CAPILANO RIDGE (JOINT)
STRATA PLAN BCS 130
STRATA COUNCIL MINUTES
TUESDAY SEPTEMBER 24, 2024, AT 5:45 PM
IN THE APARTMENT BUILDING LOBBY
3125 CAPILANO CRES., NORTH VANCOUVER, BC

COUNCIL PRESENT:	**Christopher Ware** **Joanne Egerton** **Lauren Fraser** **Philip Mattes** **Simon James** **Glyndwr Wide**
COUNCIL REGRETS:	**Sharon Drudian** **Willaim Paine**
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 5:53 p.m.

2. COUNCIL POSITIONS

After discussions, council agreed on the following positions:

Glyndwr Wide- President & Fire Deputy
Simon James-Vice President
Lauren Fraser-Treasurer
Sharon Drudian-Secretary
Christopher Ware- Member at Large
Joanne Egerton- Member at Large
Philip Mattes- Member at Large
Willaim Paine- Member at Large

3. ADOPTION OF AGENDA

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

4. ADOPTION OF PREVIOUS MINUTES – FEBRUARY 21, 2024

It was
MOVED/SECONDED
To adopt the minutes of the February 21, 2024, Council meeting as presented.
CARRIED

5. FINANCE

Financial Statements – August 2024
Council reviewed the statements for August 2024.

It was
MOVED/SECONDED
To approve the financial statements for August 2024 as presented.
CARRIED

6. BUSINESS ARISING

a. Taxes
Taxes for the Strata Corporation have been filed, and the strata's account with CRA has been updated to include a list of current council members. Task complete.

b. Soffit Cleaning & Power Washing
Soffit cleaning and power washing have been completed for the season.

c. Capilano Crescent Bench
The bench had deteriorated and has been removed and disposed of.

d. Electrical Planning Report (EPR)
The changes in legislation require the strata corporation to get an EPR for the entire complex. Unfortunately, the EV ready plan that was already completed does not meet the requirements of the EPR. Quotes will be obtained for the report and Council will budget accordingly.

7. NEW BUSINESS

a. Deprecation Report Update
Council would like additional quotes. Strata Manager to request quotes.

b. Landscaping/Grass Removal Follow-up
Council has a site inspection booked with Cedar Bark on Sept 25th to go over their recommendations for the walkway.

c. Trespassing Memo/Watch Program
Council issued a notice to Owners about the person trespassing on Capilano Ridge property. Please find the steps below should a report need to be filed.

1) MAKE SURE ALL incidents are reported to RCMP. ONLY the person who sees him can call RCMP to report. No third-party phone calls will be accepted.
2) NO direct or face to face confrontation with him whatsoever as safety comes first.
3) Any CCTV recording and/or photos of his trespassing must be shared with RCMP.
4) KEEP CALLING RCMP to report trespassing every time it occurs even if an officer does not show up every time you call.
5) Going forward, keep a detailed record or list of all the incidents and share it with Council.

Their website is below, you can use the non-emergency line to call in, there is also an email address and an online reporting option.

Non-Emergency: 604-985-1311
Email: nvanrcmp@rcmp-grc.gc.ca
https://www.rcmp-grc.gc.ca/detach/en/d/250

d. Winterization, Salting and Snow Removal

Winterization- Notice to be issued to Owners about the winterization tips.
Snow Removal/Salting- Salt bins will be filled and placed around the property for residents to use as needed. Cedar Bark will shovel the walkways.
Update - Eternal Springs will do the mechanical snow removal and salting based on their insurance requirements.

e. Possible Purchase of AED

Council discussed the potential installation and maintenance of an AED for building emergency use. Council will investigate this further before deciding how to move forward.

f. Christmas Gift Cards

Council discussed and approved the distribution of holiday gift cards for contractors.

8. TERMINATED

There being no further business to discuss at this time, the meeting was terminated at 6:18 p.m.

THE NEXT COUNCIL MEETING SCHEDULED IS:
November 20th -5:45 PM- in the apartment lobby

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
ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੱਥਾ 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.*