



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, December 04, 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 6:34 pm by Steve Davis (#306), Council President, and seconded by Arlene Mussato (#301), Council Member.

2. Approval of Agenda – Wednesday, December 04, 2024

It was moved, seconded, and carried unanimously to approve the Agenda as distributed.
(#306 / #112)

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 Wednesday, October 09, 2024 Strata Council Meeting

It was moved, seconded, and carried unanimously to adopt the Strata Council Meeting Minutes of October 09, 2024, as circulated. (#112 / #306)

MOTION CARRIED

4. Financial Report

(a) Financial Statements: 2-month period ending August 31, 2024: After careful review and discussion, the Financial Statements for the months of September – October 2024, 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 no owners currently owing monies to the Strata Corporation.



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5. Garden Committee

There were no items to report/discuss 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.

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) Repairs & Maintenance: There were no updates to provide at this time.
- (b) Bike Room: Council agreed to table this item to the next meeting.
- (c) Depreciation Report: Council instructed Management to obtain at least 3 proposals for Council's review and comparison. The government has now mandated that this report be created every 5 years. It was agreed that a proposal for the completion of the report would be presented to the Ownership for approval at the next Annual General Meeting (AGM).
- (d) Electrical Planning Report: Management was requested to obtain at least 3 proposals for Council's consideration for the upcoming AGM.
 - The Electrical Planning Report is mandated by the BC government and focuses on 3 core questions for the property as a whole (electricity used by strata lots and the common property):
 - i. What are your electrical needs now and in the future?
 - ii. What are the limitations of your current electrical system?
 - iii. What options do you have to free up capacity or increase it?
 - The deadline is December 31, 2026 for Stratas located within the Metro Vancouver Regional District.
- (e) Annual Fire Inspections: Council unanimously agreed not to proceed with the deficiencies quotation from Community Fire and that a change in company was necessary due to the lack of customer service and issues with invoices. Management was instructed to obtain 2 – 3 quotes for the 2025 inspections.
- (f) 1st Floor Strata Lot – water ingress issue: Council confirmed that this item has been completed by Wainui Construction with no deficiencies to report.
- (g) EV Charging: It was confirmed that site meetings are on-going with an appointment with Brilliant Lighting expected this week. A proposal has been received from Re-charge Electrical Solutions, with another expected from EECOL Electric.
- (h) Patio Concerns & Exterior Drainage Assessment: With the assistance of Wainui Construction, Council noted that the necessary drainage work has been completed and that the targeted areas are closely being monitored. There have been no reports of pooling as



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the water has been draining properly into the system. We're awaiting further proposals from Wainui Construction for a long-term solution on one of the patios to keep water away from the building. Big thanks to council member, Dmitry, for cleaning drainage areas around several suites to prevent water pooling. And thanks to Steve, Brandon, Angus, Gayla, Clarke for handling emergency concerns when they arose in November.

- (i) Eavestroughs & Roof Maintenance: Council noted that this item has been completed by Wainui Construction: several areas of the eavestroughs were repaired to ensure water flows down the drain and not over the side.

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) Insurance Policy Renewal: Following some discussion and review, it was moved, seconded, and carried unanimously to approve the renewal proposal received from BFL Canada (604-669-9600), for the insurance period of Dec. 31, 2024 – Dec. 31, 2025. A copy of the renewal documentation will be forward to the Ownership once received. The increase in Insurance costs compared to last year is about \$1,300. **MOTION CARRIED**

- (b) Pest Control Concerns: Council reported that there has been recent rodent activity in the storage locker rooms and would like to send the following reminders to Owners/Residents:
- Please inspect your storage locker regularly and do not store any food or organic material in your locker.
 - Please organize your locker and keep everything as clean as possible. Immediately report any droppings or signs of activity.

Council will be ordering traps and will be placing them in the appropriate areas.

- (c) Horizontal & Vertical Drain Line Cleaning: Council reviewed a proposal received from Webir Automations and agreed to re-consider the cleaning of the horizontal lines only in the Spring/Summer of 2025.

Owners/Residents are advised that there was a recent sewer line back-up incident that was resolved by Webir Automations. To help keep the entire sewage system working well and prevent sanitary sewer blockages and/or sewer service line blockages that can result in an insurance claim, it's important not to flush or put the following products down drains:

- Hygiene products (e.g. sanitary napkins/liners, tampons, condoms, wipes, cotton swabs, dental floss, diapers and rags).
- Fats, oils and cooking grease.
- Medication (e.g. pills or liquid).
- Household hazardous waste (e.g. paints, pesticides, cleaning products).
- Car and garage products (e.g. motor oil, antifreeze).



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- (d) Key FOB Audit: Council agreed that an audit will be completed in the near future to ensure the entry system is updated and that any old/dormant FOB's are deleted from the system. Further information will be provided to the Ownership once the details are confirmed.
- (e) 3rd Floor Strata Lot – water leak into unit: It was confirmed that the reported leak was repaired by Webir Automations and that the source was a faulty toilet wax seal.
- (f) 2nd Floor Strata Lot – interior repairs: It was moved, seconded, and carried unanimously to approve the ceiling repairs as a result of a previous water leak that has now been repaired by Webir Automations. **MOTION CARRIED**
- (g) 1st Floor Strata Lot – water leak into unit: It was confirmed that the reported leak was repaired by Webir Automations and that the source was a faulty sink faucet.

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 Tuesday, February 25, 2025 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 8:31 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.