

MINUTES OF THE MEETING OF
STRATA COUNCIL
STRATA PLAN NW 2040

*HELD AT 9088 MOORSIDE PLACE, BURNABY, BC
November 19, 2014*

COUNCIL IN ATTENDANCE

Derek Martinig	Meeting Chair & Treasurer
Wayne Fritz	Strata Chair & President
Ron Brimacombe	Maintenance Liaison
Andrew Boden	Landscaping Liaison
Graham Giles	Member-at-Large
Lauren Rotzien	Member-at-Large
Doug Kronlund	Guest; Strata Owner
Glenn Lewis	Guest; Strata Owner

CALL TO ORDER

Meeting was called to order by Meeting Chair at 6:37 pm.

1) GENERAL

- Wayne Fritz was introduced as the new Strata Chair and President to the returning members of the council. In addition, the council would like to thank both Geoff Macklin and Stephanie Salbach for their service on council.
- Draft minutes from the AGM were documented and distributed to the Council for review. In addition, the Strata Rules and Bylaws have been updated to reflect the motions passed at the AGM. Once review, Council will distribute the unapproved AGM minutes along with the updated Rules and Bylaws to all owners. Note: AGM minutes are not approved until the following AGM.

2) MAINTENANCE

- As Doug and Glenn have been closely following the progress of the stair-railing project, they were asked to attend the meeting to provide feedback on the progress. The following issues regarding the project were presented and discussed:
 - ***Building permits were not provided to council or on-site at the start of the project.*** Centra has since sent the approved building permit to council and it will be kept on record.
 - ***Timeframes for completion of the project continue to change.*** There were significant delays at the start of the project as Centra did not account for the differences in stair dimensions between units. The project manager has since spent time on site and has come up with an adequate solution. At the time of the meeting, the existing stairs had been removed on all Ridgemoor units and two buildings on Moorside. The new stairs are taken down after they are test fit to ensure the safety of those in and around the complex. Ron is meeting with the project lead from Centra next week to get a progress update and an updated timeline for completion. It should be noted that any timelines provided will only be an estimate and may change again.
 - ***Porch modifications will be required to ensure that the steps meet the current building code (9053/9057 Moorside).*** Glenn has provided council and Centra with engineering drawings to remedy this issue. Ron will ensure that Centra is aware of this issue during their site visit next week; but is certain this issue has already been identified by Centra. This structural change will result in a slight decrease in the front porch square footage shared by these two units. Ron will inform the owners directly of this necessary modification.
 - ***The cement footing supporting the front porch at 9259 Braemoor needs to be replaced as the porch is sloped.*** This issue, also identified by Doug and Glenn, will be raised to Centra by Ron.
 - ***Soil under the front steps at a number of units will need to be removed to prevent contact and subsequent erosion of the wooden stringers.*** Andrew will be contacting Piper Landscaping to obtain a quote for the removal of the dirt and distribution of additional white rock under the affected stairs.
- A recent 'brown-out' occurred on Moorside Place which resulted in BC Hydro being called to the complex. After inspecting the main electrical supply on the exterior of the building, a failed fuse was identified as the cause. The BC Hydro representative was kind enough to replace the fuse but expressed concern with the amount of corrosion in the electrical panel. To address this concern, Ron has purchased two replacement fuses (in case of future failures) and will be contacting an electrician to inspect the problem box in addition to the other boxes in the complex.

- An interior water pipe burst at 9040 Moorside Place while the owner was away causing significant damage on the top and middle floors. There was also concern that damage may have occurred to the adjacent unit through the shared wall; however, a thorough inspection by Attila proved otherwise. Due to the amount of damage that occurred, council may need to file an insurance claim but additional information is required by both the tenant's and strata's insurance providers.
- A leak through cedar siding has caused damage to the interior and exterior of 9120 Ridgemoor. Attila has completed all the repairs to the exterior envelope in addition to the drywall repairs within the unit; however, the owner has yet to determine if the carpet stains can be removed with heavy cleaning. Council has agreed to cover the cost of the carpet replacement/repair if the owner deems it necessary.
- Council has received some concerns regarding the lack of light produced by the lamps located in carports and on front porches. Ron is currently sourcing new light options which use brighter LEDs among others with better motion detection technology.
- A patio door issue was recently identified at 9077 Moorside and Attila is looking at possible solutions.
- Completed projects:
 - Patio doors were repaired at 9140 and 9145 Ridgemoor.
 - The roots causing the upheaval of the parking spots at the entrance of Moorside have been removed; however, Attila must wait till the temperature increases prior to installing new asphalt (cold pack).

3) LANDSCAPING

- Andrew and the arborist conducted an on-site inspection of all trees within the complex and identified a number that require trimming and/or removal. Andrew will be establish a date to conduct the work in the next couple months.
- Piper Landscaping will be conducting a final visit to the complex within the next month; prior to taking their winter leave. At the request of strata council, Andrew is requesting a quote to have new white rock distributed under the front porches while the stairs are being replaced. The scope of work will also include removing dirt from the bottom of the stairs to prevent premature breakdown of the wood stringers.

4) TREASURER / FINANCE

- The financial statements from September 2014 were presented to the council for review. No discrepancies were identified.
- Maintenance fees have been collected from all but six owners. Written reminders will be distributed to these owners within the next couple days.

5) OTHER BUSINESS

Meeting adjourned at 8:00 pm. The next meeting will be scheduled in approximately a month's time (early December).

Derek Martinig, Treasurer

Wayne Fritz, Strata Chair