

STRATA COUNCIL MEETING MINUTES
STRATA PLAN NW2671 – “SUNRIDGE ESTATES”
1215 LANDSDOWNE DRIVE
COQUITLAM, BC

Held Tuesday, October 9, 2007

PRESENT:

Geri Campbell	Unit 514
Jim Brose	Unit 402
Trevor Neuman	Unit 223
Gordon Matheson	Unit 318
Keiron Duncan	Unit 104

REGRETS:

Sherrill Berg	Unit 508
Mae Reid	Unit 510

MANAGING AGENT: Hanne Andersen, *Senior Strata Agent, Ascent Real Estate Management Corporation*

CALL TO ORDER

The meeting was called to order at 7:06 p.m. by the council vice president, Geri Campbell.

APPROVAL OF PREVIOUS MINUTES

It was **MOVED** and **SECONDED** to approve the minutes of the meeting dated July 10, 2007 as circulated.
MOTION CARRIED

FINANCE

1. **Financial Statements:** The strata council pointed out that account 1110 should be titled Building Restoration not Caulking and Painting. Pending this correction the financial statements will be approved.
2. **Receivables Report:** It was **MOVED** and **SECONDED** to file a lien on unit 213 if account balance is over \$1000.
MOTION CARRIED
3. **Budget:** It was **MOVED** and **SECONDED** to bring forward the proposed budget for approval to the owners at the upcoming Annual General Meeting.
MOTION CARRIED

BUSINESS ARISING

1. **Deck Extension - Unit 208:** Reece has advised that this will be removed shortly.
2. **Unit 520 Patio Stones:** This has been completed.
3. **Unit 103 Drainage Issues:** It was **MOVED** and **SECONDED** to approve quote from Terrace to repair this suite.
MOTION CARRIED
4. **Unit 109 Kitchen Sink Overflow:** A quote is pending from Blue Mountain for hydroflushing the building in addition to confirmation that 109 has been hydroflushed.

5. **Landscaping:** Special Resolution for \$12,058.56 to be paid for from the Contingency Reserve Fund to be brought forward for approval at the upcoming AGM for fencing. Luxor has commenced the regular maintenance of the complex. The strata council would like to have a resolution to approve \$160,000 for landscaping upgrades to be paid as a combination from the surplus from 2006-07 budget year, \$50,000 Building Restoration Fund. 3 options for extra \$50,000 from Building Envelope Surplus, Levy, or CRF.
6. **Wood Burning Chimney Cleaning:** Completed.
7. **Window and Gutter Cleaning:** The strata council approved ServiceMaster's quote and to enter into an annual window and gutter cleaning contract.

CORRESPONDENCE

Correspondence was discussed.

NEW BUSINESS

1. **Annual Fire Inspection:** Is currently being scheduled with Fire Pro.
2. **Coquitlam Fire Dept Issues:** The Fire Department has requested that the upper entrance gate be accessible to the Fire Department and RCMP.
3. **Enterphone:** A safety loop needs to be installed as well as the enterphone panel needs to be replaced/repared. A wireless system is currently being investigated.
4. **Warranty Review:** In progress. PBEM has been contacted to provide a quote to fulfill the warranty requirements outlined in the Maintenance Manual.
5. **CMW Insurance Application:** The strata council has completed this application and provided a copy to the strata agent.
6. **Snow Removal:** The strata council asked to have snow removal set up for this year. Ask Luxor if they are able to do snow removal at this building.
7. **Parking:** Owners are advised that any vehicles found to be parked on the roadways of the complex will be subject to towing without notice. If your vehicle is missing you can call Coquitlam Towing. Owners are not to use Visitor Parking, please make alternative arrangements.
8. **Garbage:** Owners are advised to ensure that their garbage is completely in the bin.
9. **Hose Bibs:** Owners are advised to shut off their hosebibs to prevent freezing. Most shut offs are in the laundry rooms of the units.

ADJOURNMENT

The meeting was adjourned at 9:10 p.m.

NEXT MEETING

The Annual General Meeting is scheduled for Tuesday November 27, 2007 Sign In 6:45 p.m. Call to Order 7:00 p.m.

Hanne Andersen
Senior Strata Agent

HA/mc

PLEASE NOTE

If you list your property for sale, you may be requested to produce for the prospective buyer at least two years of Strata Council Meeting minutes and Annual and Special General Meeting minutes. Therefore, it is recommended that you retain your minutes. Photocopy charges will apply to obtain additional copies.

RECEIVE YOUR MINUTES BY EMAIL

BENEFITS

1. Receive minutes fast and convenient.
2. Store your minutes electronically, easy retrieval.
3. Print your hard copy only when needed.
4. Saves strata corporation some costs of distribution.
5. Emailed as a secure PDF file.

To arrange for your minutes to be emailed to you, provide your name, strata corporation number or building name, your unit or strata lot number, to Michele at mcampbell@ascentpm.com or call Michele at 604-431-1800.

PLEASE NOTE THE ASCENT MANAGEMENT AFTER HOURS EMERGENCY NUMBER IS
604-293-2459