CAPILANO RIDGE (TOWNHOUSES)
STRATA PLAN BCS 130
STRATA COUNCIL MINUTES
THURSDAY, APRIL 27, 2023, 7:00PM
3125 Capilano Crescent-Apartment Building Lobby

COUNCIL PRESENT:	**Philip Mattes – Council Member** **Simon James – President** **William Paine – Council Member**
OWNER PRESENT:	**Yoland Paine- 3127- departed meeting at 7:21pm**
COUNCIL REGRETS:	**Chris Ware – Council Member** **Philip Haddad – Treasurer**
MANAGEMENT PRESENT:	**Tasha Perry, Strata Manager** **Pacific Quorum Properties Inc.** **tperry@pacificquorum.com**

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1. CALL TO ORDER
The meeting was called to order at 7:06 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

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

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

b. Documents available to Council on PQOnline
Council requested more historical availability of full financial reports for Council members to be available on PQonline. This has been flagged for IT to correct.

c. Waste Removal invoices
Council noted the address on the waste removal invoice still shows as Martello and would like that changed. PQ accounts payable to follow up.

5. BUSINESS ARISING

a. **Dryer Vent Cleaning**
Dryer vent cleaning was completed on February 1st.

b. Fire Equipment Testing
Fire equipment testing was completed on February 1st.

c. Deck Railing/Caulking - Quotes
Council directed Strata Manager to schedule with Jamie in May.

d. Window Washing
Scheduled for May 8th – 10th.

e. Gutter Cleaning

i. **Hoppers-** Council has been cleaning out the hoppers as often as they can. Council appreciates any owners that can assist with this task in order to keep costs low.

ii. **Timing**
Council had discussed the option of cleaning twice a year, but will monitor to see if that is necessary.

f. Garage Door Replacement
Garage doors were ordered and stored over the winter. Council reach out to Creative Door to get these installed and painted in the spring as weather allows.

g. Budget Planning
Council discussed the upcoming budget for the fiscal year, which will be presented to the Ownership at the AGM.

h. AGM Date – 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.
- Add discussion point about recycling
- 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. **Power Washing**
Power washing has been scheduled for May 3rd.

b. Lattice Dividers between townhouses
Council will be reviewing the hedge dividers between all the Town Houses. For the hedges that are not in good condition, or have already died, these will be replaced with lattice dividers.

c. Garbage Shed

i. Bolt on Garbage Shed- Strata Manager to follow up with Jamie about getting this completed.

ii. Cleanliness/Recycle- Add a talking point to the AGM to remind owners on proper recycling habits.

d. Privacy Glass Installed
Council requested the Strata Manager get in touch with SL17 to have the unapproved balcony tint removed from the glass railings on the balcony.

6. TERMINATED

There being no further business to discuss at this time, the meeting was terminated at 7:42 p.m.

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

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	重要資料 請找人爲你翻譯
RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire	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。
INFORMACIÓN IMPORTANTE Busque alguien que le traduzca	알려드립니다 이것을 번역해 주십시오
CHỈ DẪN QUAN TRỌNG *Xin nhờ người dịch hộ*	ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਵਾਓ

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