

**Mountainview Strata 2964
Council Meeting
Sept 16, 2009
207, 112 – 17th Avenue South**

Attendance: Mark Saddler Susan Ballard
 Holly Wheaton Lillian Cowan
 Ronaye Matthews
Guest: Elliott Born
Staff Sharron Billey

The Meeting was called to order at 7:05 pm by Sharron Billey, Strata Manager
Ronaye Matthews to take minutes

Additions to Agenda

Notice to remove old vehicle at back by Holly Wheaton

Approval of Council Meeting Minutes dated June 2nd, 2009

Moved by Holly Wheaton, Second by Ronaye Matthews, Approved

Financial Report

The balance of Operating Funds, \$7,718.43 as of Aug 31, 2009

The balance of Contingency Reserve is \$1,971.77 as of Aug 31, 2009

Sharron explained Profit & Loss Statement, insurance, upgrade to fire system, drop
in utilities because boiler turned off for summer.

Moved by Mark Saddler To approve financial report, second Lillian Cowan, Carried

Old Business:

- **Strata Disclosure Statement:** Sharron explained the Disclosure Statement and how strata charges for services. All understood the Disclosure. Mark Saddler signed acknowledgement of the disclosure statement.
- **Parking lot issues** were discussed and it was suggested that angle parking behind the fence for a possible 7 or 8 more stalls. Moved by Mark Sadlier That we get parking organized, lines painted & #'s put on each parking stall before Nov 1, 09. Holly suggested that building steps from the main lot as a walk up to the back parking lot so as not to have to walk all the way around the fence and behind all the vehicles. Ronaye suggested that concrete blocks be placed at angles in back parking lot to designate parking stalls.
- Ask owner of old vehicle to remove old vehicle from back parking lot.
- **Bruder Plumbing** – Maintenance of boiler explained by Sharron Billey.
- **Review Smoking Bylaw** – Unit 205 is a heavy smoker and his smoking is a problem for many units in the building. Sharron will talk with the landlord to get an air filtration system installed as complaints are coming from several residents who are affected by the second hand smoke.

Moved by Holly Wheaton Receive Old Business for information, Second Susan Ballard. Carried

Report on projects completed:

- **Grounds** were reported that the landscaping was done by Elliott Born and we will continue to add to the landscaping as the strata can afford it.
- **Electrical:** Fire/alarm system was reported that the Fire Dept requested we install a separate alarm system to comply with code and this has been completed.
- **New Door Hinges** for self closing doors in case of fire have now all been installed.

General Maintenance of Building:

- **Janitorial** – to be discussed in Elliott Born presentation
- **Grounds Keeping** – to be discussed in Elliott Born presentation
- **Ongoing pin holes in copper piping** – will be replaced with pex as soon as an issue is noticed
- **Windows, Doors & Air conditioners**
 - French patio doors were suggested to beautify our building and to increase the values of our property.
 - New windows were also suggested to decrease our utilities
 - Installation of flush mount air conditioners were discussed as these are much more quiet for the building than floor &/or window models.
 - Sharron Billey is to get window, door & A/C pricing

Moved Ronaye Matthews, second Susan Ballard, Carried

New Business:

Elliott Born presented a verbal proposal to be the Resident Caretaker for the following reasons:

- He will do all lawn maintenance, snow removal, deal with resident issues & concerns, garbage, lights, janitorial, repairs, maintenance to bldg, paint, etc.
- He wants a \$100/mo allowance for weed & feed, cleaning supplies, small items such as a potted plants for the front entry, misc items.
- No more signs on all the doors, there will be a memo posted neatly in the front entry only.
- Elliott is available for any repairs to units at a rate of \$20/hr
- By accepting this proposal we will eliminate the janitorial service and groundskeeper.
- Elliott is 24 hr on call for emergency for any issues and he then reports to Sharron Billey
- Elliott proposed \$1,000/mo and a probation period of 4 – 6 months.
- This was discussed and feels \$1,000/mo beginning Sept 1/09 with a probation period of 5 months to be fair.
- Susan Ballard asked if Elliott could dig out the ditch behind her car to prevent water building up.

Moved by Holly Wheaton To accept Elliott Born's proposal on a 5 month probation, Second Lillian Cowan. Carried

Date, time and place of next meeting: Oct 14/09 7:00 PM at unit 306 Lillian Cowan

Motion to adjourn at 8:35 pm: Ronaye Matthews, second Susan Ballard, Carried