S-200-808 West Hastings Street
Vancouver, BC V6C 2X4
Telephone No. 604-681-6544
Fax 604-681-5114

MINUTES OF STRATA COUNCIL MEETING
STRATA CORPORATION BCS-130
CAPILANO RIDGE

HELD: Tuesday, September 13, 2011 at 6:00 pm
Front of apartment lounge – Capilano Crescent, North Vancouver, BC

PRESENT: Allan Kelley, Lauren Fraser, Philip Mattes, Sharon Drudian, Darrell Smith
Steve Maddess, Strata Manager, Martello Property Services

CALL TO ORDER: The meeting was called to order at 6:00 p.m.

GUEST BUSINESS:
There was no guest business for this meeting.

ADOPTION OF MINUTES OF THE PREVIOUS COUNCIL MEETING:
It was moved, second and **CARRIED** to approve the minutes of May 17, 2011 Strata Council Meeting as previously circulated.

FINANCIAL REPORTS:

1. Financial Statements from May to July 2011:
   It was moved, second and **CARRIED** to approve the financial statements from May to July 2011 as prepared by Martello Property Services and previously circulated.

2. Accounts Receivable as of September 13, 2011:
   Council reviewed the arrears report as at September 13, 2011. Council would like to **thank** the Owners who keep their accounts up to date.

3. Form G Liens:
   Management reported that one (1) Form G Lien has been registered to one strata lot.

Please note: If you are not already on the automatic withdrawal system, you will need to contact the Strata Administrator at Martello Property Services Inc. ***(604-681-6544)*** *prior to the 20th of the month in order to be set up for the 1st of the following month automatic debit*.

BUSINESS ARISING FROM PREVIOUS MINUTES:

1 Balcony Review:
Management reported that the balcony recoating has been completed on the apartments where deficiencies were noted from a previous inspection. If you notice a tear or separation in your balcony membrane please contact Management.

2 Dryer Vents:
Management reported that National Air Technologies has completed the cleaning of both the apartments and the townhouses dryer vents from inside and out.

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NEW BUSINESS: JOINT SECTION

1. Correspondence:
   There were twelve (12) pieces of correspondence to review at this meeting:
   - An Owner raising concern about the messy balcony of one the neighboring units. A letter has been sent accordingly and the Owner responded that the balcony is cleared.
   - An Owner requesting the Strata Corporation to install a barrier or plexi glass onto the metal wall separating the car wash area and tenants parking to avoid splashing water and mud on the vehicle nearby. Council instructed Management to look at an alternative like a plastic glass or similar and obtain a quote.
   - An Owners response to the use of bird feeders. Council appreciates the points and concern however, only the humming bird feeders are allowed to be kept as per the bylaws.
   - A report regarding a storage locker with bulky items stored outside of the locker and blocking access. Owner of the locker has been advised and was cleared immediately. Be advised that no item may be stored outside of a locker as per the Fire code.
   - A report about inadequate power washing of the underground parkade. Management noted that the parkade was not cleaned merely a drainage contractor was cleaning up after himself.
   - An Owner replied removing a combustible item as a fire hazard from a parking stall as per the Fire Marshal request. Thank you!
   - Two reports of two units storing bikes on the balcony. Letters have been sent.
   - A reply from an Owner storing a bike on the balcony. All bikes are to be stored in the bike locker storage.
   - An Owner reported a crack in the garage door. A contractor has been called to fix the door.

At this time, Council and Management reviewed all past reports of bylaw infractions and reviewed all received responses and outstanding responses to each infraction. Council decided **not** to impose any fine at this time.

2. Chimney Cap:
   Management reported that Alumni Painters has completed painting of the cap flashings on both the Apartment and Townhouses.

3. Power wash review of cost for budget:
   Council reviewed the pressure washing quote to ensure all items were completed as stated on the quote. Council would like to add this as a separate line item on the next year's budget.

4. Gutters:
   Council reviewed a proposal and a quote to have continual gutter maintenance throughout the year. Council reviewed the quote and has asked Management to review the quote with the contractor. Council would also like a quote to have the clean outs on the downpipes cleaned once per month around the complex.

5. Winterization:
   Management submitted a quote for the annual winterization of the sprinkler system within the parkade. After some discussions, it was moved, second and **CARRIED** to approve the quotation as presented.

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6. Council Positions:
It was moved, second and **CARRIED** to have Council hold the following positions:

President-Allan Kelley	Secretary – Sharon Drudian
Vice President- Lauren Fraser	Treasurer – Darrel Smith

NEW BUSINESS: APARTMENT SECTION

1 Balcony Recoating:
Recoating the balcony membrane where a deficiency was found has been redone and all deficiencies have been addressed.

2 Cameras/Shaw:
It was noted that the Shaw digital channel has changed from 399 to 398 as Shaw has completed upgrades. It was also noted that no picture is available at this time as Shaw needs to complete one more item to have the pictures shown in suite. This will hopefully be completed soon.

3 Plexiglass request for the parkade gate:
Council requested Management to obtain a quote for a barrier for the parkade car wash bay.

NEW BUSINESS: TOWNHOUSE SECTION

1 Bird Feeders:
Council reviewed the bylaws for pets and the humming bird feeders. As this may attract wild animals and clog up gutters as well cause common property maintenance only humming bird feeders are allowed to be kept as per the bylaws.

CONCLUSION:
There being no further business, the meeting concluded at 7:06 pm.

THE NEXT MEETING STRATA COUNCIL MEETING IS SCHEDULED ON Tuesday, November 15, 2011 at 6:00pm

Respectfully submitted,
Steve Maddess, Strata Manager
MARTELLO PROPERTY SERVICES INC.