CAPILANO RIDGE (TOWNHOUSE) STRATA PLAN BCS 130 STRATA COUNCIL MINUTES

WEDNESDAY, NOVEMBER 22, 2023, AT 7:00 PM
3125 CAPILANO CRESCENT, NORTH VANCOUVER, BC

COUNCIL PRESENT:	**Simon James** **Philip Haddad** **Chris Ware** **Philip Mattes** **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 6:44 p.m.

2. ADOPTION OF AGENDA

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

3. ADOPTION OF PREVIOUS MINUTES – September 26, 2023

It was
MOVED/SECONDED
To adopt the minutes of the September 26, 2023, Council meeting as presented.
CARRIED

4. FINANCE

a. Financial Statements – September 2023

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

The treasurer noted some minor corrections required to the statements. Strata Manager to have the property accountant update the financial statements.

b. Invoice Approval
Council discussed their process for invoice review and will assign review and approval of invoices to the treasurer- Chris Ware.

5. BUSINESS ARISING

a. Deck Railings/Caulking
A reminder will be placed in the property calendar to follow up with Savvy Solutions to address this in spring.

b. Lattice dividers between townhouses
Work currently in progress.

c. Garbage Shed Bolt
Parts have been ordered and will be installed once received. Council noted a special thanks to Chris Ware for taking care of this.

6. CORRESPONDENCE

A. Pest update 3117
Owner emailed to advise a door sweep was purchased for $24.99. Council approved the reimbursement of this as it is an exterior door. Strata Manager to process refund to the Owner.

7. NEW BUSINESS

a. Soffits & Flashing
Quotes have been requested and are pending with the Contractor. Council would like to explore the option of having a test unit done in advance of all units being done to ensure that processed used is successful and does not cause any damage.

b. Jamie- Savvy Solutions
Items that have been assigned to Savvy.

- Paving
- Stairway treads
- Caulking (spring)

c. Fireplace vents
The apartment section noted they observed dusty air intake vents that may require cleaning. Council will review the Town Houses to determine if cleaning is necessary.

d. Duct Cleaning
Council would like to book the dryer vent cleaning for the same day (Jan 29th) as the fire inspection in order to have access to the units done on both days for convenience of the Owners. Strata Manager to reach out to MAS duct cleaning and request this.

e. Christmas Gifts
Council discussed the gift cards they will purchase for contractors as a Christmas bonus.

8. TERMINATE

There being no further business to discuss at this time, the meeting was terminated at 7:22 p.m.

THE NEXT COUNCIL MEETING SCHEDULED IS:
Feb 27, 2024-6:00pm 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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