

**MINUTES OF THE SPECIAL GENERAL MEETING OF THE OWNERS, STRATA PLAN LMS 3025, TRADEWINDS AT THE QUAY, HELD ON SATURDAY, SEPTEMBER 12, 2020, AT 9:30 AM IN THE COURTYARD, 108 WEST ESPLANADE STREET, NORTH VANCOUVER, BC**

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**CALL TO ORDER:**

The meeting was called to order by the Strata Council President, Lucille Zdunich, at 9:34 am.

**CALLING OF THE ROLL AND CERTIFICATION OF PROXIES:**

Mr. Carey Grandy, Strata Manager, advised that subsequent to the calling of the roll and certification of proxies it had been determined that all 61.8 voting members were eligible to vote, and quorum for the meeting consisted of 21 voting members, with quorum for the residential units consisting of 17 voting members, and quorum for the commercial units consisting of 4 voting members. There were 26 residential members and 6 commercial voting strata lots represented, for a total of 32 voting members. As quorum had been achieved the meeting was competent to proceed with the business at hand.

**FILING OF PROOF OF NOTICE OF MEETING:**

The Strata Manager read into the record the notice which was distributed to all registered strata lot owners in accordance with the requirements of the Strata Property Act, stating the date, time, place and purpose of the meeting.

**APPROVAL OF AGENDA:**

The proposed agenda for the Special General Meeting was approved.

**MINUTES OF THE MEETING OF JULY 9, 2019:**

The Council President advised that the 2019 Annual General Meeting minutes would be reviewed at the upcoming Annual General Meeting. The minutes were tabled.

**BUSINESS ARISING FROM THE MINUTES:**

There was no business arising from the minutes.

**NEW BUSINESS – ROOF REPLACEMENT:**

The Strata Council President introduced the roof replacement project and invited an owner, who owned a roofing company and had offered to assist the Strata Corporation in management of the roof replacement project, to review and discuss the project.

The owner advised that by coordinating directly with subtrades and purchasing materials directly from suppliers the Strata Corporation had been able to save a considerable sum of money, avoiding paying markups for overhead and profit on all purchases. Furthermore, the Strata Corporation had been able to obtain a 20 year full warranty, which was unique within the industry.

It was noted that as part of the base price for the roof replacement project all rooftop skylights would be replaced; however, owners whose units had a skylight would be given an option of paying an additional \$375.00 plus taxes directly to the contractor to upgrade to an operable skylight.

In response to questions from those assembled, it was noted that there would be some shaking and vibration, particularly at those units located directly under the roof on the 3<sup>rd</sup> and 4<sup>th</sup> floors, and it was recommended that pictures or other similar items be removed or secured to bookshelves or walls to prevent anything from being damaged. It is also possible that some cracking or nail pops may appear in the drywall ceilings. Any of these should be reported so that they can be reviewed by the appropriate representatives.

The ownership then discussed the impact the project would have on the back lane and it was noted that permits had been obtained from the City of North Vancouver for both the scaffolding and the bins, and that it would likely prevent regular deliveries to some of the neighbouring businesses using the laneway.

There being no further discussion, the resolution was read into the record, as follows:

**WHEREAS** The Strata Corporation's roofs have reached the end of their serviceable life; and

**WHEREAS** The Strata Council has obtained three (3) competitive estimates for the replacement of the roofs at the Strata Corporation; and

**WHEREAS** Your Council and their consultants have proposed a capital budget and are recommending that the roof replacement project proceed;

**BE IT THEREFORE RESOLVED THAT** The Owners, Strata Plan LMS 3025, Tradewinds at the Quay, approve the roof replacement project capital budget in the amount of \$249,273.15; and

**BE IT FURTHER RESOLVED THAT** The Owners, Strata Plan LMS 3025, authorize the funding of the roof replacement project by way of a transfer from the contingency reserve fund in the amount of \$200,000.00 and a special levy in the amount of \$49,273.15 due by the owners of record as at September 12, 2020, and payable in one (1) lump sum payment on October 1, 2020, or in two (2) equal monthly payments on October 1, 2020 and November 1, 2020, in accordance with unit entitlement and the schedule of special levy attached to the notice of meeting.

It was

**MOVED AND SECONDED:**

That the resolution be approved as presented.

*MOTION CARRIED (29 in favour, 0 opposed, 1 abstained)*

**OTHER BUSINESS:**

Enterphone System

Subsequent to the completion of the roofing business the Strata Council President noted that a new enterphone system had been installed at the underground parking entrance and that the system would be activated upon completion of the roof replacement project.

Updated Information Forms

It was noted that fob, storage locker, parking stall and similar information appears to have been misplaced following the departure of the previous Strata Manager and that it was necessary to complete and submit new information forms. The President advised that she would coordinate these items.

Bike Removal

A final warning was given that any bicycles not properly tagged in the bike room would be removed.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 10:06 pm.

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/sj