



STRATA COUNCIL MEETING MINUTES

STRATA PLAN LMS 1443: SALTSPRING

Date Held: Tuesday, June 06, 2023

Held Via: "Zoom" Online Meetings

In Attendance:	Steve Davis, #306	Council Member
	Gayla Shulhan, #112	Council Member
	Arlene Mussato, #301	Council Member
	David Semail, #411	Council Member
	Angus Luk-Ramsay, #102	Council Member
Regrets:	Scott Vere, #407	Council Member
	George Tantasvili, #405	Council Member
And:	Danny Samson, Property Manager – Quay Pacific Property Management Ltd.	

1. Call to Order

The meeting was called to order at 6:35 pm by Steve Davis (#306), Council Member, and seconded by Gayla Shulhan (#112), Council Member.

2. Resignation of Council Member and Appointment of Replacement

It was announced that effective immediately, George Tantasvili, Owner of #405, would be resigning from the Strata Council. Per By-law #16.1, the remaining Council Members appointed a replacement member for the remainder of the fiscal year and announced **Dmitry Shapovalov**, Owner of #305, as the replacement Strata Council Member.

3. Election of Officers

The following positions were announced for the 2023 – 2024 fiscal year:

Steve Davis, #306	Council President & Treasurer
Gayla Shulhan, #112	Council Vice-President – landscaping
Angus Luk-Ramsay, #102	Council Member – landscaping
Arlene Mussato, #301	Council Member – site contact
David Semail, #411	Council Member-at-Large
Scott Vere, #407	Council Member-at-Large
Dmitry Shapovalov, #305	Council Member-at-Large

4. Approval of Agenda – Tuesday, June 06, 2023

It was moved, seconded, and carried unanimously to approve the Agenda as distributed.
(#301 / #305)

MOTION CARRIED

5. Adoption of the Minutes from the Tuesday, March 07, 2023 Strata Council Meeting

It was moved, seconded, and carried unanimously to adopt the Strata Council Meeting Minutes of March 07, 2023, as circulated. (#306 / #301)

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

ATTENTION TO ALL OWNERS:

All Owners should be involved in reading their Council Meeting Minutes. Many reminders and updates, important to Owners, 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>

6. Financial Report

(a) Financial Statements: 3-month period ending April 30, 2023: After careful review and discussion, the Financial Statements for the months of February – April 2023, have been accepted as circulated. (#306 / #301) **MOTION CARRIED**

(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 6 owners currently owing monies to the Strata Corporation (for strata maintenance fees and a previously issued owner charge-back). Council instructed Management to issue by-law infraction letters to those Owners in arrears and also to those Owners who continuously pay their monthly maintenance fees late.

7. Garden Committee

The following items were discussed:

- Irrigation System Start-up – the system was turned on by Council members and is in operation in accordance with the City of Burnaby restrictions.
- Due to the expected hot dry summer, if anyone notices any plants under stress due to lack of water, please email your council so this can be taken care of.
- Note that we expect the lawns to die back over the summer. With the City water restrictions in place, it is not possible to keep them watered.
- 2 cedar trees have died along the top of the driveway. Council will be considering replacement in the Fall season. Councilors have volunteered some of the labour to take down the dead trees to cut down on the costs. This work will take place in the fall.

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.

8. Business Arising from Minutes

(a) Repairs & Maintenance: Council confirmed that the fence replacement project has been completed by Wainui Construction with no deficiencies to report.

(b) Items Stored in Parking Stall: Owners/Residents are reminded of the following:



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➤ **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."

Council has continued to witness 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.

(c) Parkade Door – door-swing adjustment: It was confirmed that this item has been completed by Action Security with no issues to report.

(d) Dryer Vent Cleaning: This item has been tabled to the next meeting for consideration.

9. New Business

(a) Garage Gate – recent repairs & remote-control supply order: It was confirmed that the recent repairs to the gate were completed by Council President, Steve Davis.

In addition, Management confirmed that an order of spare remote controls has been placed to Precision Door & Gate and is expected to be received in July.

(b) Air Filter Replacements: Council confirmed that the filter replacements were completed by Council Member, Dmitry Shapovalov. As the spare filters were used, an order for an additional supply was made by Council President, Steve Davis.

(c) Security Camera System: Council agreed to re-consider this item in the Fall of 2023, ahead of the preparation meeting for the next Annual General Meeting.

(d) Fireplace Maintenance: Council Member, David Semail, has arranged for Vanox Fireplace to attend on October 2, 2023. Inspections and cleaning will cost \$85+GST per fireplace, under their group rate, and a sign-up sheet will be posted in September. Owners are responsible for the individual payment for service.

(e) Fireplace Gas Usage throughout the Summer: In efforts of saving gas consumption costs over the summer months, Owners/Residents are asked to **turn off the pilot lights to their fireplace**. Should you need any assistance, please send you e-mail to Council at: lms1443@shaw.ca.

(f) Depreciation Report: This item has been tabled to the next Strata Council Meeting.

(g) Fire Safety Plan: It was noted that this item needs to be updated with current information for the building and residents. Council will review and update the report accordingly.

(h) Sump Pump Repairs: Council President, Steve Davis, has purchased the required parts and will proceed with installation in the coming days.

(i) Exterior Painting of the Building's Wood Trim: This item has been tabled to the next Council Meeting, as Management was instructed to obtain 2 – 3 proposals for this project.



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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".

- (j) Car Wash Bay Cleaning: Council to pressure-wash this area in the coming weeks.
- (k) Cleaning of Exterior Electric and Communication Boxes: It was confirmed that Council will complete the necessary cleaning.
- (l) New Elevator Protection Pads: Management was asked to obtain a quote from Richmond Elevator, for Council's review and consideration via e-mail.

10. 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

11. Next Meeting Date

The next meeting date has been tentatively scheduled on Tuesday, Sept. 12th starting at 6:30 pm, and will be held via "Zoom" online meetings.

12. Termination

As there was no further business to discuss, it was moved and seconded to terminate the meeting at 7:58 pm. (#301 / #306) ***MOTION CARRIED***



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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.