



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, August 13, 2025

Held Via: "Zoom" Online Meetings

In Attendance:	Steve Davis, #306	Council President & Treasurer
	Gayla Shulhan, #112	Council Vice-President – landscaping
	David Semail, #411	Council Member-at-Large
	Dmitry Shapovalov, #305	Council Member-at-Large
	Thierry Haddad, #107	Council Member-at-Large
	Wesley Regan, #213	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 6:33 pm by Gayla Shulhan (#112), Council Vice-President, and seconded by Dmitry Shapovalov (#305), Council Member.

2. Approval of Agenda – Wednesday, August 13, 2025

It was moved, seconded, and carried unanimously to approve the Agenda as distributed.
(#112 / #213)

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 Tuesday, June 03, 2025 Strata Council Meeting

It was moved, seconded, and carried unanimously to adopt the Strata Council Meeting Minutes of June 03, 2025, as circulated. (#213 / #306)

MOTION CARRIED

4. Financial Report

(a) Financial Statements: 2-month period ending June 30, 2025: After careful review and discussion, the Financial Statements for the months of May – June 2025, have been accepted as circulated. (#306 / #112)

MOTION CARRIED

(b) Accounts Payables: There were no items to discuss at this time.



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- (c) Accounts Receivables: Council reviewed the current A/R Report and confirmed there are no owners currently in arrears.

5. Garden Committee

Council mentioned that there were no updates to provide 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) Depreciation Report: Council confirmed that a site review was completed with WSP on Aug. 21st in which the common areas of the buildings were reviewed, along with 3 strata lots.

- (b) Electrical Planning Report – update: Management was instructed to follow-up with Motus Engineering and request for an ETA on the draft report.

UPDATE: WSP is awaiting the mechanical analysis. The ETA is for early September.

- (c) Repairs & Maintenance: The following updates were discussed:

- 4th Floor Strata Lot – Council discussed a quote from Wainui Construction for the replacement of a balcony post and trim due to rot. It was then moved, seconded, and carried unanimously to approve the quote. (#305 / #112) **MOTION CARRIED**

- (d) Bike Room: Council confirmed that an additional bike rack has now been installed for residents to use. A 2nd bike rack will be considered at a later time and as space permits.

- (e) 2025 Annual Fire Inspections: Following further clarification from West Coast Fire Protection, and a slight adjustment to the number of “buzzer” replacements (from 5 to 3), it was moved, seconded, and carried unanimously to approve the deficiencies quote and proceed with the necessary work through the fire safety contractor. (#411 / #112) **MOTION CARRIED**

- (f) Key FOB Audit: This project has been completed by the Strata Council.

- (g) Dryer Vent Cleaning: It was confirmed that the approved maintenance work was completed by Air-Vac Services on July 24th with no major issues to report.

REMINDER to Owners/Residents – please be reminded to consistently clean the lint traps of your clothes dryer and to remove the lint build-up to avoid a potential fire. In addition, the lint traps should NOT be removed. This is a fire hazard and needs to be in place at all times.



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- (h) 2nd Floor Strata Lot – smoking concerns: Council continues to monitor this item as the source of the complaint has yet to be determined.

REMINDER to Owners/Residents – please be reminded that smoking is strictly prohibited at the “Saltspring”. This includes throughout the building and within the property boundaries, per the following By-law:

- *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 LMS 1443: SALTSPRING, including a strata lot.*

- (i) Rodent Activity: Council confirmed that there has been no recent activity since the purchase and placement of additional traps and bait stations. Council will continue to monitor the parkade area and storage rooms.
- (j) “Saltspring” Social Event: A summer BBQ has been scheduled on Sunday, Aug. 24th where residents can meet and mingle and enjoy a burger/hot dog and refreshments. Residents, who are interested in volunteering their time, may send their e-mail to lms1443@shaw.ca.

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

There are no items to report at this time.

8. Correspondence

All correspondence has been received and considered by Council. Responses will be communicated either through e-mail or by 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 Thursday, October 16, 2025 starting at 6:30 pm, and will be held via “Zoom” online meetings.



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10. Termination

As there was no further business to discuss, it was moved and seconded to terminate the meeting at 7:56 pm. (#306 / #213)

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.