

THE MONTCLAIRE – LMS 1606

LOCATION:

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

**STRATA COUNCIL
2007/2008**

PRESIDENT

Kelly Reid - #420-2980

VICE-PRESIDENT/LANDSCAPE

Robin Tadd - #114-2970

TREASURER

Michelle Lynde - #124-2980

SECRETARY/SOCIAL

Gail Surcess - #402-2970

AT LARGE

Judy MacLeod – #118-2970
Walter Vettorel - #127-2980

STRATA MANAGER

Frank (Woody) Wood

Direct Phone: (604) 592-5661

E-Mail: fwood@baywest.ca

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Accountant:

Anca Ticusan
(604) 501-4429

E-Mail: aticusan@baywest.ca

BAYWEST MANAGEMENT

13520 – 78TH Avenue
SURREY, B.C. V3W 8J6

Phone: (604) 591-6060

ATTENDANCE:

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

REGRETS:

Frank (Woody) Wood, Baywest Management Corporation

(1) CALL TO ORDER

The meeting was called to order at 7:00 p.m. A quorum was established.

(2) ADOPTION OF PREVIOUS MINUTES

Following review of the Minutes of the Council Meeting held October 24, 2007, and there being no errors or omissions noted, it was MOVED/SECONDED to adopt the Minutes as prepared. CARRIED

(3) BUSINESS ARISING FROM THE MINUTES

3.1 ROOF REPAIRS

Tek Roofing reported all urgent repairs are done. The work still outstanding is preventive maintenance, which will be carried out over the next several weeks as weather permits. Council and the Strata Manager will continue to follow up to ensure this work is carried out in a timely manner.

3.2 STRATA OWNED RENTAL UNIT

As of the meeting quotes had not yet been received for the replacement of floors in the Strata-owned rental unit. This item was tabled to the next Council meeting.

(4) FINANCIAL REPORT

4.1 FINANCIAL STATEMENTS

Following review of the Financial Statements up to and including October 31, 2007, it was noted all the Treasurer's questions had been answered and the Financial Statements were in order.

It was MOVED/SECONDED to accept the Financial Statements to September 30, 2007 as prepared. CARRIED

The Treasurer noted 4 accounts are now at or over budget, which was anticipated to occur at some point this fiscal year.

4.2 ACCOUNTS RECEIVABLE

The Strata Manager conducted a review of the Accounts Receivable as at November 26, 2007 with Council and it was noted there were several accounts in arrears.

OWNERS ARE REMINDED THAT ANY MONEY OWING AFTER THE DUE DATE MAY BE ASSESSED A LATE PAYMENT PENALTY IN ACCORDANCE WITH THE STRATA CORPORATION'S BYLAWS, DIVISION 1, 1 (b).

(5) COMMITTEE REPORTS

5.1 LANDSCAPE REPORT

No report submitted.

5.2 SOCIAL REPORT

Planning is underway for the annual Christmas Social. It was proposed to change the date to be Sunday, December 16, 2007 from 2:00 p.m. to 4:00 p.m. Please see attached notice

(6) CORRESPONDENCE

A letter was received from the Hoy/Scott Watershed Society expressing thanks for the cooperation, patience and participation of residents in the Salmon Come Home celebration held October 28, 2007.

An Owner expressed several concerns in regards to maintenance, landscape and pests. Most issues raised are regularly being addressed with existing contracts but other items will be referred to the landscape committee or the Strata Manager to deal with directly.

An Owner requested permission to install laminate floors in their unit. While the Bylaws do not require regulations on hard surface installation any Owner making this upgrade should be aware in many cases changing to a hard floor surface can increase the liability for noise complaints. It is recommended to use the best possible noise abatement materials as an underlay meeting at least an FIIC 63 standard. Owners also should inform their insurance carrier of the upgrade as any tenant improvements or upgrades are not covered as part of the Strata's insurance.

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.

(7) NEW BUSINESS

7.1 COMMUNITY BLOCK WATCH

Kelly Reid met with members of the Strata Council from the Jefferson across the street in regards to setting up a community block watch program. If residents are interested in being part of such a program please contact the Strata Manager.

7.2 ANNUAL GENERAL MEETING PLANNING

Council reviewed a draft budget for the next fiscal year. It was noted costs are going up for many items, however, Council would like to keep any increases in strata fees to be a minimum without

compromising the operations or future of the Montclaire. The next Annual General Meeting will be held in January and the new budget would come into effect in February.

7.3 ELEVATOR

The single elevator in the 2980 building has been experiencing problems over the past few weeks. The Montclaire has a maintenance contract in place and has been working with the contractor to resolve the problems. If you experience elevator problems please contact Baywest or the Strata Manager directly.

7.4 PLUMBING LEAKS

Two new plumbing leaks were reported. One was caused by a leak from a toilet and the other was a plumbing vent leak. In both cases repairs are under way. The repairs required from the toilet leak will be charged back to the Owner responsible while the Strata will be responsible for the repairs from the vent leak.

(8) TERMINATION

There being no further business, the meeting adjourned at 8:24 p.m.

The next Strata Council Meeting will be held ***Wednesday, December 19, 2007 at 7:00 p.m.***

Frank (Woody) Wood
Strata Manager

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