



Quay Pacific Property Management Ltd.

535 Front Street, New Westminster, B.C., V3L 1A4

Phone: (604) 521-0876

www.quaypacific.com

STRATA PLAN LMS 1443: **SALTSPRING**

IMPORTANT NOTICE TO RESIDENTS

RE: CHRISTMAS DECORATIONS

Owners are reminded of the following By-laws:

#44.13 A resident who installs Christmas lights must install them after December 1st of the year approaching Christmas and must remove them before January 15th of the year following Christmas.

#44.14 Live Christmas trees are prohibited.

Thank you for your continued support and cooperation.

- LMS 1443 Strata Council



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STRATA COUNCIL MEETING MINUTES STRATA PLAN LMS 1443: SALTSPRING

Date Held: Wednesday, October 17, 2018

Location: Unit #306 @ 6745 Station Hill Court, Burnaby, B.C.

In Attendance:	Steve Davis, Unit #306	Council President & Treasurer
	Tammy Simpson, Unit #106	Council Member-at-Large
	Arlene Mussato, Unit #301	Council Member-at-Large
	Shirley Birtwistle, Unit #101	Council Member-at-Large
	Corey Forrieter, Unit #111	Council Member-at-Large
	Angus Luk-Ramsay, #102	Council Member-at-Large
Regrets:	Marie Stevens, Unit #107	Council Secretary
And:	Danny Samson, Property Manager – Quay Pacific Property Management Ltd.	

1. Call to Order

The meeting was called to order at 6:32 pm by Steve Davis (#306), Council President, and seconded by Tammy Simpson (#106), Council Member.

IMPORTANT BY-LAW REMINDERS REGARDING FLOOR RENOVATIONS:

By-law #9.5 – An owner must ensure that the hours of work are restricted to 8:00 a.m. to 5:00 p.m., Monday through Friday, and 10:00 a.m. to 5:00 p.m., Saturdays, Sundays and statutory holidays. To perform renovations/alterations on statutory holidays, an owner must apply for permission in writing to the council at least five business days before the holiday date.

Indemnity Agreement #3 – Residents located above, below and on both sides of your suite must be advised in advance of the proposed renovation as to the dates and times of the work being done.

Indemnity Agreement - Flooring Underlayment:

1. Owners replacing floors with less resilient coverings than the builder installed original coverings will install floor underlay with the highest IIC (Impact Insulation Class) and Δ IIC (improvement in IIC) rating

Please be aware that we live in a wood-frame building and as such noise does carry between floors. Please tread lightly on your floors or lay down mats to prevent disturbing your neighbors.

2. Approval of Agenda – Wednesday, October 17, 2018

It was moved, seconded, and carried unanimously to approve the Agenda as distributed.
(#106 / #101)

MOTION CARRIED



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3. **Adoption of the Minutes from the Wednesday, August 15, 2018 Strata Council Meeting**
It was moved, seconded, and carried unanimously to adopt the Strata Council Meeting Minutes of August 15, 2018, as circulated. (#306 / #106) **MOTION CARRIED**

ATTENTION TO ALL OWNERS: All Owners should be involved in reading their Strata Council Meeting Minutes. Many reminders and updates, important to Owners, and the complex, are provided in the minutes.

In addition, it is always beneficial to review the complex's By-laws from time-to-time. It is important to understand and abide by the by-laws at all times.

The By-laws can be found on our website: <http://lms1443.ca/bylaws.html>

4. **Financial Report**

- (a) Financial Statements: 2-month period ending August 31, 2018: After careful review and discussion, the Financial Statements for the months of July – August 2018, have been accepted as circulated. (#306 / #301) **MOTION CARRIED**
- (b) Accounts Payables: All invoices have been approved for payment at this time.
- (c) Accounts Receivables: Council reviewed the current report and noted 1 owner currently owing monies to the Strata Corporation, because of a previously issued fine. Council instructed Management to continue with the collection process.

