CAPILANO RIDGE (JOINT)
STRATA PLAN BCS 130
STRATA COUNCIL MINUTES
THURSDAY, APRIL 27, 2023, 6:00PM
3125 Capilano Crescent-Apartment Building Lobby

COUNCIL PRESENT:	**Glyndwr Wide - President** **Lauren Fraser –Treasurer** **Sharon Drudian - Secretary** **Philip Mattes – Council Member** **Simon James – Vice President** **William Paine – Council Member**
COUNCIL REGRETS:	**Joanne Egerton – Council Member** **Philip Haddad – Council Member**
MANAGEMENT PRESENT:	**Tasha Perry, Strata Manager** **Pacific Quorum Properties Inc.** **tperry@pacificquorum.com**

---

1. CALL TO ORDER

The meeting was called to order at 6:02 p.m.

2. ADOPTION OF AGENDA

It was
MOVED/SECONDED
To adopt the agenda, as presented.
CARRIED

3. ADOPTION OF PREVIOUS MINUTES – January 17, 2023

It was
MOVED/SECONDED
To adopt the minutes of the January 17, 2023 Council meeting as presented.
CARRIED

4. FINANCE

Financial Statements – March 2023
Council reviewed the financial statements for March 2023.

It was
MOVED/SECONDED
To approve the financial statements for March 2023 as presented.
CARRIED

5. BUSINESS ARISING

a. Fence- Tree from Neighbour Pushing on the Fence
A letter has been issued to the neighbouring property to advise that their tree has started to damage the Capilano Ridge Fence. They had not responded at the time of the meeting. Strata Manager will reach out to the District of North Vancouver to inquire what options are available in these types of scenarios.

b. Center Bench Update
Staining on the bench has been done, with multiple coats applied. It is drying and had to be moved to a warmer spot to complete the drying process. Once completely dried, it will be installed for use.

c. Irrigation – Replacement of Backflow Preventer
The failed backflow preventer has been replaced by Maas Mechanical and the task is complete.

d. Taxes Update
Council has worked very hard to get this corrected with the CRA. The business number is pending with CRA. This will likely be delayed further due to the strike.

e. TELUS Update
Council had been in touch with TELUS to change the plans for the phone lines. Invoices were going to Martello and not PQ. Once the invoices came through, Council noted that there were late charges on them, which should be refunded as was agreed upon when Council changed the plans with TELUS to save the strata costs.

f. Power Washing
Power washing has been scheduled for May 1st.

g. Insurance Costs/Finance Costs
Council reviewed and approved the insurance renewal. PQ was able to work with the insurers to get the cost very close to the previous year. Council approved paying for this by way of financing, with a $45,000.00 down payment to be paid from the CRF via interfund loan. This will allow for less financing charges.

h. Garden Light Painting - Quotes
Pending for nice weather.

i. Memo -Re: Ownership & Maintenance of the Fence at the Northern Border with 3179
A letter was drafted and reviewed by Council, then sent to the neighbour for signature. The letter stated the 3179-property owner will be responsible for the repair and maintenance of the fence they installed, in perpetuity. Neighbours signed without issue. The task is complete.

j. 2023/2024 Budget Planning
Council discussed the amounts they would like to budget for each line item and advised the Strata Manager they would like to accrue the full budgeted amount for power washing.

k. AGM Date/Location – Scheduled for June 27th in the Parkade
Council advised the Strata Manager the following with respect to the AGM package:

- Do not include the previous minutes for approval in the package.
- Council would like to propose waiving the depreciation report update. Package will have a backup resolution to expense up to $12,000.00 should the waiving resolution fail.
- Possible change in appearance from the patchy grass to the original grass pavers on the right of way to Capilano Road between the Town House and Apartment buildings- see below under new business -garden report.
- Council would like to have the package information provided by the 1st of June, in advance of the June 7th mail out date.

6. NEW BUSINESS

a. Garden Report – Including the East TH Section Cedar Tree Report (Cedar Bark Recommendations)

Council discussed getting rid of the patchy grass that has grown over the original grass pavers on the right of way to Capilano Road between the Town House and Apartment buildings. The grass does not do well in this area.

b. Depreciation Report Planning (Last Updated 2018)

Council is not actively looking for quotes for the next depreciation report update. Owners are encouraged to review previous reports.

7. TERMINATED

There being no further business to discuss at this time, the meeting was terminated at 6:52 p.m.

THE NEXT COUNCIL MEETING SCHEDULED IS:
AGM- Tuesday June 27, 2023 in the parkade

ONLINE ACCESS TO YOUR STRATA CORPORATION - *PQ ONLINE*:

- Go to: **www.pacificquorum.com**
- **Click "SIGN UP NOW"** under "Connect to Your Property – PQ ONLINE"
- Enter your name, email, property name, and address
- You will be emailed your unique log-in and password to access ***PQ ONLINE***
- Once you have logged into ***PQ ONLINE*** for the first time, **go to "MY INFO"**

If you have any trouble accessing ***PQ ONLINE***, please contact support@pacificquorum.com

Submitted by:
PACIFIC QUORUM PROPERTIES INC.
Tasha Perry, Strata Manager
PO Box 1519, 101A – 38142 Cleveland Avenue
Squamish, BC V8B 0A4
Tel: 778-770-0380 / Fax: 778-655-1927
Email: tperry@pacificquorum.com
Website: www.pacificquorum.com

24-Hour Maintenance Emergency 778-770-0380

IMPORTANT INFORMATION Please have this translated
RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire
INFORMACIÓN IMPORTANTE Busque alguien que le traduzca
CHỈ DẪN QUAN TRỌNG *Xin nhờ người dịch hộ*

重 要 資 料 請 找 人 爲 你 翻 譯
これはたいせつなお知らせです。 どなたかに日本語に訳してもらってください。
알려드립니다 이것을 번역해 주십시오
ਬਹੁਤੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਚੰਗੇ ਦਿਲ ਦਾ ਦੁਭਾਸ਼ੀਆ ਕਰਵਾਓ

Please Note: The Real Estate Regulations require a vendor to provide purchasers with copies of Strata Corporation Meeting minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon advance order from *Pacific Quorum Properties Inc.*