

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

Held Tuesday, July 10, 2007

PRESENT:	Mae Reid	Unit 510
	Geri Campbell	Unit 514
	Jim Brose	Unit 402
	Keiron Duncan	Unit 104
	Trevor Neuman	Unit 223
REGRETS:	Gordon Matheson	Unit 318
	Sherrill Berg	Unit 508
GUESTS:	Charles & Wendy Sambrook	Unit 208
MANAGING AGENT:	Hanne Andersen, <i>Senior Strata Agent,</i> <i>Ascent Real Estate Management Corporation</i>	

CALL TO ORDER

The meeting was called to order at 6:35 p.m. by the council vice president, Geri Campbell.

APPROVAL OF PREVIOUS MINUTES

The minutes will be approved at the next meeting.

FINANCE

1. **Financial Statements:** The strata council would like to approve this at the next council meeting.
2. **Receivables Report:** This will be provided at the next council meeting.

BUSINESS ARISING

1. **Deck Extension - Unit 208:** The owners of this unit communicated with the council and would like to obtain approval from the council for the deck extension. The strata council is concerned that the deck may not meet the current BC Building Code. The owners advised that they want to install a wheelchair access ramp for this unit. This deck extension was completed by the owner without the strata council's authorization. The strata council requested that the owners apply in writing to the strata council for permission for the alteration at which time the strata council will review and make a decision. As the deck backs onto the fire lane, this also may be an issue. The owners were advised that there will be legal costs for which they (Unit 208) would be responsible, should the strata council approve the alteration.

2. **Deck Extensions:** It was **MOVED, SECONDED and CARRIED** to have the strata agent contact a lawyer provide a budget for legal costs associated with additions and/or alterations for decks, including a Liability Undertaking and Deck Extension Procedure. A lawyer has been contacted and a quote is pending.

CORRESPONDENCE

Correspondence was discussed.

NEW BUSINESS

1. **Unit 520 Patio Stones:** The owner of this unit has called and requested an update to the installation of the patio stones which the contractor promised would be completed by mid June. Geri has volunteered to contact the contractor to follow up on this matter.
2. **Unit 103 Drainage Issues:** Geri will send London Ma Engineering quote as well as quote from Terrace-Lightfoot Contracting by email to the strata agent. The strata agent has forwarded this onto EPS Westcoast to quote.
3. **Unit 109 Kitchen Sink Overflow:** Blue Mountain called out this evening to address. Owner advises that restoration is not necessary. Says it was overflowing since last Thursday but only called today to advise. The plumber advises that this unit will require hydroflushing and as the complex has never had this service done, recommends this be done soon to avoid a back-up and potential insurance claim. A quote is pending from Blue Mountain for this.
4. **Unit 225 Plumbing Leak:** Blue Mountain has been asked to attend to this leak as well.
5. **Landscaping:** Trevor presented quotes for fence installation and discussed them in detail with the council. It was **MOVED and SECONDED** to have a Special General Meeting of the owners to bring forward a resolution to approve the fence quote from West Coast Fence for \$12,058.56 to be paid for from the Contingency Reserve Fund. **MOTION CARRIED**

Quotes were presented for landscaping maintenance. The strata council has approved that a landscaper be hired to attend to the complex until the landscaping project is completed, which is expected to be done in the fall of 2007 and spring of 2008.

6. **Unit 401 Parking:** A letter to be sent to the owner to advise that his vehicle will be towed if not removed from visitor parking.
7. **Wood Burning Chimney Cleaning:** To be completed in the fall. Owners are reminded if they have gas fireplaces to ensure that they are serviced annually.
8. **Window and Gutter Cleaning:** Quote pending from Service Master to complete this.
9. **Unit 324 Barbeque Letter:** The owner of this unit was witnessed to be using a barbeque unattended which had excessive flame height. The strata council requested that the strata agent send a bylaw letter to this owner, as this is a fire hazard.
10. **Management Contract:** Geri requested that two management contracts be mailed to Gordon and Geri. This has been completed.

ADJOURNMENT

The meeting was adjourned at 8:57 p.m.

NEXT MEETING

A Special General Meeting is scheduled for August 29, 2007 at 6:45 p.m.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of Owners' Strata Plan NW2671

Hanne Andersen
Senior Strata Agent
HA/Is
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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 Linda at lsloan@ascentpm.com or call Linda at 604-431-1800.

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

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