CAPILANO RIDGE (TOWNHOUSE)
STRATA PLAN BCS 130
STRATA COUNCIL MINUTES
TUESDAY, SEPTEMBER 23, 2025, AT 6:30PM
IN THE APARTMENT BUILDING LOBBY AT 3125 CAPILANO CRES., NORTH VANCOUVER, BC

COUNCIL PRESENT:	**Chris Ware** **Simon James**
COUNCIL REGRETS:	**Philip Haddad** **Willaim Paine**
MANAGEMENT PRESENT:	**Tasha Perry, Strata Manager** **Pacific Quorum Properties Inc.** **tperry@pacificquorum.com**

---

1. CALL TO ORDER

The meeting was called to order at 6:47 p.m.

2. COUNCIL POSITIONS

After discussions, Council agreed to the following positions:

Simon James- President
Chris Ware - Vice President & Treasurer
Philip Haddad- 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 – MARCH 25, 2025

It was
MOVED/SECONDED
To adopt the minutes of the March 25, 2025, Council meeting as presented.
CARRIED

5. FINANCE

a. Financial Statements – August 2025

Council reviewed the statements for August 2025 and would like the accountant to adjust the CRF contribution to the new budget amount.

It was
MOVED/SECONDED
To approve the financial statements for August 2025, with an adjustment to CRF amounts.
CARRIED

6. BUSINESS ARISING

a. Deck Railings/Caulking
Bill to review and update Council and Owners with the progress.

b. Jamie Projects - Update
Topic tabled until Bill in attendance.

c. Gutter by Mailbox
Drainage repairs under review as original fix has not been successful.

d. Driveway Maintenance
Finding a contractor that is able to quote on the repairs has been difficult. Council will focus on the curbs only as that portion of the work may be able to be completed.
Town House council will address this issue with the landscaping committee during the October walk-around as there are large tree roots that are causing issue,.

7. CORRESPONDENCE

a. Unit 3313 – Rotten Stairs
Council reviewed the correspondence in advance of the meeting and had repairs completed.

b. Unit 3153 – Inquiry on Fire Safety Costs from the AGM
Council reviewed the correspondence and confirmed the costs for the Owner that was not able to attend the AGM.

8. NEW BUSINESS

a. Gutter Cleaning
Council would like the Strata Manager to obtain costing from Apex for a gutter clean.

b. Power Washing
Council would like the Strata Manager to obtain costing from Axion for spring pressure washing.

c. Window Washing
Council would like the Strata Manager to obtain costing from Hightower for spring window washing

d. Winterization notice
Property administrator to prepare a notice for Council review before posting to Owners.

e. Fire Inspection
Fire Inspection has been scheduled for Jan 27, 2026.

f. Dryver vent cleaning
Interior and exterior dryer vent cleaning has been scheduled for Jan 27, 2026

9. TERMINATED

There being no further business to discuss at this time, the meeting was terminated at 7:09 p.m.

THE NEXT COUNCIL MEETING SCHEDULED IS:
December 2nd 6:45pm- 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: 778-770-0382 / 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.*