CAPILANO RIDGE (TOWNHOUSE)
STRATA PLAN BCS 130
STRATA COUNCIL MINUTES
TUESDAY, DECEMBER 3, 2024, AT 6:45PM
IN THE APARTMENT BUILDING LOBBY
3125 CAPILANO CRES., NORTH VANCOUVER, BC

COUNCIL PRESENT:	**Christopher Ware** **Philip Haddad** **Philip Mattes** **Simon James** **William 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 6:43 p.m.

2. ADOPTION OF AGENDA

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

3. ADOPTION OF PREVIOUS MINUTES – SEPTEMBER 24, 2024

It was
MOVED/SECONDED
To adopt the minutes of the September 24, 2024, Council meeting as presented.
CARRIED

4. FINANCE

a. Financial Statements – October 2024
Council reviewed the statements for October 2024.

It was
MOVED/SECONDED
To approve the financial statements for October 2024, as presented
CARRIED

b. Invoices
Council reviewed their invoice approval procedure and confirmed which Council member will approve each project costs.

5. BUSINESS ARISING

a. Deck Railings/Caulking
Deck work has finished for the season and will continue in Spring of 2025.

b. Jamie Projects-Update
Council will assist Jaime in prioritizing the remaining projects that can be completed in the colder weather.

c. Gutter Cleaning
Gutter cleaning has been completed, as well as minor repairs have been addressed.

d. Treatment of property
Council noted a contractor reported a deck in poor condition and directed the Strata Manager to issue a bylaw warning letter to SL01 to have the Owner clean up.

6. CORRESPONDENCE

a. Unit 3149 – Letter to Council
Topic was a joint issue, but address to Townhouse Council. Topic was discussed at the Joint Meeting.

7. NEW BUSINESS

a. Furnace replacement
Furnace replacement is the responsibility of each Owner, however Council is looking to manage this for the Owners to obtain better pricing for the Owners. Owners would be responsible for payment to the contractor directly, should they wish to proceed with the project.
Any changes to the exterior of the property will require permission from the Council, by way of alteration request and indemnity agreement. A blank form can be downloaded from the alteration tab of PQ online. Owners will need to fill out and sent to Council via PQ in advance of any work taking place.

b. Duct Cleaning
Council discussed booking the dryer duct cleaning and fire safety inspection on the same day. MASmith Duct cleaning recommended cleaning the vents in March instead, so the jobs will be scheduled separately.

c. Fire inspection
Annual fire inspection has been Scheduled for Jan 27th, 2025.

8. TERMINATED

There being no further business to discuss at this time, the meeting was terminated at 7:11 p.m.

THE NEXT COUNCIL MEETING SCHEDULED IS:
March 25th 6:45 in the apartment lobby

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Submitted by:
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24-Hour Maintenance Emergency 778-770-0380

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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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