

MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 3025, TRADEWINDS AT THE QUAY, HELD ON TUESDAY, MARCH 3, 2020, 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, At Large

Eran Roubini,
Strataco Management Ltd.

Observer: Ian Hayes, Commercial Representative

CALL TO ORDER:

The meeting was called to order by the Strata Council President, Lucille Zdunich, at 7:01 pm.

MINUTES OF THE MEETING OF FEBRUARY 4, 2020:

The minutes of the meeting of February 4, 2020 were adopted as distributed.

BUSINESS ARISING FROM THE MINUTES:

There was no business arising from the minutes.

PRESIDENT'S REPORT:

There was no President's report.

STRATA MANAGER'S REPORT:

1) Finance Report

Financial Statements

The Treasurer advised that he had reviewed the financial statements and accompanying invoices for December 2019 and January 2020 and generally found them to be in order. He recommended the statements be approved. It was

MOVED AND SECONDED:

To approve the financial statements for December 2019 and January 2020 as presented.

MOTION CARRIED UNANIMOUSLY

Receivables Report

The Strata Council reviewed a current receivables report, noting that one strata lot was in excess of 60 days in arrears and a demand letter had been sent. No further action was required.

Chargebacks

The Strata Manager advised that a strata lot had been charged back for a leak investigation and that this was being disputed by the owner. Council directed the Strata Manager to have All Elements Services provide a report for review before taking any further action.

Viscount Invoice

The Strata Manager tabled for Council's review information regarding a credit for the February 2020 enterphone invoice.

2) **Staff Report**

The Strata Manager tabled for Council's information staff reports relating to: Council information and directives; pest control; programming of enterphone; required totes (North Shore Recycling); authorization to cut keys; window replacement; notice that Ledcor not proceeding with Telus PureFibre installation; approval of quotations and update on signs; roof replacement estimates, quotations in progress; roof project loan discussions.

Directives status report: The Strata Manager tabled the directives status report for Council's review, noting progress made on various items. Any necessary amendments will be made and included in the report provided at the next meeting.

Garbage and organics totes: The Strata Manager advised that if any of the totes provided by the new company were stolen there would be a cost for their replacement. The Strata Manager was directed to schedule a walkthrough of the site with Council members and possibly the company representative to identify a proper location to place the totes to prevent further thefts.

Window replacement: The Strata Manager tabled information regarding replacement of a window with broken seals at one unit, noting the replacement was in progress.

Signs: The Strata Manager noted that the previously approved signs were in progress and most likely installation was 5 to 6 weeks away.

Roofing project: The Strata Council discussed various options for management of the roofing project as well as funding. Further discussion was tabled to the next meeting, at which time it is hoped all quotations and information will have been received for review.

3) **Mechanical**

The Strata Manager referred to the drain cleaning quotation previously received from Xpert Mechanical and advised that a quotation from Citywide Plumbing was in progress. Council tabled further discussion until all information was available for review.

4) **Landscaping**

The Strata Manager tabled a request for proposal for 2020 landscape maintenance services sent to Bur-Han Garden & Lawn Care. Council will consider the Bur-Han proposal along with other proposals once all have been received.

5) **Correspondence**

The Strata Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: Residential: request to complete alterations; maintenance queries; review of plumbing alterations; notice of vomiting in elevator; Commercial: no damage in strata lot.

The President left the meeting, after which the Strata Council reviewed the correspondence as follows:

Report of vomiting in elevator: The Strata Manager distributed a response from the tenant about whom the report had been received. The Strata Council reviewed the complaint and the response, and after much discussion it was

MOVED AND SECONDED:

To assess a fine in the amount of \$200.00 against strata lot 53 for infractions of bylaw 34.1.

MOTION CARRIED UNANIMOUSLY

The President returned to the meeting.



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.

6) Completed Items

The Strata Manager advised that the following items had been completed since the last meeting of the Strata Council: enterphone update; pest control at two units; confirmation of no damage at one unit; bylaw enforcement letter; replacement of courtyard drain cover; replacement of cracked window; request for landscape maintenance proposal; roof repair; replacement of two recycling tote bins; approval of commercial awning; chargeback of invoices.

OTHER BUSINESS:

Extra Meeting

The Strata Manager advised that an extra meeting may be required to discuss the roofing project. The Strata Council agreed the next meeting would be held on Tuesday, May 5, 2020.

Smoking Bylaws

The Strata Council requested the Strata Manager provide examples of smoking bylaws for their review and presentation to the owners at the Annual General Meeting.

Visitor Parking

The Strata Manager was requested to send a notice to all commercial units indicating that visitor parking cannot be used by employees. Those found doing so will have their vehicles towed.

Door Adjustments

The Strata Council directed the Strata Manager to:

- have a cone installed over the door knob on the south stairwell door of P2 for security
- have the 3rd and 4th floor doors readjusted to prevent squeaking

Parking Stall Storage

Council noted they would be reviewing the parking stall storage situation and notices will be sent to all residents storing items in their parking stalls which are against fire code.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:48 pm, until Tuesday, May 5, 2020, at 7:00 pm at the John Braithwaite Community Centre, 145 West 1st Street, North Vancouver.

STRATACO MANAGEMENT LTD.

#101 – 4126 Norland Avenue

Burnaby, BC

V5G 3S8

Tel: 604-294-4141

Fax: 604-294-8956

Email: managers@stratacomgmt.com



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/sj