

**MINUTES OF THE MEETING OF  
STRATA COUNCIL  
STRATA PLAN NW 2040  
May 13, 2024  
HELD IN PERSON**

**COUNCIL IN ATTENDANCE**

Aaron Ydenberg	Strata Chair & President
Derek Martinig	Secretary
Fayyaz Fatehali	Maintenance Liaison
Alana Prociuk	Landscape Liaison
Kieron Gibbons	Special Projects Liaison
Michael Horvath	Treasurer

**CALL TO ORDER**

Meeting was called to order by the Strata Chair at 7:41pm.

**STANDING BUSINESS**

*1. Approval of meeting agenda*

The agenda was reviewed and approved.

*2. Approval of previous meeting minutes (April 2024)*

The minutes from the previous meeting were reviewed and approved.

*3. Financial Updates*

Mid-year financial statements were received on the meeting date from Marsh and Marsh. The report was reviewed by Michael and Aaron prior to the meeting, and they noted that council is in a positive position going into the third and fourth quarters of the year.

*4. Landscaping Update*

Council reviewed an updated quote from Beaudry for the repair of the retaining wall between 9160 and 9165 Moorside Place. Following discussion of the options provided, the quote to replace the existing wood with 6x6 fir beams was approved.

It was also noted that the camellias around the complex seem to be suffering from a blight which is preventing them from blooming. This issue will be raised with Beaudry to determine if there are any possible solutions.

**PREVIOUS BUSINESS**

*5. Electrical Capacity Assessment/Survey*

ChargeFwd was contacted after our last meeting about the transformer capacity discrepancy noted in both of their reports. Subsequently, the contractor contacted BC Hydro and confirmed that their assumptions were incorrect and have provided updated reports for council's review. They have also committed to ensuring that our application for the BC Hydro rebate (for the EV Ready Plan) is updated accordingly.

To summarize, the recommendations in both the EV Ready Plan and Heat Pump Capacity Assessment are contingent on upgrading at least two of the three transformers in the complex. It was estimated that the upgrades would cost \$104,000. If the upgrades are completed, this

would enable owner's sufficient capacity to install a heat pump to provide air conditioning and would also permit shared EV charging stations (one level 2 charger in each carport, with the load shared amongst the fourplex). Council will provide both reports as part of the Annual General Meeting package, along with a summary of options.

#### 6. *Roof Assessment*

Council has now reached out to another contractor (one that was initially short listed for the roof assessment) to provide a quotation for the roof repairs identified in the roof assessment report. The new contractor has indicated that they would review the report and provide a quotation but noted that they are quite busy over the spring and summer months. Shortly after engaging with the new contractor, Design Roofing responded to our inquiries. They indicated that they were unwilling to only complete the repairs, citing possible damage to the roof that multiple visits may cause (to complete the repairs and then return in the future for preventative maintenance). This justification was difficult to understand as Design Roofing was encouraging annual preventative maintenance in their report. Council will continue to source a contractor to complete the repairs.

#### 7. *Window Replacement SGM*

Council reviewed updated quotations from both Centra and Vinyltek and are happy to report some significant cost savings. After discussion the pros and cons of each quotation, it was noted that additional information was required to make a final decision. Council will ask for the following from each provider:

- Product specifications for the proposed windows to be installed.
- References for townhouse complexes with similar installation parameters (e.g. cedar siding constructions, similar window types, etc.).

Once this information is received and assessed, council will hopefully be able to confirm which provider they will work with in preparation for the Special General Meeting.

#### 8. *Window Cleaning*

The windows were cleaned by Aquarius over the week of May 6-10<sup>th</sup>. Aquarius returned the following week to address deficiencies noted by owners. Council was happy with the work quality and communication of Aquarius.

#### 9. *Carport and Electrical Room Inspections*

The results of the inspections completed in mid-April have yet to be distributed to owners who were found not in compliance. Council is still working on a draft communication that will be provided by email.

#### 10. *Updates to Strata Rules*

Council reviewed and approved the following changes to the Strata Bylaws. It should be noted that changes come into effect immediately but will need to be ratified at the next Annual General Meeting.

