

There are presently 6 parking spaces that are not being used. Motion to leave it up to the owners of those spots to rent their space if they wish. Seconded. Motion carried.

The Parking Legend was posted at every door. There were no complaints regarding the posting, and we will post again in the near future and include a copy in the owner's package with the Minutes of the Strata Meeting.

STRATA FEES:

John Harder has done extensive research to compare the Strata fees of Mountainview to other, similar Strata's in Cranbrook. There was much discussion regarding our Strata fees. It then was agreed that John, together with Mark Sadler, would review our fees and both assist Sharron in preparing the next budget, which will identify and set our required Strata fees. That will then be presented as a proposal our AGM which will be end of August or early September. Strata fees are only set for a 12 month period. John was thanked for his research and his report was received for information.

LETTER FROM THE DEVELOPER:

An email from the Developer was circulated and an itemized list of jobs that were scheduled to be done was discussed. Item #6, the 4th floor ceiling that was patched after the roof leaked, may not be acceptable as repaired. Frankie Seitz was asked to take a look and offer her opinion at the next meeting. Although the majority of the tasks have been completed, the parking spaces and painted lines items and the ceiling on the 4th floor remain unsettled at this time.

Motion to receive the letter for information. Seconded. Carried.

BALANCE SHEET:

Strata Operating Fund balance - \$10,332.27. Contingency Reserve Trust - \$9,477.59. A list of the bills paid was distributed. At year end, at the AGM, the Contingency Reserve Fund can be topped up with the excess Operating Funds. This, together with the Developer's \$15,000 contribution to the roofing fund will be looked at for improvements. Motion to approve. Seconded. Carried.

NO TRESPASSING SIGNS:

There will be No Trespassing signs posted on the fence in 2 places. The cost of the signs was \$100 plus 13% tax. James has been asked to remove the concrete blocks that have been moved near the fence for the purpose of jumping the fence.

OLD BUSINESS:

CHOA CHECKLIST:

The owners will be asked to check the units regularly, using the checklist provided by CHOA. This completed form would then be retained by the Management Company and used to assist in reducing Insurance costs. A copy of this checklist is included with the Minutes. Motion to have owners complete the CHOA Annual Inspection by the AGM. Seconded. Carried.

NEW BUSINESS:

The roof is not causing any more problems since the last repair. ☺
Motion to request \$15,000 from the Developer to go towards the replacement of the roof. This money will go directly to the Contingency Reserve Fund for roof replacement. Then we will release the Developer from any further obligation. Seconded. Carried.

We were asked that the laundry rooms be better cleaned. Sharron will talk to the Janitor regarding that.

NEXT COUNCIL MEETING:

Monday, July 23, 2007, at 7:00 PM in the Boardroom of Realty Executives Cranbrook Agencies Real Estate.

Motion to adjourn at 835 PM. Carried.

We encourage all interested Strata Owners to attend our council meetings as guests. If there is anything you wish to discuss at any council meeting please forward your request stating your topic to Strata NES 2964, 911 Baker Street, Cranbrook, BC V1C 1A4. You then will be added to the agenda of the first meeting following your received, written request. (We ask that you limit your presentation to Council to a maximum of 5 minutes.)

Condominium Home Owners Association

A non-profit association serving strata owners since 1976

Bulletin: 200-048

Headline: Water Damage

Publication date: Fall 2003

Publication: CHOA Journal

Written by: Patrick Smith, Co-operators Insurance

One of the important roles of the Council is to protect the strata and provide safe and secure homes for its members. Protecting the strata is more than just paying your insurance premiums on time. Working to manage and reduce the risks that can lead to injuries, damage and unnecessary insurance claims. This can be accomplished fairly easily by setting up a program called a Risk Management Program.

A risk management program is a system of tracking the insurance claims and safety and security issues a strata has dealt with in the past and preparing for the risks it may have to deal with in the future. A risk management program protects your strata by way of prevention. This program will also help you to have the lowest possible insurance premiums.

