

MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 3025, TRADEWINDS AT THE QUAY, HELD ON TUESDAY, JUNE 11, 2019, AT 7:00 PM IN THE JOHN BRAITHWAITE COMMUNITY CENTRE, 145 WEST 1ST STREET, NORTH VANCOUVER, BC

Council in attendance: Lucille Zdunich, President
Marc Pedersen, Vice President
Lance Silver, Treasurer
Gary Wildman, Bylaws/Fire Safety/Emergency Preparedness
Ron Penwill, Maintenance
Melanie Medina, Member-at-Large

Keith Loughlin,
Strataco Management Ltd.

Absent with leave: Ian Heyes, Commercial Representative

CALL TO ORDER:

The meeting was called to order by the Strata Council President, Lucille Zdunich, at 7:00 pm.

MINUTES OF THE MEETING OF MARCH 5, 2019:

It was

MOVED AND SECONDED:

That the minutes of the meeting of March 5, 2019 be adopted as distributed.

MOTION CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES:

There was no business arising from the minutes.

PRESIDENT'S REPORT:

Signage

The President reviewed the quotation for signage and requested it be tabled for information.

Annual General Meeting Agenda

Council reviewed the proposed agenda for the Annual General Meeting, after which it was

MOVED AND SECONDED:

That it be adopted as presented.

MOTION CARRIED UNANIMOUSLY

STRATA MANAGER'S REPORT:

1) **Finance Report**

Financial Statements

The Strata Manager tabled the financial statements for February, March and April 2019. The Treasurer advised that he had reviewed the financial statements and supporting documentation and recommended their approval. It was

MOVED AND SECONDED:

That the financial statements for February, March and April 2019 be adopted as presented.

MOTION CARRIED UNANIMOUSLY

Receivables Report

The Strata Manager reviewed the receivables report, noting that one owner was in arrears of the June 2019 strata fees, and several owners had been charged back for the costs of new fobs.

2019/2020 Operating Budget

The Strata Manager tabled the second draft of the proposed 2019/2020 operating budget. Council reviewed the draft and requested the increase in strata fees not exceed 3.5%. It was

MOVED AND SECONDED:

That the proposed 2019/2020 operating budget be presented to the owners for review and approval at the Annual General Meeting.

MOTION CARRIED UNANIMOUSLY

2) Staff Report

Deck Repair Project

The Strata Manager advised that the deck repair project had been completed but that McIntosh Perry (engineer) and the contractor had not yet submitted the final project invoices for payment.

Pest Control

The Strata Manager tabled the service reports received from Orkin Pest Control for March, April and May 2019.

All Elements Services

The Strata Manager confirmed that All Elements had replaced the fence on the west walkway, repaired a glass door on the 4th floor, and strata lot 21.

Static Industries

The Strata Manager tabled correspondence to Static Industries advising of approval of various quotations and indicated that the work had been done.

Window Cleaning

The Strata Manager tabled a quotation from Sea to Sky Window Cleaning. Council reviewed the quotation and it was

MOVED AND SECONDED:

That the quotation be approved and the work be scheduled for either July or August 2019.

MOTION CARRIED UNANIMOUSLY

Door Check

The Strata Manager tabled correspondence to Europe Lock & Key requesting they check all common area access doors and noted this had been done.

North Shore Recycling

The Strata Manager tabled correspondence requesting that two missing tote bins be replaced.

Roof Leak

The Strata Manager tabled correspondence regarding a roof leak into a 4th floor unit and noted that the repairs had been made.

Painting

The Strata Manager tabled a revised quotation from Remdal Painting for painting the commercial units. After review Council requested that a second quotation be obtained.

3) **Correspondence**

The Strata Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: welcome to new owner and two new tenants; requests for fobs/keys; approval of sliding door installation; request that vehicle be removed to allow contractor to access and clean exhaust fans; request for move-in fee (received); concerns about parking stall; approval of interior alterations; request for renovation approval (receipt of structural engineering report and letter confirming all underlay has an STC rating of 72 or above); request for roof leak repair (done); inquiry about fire system.

Council reviewed the correspondence and noted that no further action needed to be taken.



Council reminds all owners that Strata Corporation policy requires all communication to Council to be sent via the management office. This will ensure that the correspondence can be dealt with officially by the Strata Council at a duly convened meeting. Correspondence may be emailed to managers@stratacomgmt.com. Please ensure that you place your Strata Plan # (LMS 3025) at the beginning of the subject line when sending an email to Strataco. Thank you for your assistance.

4) **Mechanical**

Security System Upgrade

The Strata Manager tabled correspondence to Allied Security, noting the security system upgrade had been completed and the costs had been paid through a reserve fund transfer.

Overhead Gate

The Strata Manager tabled for Council's information the maintenance report from Precision Door concerning the overhead gate.

Xpert Mechanical

The Strata Manager advised that Xpert Mechanical had been authorized to clean the walkway drains in the interior courtyard and tabled a preventive maintenance report received from the contractor.

Fire Safety System

The Strata Manager advised that the full flow testing of the dry sprinkler system had been approved and a date was to be scheduled with Elite Fire Protection.

5) **Landscaping**

The Strata Manager advised that Burnaby Irrigation had started up the landscape irrigation system for the spring/summer months.

6) **Insurance**

The Strata Manager advised that Hub International had been requested to open an insurance claim relating to the appeal of a CRT decision to the Supreme Court of BC (Meridian vs. Owners LMS 3025). The Strata Manager noted that the insurer was reviewing this request and was presently awaiting the claimant's materials for the appeal.

The Strata Manager also noted that the all property limit had been increased to \$16,602,000.00 and tabled the applicable endorsement.

7) **Completed Items**

The Strata Manager advised that the following items had been completed since the last meeting of the Strata Council: notice to owners regarding moves in/out; replacement of lattice fence at west walkway; repair of sloping floor at one unit; repair of binding glass door on 4th floor; roof repairs at one unit.

8) **In Progress**

The Strata Manager advised that the following remained in progress: maintenance of parkade exhaust fans.

OTHER BUSINESS:

There was no other business.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:30 pm, until the Annual General Meeting, to be held on Tuesday, July 9, 2019, at 7:15 pm at the John Braithwaite Community Centre, 145 West 1st Street, North Vancouver.

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