

**MINUTES OF THE MEETING OF  
STRATA COUNCIL  
STRATA PLAN NW 2040**

January 11, 2024

HELD IN PERSON

**COUNCIL IN ATTENDANCE**

Aaron Ydenberg	Strata Chair & President
Derek Martinig	Secretary
Fayyaz Fatehali	Maintenance Liaison
Kieron Gibbons	Special Projects Liaison

**REGRETS**

Michael Horvath	Treasurer
Alana Prociuk	Landscape Liaison

**CALL TO ORDER**

Meeting was called to order by the Strata Chair at 7:45pm.

**STANDING BUSINESS**

1. *Approval of previous meeting minutes (November 2023)*

The minutes from the previous meeting were reviewed and approved.

2. *Approval of meeting agenda*

The agenda was reviewed and approved.

3. *Financial Updates*

- a. The final budget (approved at the AGM) was distributed by email to all owners on November 26, 2023.
- b. Updates to strata fee payments have been completed and the outstanding balance resulting from the fee increase (also approved at the AGM) but not collected for the previous months was collected in December 2023.
- c. Aaron confirmed with Scotia Bank what information was needed to transfer signing authority to the new members on council. Fayyaz and Michael now both have signing authority, in addition to Aaron.

4. *New Strata Member Onboarding*

Alana, as the new landscape liaison, was introduced to the landscaping contractor and Derek, as the new secretary, was introduced to our website content manager; specifically for posting minutes to the website.

5. *Landscaping Update*

No update was available for the retaining wall repair behind 9065 Moorside.

**PREVIOUS BUSINESS**

6. *Rentokil contract termination and trap collection*

A contract termination letter has been prepared but not distributed. The letter includes a request for the provider to collect their traps around the complex.

7. *Roof/Gutter Cleaning*

Council received a third quotation for the roof/gutter cleaning after its meeting in November and decided to proceed with Aquarius Window Cleaning. The work was scheduled and completed between December 7-15, 2023. Council discussed the quality of the work and communication by the contractor and were very impressed. Council will likely seek their services to perform the window cleaning and roof moss removal in May 2024.

While performing the work, the contractor reported that several of the roof anchors installed around the complex are not to code. The contractor was able to still work safely without these anchors, but strongly recommended that this problem be rectified. Council will investigate the installation of new anchors prior to any future work on the roof.

8. *Electrical Capacity Assessment/Survey*

Two quotations for an Electrical Capacity Assessment were sourced. One of the contractors informed council that BC Hydro provides rebates for EV Ready Plans of 75% of the total cost (up to \$3000). The purpose of an EV Ready Plan is primarily to provide information and costing on the installation of charging stations for EV vehicles. However, one component of the EV Ready Plan is an electrical capacity assessment. Council requested that quotations include costs for both an electrical capacity assessment (for heat pumps and EV chargers) and the required components of an EV Ready Plan to capitalize on the rebate.

Council discussed the quotes provided and noted both were within the budget approved at the AGM. It was decided to go with ChargeFWD as feedback from other Strata Councils was positive about their work and they proactively informed council of the potential rebate. Derek will provide ChargeFWD with the signed proposal and liaise with them during the project.

9. *Investment of CRF Funds* – Nothing to report currently.

10. *Drainage Update*

Council has decided to obtain a second quotation from Trust-It Plumbing (the contractor that complete the last two water line replacements) before proceeding with the work. Fayyaz will reach out to Trust-It to obtain the quotation and manage the project, once a contract is signed.

11. *Building Envelope and Roof Assessment*

Alana was able to source three possible contractors to assess the flat rooves for leak risks, but no follow-up has been completed at this time.

12. *Window Replacement SGM*

Council discussed the potential dates of a special general meeting, and a decision was made to defer the date to later in the Spring (likely April). Fayyaz will invite the representative from Centra to attend the next Strata Council meeting in February to discuss window types, cost, and payment options. The plan is still to host a 'demo day' 1-2 weeks prior to the SGM.

**NEW BUSINESS**

13. *Owner Requests for Exterior Building Modifications*

- a. Council reviewed a request to install a tire storage rack in a carport. The request was rejected based on its failure to comply with the current Strata rules regarding carport storage and the availability of other options for tire storage (e.g. carport storage shed). It

was noted that some owners are currently storing their tires in their carports. These owners will be contacted and asked to ensure compliance with the Strata rules.

- b. Council reviewed a request to replace front and basement door hardware. The request was approved as the proposed materials/finish were like what is currently used. Council will inform the owner of the approval.
- c. Council reviewed a request to replace a carport light, citing a need for improved bear deterrence. The request was rejected due to a need to ensure consistency amongst external fixtures around the complex. However, council will be looking to replace all carport and backyard light fixtures in the next fiscal year.

#### *14. Front Entry Steps Concern*

Concern was raised by one member of council about the current state of the complex steps. A green film has built up on many steps which has become quite slippery. Recently, a contractor slipped on the steps. Council discussed the possibility of installing slip-strips (a plastic anti-slip guard) on each step but were worried about how they would impact cleaning snow and ice from stairs and the use of the stairs in the summer months (difficult to walk on the stairs barefoot). It was instead decided to pressure wash, sand, and then seal the steps in the summer months. This work has been tested on three different unit's stairs to great success.

#### *15. Door Painting*

An owner asked about the possibility of repainting their doors as paint was starting to chip away, as is a common problem in the complex. Council discussed previous attempts to repaint the metal doors and how they have been unsuccessful (in terms of long-term adherence). Most repainted doors have peeled again with the new paint sticking to the original paint and pulling off larger sections. It is council's understanding that the doors will need to be completely stripped, primed, and repainted to ensure the longest lifespan. However, this is a costly process if done by a contractor. Council members have previously done this work and had success, albeit on a limited scope (1-2 doors). It was also noted that our doors are no longer standard size, so the replacement of all doors is cost prohibitive at this point. Council will look to assess the doors throughout the complex and attempt to address the ones that are quite bad in the warmer months.

Meeting was concluded at 9:15pm.

Next meeting is tentatively scheduled for February 13, 2024.