

COUNCIL MEETING MINUTESMonday, November 7th, 2011**REDMILL – LMS 2770****LOCATION:**

7:00 p.m. - Clubhouse
14877 58th Avenue
Surrey, BC

STRATA COUNCIL
2010/2011

PRESIDENT/MAINTENANCE

Slavko Bucifal - #34

VICE-PRESIDENT

Duane Thompson - #40

TREASURER

Helen Guenther - #8

SECRETARY/LANDSCAPING

Margo Grant - #86

AT LARGE

Bradley Birch - #27

STRATA MANAGER

Miguel Vivanco
Direct Phone: (604) 501-4429
Fax: (604) 592-3670
Help Center Link:
email.baywest.ca

**ALL ACCOUNTING
INQUIRIES**

Toll Free 1-877-585-4411

BAYWEST MANAGEMENT

13468 77TH AVENUE
SURREY, B.C. V3W 6Y3
24 HOUR LINE:
(604) 591-6060

www.redmill.ca

ATTENDANCE:

Slavko Bucifal
Duane Thompson
Helen Guenther
Margo Grant
Bradley Birch

REGRETS:

Miguel Vivanco, Baywest Management Corporation

REMINDER TO OWNERS

Redmill is a family friendly complex and children often play in the roadways. Owners are reminded to slow down and keep your speed under the speed limit of 15 KM which is posted at the entrance to the complex.

SLOW DOWN – CHILDREN PLAYING**(1) CALL TO ORDER**

The Council President called the meeting to order at 7:04 p.m. A quorum was established.

(2) APPROVAL OF PREVIOUS MINUTES

Following review of the Minutes of the Council Meeting held October 3rd, 2011:

It was moved and seconded to approve the Minutes of October 3rd, 2011 **CARRIED**

(3) FINANCIAL REPORT**3.1 FINANCIAL STATEMENTS**

It was moved and seconded to adopt the Financial Statements for the period ending September 30th, 2011 as distributed. **CARRIED**

The Strata Manager reported that as of September 30th, 2011, the Strata Corporation had \$63,851.47 in the operating account and \$86,571.88 in the Contingency Reserve Fund.

3.2 ACCOUNTS RECEIVABLE

The Strata Manager conducted a review of the accounts receivable as at November 7th, 2011 and it was noted that there were 4 accounts in arrears for a total amount of \$178.98

(4) BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 DECK REPAIRS TO UNITS:

Council met with Sava-Top Owner prior to the meeting. A walkthrough inspection was done to address concerns raised by an Owner in regards to the workmanship done on the decking project. Three of the 6 units that have been worked on were inspected. Council agrees that it would be in the Strata Corporation and Owners best interest to have a certified building Engineer inspect and report on the integrity of the decking project. Council directed Baywest to acquire the necessary information.

4.2 TREES:

A landscape maintenance report was reviewed by Council from JL Lawn & Tree Care. The report covered many issues such as; the health of certain trees around Redmill, why some cedar hedges are not taking hold, the large cedars along the front, and whether tree topping is a viable option, and the removal of dead trees in certain areas. Council was informed that it is not necessary to contact the City of Surrey in regards to the dead tree removal. Council will contact the landscaper to get quotes for this project.

4.3 SIGNS:

Council is currently working on this ongoing project. Council member Bradley Birch has volunteered to assist President Slavko Bucifal on this project.

4.4 PERIMETER FENCE:

Council discussed the condition of the perimeter fence. As there are no pressing issues it was decided a more in depth assessment will be done after winter.

(5) COMMITTEE REPORTS

5.1 MAINTENANCE:

A letter was received from Fraser Valley Strata Care in regards to the damage caused by Owners with pets who use the Redmill's entrance. The letter requested Owners to pick up their dog waste when the landscapers are working. Council wishes to remind Owners of Redmill Bylaw 3 section 5 which states:

Use of Property

An Owner of a pet(s) shall not permit the pet(s) to urinate or defecate on the common property, and if any pet(s) do urinate or defecate on the common property, the Owner shall immediately and completely remove all of the pet's waste from the common property and dispose of it in a waste container or by some other sanitary means.

(6) CORRESPONDENCE

Council dealt with correspondence received as follows:

- 6.1** A letter was received from an Owner who inquired about the health of some of the trees around his unit. Baywest has responded informing the Owner the matter is being addressed.
- 6.2** An Owner had written in regards to painting of his units railings.
- 6.3** Letters have been reviewed from an Owner regarding the decking project. Council has been reviewing and will look at all available options.

(7) NEW BUSINESS

- 7.1 GUTTERS:** Council reviewed 4 quotes for gutter cleaning. It was moved and seconded to approve the quote from Dunn Wright Systems for \$2968.00 HST included **CARRIED**
- 7.2 SNOW CLEARING:** Council reviewed 3 quotes for snow clearing. It was moved and seconded to approve the quote from Lakeside Landscaping **CARRIED**
- 7.3 LANDSCAPING QUOTES:** Council reviewed 4 quotes for landscaping. It was moved and seconded to approve the quote from Contour Landscaping for \$40,500.00 plus HST **CARRIED**
- 7.4 BYLAWS:** Baywest presented Bylaws regarding the issues of speed limits and towing. Council will review and present to Owners at the AGM
- 7.5 DRYER VENT CLEANING:** Council reviewed 3 quotes for dryer vent cleaning. It was moved and seconded to approve the quote from Service Master for \$1,950.00 plus HST **CARRIED**

IMPORTANT NOTICE WINTERIZATION TIPS

With the cold weather approaching, it is important to take appropriate measures to prevent damage to the common property of the strata corporation.

Please take the following measures to prepare for the cold season:

- Have all hoses from outside gathered and stored in a dry place for the winter.
- Clear debris in common area balcony or patio drains to prevent blockage.
- Prepare hose bibs for recreation facility as noted:

For frost-free exterior hose bibs, remove the hoses from the exterior hose bibs and also ensure you “bleed off” the valve by lifting the backflow preventer for 30 seconds to allow any water in the line to drain.

If there are no frost-free exterior hose bibs:

- a) turn off the water to the exterior hose bib from inside the unit, via the water shut-off valve;
- b) remove the hoses from the exterior hose bibs; and
- c) open water valve on exterior hose bib to allow water to drain.
- d) Also applying covers or wrapping spigots with a cloth will assist in preventing freezing

Thank you for your attention.

TERMINATION

There being no further business, the meeting was terminated at 9:36 p.m.
The next scheduled Budget Meeting will be held on December 6th, 2011, at 7:00 p.m. within the Clubhouse.

Please keep these minutes with your strata lot records, as you will need to provide them to your realtor when you sell your strata lot. There will be a charge for copies.