Risks can be classified into - preventable and unpreventable types. Unpreventable would be things such as nature related, i.e.: windstorm, hail, lightning.

A risk management program involves...

- educating members on how to protect themselves and their homes.
- setting up preventative maintenance routines
- planning for emergencies,
- reviewing your insurance coverage.

Your strata may or may not be self managed. If you are going to designate a member or several members to handle a preventative maintenance program ... (make sure your insurance coverage includes coverage for volunteer accident coverage, in the event a designated member gets hurt.)

We have included some of the following aids:

- (a) Individual Unit Owners Annual Inspection List
- (b) Emergency Planning Checklist
- (c) What Members Need To Know

Loss prevention is a very important issue. It affects you now and in the future, your resale values, your insurance coverage's and pride of ownership. See what kind of program your strata has enacted or should create and then you can enjoy more peace of mind knowing that buying your strata unit was the best decision you ever made.

For more information on CHOA resources and benefits visit www.choa.bc.ca
or contact the office at 1-877-353-2462 or email office@choa.bc.ca.

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The following checklists can be helpful in preventing loss or damage.

INDIVIDUAL UNIT OWNERS ANNUAL INSPECTION LIST

Check Floors , Walls, Ceilings, Basements For:

- Damps Spots
- Stains On Concrete
- Scaling, Flaking, Peeling Paint
- Rust On Metal Columns
- Water Marks Or Rot On Stair Ways
- Seepage Around Any Joints (Structure , Equipment, Or Plumbing)
- Stained , Warped Or Lifting Of Wall Board
- Cracked Or Heaved Flooring
- Signs Of Staining, Flaking, Mold, Excessive Condensation, Around Windows And Doors

Check Bathrooms For:

- Toilets - That Are Loose, Cracked, Or Always Running
- Toilets - With Poor Drainage (Need To Be Flushed More Than Once Or Low Water)
- Leaking From Feed Lines, Tank Or Base Of Toilet
- Loose Caulking Or Grouting Around Tiles, Sinks, Showers.
- Loose Or Cracked Tiles
- Roof Ventilation Fan - Ensure Kept Clean And Fan Operating
- Moisture Around Pipes Inside Sink Vanity,
- Sweaty Toilet Tanks Collect Moisture And Cause Floor Damage And Mold.
- Check Shut Off Valves For Dripping

Check Kitchens For:

- Slow Drainage From Sink
- Caulking Around Sinks
- Signs Or Smell Of Moisture Under Sink Vanity
- Signs Of Leaking From Taps Or Feed Lines
- Check Shut Off Valves For Dripping

Check Laundry For:

- Proper Ventilation For Dryer
- Build Up Of Lint In Dryer Vent Hose
- Clean Out Or Replace Dryer Vent Hose
- Moisture , Dampness Or Smells Of Dampness

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EMERGENCY PLANNING CHECKLIST

- Shut - off valves tagged throughout building dated on: _____
 - Map of shut-off valves is up to date and available in an emergency
 - Equipment available (For Emergency) Located at: _____
 - Wet Vacuums
 - Buckets
 - Plungers
 - Snakes
 - Rags, Towels, Etc
 - Misc Tools Applicable
 - Flashlight - And Spare Batteries
 - Rubber Boots (Think about electricity!)
 - Wrenches - Crescent Type, Various Size Wrenches, Pipe Wrench
 - List of Emergency Names & Numbers - Water Related:
 - Plumber: _____
 - Staff: _____
 - Municipal Public Works:(City) _____
 - Utilities: Hydro, Gas, Etc. _____
 - Electrician: _____
 - Ambulance & Fire Dept: _____
 - Insurance Company: Phone: _____ 24 Hour Emergency # _____
- This List Dated: _____ Updated: _____ (Months) _____
- Person Allocated For Up- Keep: _____

WHAT MEMBERS NEED TO KNOW.....

