

MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 3025, TRADEWINDS AT THE QUAY, HELD ON TUESDAY, MARCH 5, 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
Ian Heyes, Commercial Representative
Ron Penwill, Maintenance
Melanie Medina, Member-at-Large

Keith Loughlin,
Strataco Management Ltd.

CALL TO ORDER:

The meeting was called to order by the Strata Council President, Lucille Zdunich, at 7:05 pm.

MINUTES OF THE MEETING OF FEBRUARY 5, 2019:

It was

MOVED AND SECONDED:

That the minutes of the meeting of February 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:

There was no President's report.

STRATA MANAGER'S REPORT:

1) Finance Report

Financial Statements

The Strata Manager tabled the financial statement for January 2019. The Treasurer advised that he had reviewed the financial statement and supporting documentation and recommended its approval. It was

MOVED AND SECONDED:

That the financial statement for January 2019 be adopted as presented.

MOTION CARRIED UNANIMOUSLY

Receivables Report

The Strata Manager reviewed the receivables report, noting that no owners were in arrears of the March 2019 strata fees.

2019/2020 Operating Budget

The Strata Manager tabled the first draft of the proposed 2019/2020 operating budget. Council reviewed the draft and agreed the budget would be finalized at the next Council meeting.

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 submitted the final project invoices for payment.

Pest Control

The Strata Manager tabled correspondence to Orkin Pest Control expressing concerns about the pest control services and pigeon droppings, noting that a response was pending.

Painting of Commercial Window Frames and Entrance Doors

The Strata Manager tabled correspondence to Remdal Painting approving their quotation for the above work.

All Elements Services

The Strata Manager tabled for Council's information a quotation for replacement of the lattice fence along the west walkway. Council reviewed the quotation and the President advised that she had met with the general manager of All Elements. It was noted the current fence was in such a poor state of repair that it should be replaced entirely, and that the fence should be extended approximately 25' feet farther than its current length. Council reviewed the quotation and after discussion it was

MOVED AND SECONDED:

That the quotation from All Elements Services in the amount of \$10,176.12 for replacement of the fence be approved, with the costs to be paid through a reserve fund transfer.

MOTION CARRIED UNANIMOUSLY

Council reviewed the quotation from All Elements Services relating to a ceiling leak in one unit, and after discussion it was

MOVED AND SECONDED:

That the quotation be approved and that the duct which was causing the condensation be properly wrapped with insulation.

MOTION CARRIED

Security

The Strata Manager tabled correspondence to Jensen Signs requesting a quotation for security signage and noted it was in progress.

The Strata Manager tabled correspondence to Westcoast Communication requesting a quotation to upgrade the security cameras, along with the quotation received in the amount of \$15,379.00 + tax. Council discussed the security camera upgrade at length, after which it was

MOVED AND SECONDED:

That the quotation be approved subject to review, and that funding for the upgrade be paid through a reserve fund transfer.

MOTION CARRIED

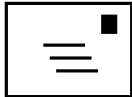
KUA Cleaning Services

The Strata Manager tabled correspondence requesting the contractor to remove pallets from the underground parkade and noted this was in progress.

3) Correspondence

The Strata Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: request for fob; inquiry about repair of sloping floors; approval of interior modifications; approval of rental extension until August 31, 2019 under hardship provisions of Strata Property Act, and request to amend rental restriction bylaws to allow 8 rental units; notification tenant vacating unit.

It was noted that a $\frac{3}{4}$ vote resolution to amend the rental restriction bylaw would be placed on the agenda for the 2019 Annual General 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.

4) Mechanical

The Strata Manager tabled a planned maintenance service report received from Xpert Mechanical for February 2019, notification to Xpert that servicing of the parkade fans and vertical and horizontal drain cleaning (subject to clarification of cleaning of courtyard and storm drains) had been approved. The Strata Manager noted that Xpert Mechanical had advised that cleaning the courtyard and storm drains would add \$300.00 to their quoted price. After discussion Council authorized the cleaning of the storm drains for the interior courtyard walkways.

5) Landscaping

The Strata Manager tabled quotations from Static Industries for electrical plugs for the courtyard planters (\$875.00 + tax) and a parkade lighting upgrade (\$7,140.00 + tax). Council reviewed the quotations and it was

MOVED AND SECONDED:

To approve the quotation for electrical plugs for the courtyard planters, but defer the parkade lighting upgrade to a later date.

MOTION CARRIED

6) 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 move out and request for quotations for lattice fence replacement and security camera upgrade.

7) In Progress

The Strata Manager advised that the following remained in progress: window frame and door painting at commercial units; maintenance of parkade entrance fans.

Council requested staff to arrange for the 4th floor glass door leading from the exterior courtyard walkway to the interior hallway to be adjusted, and to have the locksmith do a general check of the locks of all entrance/exit doors within the complex.

OTHER BUSINESS:

There was no other business.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:20 pm, until Tuesday, June 11, 2019, at 7:00 pm in 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



Real estate regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes, as there will be a charge to the owner for replacement copies.

/sj