

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 3025, TRADEWINDS AT THE QUAY, HELD VIA ZOOM VIDEO CONFERENCING AT 7:00 PM ON MONDAY, FEBRUARY 1, 2021**

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Council in attendance: Lucille Zdunich  
Marc Pedersen  
Lance Silver  
Gary Wildman

Carey Grandy and Eran Roubini,  
Strataco Management Ltd.

Absent with leave: Ron Penwill  
Josh Gibson  
Yovan Milojevic

**CALL TO ORDER:**

The meeting was called to order by the Strata Manager at 7:02 pm.

**ELECTION OF OFFICERS:**

The following Council members were duly elected to office:

President	Lucille Zdunich
Vice President	Marc Pedersen
Treasurer	Lance Silver

**MINUTES OF THE MEETING OF DECEMBER 7, 2020:**

The minutes of the meeting of December 7, 2020 were adopted as distributed.

**BUSINESS ARISING FROM THE MINUTES:**

There was no business arising from the minutes.

**PRESIDENT'S REPORT:**

The Strata Council President briefly summarized the discussions held at the January Annual General Meeting, and reviewed ongoing issues including reimbursement to an owner for their home insurance deductible and scheduling of the fireplace servicing.

**STRATA MANAGER'S REPORT:**

**1) Finance Report**

The Strata Council received financial reports relating to: financial statement for the month of November 2020; receivables report. Council reviewed the reports as follows:

Financial Statements: The Strata Council Treasurer advised that he had reviewed the October and November 2020 financial statements and accompanying invoices and generally found it to be in order. There being no other questions, it was

**MOVED AND SECONDED:**

That the Strata Council accept the financial statements for October and November 2020.

***MOTION CARRIED UNANIMOUSLY***

Receivables Report: The Strata Manager presented a copy of a current receivables report, noting that three strata lots were in arrears for minor amounts with no further collections action recommended.

2) **Staff Report**

The Strata Council received staff reports relating to: Council information and directives; Indemnity Agreement summary as of January 15, 2021; towing contractor provided with towing authorization list; North Vancouver Fire Department provided with updated Council list; pest control service reports; Canada post parcel locker; installation of elevator pads; All Elements Services investigation; refuse/recyclables removal schedule; roof replacement project; annual fire inspection; balcony leak water loss. Council reviewed the reports as follows:

Pest control: The Strata Council reviewed and discussed concerns with pigeon activity in the underground parking area. Council noted that they were in the process of accumulating the required netting and exclusion materials and would be scheduling installation of the exclusion equipment as soon as possible.

Parcel locker installation: The Strata Manager advised that Canada Post had been notified that the Strata Corporation was interested in obtaining a parcel locker and staff were currently waiting for a scheduled inspection by a representative from Canada Post to verify the location.

Roof replacement project: Regrettably, Strata Council member Gibson was not able to attend the Council meeting to provide an update on the roof replacement project. Council noted that they would review the project with the representative at their earliest opportunity.

Fire protection system: The Strata Council received the annual fire inspection report, and it was

**MOVED AND SECONDED:**

To approve the completion of identified deficiency repairs excluding the replacement of smoke alarms that had reached 10 years of age or more, for a quoted price of \$2,229.92 (including taxes).

*MOTION CARRIED UNANIMOUSLY*

It was then

**MOVED AND SECONDED:**

To approve required repairs to the fire sprinkler system dry valve gaskets and replacement of side chamber bolts for a quoted price of \$2,415.00 (including taxes).

*MOTION CARRIED UNANIMOUSLY*

The Strata Council confirmed that they would carry forward the funding necessary to replace those smoke alarms 10 years or older in the operating budget for the next fiscal year, with work to be done during the next annual fire inspection.

Water leak from balcony: The Strata Council reviewed correspondence and reports pertaining to a water leak affecting a 1<sup>st</sup> floor unit caused by the failure of a waterproofing detail around a balcony drain on the 2<sup>nd</sup> floor. Council noted that repairs were in progress. The total value of the repairs was \$11,744.13, \$1,744.13 over the Strata Corporation's deductible. During discussion it was noted that the value of submitting an insurance claim for such a low dollar amount was likely offset by the impact on the Strata Corporation's loss history. It was then

MOVED AND SECONDED:

That the Strata Corporation not submit an insurance claim for the \$1,744.13.

*MOTION CARRIED UNANIMOUSLY*

**3) Mechanical/Plumbing**

The Strata Council received mechanical/plumbing reports relating to: elevator service report and repair estimate; parking area pipe leak. The Strata Council reviewed the reports as follows:

Elevator: The Strata Managers advised that additional quotations were in progress for replacement of the Strata Corporation's elevator phone. The Vice President noted that when the elevator reached the 4<sup>th</sup> floor the LED screen still displayed "3". The Strata Manager advised that he would review this with the elevator service contractor.

**4) Landscaping**

There were no landscaping reports.

**5) Insurance**

The Strata Council received insurance reports relating to: insurance policy renewal; policy certificate. There was no further discussion of the insurance reports.

**6) Correspondence**

The Strata Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: Commercial: alterations response; earthquake deductible calculation; Residential: modifications to strata lots (2); elevator pad installation; smoking complaint; concerns with rental bylaw revision. The Strata Council reviewed the correspondence as follows:

Alterations response: The Strata Council reviewed correspondence received from a commercial strata lot owner regarding alterations completed to the unit and confirmed that no further information was required.



**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](mailto: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.**

**7) Completed Items**

The Strata Manager advised that since the last meeting of the Strata Council the following items had been completed: follow up with garbage/cardboard removal; Annual General Meeting; annual fire inspection deficiency quote received; Canada Post parcel locker request; request for additional elevator phone estimates; additional pest control service calls; balcony drain repairs at one unit; approval of budget; renewal of insurance policy; boiler gas filter serviced; parking area pipe leak repairs.

8) **In Progress Items**

The Strata Manager advised that the following remained in progress: roof replacement project; gas line repairs at one unit; parking area pipe leak repairs.

**OTHER BUSINESS:**

There was no other business.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 7:49 pm, until the next scheduled meeting to be held on Monday, March 1, 2021 at 7:00 pm (via electronic attendance).

**STRATACO MANAGEMENT LTD.**

**#101 – 4126 Norland Avenue**

**Burnaby, BC**

**V5G 3S8**

**Tel: 604-294-4141**

**Fax: 604-294-8956**

**Email: [managers@stratacomgmt.com](mailto: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