywest Management Corporation

(1) CALL TO ORDER

The President, Kelly Reid called the meeting to order at 7:00 p.m., a quorum being present at that time.

(2) ADOPTION OF PREVIOUS MINUTES

Council reviewed the Minutes of the Council Meeting held May 24, 2006 and there being no errors or omissions noted, it was MOVED/SECONDED that the Minutes of the May 24, 2006 Council Meeting be adopted as distributed. CARRIED

(3) BUSINESS ARISING FROM PREVIOUS MINUTES**3.1 CONTRACT RENEWALS**

There are no contracts coming due this month requiring any input or approval by the Council.

3.2 BUILDING ENVELOPE MAINTENANCE MANUAL

Nothing further to report at this time, as the manuals are still being reviewed by several members of the Council before any discussion or consideration takes place.

3.3 LANDSCAPE – SOIL ADDITION

This project is well underway and virtually half of the soil has been distributed as needed, with the remaining soil to be placed in the center courtyard over the next week or so.

3.4 LANDSCAPE REPORT

The report from Green Jiu for the month of May had been received and provided to all Council members for their information as to just what has transpired during the past month.

3.5 FIREPLACE MAINTENANCE – INTERESTED OWNERS.

At the present time there are 11 Owners interested in participating in the fireplace maintenance program voluntarily at their own expense. These Owners were provided with notification that the inspections will be taking place on **Wednesday July 5, 2006 starting at 9:00 am until finished.**

3.6 WINDOW & SIDING CLEANING PROPOSAL.

This project has been completed and it has gone a long way to enhancing the overall appearance of the complex.

3.7 EXTERIOR WINDOWS - TRIM REPAIRS

The previously contracted work has been completed as quoted, however during the repairs, three other areas were noted needing the same trim boards replaced at the 4th. floor level. A revised quotation was received, presented to Council and considered following which it was MOVED/SECONDED to approve the additional repairs. CARRIED

3.8 ANNUAL STRATA CORPORATION - BARBEQUE

As noted in the last minutes this years BBQ has been scheduled for Sunday August 27, 2006 commencing at 2:00 PM in the center courtyard. **In order to get an estimate of how many residents will be attending, we are attaching a tear off RSVP form that we request you complete and return to the strata mailbox by July 24.**

3.9 ENFORCEMENT OF VISITOR PARKING

Monitoring and enforcement of the visitor parking is still taking place so please ensure that any of your visitors display the parking permit at all times. Be forewarned that should you be one of those caught in violation, that towing would be authorized without further notice following one warning.

3.10 BOILER REPLACEMENT 2970 PRINCESS CRESCENT

All residents of the 2970 address are advised that on Wednesday July 5, 2006, Creative Plumbing will be on site to replace this boiler before it fails leaving the building without hot water.

Unfortunately this repair will necessitate this boiler being shut down at 9:00 AM & it should be completed between 6:00 to 8:00 PM depending on whether there are any unforeseen problems.

WE ARE SORRY FOR ANY INCONVENIENCE THIS CAUSES, BUT IT CANNOT BE HELPED AND DURING THIS TIME, THERE WILL BE NO HOT WATER IN 2970 PRINCESS CRESCENT.

(4) FINANCIAL REPORT

4.1 FINANCIAL STATEMENTS

The Treasurer has received clarification of the financial statements for the months of March & April to her satisfaction therefore it was MOVED/SECONDED to accept the financial statements for March & April 2006 as prepared by Baywest. CARRIED

The May statements will be reviewed and considered at the next meeting.

4.2 ACCOUNTS RECEIVABLE

Any Owners with amounts outstanding are requested to bring their accounts current, as the funds are necessary to meet the financial obligations of the Corporation. Those Owners with outstanding arrears

are charged a \$25.00 late payment penalty as well as interest as allowed for in the Bylaws and Strata Property Act.

(5) CORRESPONDENCE

Correspondence was received from the following:

- Green Jiu Landscaping – monthly landscape maintenance report for May 2006.
- Axa Insurance – advising that they had purchased Citidal General Assurance Company
- SJL Construction – quotation for additional three window trim repairs.
- Creative Plumbing & Heating Ltd. – notification of the boiler change on July 5, 2006
- Fraser Health – Hot tub permit for the current year.
- An owner advising of branches touching the building and windows that should be looked at.
- An owner advising that they killed a rat in the underground garage.

Council subsequently dealt with the correspondence received and where deemed necessary, the Strata 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) NEW BUSINESS

6.1 ROOF MAINTENANCE AND REPAIRS

TEK Roofing was contacted and advised that in accordance with the report submitted last fall that they can complete all the recommended repairs anytime before the start of the rainy season.

6.2 GLASS OR BOTTLES IN HOT TUB AREA

Again there has been another incident where someone has taken glass bottles into the hot tub area and left them behind. Glass poses a serious problem and must never be taken into this room.

ALL RESIDENTS ARE REMINDED THAT AT NO TIME IS ANY GLASS MATERIAL TO BE BROUGHT INTO THE HOT TUB ROOM.

Should another incident of this nature occur, it is likely that the hot tub will have to be shut down for an extended period of time to conduct inspections, do repairs and resolve safety issues before it can be re-opened?

On another matter, the costs to maintain the recreation room comes directly out of the Owners pockets, as this is common property. The repair and maintenance budget for the recreation room is already over spent and if these types of incidents continue we will have no alternative but to increase the budget to reflect the operating and repair costs next year.

6.3 PESTS/RATS IN AND AROUND THE AREA.

A resident has advised council that they killed a rat that was in the underground garage recently. There have been reports and sightings at other buildings around the area of rats, so it is important to exercise proper control over garbage areas, decks and common areas by ensuring that dog/cat food is not left outside to attract pests to the building.

NEVER PLACE GARBAGE INTO THE RECYCLING CONTAINERS AS IT CONTAMINATES EVERYTHING IN THEM THEREFORE THEY MUST BE DUMPED AS GARBAGE AND ITEMS CANNOT BE RECYCLED.

**EVERYONE IS REMINDED TO NOT LEAVE GARBAGE
OR FOOD OUTSIDE AS IT ATTRACTS NUMEROUS
OTHER PESTS AND RATS TO THE AREA.**

(7) **ADJOURNMENT**

There being no further business, the meeting was terminated at 8:15 p.m.

The next scheduled Council Meeting will be held on Wednesday, July 26, 2006 at 7:00 PM in the Exercise Room.

John Hoffman, CPRPM
Strata Manager

Please be advised you should retain copies of Council and General Meeting Minutes for a period of 2 years.

SUMMER BARBCUE

All residents of the Montclaire are invited to the Annual Summer Barbecue, which is scheduled for Sunday, August 27, 2006 between 2:00 p.m. and 6:00 p.m. in the centre courtyard.

If you are planning on attending, please complete this form and drop it into the Strata mailbox no later than July 24, 2006.

Your Strata Council

Name

Unit # of Persons Attending