



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: Wednesday, October 09, 2024

Held Via: "Zoom" Online Meetings

In Attendance:	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
	Dmitry Shapovalov, #305	Council Member-at-Large
	Thierry Haddad, #107	Council Member-at-Large

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 David Semail (#411), Council Member.

2. Approval of Agenda – Wednesday, October 09, 2024

It was moved, seconded, and carried unanimously to approve the Agenda as distributed.
(#306 / #411)

MOTION CARRIED

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, please 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>

3. Adoption of the Minutes from the Tuesday, August 06, 2024 Strata Council Meeting

It was moved, seconded, and carried unanimously to adopt the Strata Council Meeting Minutes of August 06, 2024, as circulated. (#306 / #112)

MOTION CARRIED

4. Financial Report

(a) Financial Statements: 5-month period ending August 31, 2024: After careful review and discussion, the Financial Statements for the months of April – August 2024, have been accepted as circulated. (#306 / #107)

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 no owners currently owing monies to the Strata Corporation.

5. Garden Committee

The following items were discussed:

- Quote from Bartlett Tree Experts for soil care/fertilization – Council approved the quote via e-mail and the approved treatment will be completed in 2025.
- Quote from Bartlett Tree Experts for tree and shrub work – it was confirmed that the approved work has been completed: a large Maple Tree died from natural causes and was removed. The City of Burnaby provided permission and did not require a replacement.
- Correspondence from a 1st floor strata lot Owner – the Landscaping Liaison noted that the concerns have been forwarded to the landscaping contractor.
- Irrigation System Winterization – the system shut-down has been scheduled on Oct. 23rd and will be completed by University Sprinklers.
 - Update: system shut-down occurred on Oct. 16th.

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.

NOTE: Smoke can travel between suites via the ventilation systems and can cause problems for your neighbors.

Do not smoke anywhere inside the building or on the property.

6. Business Arising from Minutes

- (a) Exterior Painting Project: Council confirmed that this project has been completed.
- (b) Concerns with 3rd Floor Strata Lot – recent by-law infractions: As there are no further issues to discuss, Council confirmed that this is now a closed item.
- (c) Repairs & Maintenance: Council noted that the sensor for the exterior lighting will be replaced if it is deemed to be faulty. In addition, 10 ballasts have been replaced in the parkade by a Council Member. It was also agreed that the signage post (for realtors) will be replaced by a Council Member.
- (d) Bike Room: Council agreed to table this item to the next meeting.
- (e) Depreciation Report: Council instructed Management to obtain at least 3 proposals for Council's review and comparison. It was agreed that the completion of the report would be presented to the Ownership for approval at the next Annual General Meeting (AGM).
- (f) Electrical Planning Report: Management was requested to obtain at least 3 proposals.



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- (g) Annual Fire Inspections: Council noted discrepancies on the inspection report and deficiencies, and will be following up with Community Fire to seek clarification. Approvals to proceed have been noted for additional items listed on the deficiency report/quote.
- (h) 1st Floor Strata Lot – water ingress issue: Council instructed Management to follow-up with the Contractor on the status of repairs and to confirm with the Owner thereafter to ensure there are no outstanding items and/or deficiencies.
- (i) EV Charging: Council members are investigating the possibility for charging electric vehicles in the future. If any other owners are interested in this capability and would like to help find a solution, please contact your Council.
- (j) Dog Feces in Building: Council continues to receive complaints regarding dog feces and urine in the elevator and the main floor. Owners/Residents with pets are reminded that dog feces need to be immediately cleaned inside the building and also needs to be cleared daily from the yards outside units. A by-law infraction letter will be issued to the responsible owner for each infraction, and Council may also charge-back any cleaning costs.

IMPORTANT BY-LAW REMINDER REGARDING NOISE:

In a wood-frame building like The Saltspring, noise 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.”

7. New Business

- (a) Patio Concerns & Exterior Drainage Assessment: Management was requested to schedule a Site Meeting with Wainui Construction to review multiple areas of concern for potential flooding due to drainage issues. These areas were reported by Owners or noted by Council following a visual inspection.
- (b) Eavestroughs & Roof: Council noted that there are multiple areas that require repair after the next gutter cleaning is completed, and instructed Management to coordinate the necessary work with Wainui Construction.
- (c) 1st Floor Strata Lot – water ingress concerns: Council confirmed that the necessary waterproofing work has been completed by Wainui Construction.
- (d) Appraisal Program Renewal: It was unanimously agreed, via e-mail, to renew the 3-year appraisal program with Normac Appraisals (who is the same contractor as in previous years).
- (e) Webir Automations: Council confirmed that a previously approved quote, for the repairs to a pinhole leak on the recirculation line and boiler venting was completed on Aug. 20th. Further, Council agreed that a proposal for the replacement of the water tanks would not be approved at this time and will be used future reference/information and planning.
- (f) Volunteer Fence Painting: Council Member, Gayla, was thanked for her efforts with this project and for organizing the event. In addition, Council thanked the 17 owner-volunteers who participated and devoted their time and energy. The job cost under \$200 and was completed within 3 hours + clean-up time.



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- (g) Smoking in Strata Lots & Common Property: Council has recently received complaints regarding smoke circulating throughout the venting system. Please be reminded that smoking is strictly prohibited on all common areas and within individual units. Council asks you to be considerate of others as smoking on strata property is a health hazard that affects anyone breathing secondhand smoke through the venting system.

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/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

9. Next Meeting Date

The next meeting date has been scheduled on Wednesday, December 04th starting at 6:30 pm, and will be held via “Zoom” online meetings.

10. Termination

As there was no further business to discuss, it was moved and seconded to terminate the meeting at 8:38 pm. (#306 / #305) ***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.