

Summerwood – BCS 1049

19932 70th Ave. Langley BC. V2Y 3C6

October 26, 2006 Strata Council Meeting Minutes



Minutes of Strata Council Meeting October 26, 2006

Time: 5:00 p.m.

In attendance:

Brendon Rafter
Catherine McConnell
Aaron Blokzyl
Diane Rodgers
Chad Niwaranski
Leslie Capadouca

Place: Amenity Building "Summerhouse"

President
Vice President
Committee Liaison
Committee Liaison
Committee Liaison
Secretary

Also in attendance: Senior Strata Agent Donna Smith and Strata Property Agent Mark Davis of Teamwork Property Management Ltd. (phone toll free 1-866-880-8326, fax 1-604-854-1754, email: mdavis@teamworkpm.com)

1. CALL TO ORDER

The meeting was called to order by President Brendon at 5:09 pm. Senior Property Agent Donna Smith introduced Mark Davis, the property manager who will be working with Summerwood as of November 1, 2006.

2. ADOPTION OF THE MINUTES OF THE SEPTEMBER 28, 2006 STRATA COUNCIL MEETING

It was moved by Catherine McConnell and seconded by Diane Rodgers that the minutes of the September 28, 2006 Strata Council Meeting be accepted as circulated. **CARRIED.**

3. COMMITTEE REPORTS

3.1 MANAGEMENT REPORT / FINANCIAL STATEMENT

It was moved by Aaron Blokzyl and seconded by Leslie Capadouca that the September 30, 2006 financial statement be accepted as circulated. **CARRIED.**

The outstanding arrears were reviewed, and it was confirmed that there are 3 units with several months of fees outstanding. Arrangements to file liens against these units are in progress.

3.2 CLUBHOUSE

After the purchase and installation of a controlled access system is approved at the Special General Meeting, arrangements will continue for this project. Donna advised that Kevin of Alpha Security will be contacting Brendon to access the building for quote purposes.

3.3 WARRANTY AND DEFICIENCY ITEMS

Teamwork was asked to confirm that Nordel Construction and National Home Warranty received the copies of Phase 2 deficiencies as mailed to them some time ago.

Catherine will confirm with the owner of one unit that her window (s) are replaced as required under warranty.

3.4 LANDSCAPE AND GROUNDS

Chad advised that the French drain indicated on the original property blue prints should be in place. The problem in some areas is that the lawn basins are sitting flush with the grass or higher than the grass, resulting in minimal or no drainage for water to reach the French drains. This has resulted in standing water in the yards, causing slowly rotting greenery, soggy surfaces, and an unpleasant odour and appearance. This is definitely a major deficiency and must be rectified.

The engineer contacted by Chad confirmed that the landscaping is causing much of the problem. The bark mulch in the yards is too high and needs to be spread differently. The engineer hired by Nordel Construction was on site to inspect the drainage concerns when it began to rain. The next action to take is to authorize a written report from the engineer who inspected the drainage so that it can be presented to the grounds architect and landscape company contracted by Nordel Construction.

By inspecting a sample of the grass originally planted, it was confirmed that it was poor quality and was not suitable to grow in the shady areas that make up much of the lawn areas at Summerwood. It was also suggested that root rot may be present at this time. A grass designed for heavily shaded areas is available and should have been used.

It was agreed that Brendon will immediately phone Nordel and advise them about this concern and Teamwork will send a written report documenting these concerns to Nordel, their engineer, their landscape architect, and National Home Warranty. If no positive results are gained, the engineer from the company that Chad has associations with, will be asked to prepare a written report on his findings.

It was moved by Brendon Rafter and seconded by Diane Rodgers that a contract with Mole Control be entered into at a cost of \$450 for 3 months. **CARRIED.** Rita will be advised of this arrangement so she is aware of the traps set. Rita will also be asked to remind the gardener that weeding must be kept up to date in the complex, as per the contract that is effective November 1, 2006.

4. CORRESPONDENCE

The letters sent by Teamwork as directed were reviewed and copies left for their files.

An owner sent a letter of complaint regarding his visitor's vehicle towed from visitor parking recently. This will be dealt with under "new business".

At this time it was noted that Council members are volunteers; they make efforts with the best of their ability and time to oversee and run the Strata Corporation business as needed, including supervision of parking and other rules of the Strata Corporation.

An owner sent a second complaint regarding the condition of their neighbour's rear yard and this will be dealt with under "new business" as it involves a council member who must leave the meeting for the discussion.

Teamwork will provide an owner a letter of permission to have a satellite dish installed, provided it meets the criteria and an Indemnity Agreement is completed.