Caring for your unit - owners should familiarize themselves with some of the following:

- The need for personal insurance to protect their contents & liability
- Have someone check their unit if they are going away - (water leaks occur a lot during these times.)
- Close doors and windows - especially deck doors (weather changes quickly)
- What goes down the toilet (liquid & solid waste and toilet paper) and sinks (waste water)
- What does not go down - kitty litter, grease, oils, solvents, food, toys, etc. (actually had a raw chicken get flushed down a toilet - didn't work!)
- Use strainer in the sink and empty the remains into the garbage or compost
- Supervise young children using the toilet. They like to make things disappear ---- all kinds of things!
- Turn off taps (sink, tub, shower) when you are called away to another room or the telephone rings.
- How to shut off and winterize outside faucets
- Measure laundry detergent carefully as undissolved detergent can and will clog pipes.
- Keep laundry room drains clear and in good shape.
- Ensure that your hot water tanks have a pressure relief valve and that they have some sort of drain for dispersing this overflow water
- Maintain water heaters, water softeners, and sump pumps, dishwasher and washing machine connections
- Stay in the same room when running new dishwashers and washing machines for the first time-connections not tested may blow!
- Keep emergency numbers handy in case of a water crisis - eg: plumber, restoration company, rental companies (for wet vacs)
- Inquire if a wet vac is available in the strata complex to use in emergencies - if not - suggest 1 or 2 be purchased - they are not expensive!

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PARKING LEGEND

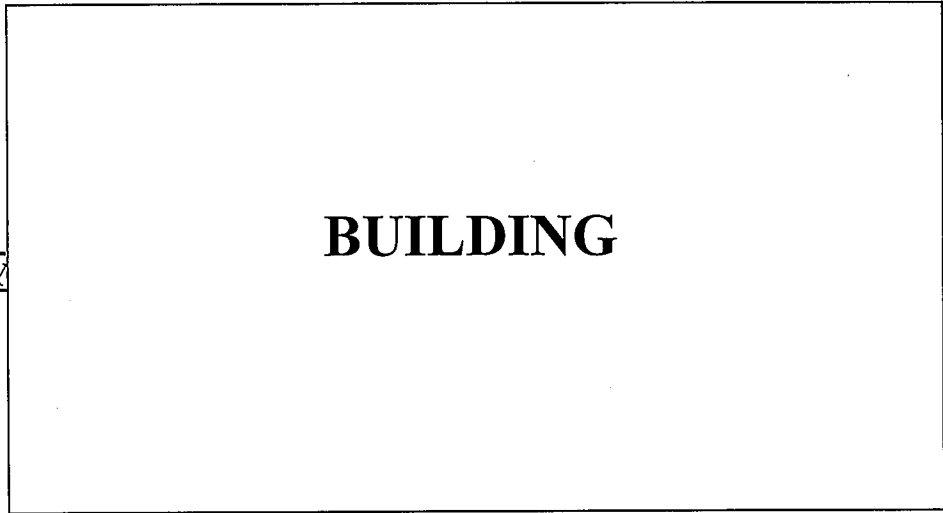
PARKING – GENERAL: It has become quite evident we must provide a parking schedule for all residents of Mountainview. The numbering system is clear and each unit is only allowed one parking space. Please park as per the provided legend.

UNIT # 406: The rip rap along the edge of #406's space has totally taken away the ability to park in that space. That issue is being taken up with the developer and will be reported on shortly.

PLUG IN'S AT INDIVIDUAL STALLS: Power for each parking place is associated with the same unit number; i.e; *Unit #204 parking place, when someone is plugged in is increasing power consumption directly to unit # 204.* Therefore if you do not have a vehicle and you are not getting paid for your spot, you are paying for someone else to plug into that outlet!! Shut off that breaker in your unit so your power is not being stolen!

4	1	1	1	2	2	2	2	3	3	3	3	4	4	4	00 R
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	00 O
7	4	6	7	4	5	6	7	4	5	6	7	4	5	6	00 C
															00 K

- 401
- 402
- 403
- 301
- 302
- WALKWAY
- 303
- 201
- 202
- 203
- 101
- 102
- 103



SHARRON BILLEY
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