MARTELLO
Trusted Real Estate Advisors

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

HELD: Wednesday, January 20, 2016 at 6:00 p.m. – **TOWNHOMES**
Apartments Lobby Lounge - Capilano Crescent, North Vancouver, B.C.

PRESENT:

President	-	Lynn Gordon
Vice President	-	Philip Mattes
Secretary	-	David Hutchinson
Treasurer	-	Philip Haddad

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

TOWNHOMES BUSINESS SECTION:

1. CALL TO ORDER:
The meeting was called to order at 6:41 p.m.

2. GUEST BUSINESS:
There was no guest business at this meeting.

3. APPROVAL OF PREVIOUS MINUTES OF THE MEETING:
A Motion was duly called. It was moved, seconded and **CARRIED** to approve the Strata Council Meeting minutes of October 20, 2015 for the **Townhomes Section** as previously circulated.

4. FINANCIALS:
a) Financial Statements for October to December 2015 – Townhomes Business:
Council approved the October to December 2015 financial statements as presented by Martello. Council suggested attaching only invoices pertaining to the Townhouses.

5. BUSINESS ARISING FROM MINUTES:
There was no business arising discussed at this meeting

6. CORRESPONDENCE:
a) Roof Deficiencies – An Owner reported that Roofix has dealt with her roof deficiencies and have now been corrected. The owner also advised that she will monitor and report the situation to ensure that no further damage occurs.

b) Suspected mould in crawlspace – An Owner reported that he suspected a mould growing in the crawlspace. A contractor will be sent to investigate and remediation will be discussed further.

c) Mould – It was also reported that mould was observed in the furnace area of one unit. A contractor will be sent to investigate and any remediation will be discussed after the investigation report.

d) Carpenter Ants – An Owner reported that he noticed carpenter ants in his unit. He will monitor the situation and will report to Management and Council should he needs the pest control company to come and mitigate the problem.

7. NEW BUSINESS:

a) Balcony Condition Assessment – Proposals for balcony assessment were presented to Council for approval. After some discussions, Council approved the proposal presented by Strata Engineering. Strata Engineering will be advised and townhouse owners will be notified of the date and time of any upcoming site inspections.

8. MISCELLANEOUS:

a) Council discussed in detail the new management service agreement for Sections. After some clarifications, Council signed the proposed management agreement for Townhouse Section of $100.00 + GST monthly fee for the period Jan 2016 to Dec 2018.

b) Council discussed individual homeowner insurance and that owners are advised to review their deductible insurance with their insurance provider.

9. NEXT MEETING:

The next Strata Council meeting is scheduled on March 9, 2016

10. ADJOURNMENT:

There being no further business, the meeting adjourned at 7:25 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