5. **Garden Committee**

It was moved, seconded and carried unanimously to proceed with the winterization of the irrigation system through University Sprinklers. (#101 / #102) **MOTION CARRIED**

6. **Business Arising from Minutes**

- (a) Driveway Repairs: This item has been tabled to the Strata Council "Budget" Meeting.
- (b) First Floor Common Hallway – pinhole water leak: Council received a quote from Webir Automations for the permanent repairs to this pipe leak. However, it was agreed that Council would not proceed with the work at this time and will continue to monitor the area. An access panel will be installed by Council.
- (c) Statutory Right of Way: This item is not being considered at this time and is considered "closed".
- (d) 4th Floor Water Ingress: It was confirmed that Helios Waterproofing has rectified the water ingress issue, and that no further leaking has been reported by the owner. As a result, Council unanimously approved the completion of the interior repairs through Wainui Construction. (#306 / #101) **MOTION CARRIED**
- (e) 3rd Floor Strata Lot – illegal rental: Council directed Management to follow-up with the Owner, confirm the occupants and follow-up on payment of a previously issued fine. This item will be further discussed via e-mail.



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Owners are reminded of the By-law:

42. Residential rentals

42.1 *No strata lots may be rented.*

42.4 *Where an owner leases a strata lot in contravention of bylaw 42.1, the owner shall be subject to a fine of \$500.00 and the strata corporation shall take all necessary steps to terminate the lease or tenancy, including, but not limited to, seeking a declaration or Court injunction to enforce the bylaw. Any legal costs incurred by the strata corporation in enforcing the rental restriction bylaws shall be the responsibility of the contravening owner and shall be recoverable from the owner on a solicitor and own client basis by the strata corporation.*

- (f) Smoke Detector Replacements: Council confirmed that the replacement of smoke detectors will take place in the next couple of weeks, as the necessary supply has been ordered. The appropriate Owners will be informed ahead of time so that access to their units can be arranged.
- (g) Novus Entertainment: It was moved, seconded and carried unanimously to approve the installation of cable TV, internet and digital phone services through Novus. An Owner has volunteered to act as the Site/Main Contact for the project and will update Council accordingly. The Ownership will be provided with further information as the installation commences. (#101 / #306) **MOTION CARRIED**
- (h) Garbage & Recycling: Council would like to inform the "Saltspring" Ownership that proper disposal of waste material and recyclables, continues to be an issue for the building. It is important that each resident understand the City of Burnaby By-laws on how to properly dispose of garbage and recycle – <https://www.burnaby.ca/City-Services/Garbage---Recycling.html>.

Notices have been posted throughout the building and elevator, as additional reminders.

6. New Business

- (a) Annual Fire Inspections: Council unanimously approved to proceed with the annual inspections through Vanco Fire Protection for the end of November. Notices will be posted confirming the inspection date and time. (#306 / #102) **MOTION CARRIED**

Owners are reminded that access into each unit is mandatory, and that failure to provide access may result in fines and charge-backs. Please ensure that access into your unit is arranged on the inspection date.

**Owners/Occupants are reminded to forward any concerns
and/or suggestions, in writing, to:**

QUAY PACIFIC PROPERTY MANAGEMENT LTD. c/o LMS 1443: Saltspring

Letters can be submitted or mailed to:

535 Front Street, New Westminster, B.C. V3L 1A4,

or through e-mail at: lms1443@shaw.ca or: danny@quaypacific.com



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7. Correspondence

All correspondence has been received and considered by Council. Responses will be communicated either through e-mail or by a mailed letter from Management.

8. Next Meeting Date

The next meeting date has been scheduled for Tuesday, December 11th, starting at 6:30 pm. The meeting will be held in #306.

9. Termination

As there was no further business to discuss, it was moved and seconded to terminate the meeting at 7:35 pm. (#306 / #101) **MOTION CARRIED**

IMPORTANT REMINDERS TO OWNERS/OCCUPANTS:

Owners are reminded that all garbage, and/or recyclable items, should be properly disposed of, and not left outside of the appropriate bins/containers.

Owners and/or Occupants are reminded to report all repairs and deficiencies that may lead to a potential Insurance Claim to Management for evaluation and review.

Owners are reminded that all emergencies should be reported directly to Quay Pacific Property Management Ltd., by calling 604-521-0876. During office hours (9:00 am – 5:00 pm), Owners are asked to contact the Front Desk Receptionist (by pressing 0), should the Property Manager, Danny Samson, not be available. During non-office hours (5:00 pm – 9:00 am), Owners are asked to connect with the emergency answering service (by pressing 1), who will directly contact the Property Manager.