

MINUTES OF THE MEETING OF STRATA COUNCIL
STRATA PLAN NW 2040
August 20th, 2025
HELD IN PERSON

COUNCIL IN ATTENDANCE

Derek Martinig - Strata Chair & President
Stephanie Salbach - Treasurer
Guilherme Camillo - Secretary
Fayyaz Fatehali - Maintenance Liaison

REGRETS

Alana Prociuk - Landscape Liaison

CALL TO ORDER

Meeting was called to order by the Strata Chair at 6:31pm

STANDING BUSINESS

1. Approval of meeting agenda: The agenda for the evening was circulated and reviewed, with no additional comments or amendments. The agenda was approved as presented.
2. Approval of previous meeting minutes (July 2025): The minutes from the previous meeting were reviewed and approved without changes.
3. Action Item Review: The Council revisited the list of outstanding action items. Quotes for pest control had been received, and a walkthrough of the complex had been conducted. Both PestCo and Rentokill are expected to provide detailed proposals, which will be evaluated ahead of the AGM. The Council also confirmed its intention to hold the 2025 AGM in early October, though the exact date is still to be determined pending other factors.

PREVIOUS BUSINESS

1. **Landscaping updates:**
 - Alana was unable to attend the meeting; however, updates on landscaping matters were shared in her absence. Beaudry confirmed that the removal of the large tree on Braemoor could not be undertaken due to its size. Bartlett Tree Experts subsequently provided a comparable quote for the work, in addition to cutting back several branches around the complex that are resting against the building. Council agreed to proceed with Bartlett's proposed scope of work in September. The contract for this work will be signed accordingly.
 - In addition, the invoice for the repaired lower box on Moorside Place was received from Beaudry Landscaping and has been paid in full.
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2. **Finance updates:** Stephanie presented the monthly financial statement. While a few budget items are currently tracking over forecast, the strata overall remains in a strong position. At year-end, the budget is projected to close approximately \$1,300 under, leaving the strata in a positive position despite some unexpected expenses such as the vehicle bridge repair work.

3. **Building maintenance:** Fayyaz reported that the wasp nest at 9145 Ridgemoor had been removed. The service order has been completed and the Council is awaiting the invoice from the contractor.
4. **Depreciation report:** Derek confirmed that the final version of the Depreciation Report had been received on July 22, along with an accompanying set of presentation slides. Most Council members have not yet had the opportunity to review the materials. To ensure transparency, the Council agreed to make the report available to all owners via the strata website and via email.
5. **Bridge engineering assessment:** Stephanie reported that she had located a new contractor willing to provide an estimate for the vehicle bridge work. The necessary engineering drawings have already been submitted, and the Council is awaiting the company's formal proposal. A separate estimate from BA Blacktop is also expected. Alana, Derek, and Stephanie have contacted several other contractors for this project but, to date, these efforts have not produced additional options.
6. **Drain Tile Blockage issue at 9054 Moorside.** The earlier repair did not fully resolve the problem. Majano Plumbing has now provided a quote of \$3,600 to undertake further corrective work. Council members reviewed this figure and agreed that this would be needed to ensure that the drain no longer overflows into the flower bed and onto the driveway. Council also briefly discussed the potential of a complex-wide drain tile replacement and is seeking quotes to have the work completed (for reference purposes). ex.
7. **Creek Bed Erosion:** There were no new developments to report on the creek bed erosion matter.

NEW BUSINESS

1. **AGM Planning:**
 - The Council discussed preparations for the upcoming Annual General Meeting. The target remains to hold the AGM in early October, although the exact timing will depend on receiving the required year-end financial documents from Marsh & Marsh. Draft year-end financials (maintained by Council) were presented. Derek and Stephanie agreed to prepare the draft 2025-2026 budget for distribution to owners in advance of the AGM. Council will also attempt to provide a 30-year budgeting plan, based on the newest depreciation report, in advance of the AGM.
 - Preliminary planning for the 2025–2026 budget was also discussed.
2. **Cloud Storage of Strata Records:** Guilherme presented options for cloud-based storage of strata records. Given the low amount of data, neither of them would involve any cost. After a short discussion, Council resolved to move forward with Google as the storage provider. Guilherme will be bootstrapping accounts and setting up the necessary access to upload the information currently stored on a portable harddrive..
3. **Door Replacement Project:** Stephanie presented the results of her work gathering quotes for complex-wide door replacement. Three proposals were received:
 - Ecoline / Home Depot: \$273,734.08 for steel doors and patio doors, with pricing locked until October.
 - Canadian Choice: \$394,802.10 for fiberglass doors and patio doors.
 - Centra Windows: \$187,016.55 for fiberglass doors (two per unit) plus \$122,252.55 for patio doors (combined \$309,269.10).
 - Each option included varying warranty provisions and lead times, with Centra offering extended warranties on frames, glass, and labour. The Council agreed that these options should be presented in detail to the ownership at the AGM for consideration.
4. **Green Bin – Ridgemoor:** The issue with the green bin on Ridgemoor has been resolved.
5. **Fireplace Registration:** Derek reported on the requirement for all owners to register wood

burning fireplaces in their units. The Council emphasized that compliance will be enforced by the city and that the strata will not keep records of registration. Owners will be reminded via email that they need to act on this MetroVancouver requirement.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:32pm

The next meeting is tentatively scheduled for late September