MARTELLO
Trusted Real Estate Advisors

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

**HELD:** Tuesday, January 13, 2015 at 5:30 p.m. - **Apartments**
Apartments Lobby Lounge - Capilano Crescent, North Vancouver, B.C.

**PRESENT:**

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|---|---|---|
| Allan Kelley | - | President (Townhouse Section) |
| Lauren Fraser | - | Vice President (Apartment Section) |
| Philip Mattes | - | Council Member (Townhouse Section) |
| Edgar Flores | - | Council Member (Apartment Section) |
| Lynn Gordon | - | Council Member (Townhouse Section) |
| Darrell Smith | | Treasurer (Townhouse Section) |
| Sharon Drudian | - | Council Member (Apartment Section) |

**MANAGING AGENTS:** Julie Landicho, Portfolio Manager - Martello Property Services Inc.

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## APARTMENTS SECTION:

### 1. CALL TO ORDER:
The meeting was called to order at 5:30 p.m.

### 2. GUEST BUSINESS:
There is no guest business from the Apartment at this meeting.

### 3. ADOPTION OF MINUTES OF THE PREVIOUS COUNCIL MEETING:
A Motion was duly called. It was moved, seconded and **CARRIED** to approve the Strata Council Meeting minutes of November 19, 2014 for the **Apartment Section** as previously circulated.

### 4. FINANCIAL REPORTS:
a) Financial Statements for November, 2014 - Apartment:
Management reported on the financial performance for November 2014. Following discussion, a motion was duly called to approve the financial statements for November 2014. It was moved, seconded and **CARRIED** to adopt the financial statements for November, 2014 as prepared by Martello Property Services Inc. and as circulated.

b) Accounts Receivable as of January 13, 2015 - Apartment:
Council reviewed the arrears report as of January 13, 2015 and Council would like to thank the Owners for keeping their accounts up to date. Council requested Management to follow up on any outstanding arrears.

Martello reported on the strata account status of an owner with an outstanding amount. The owner had arranged payment of the full balance to complete by April 2015.

c) Invoice to Approve:
There are no invoices to approve at this meeting.

## 5. BUSINESS ARISING FROM PREVIOUS MINUTES:

a) Keith Plumbing & Heating – Invoice Deduction $677.25
Keith Plumbing and Heating Invoice was approved by Council at a reduced amount after deducting the extra cost incurred by the Strata Corporation in conjunction with the incident of a water leak cost by the radiant heat in one of the unit.

Council discussed the mechanical repairs recommended by Keith Plumbing & Heating. Council suggested contact K&H to have a better understanding of their recommendation.

## 6. CORRESPONDENCE:

a) Settlement of Arrears – payment monthly – January – April 2015:
An owner made payment arrangements for outstanding amounts that are due to the Strata Corporation. As per the agreement, the full amount will be paid in full by April 2015.

## 7. NEW BUSINESS:

a) Vehicles – Owners – Using Visitor Parking (Reminder Notice):
Council noted to remind owners regarding the use of visitor parking. Please be considerate. Visitor parking are for guests of the complex. Please refer to the bylaws for details. Also, please do not park in the car wash stall during the hours posted. We have had complaints from some owners in this regard.

b) Fire Inspection & Dryer Vent Cleaning: February 4, 2015:
The fire inspection and dryer vent cleaning was scheduled for February 4, 2015. Notices to owners have been distributed and owners are requested to grant access to complete the required yearly maintenance.

## 8. MISCELLANEOUS:

There were no miscellaneous items to report at this meeting.

Respectfully submitted,

Julie Landicho,
Portfolio Manager
**MARTELLO PROPERTY SERVICES INC.**
Please contact Julie at 604-681-6544
or e-mail at julie.landicho@martello-tra.com

This strata council meeting minutes has been reviewed and approved by the Council for circulation to all Owners, Strata Plan BCS 130