

**Special Council Meeting
SUNRIDGE ESTATES NW2671
January 23rd 2008 Unit 518**

**In attendance: Wayne Bryson 205 Keiron Duncan 104 Raqual Devos 201 Al MacLeod 518
Regrets Mae Reid 510 Glen Pierce 516 Anne Melcombe 213
Quorum – 4 – Meeting to proceed. 7:05 pm**

Jan 10th 2008 minutes – Final distribution date Jan 25th - Due to a family medical emergency these minutes have been delayed but will be distributed as soon as possible.

**Financials – We have not yet received the year end financial report.
Arrears - Due to the changeover to a new management company, the list of arrears is increasing.
If you receive notification, please be diligent in paying your fees.**

All council members verified that their fence levy had been paid or cheques were available.

Old Business from Jan 10th minutes

- 1. Fencing on Guildford and Lansdowne. A council member attended a board of variance meeting with City Hall on Jan 22nd. Seeking a variance to allow for 6ft high fence vs 4ft and a variance in setbacks from the road at the corner. Both issues were successful and the Fence will proceed approx Feb 15th 2008. The fence will extend from the east property line on Guildford, around to the bus stop and fire lane on Lansdowne. Further consideration of extending to the front gate will be brought to the owners.**
- 2. Gas fireplaces – An enormous amount of time has been lost because we have not been able to contact owners to determine the number of fireplaces. Owners are responsible for providing contact information to the Strata, and the lack of info has resulted in delays in addressing this safety issue. Please ensure Ascent or council has your information sheet sent out earlier. Leave at Unit 213
“NOTICES WILL BE SENT FOR THE DAY OF CLEANING SHORTLY.”**
- 3. Flat Roof – inspected and level of debris etc is considerable - cleaning will begin shortly.**
- 4. Building envelope - The 216 deficiencies presented to H/B and M/H in 2006 were reviewed during a site tour, and those outstanding have been identified to H/B. Another tour will take place to identify new issues. Please be diligent around your unit and report deficiencies to council.**

Note - 3 buildings have been hit by delivery trucks in the past 2 weeks, one was witnessed by a council member, where the driver drove away. H/B has been on site to identify the damage and initiate repairs. Please monitor the vehicles attending your units, these incidents cost us all.

- 5. Decks - Council will prepare a proposal for the care and maintenance of the decks offering different options on maintenance plans and colour schemes for staining, painting etc. PLEASE DO NOT PAINT/ STAIN OR MODIFY YOUR DECK UNTIL THIS PROPOSAL IS PRESENTED AND PASSED BY THE OWNERS.**

There are currently 2 old and 1 new requests for installation and enlargement of decks. Council will provide the criteria, ie permits etc, but construction cannot take place until owners review the maintenance options etc. Our hope is to have all this resolved prior to landscaping starting.

6. **Electrical room 205** - The floor needs to be scanned and a drain hole inserted in the concrete floor due to water entering thru the telus/cable conduits. This repair will take place this week.
7. **Crawl spaces** - Unit 103 had work done in the crawl space and 3 other units are being inspected to determine if this repaired problem is relevant to the other buildings of the same design.
8. **LANDSCAPING** - FEB 05th SGM has been cancelled due to legal technicalities.

Council was advised at the 11th hour before distribution of the Agenda that there were certain legal requirements that have to be met prior to the closure of the Project fund accounts.

Council is required under the Strata Act to do proper due diligence in all matters. As a result, a formal legal review of all contracts, resolutions and information pertaining to the project must be conducted to finalize the whole project.

Motion – Keiron Duncan/Wayne Bryson

To have a formal legal opinion prepared and presented to the ownership including the following:

- Review of all documents, contracts, Plan Act, BC Condo Adv. Minutes/ resolutions, use of funds to close out the Project fund, provide refunds if any.
- Conflict of interest of Council in contracts or transactions relating to building fund
- Transfer of funds to members account - definition of refund vs procedural accounting.

Carried unanimously

In order not to delay the possibility of a spring planting, Council will do a full site tour and clearly identify areas affected by the remediation work, separating specific damage, maintenance issues, and evaluate improvements vs repairs to the proposed plans. **Volunteers would be appreciated.**

This will allow council or a L/S committee to move swiftly once the legal opinion has been reached to initiate the landscaping project and provide other options if necessary to the owners.

Motion - Wayne Bryson/Keiron Duncan

Council will use the budget surplus – originally suggested at 60,000 in previous documents, but now advised as approx 42,000.00 to prepare the site. Retaining walls, drainage issues, clearing etc. These issues are not part of the remediation but they are ongoing maintenance items. **Carried unanimously**

It is frustrating to council, past and present and all owners, that each step of this process has had delays. However upon receipt of this legal opinion, the matter will once and for all be resolved and we can begin to focus on enhancing and enjoying our complex. Your patience is appreciated.

Meeting adjourned – 9:10 pm

****Note** – Council is using a tracking system for each issue and repair etc identified. The Jan 10th meeting consisted of approx 60 items for discussion. Since that meeting approx 40 more have arisen.

If you do not see your issue in the soon to be released Jan 10th meeting minutes, or in this special council meeting, please do not think your issue has been overlooked.

If a non-emergency, it will be on the agenda for regular February Council meeting.

Strata Council Sunridge estates