Rule	Updated Rule	Change	Reasoning
3.2	No shades, awnings, balcony guards, supplementary heating shall be used or installed in or	Removal of <b>supplementary air-conditioning</b> .	Heat pumps and external air-conditioning units are still not permitted; however, portable

	about the strata plan except those that are approved in writing by the council.		internal air-conditioning units are needed to maintain internal temperatures comfortable during high temperatures in the summer.
3.7	There are no storage areas on the exterior of the strata units unless an owner has constructed a regulation storage unit in the carport. In particular, carports and areas underneath front porches shall be kept neat and free of stored items, except for garbage containers, recycling boxes, large recreational equipment, a garden hose, a carport storage box and neatly stacked firewood. Other exceptions require the approval in writing of council, such approval not to be lightly granted.	Change from recycle box to <b>recycling boxes</b> . Addition of a <b>carport storage box</b> as per Rule 4.6.	Change to reflect multiple recycling containers provided by the City of Burnaby and to ensure that rules are consistent.
3.8	Exterior decorations on the front of strata units, including strings of lights, are permitted for a period of up to 2 months. Exceptions require approval in writing from council.	Removal of the reference to <b>Christmas</b> , and new language noting the <b>front of strata units</b> .	To reflect a diversity of celebrations throughout the year, an update was required to the current rule which only referenced Christmas. Council agreed that the intent of the rule is to prevent decorations and lights from being left in place for extended periods of time.
6.4	There is no guest parking at Mountain Gate.	Removal of all references to parking decals.	At the 2022 AGM, a motion was passed to discontinue the parking decal program.
7.1	No strata lot owner, occupant or tenant shall feed any animal or bird (beyond pets or hummingbirds) from their strata lot or anywhere in close proximity to the strata plan or within the strata plan boundaries.	Pigeons, gulls or rodents replaced with <b>animal or bird</b> . Exception of <b>pets and hummingbirds</b> included.	To clarify that the feeding of any wild (non-domesticated) animal on strata property is not permitted due to the inherent danger and possible damage, beyond hummingbird feeders which only use glucose-water.
10.1	At each Annual General Meeting, or shortly thereafter, the council will inform owners of the timing of any increase to the strata fees collected by pre-authorized debit. New owners	Reference to post-dated cheques replaced by <b>pre-authorized debit</b> . Addition of requirement to	To reflect the replacement of post-dated cheques with pre-authorized debit for the payment of strata fees. The requirement to provide 30 days notice, ensures that changes can be made in time to

	must provide the strata council will a pre-authorized debit form to ensure the timely collection of monthly maintenance contributions. A change in pre-authorized debit accounts requires 30-days notice to ensure transaction are processed appropriately.	<b>provide 30 days notice when changing debit accounts.</b>	avoid a withdrawal from the incorrect account.
12.3	NSF Pre-Authorized Debits. A charge of \$25.00 will be levied against an owner whose pre-authorized debit account does not have sufficient funds.	Cheque replaced by <b>Pre-Authorized Debit.</b>	To ensure consistency of changes to Rule 10.1 and to reflect current practice. Cheques are no longer accepted as a means of paying strata maintenance fees.

**11. Asphalt Repairs**

Nothing to report currently.

**12. Gutter Inspections (9074 Moorside Place)**

A request was sent to Attila to inspect the gutters and remedy the cause of the water staining down the back of 9074 Moorside Place.

**NEW BUSINESS**

**13. Lower bathroom insulation (9277 Braemoor Place)**

Council reviewed the request from the owner of 9277 Braemoor Place to install insulation above their front door (to prevent the bathtub pipes from freezing) and complete the painting and modifications to the siding. Council approved the completion of the work by Atilla.

**14. Placement of bathroom vents**

Following the decision at the last meeting to approve an owner's request to install bathroom venting, concerns about the placement of the venting through the roof instead of through the side of building were raised. The main concern was possible water egress through the roof if the venting failed or the roofing material was compromised. It was agreed that, when possible, modifications to the roof should be avoided. The owner was informed that the venting must proceed through the side of the building (above the bathroom window) and not through the roof. Council apologizes for the change in direction.

**15. Siding rot (9057 Moorside Place)**

Degradation of the siding below the chimney chase, but above the newly installed hardy board has been identified at 9057 Moorside Place. Atilla will be brought in to replace the degraded siding.

*16. Concerns regarding block parties*

Concerns have been raised by owners about complex parties; those held in carports, sidewalks and/or driveways that extend into the evening. It was noted that due to the configuration of our buildings, sound travels upwards and can be heard in front-facing bedrooms.

Council will send a reminder to all owners about the need to be respectful of neighbours (when it comes to sound) and to avoid blocking driveways and sidewalks while hosting gatherings at the front of units.

*17. Request to alter building envelop (9045 Moorside Place)*

Council reviewed an application to install a carport storage unit at 9045 Moorside Place. As the request meets the requirements set out in the Strata Rules, the application was approved.

Note: Aaron reclused himself from this discussion.

Meeting was concluded at 9:42pm.

Next meeting is tentatively scheduled for June 10, 2024.