Teamwork reported that any mail sent to one unit owner is returned by the tenants marked "address unknown". This unit is in arrears by numerous months and Teamwork is in the process of placing a lien against it. Two council members will visit the unit and ask the tenants if they have an address or phone number for the owner.

An owner advised that the clothes dryer in their unit could not be used because it overheats and she is concerned about possible fire. She previously reported it to the developer who sent someone to fix the problem; however the problem still exists. In the meantime Teamwork had someone come and inspect the problem, which is determined to be improper venting of the dryer in the attic, which has caused problems due to excess moisture in the attic space. The warranty company and developer must be advised of the extent of this deficiency as soon as possible so that the builder takes responsibility for the repairs.

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5. UNFINISHED BUSINESS

5.1 TREE CONCERNS

Donna advised that she has not received a reply to her letter sent to the Township regarding possible concerns with trees near units 82-86.

5.2 IRRIGATION SYSTEM

Teamwork has requested BC Rain Irrigation to quote on installing a sprinkler system as proposed in the Special General Meeting notice for later this evening. If the project is approved, Brendon will also obtain quotes so that the project can take place before next summer.

5.3 REVIEW OF SGM AGENDA

Council and Teamwork were satisfied with the contents of the agenda for this evening. There is some concern that there may not be a quorum for the meeting.

6. NEW BUSINESS

6.1 NEW OWNERS

Welcome to the new owners of unit #24 – Gordon and Jo-Ann Latta on October 31, 2006.

6.2 PARKING PASSES

An owner advised his girl friend's vehicle was towed, when in his opinion she is visiting, and not living in the complex, even though her vehicle is on site numerous times each week. The vehicle had 3 notices on it before the vehicle was towed and the owner did not contact council or management prior to the final notice placed on the vehicle. Aaron will send to Teamwork a copy of the spread sheet tracking when and where parking tickets have been issued. It was agreed that if one Council member tows a vehicle, the others should be advised as soon as reasonably possible. ***Again – all concerns and complaints must be addressed to the Council in writing.***

There was discussion regarding use of parking passes for visitors who stay overnight more than 2 successive nights. At this time the first 2 nights a vehicle is on site, it is not ticketed, on the 3rd successive night a first warning ticket is put on the vehicle.

It was moved by Aaron Blokzyl and seconded by Diane Rodgers that a new rule be established that states: "If an owner has overnight visitors, there is no requirement to identify the vehicle for the first two nights. If it is there 3 or more successive nights, the owner must contact either Aaron Blokzyl (604-514-7788) or Diane Rodgers (604-533-2530) to obtain a "parking pass" for their visitor's vehicle. If a vehicle belonging to a visitor is parked in the complex on 3 or 4 successive nights, warning tickets will be issued. **CARRIED.** Diane will make the signs and have them laminated.

6.3 BYLAW AMENDMENTS

Teamwork was directed to ensure that at the Annual General Meeting, a bylaw amendment is proposed that would state that the quorum for any general meeting will consist of those strata lots that are represented at the meeting (either in person or by proxy) as of 30 minutes after the posted start time. This will eliminate the need to "run around" and try and find owners who will sign proxies in order to gain a quorum, as happened at other general meetings. It is unfortunate that owners are not interested enough in the Strata Corporation to attend, or if that is not possible, to appoint a proxy, for discussions and decisions that affect every owner of Summerwood.

6.4 SMOKING POT

Owners are reminded that any activity that is illegal is not permitted within strata lots, or on limited common or common property of the Strata Corporation.

6.5 YARD COMPLAINT

An owner again complained at length about the condition of the rear yard of a neighbouring unit. It was unanimously agreed that the problem exists because of the 2 dogs belonging to the owner. After inspecting the specific yard, Council unanimously agreed that the odour is not acceptable and that the grass is dead because of the dogs and not because of drainage problems as originally suggested.

It was moved by Leslie Capadouca and seconded by Diane Rodgers that Teamwork advise the owner of the unit that he must clean out the existing odorous soil/dead grass, and either arrange for and pay for the cost to restore the grass in his rear yard, and abstain from having his dogs use the back yard as a toilet, or purchase and place gravel in his rear yard until such time as he moves and then he must restore the yard back to lawn. If he puts in gravel, it must be retained in his yard so it does not move into neighbouring yards. **CARRIED.**

7 NEXT STRATA COUNCIL MEETING

The next Strata Council meeting will be held ***Wednesday, November 29, 2006 at 7:00 pm.***

8 ADJOURNMENT

The meeting adjourned at 6:30 pm on a motion by Brendon Rafter.