



STRATA COUNCIL MEETING MINUTES

STRATA PLAN LMS 1443: SALTSPRING

Date Held: Tuesday, June 01, 2021

Held Via: "Zoom" Online Meetings

In Attendance:	Steve Davis, #306 Dmitry Shapovalov, #305 Gayla Shulhan, #112 Arlene Mussato, #301 Shirley Birtwistle, #101 David Semail, #411	Council President & Treasurer Council Secretary Council Member – landscaping Council Member – site contact Council Member-at-Large Council Member-at-Large
Regrets:	Angus Luk-Ramsay, #102	Council Member – landscaping
And:	Danny Samson, Property Manager – Quay Pacific Property Management Ltd.	

1. Call to Order

The meeting was called to order at 6:43 pm by Shirley Birtwistle (#101), Council Member, and seconded by David Semail (#411), Council Member.

2. Approval of Agenda – Tuesday, June 01, 2021

It was moved, seconded, and carried unanimously to approve the Agenda as distributed.
(#112 / #305)

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: <https://lms1443.ca/bylaws.html>

3. Adoption of the Minutes from the Tuesday, April 13, 2021 Strata Council Meeting

It was moved, seconded, and carried unanimously to adopt the Strata Council Meeting Minutes of April 13, 2021, as circulated. (#101 / #112)

MOTION CARRIED

4. Financial Report

(a) Financial Statements: 2-month period ending April 30, 2021: After careful review and discussion, the Financial Statements for the months of March – April 2021, have been accepted as circulated. (#306 / #101)

MOTION CARRIED



Quay Pacific Property Management Ltd.

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

Phone: 604-521-0876 / Fax: 604-525-1299

www.quaypacific.com

- (b) Accounts Payables: There were no invoices to review and approve at this time.
- (c) Accounts Receivables: Council reviewed the current report and noted 1 owner currently owing monies to the Strata Corporation. Council instructed Management to continue with the collection process and issue the appropriate arrears letter.

UPDATE: The Owner has made the necessary payment arrangements to pay the outstanding amount owing.

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 ΔIIC (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.

5. Garden Committee

The following maintenance items were discussed by Council:

- Irrigation System: The start-up of the system has been completed and set for Thursdays and Sundays. There is some minor work to be completed.

6. Business Arising from Minutes

- (a) Repairs & Maintenance: Council requests that Owners e-mail any concerns or repair requests to lms1443@shaw.ca, so they can be brought to the attention of the complex's handyman contractor. This includes any exterior wood deficiencies.

Council is currently compiling a list of repair work, which will then be forwarded to the contractor so that a quote can be prepared and submitted for Council's consideration.

- (b) Electrical Charging Stations: A Site Meeting took place on Apr. 20th where 10 owners attended and a Committee was formed to oversee this project. It was noted that the members would be completing further research and inviting contractors to discuss options and obtain proposals.
- (c) Fence Replacement Project: This item was tabled for approval via e-mail.



Quay Pacific Property Management Ltd.

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

Phone: 604-521-0876 / Fax: 604-525-1299

www.quaypacific.com

- (d) Regular Cleaning of Food Waste/Organics Bin: Council confirmed that a resident has accepted the task of cleaning the bin on a weekly basis (\$20 / month). Thus far, there are no issues to report, and Council is satisfied with the work being completed.

INFORMATION FOR OWNERS/RESIDENTS
RE: DIRECTION FOR THE DISPOSAL OF LARGE ITEMS:

When Owners/Residents need to dispose of appliances or furniture, please ensure you take these steps:

- 1) Phone the City of Burnaby and confirm that they will pick up your used item.***
- 2) Follow their instructions on how to package & where to place the item(s) for pickup.***
- 3) Attach a note to the item stating that these goods are for Burnaby City pick-up and write the date of contact on the note.***
- 4) Neatly place the items as directed by the City on the boulevard on Sandborne Ave. by our driveway.***

7. **New Business**

- (a) City of Burnaby – recycling & garbage service: Council noted that there will be changes to this service implemented by the City of Burnaby that will result in a significant increase in service fees. As a result, Council agreed to the following changes:

- Removal of 1 large green garbage dumpster;
- Reducing the pick-up frequency as often as possible;
- additional yellow bins for cardboard/paper;
- additional blue bins for plastics.

Council will be distributing a Notice e-mail, informing Owners of the upcoming changes, requesting Owners to recycle more, and to always breakdown cardboard boxes.

8. **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.

**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: manager.saltspring@quaypacific.com

9. **Next Meeting Date**

The next meeting date has been scheduled for Tuesday, July 20, 2021 starting at 6:30 pm, and will be held via "Zoom" online meetings.



Quay Pacific Property Management Ltd.

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

Phone: 604-521-0876 / Fax: 604-525-1299

www.quaypacific.com

10. Termination

As there was no further business to discuss, it was moved and seconded to terminate the meeting at 7:54 pm. (#101 / #301)

MOTION CARRIED

IMPORTANT REMINDERS TO OWNERS/OCCUPANTS:

OWNERS/RESIDENTS ARE REMINDED TO CLEAN-UP AFTER THEMSELVES AT ALL TIMES, AND TO NOT TRACK DIRT INTO THE BUILDING. COUNCIL HAS ALSO NOTICED AN INCREASED AMOUNT OF DIRT IN THE COMMON AREA HALLWAYS DUE TO RENOVATIONS. ALL CONTRACTORS SHOULD BE MADE AWARE OF THE "SALTSPRING" BY-LAWS AND IMMEDIATELY CLEAN-UP ANY MESS CREATED IN THE COMMON AREAS OF THE BUILDING (HALLWAYS, LOBBY, PARKADE, ETC.).

Owners/Residents are reminded to please ensure that the garage gate completely closes when entering or exiting the building, and to also ensure that individuals are not following behind them.

1st Floor Strata Lot Owners are also reminded to please inspect their patio drains as leaves are continuing to fall and accumulate. Please ensure that the drains are not plugged and report any issues immediately to lms1443@shaw.ca.

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.