MARTELLO
Trusted Real Estate Advisors

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

HELD: Tuesday, March 31, 2015 at 5:30 p.m. – **JOINT**
Apartments Lobby Lounge - Capilano Crescent, North Vancouver, B.C.

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

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

JOINT BUSINESS SECTION:

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

2. BUSINESS ARISING FROM MINUTES:
There is no business arising from previous minutes at the time of the meeting.

3. FINANCIALS:

a) Financial Statements for February 2015 – Joint Business:
Management reported on the financial performance for February 2015. Following discussion, a Motion was duly called to approve the financial statements for February 2015. It was moved, seconded and **CARRIED** to adopt the financial statements for February 2015 as prepared by Martello Property Services Inc. and as circulated.

b) Invoices to Approve:
There were no invoices to approve at this meeting.

4. NEW BUSINESS:

a) Sections – Management Agreements:
Mr. Don Dingman from Martello attended the meeting to discuss with Council recent proposals to create new property management agreements between Martello and each Capilano Ridge legal entity (the BCS-130 strata corporation and its Apartment and Townhouse Sections). These agreements aim to better define the roles and responsibilities between each entity as well as separating out costs. Mr. Dingman explained to council the accounting process of Sections as well as the administration handling of documentation and how this process as per the requirements added more work into accounting and administration functions. To defray cost increases, Council suggested that monthly fees paid by owners be done by either two (2) cheques or two (2) automatic debits for the separate joint and section fees. Council also explained to Mr. Dingman that the Council at Capilano Ridge actively performs many functions in the operation of the strata corporation which helps reduce the workload for Martello. Julie Landicho confirmed that this has been the case. At this time, Martello is reviewing possible fee options going forward and Mr. Dingman will provide a new fee management fee proposal for the handling of the sections.

b) Arborist Estimate – Burley Boys Report:

Mr. Bill Paine, a townhouse owner, attended the meeting to discuss a recent arborist report prepared by Burley Boys Tree Service. The report was reviewed and council approved the first stage of recommended work to immediately deal with hazard trees as well as a recent tree fall beyond the fence along Capilano River. Subsequent stages of work will be reviewed and budgeted for in the next fiscal year.

c) Strata Bylaws Review:

Council had a preliminary review of proposed Strata Bylaws updates that have been recommended by legal counsel, Adrienne Murray. Council will follow-up with Adrienne Murray on the suggested changes and provide feedback. The proposed updated Bylaws will be presented to owners for a ¾ Vote Resolutions for approval at the next AGM.

5. MISCELLANEOUS:

a) Proposed Budget Discussion:

Council discussed operating budget to be presented to owners at the Annual General Meeting. Council will prepare the propose budget accordingly.

b) Annual General Meeting Date: - Wednesday, June 24, 2015

The Annual General Meeting date has been set for June 24, 2015.

6. CORRESPONDENCE:

a) Hole in Driveway:

An owner reported a hole in the driveway which is presented a safety hazard. Council will have repairs performed by filling with concrete. Custom Blacktop also reviewed the driveway asphalt and determined that it was still in good shape. The alligatoring near the storm drains is a normal occurrence and it was recommended that it be left as is for the foreseeable future.

7. NEXT MEETING:

The next Strata Council meeting is to be announced.

8. ADJOURNMENT:

There being no further business, the meeting adjourned at 7:08 p.m.

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