



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

STRATA COUNCIL MEETING MINUTES STRATA PLAN LMS 1443: SALTSPRING

Date Held: Tuesday, March 07, 2023

Held Via: "Zoom" Online Meetings

In Attendance:	Steve Davis, #306 Gayla Shulhan, #112 Arlene Mussato, #301 David Semail, #411	Council President & Treasurer Council Member – landscaping Council Member – site contact 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 6:32 pm by Steve Davis (#306), Council President, and seconded by Arlene Mussato (#301), Council Member.

2. Approval of Agenda – Tuesday, March 07, 2023

It was moved, seconded, and carried unanimously to approve the Agenda as distributed.
(#301 / #306)

MOTION CARRIED

3. Adoption of the Minutes from the Tuesday, January 10, 2023 Strata Council Meeting

It was moved, seconded, and carried unanimously to adopt the Strata Council Meeting Minutes of January 10, 2023, as circulated. (#306 / #301)

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, review the complex's By-laws periodically. 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>

4. Financial Report

- (a) Financial Statements: 2-month period ending January 31, 2023: After careful review and discussion, the Financial Statements for the months of December 2022 – January 2023, have been accepted as circulated. (#306 / #301)

MOTION CARRIED



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- (b) Accounts Payables: There were no invoices to review and approve at this time.
- (c) Accounts Receivables: Council reviewed the current A/R Report and noted there are 3 owners currently owing monies to the Strata Corporation (for strata maintenance fees and a previously issued owner charge-back). A reminder letter and statement will be issued to the appropriate Owners.

Council instructed Management to apply fines against 2 unit-owners for the non-payment of their monthly strata maintenance fees, per By-law #2.2.

IMPORTANT BY-LAW REMINDER REGARDING NOISE:

In a wood-frame building like The Saltspring, noises can easily travel between suites. Council would like to remind all owners and residents to do their utmost to not disturb "the quiet enjoyment of others".

5. 2023 Annual General Meeting Review

The following items were discussed:

- 2023 - 2024 Proposed Operating Budget – after in-depth review and discussions, Council unanimously agreed to approve the proposed budget, as revised, reflecting an 8% increase from the previous fiscal year. This will be reflected in the AGM Notice Package for Owners to review and vote.
- Resolutions & Agenda – Council finalized both items and instructed Management to proceed with the preparation of the AGM Notice Package.
- Date – the AGM has been scheduled on Tuesday, April 11th and will be held via "Zoom" online meetings. Registration will commence at 6:00 pm, with the 'Call to Order' at approximately 6:30 pm.

6. Garden Committee

There were no updates or announcements at this time.

IMPORTANT REMINDER FOR ALL OWNERS & RESIDENTS:

Non-Smoking By-law 44.1: A resident or visitor must not smoke on common property or on any limited common property, including balconies and patios, or anywhere on or within Strata Plan LMS1443: Saltspring, including a strata lot.

7. Business Arising from Minutes

- (a) Repairs & Maintenance: The following items have been previously approved for completion and awaiting scheduled commencement dates from Wainui Construction:
- Fence Around Parking Ramp;
 - 2nd Floor Strata Lot, balcony repairs.

As the weather is warmer, Management was instructed to follow-up with the Contractor.



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- (b) 2022 Annual Fire Inspections - deficiencies: The approved work has been scheduled for completion, through Vanco Fire Protection, on March 14th. Notices have been posted/distributed to the Ownership.
- (c) Items Stored in Parking Stall: Owners/Residents are reminded of the following:
- **By-law #39.15:**
"Only one motor vehicle per parking stall can be parked in the garage area. Nothing may be placed, stored in, or suspended from the garage area, without the prior written approval of the council."

Recently, Council has witnessed several personal items being stored/left in assigned parking stalls, which is a violation of the "Saltspring" By-laws and also the City of Burnaby By-laws. **Owners/Residents will be issued a by-law infraction letter, with a deadline, to remove these items and clean up their stalls.**

Owners who fail to comply with Council's request, will be fined, and any charges associated with the necessary clean-up, and any fines that may be levied by the City of Burnaby, will be charged to the appropriate strata lot account.

8. New Business

- (a) Parkade Door – door swing adjustment: Council discussed a quote recently received from Action Security to strengthen the door leading to the Visitor's Parking area. It was then, moved, seconded, and carried unanimously to approve the quote as received.
(#112 / #301) **MOTION CARRIED**
- (b) Dryer Vent Cleaning: Council anticipates having this cleaning project completed this fiscal year. As a result, Management was instructed to obtain 2 – 3 quotes for Council's review.
- (c) 2023 Fireplace Maintenance: It was agreed that this maintenance item would be coordinated in the Fall of 2023 through Vanox Fireplace. Owners will have the opportunity to sign up for regular maintenance, at a group rate.

9. 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/Residents may 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, BC V3L 1A4,

Or via email: lms1443@shaw.ca or manager.saltspring@quaypacific.com

10. Next Meeting Date

The next meeting date, which will be the Annual General Meeting of the Ownership, has been scheduled On Tuesday, April 11th. Confirmation and details of the meeting will be provided by way of the AGM Notice Package, which will be distributed to each Owner.



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11. Termination

As there was no further business to discuss, it was moved and seconded to terminate the meeting at 9:03 pm. (#306 / #301)

MOTION CARRIED

IMPORTANT INFORMATION:

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), they will directly contact the Property Manager.