

MINUTES OF THE MEETING OF STRATA COUNCIL
STRATA PLAN NW 2040

September 10, 2025

HELD IN PERSON

COUNCIL IN ATTENDANCE

Derek Martinig - Strata Chair & President

Stephanie Salbach - Treasurer

Guilherme Camillo - Secretary

Fayyaz Fatehali - Maintenance Liaison

Alana Prociuk - Landscape Liaison

CALL TO ORDER

Meeting was called to order by the Strata Chair at 6:34pm

STANDING BUSINESS

1. Approval of Agenda

The agenda was reviewed and approved as presented.

2. Approval of previous meeting minutes (August 2025)

The minutes from the August 2025 meeting were reviewed and approved.

3. Landscaping Update

Alana reported that tree trimming was completed by **Bartlett Tree Experts** on September 2–3. The work exceeded the original estimated scope as several owners requested trimming of specific trees while work was underway; however, Barlett completed this work for no additional cost and returned a day later to address some hanging branches, accidentally left, in trees on Moorside.

4. Finance Update

- a. Stephanie reviewed the monthly financial statement and provided an update on banking fees. The council has successfully enabled e-transfers (to pay contractors) to reduce processing fees.
- b. Stephanie continues to review our current bank arrangements to minimize unnecessary costs/service fees. She is also exploring higher-interest account options for improved returns on reserves.

PREVIOUS BUSINESS

5. Building maintenance:

No significant updates at this time.

6. Engineering assessment of Moorside's Vehicle Bridge

- a. Council reviewed quotes from two other construction companies as it relates to the bridge deck repairs. **BA Blacktop** provided a quote of \$122,000. **12th Street Construction** has not yet provided a formal quote; but noted that they were unlikely to meet a target range (~\$80,000). The original quote from **MetroGold Construction** at \$68,000 (all-inclusive) was reviewed. After discussion, Council approved proceeding with MetroGold.

Note: Council shared the scope of work included in the MetroGold quotation to ensure an accurate comparison; however no specific pricing details were shared. When Council was asked about the budget for the contract, we provided a rough budget amount of \$80,000.

- b. Council did inquire with our insurance provider as to whether the bridge costs could be covered by our premiums. At the time of the meeting, all indications were that our insurance policy did not extend to cover bridge repairs.

7. Drain Tile Blockage – 9055 Moorside

Majano Plumbing complete the drain tile rebuild at 9055 Moorside Place. Photos were provided documenting the extent of the work, including connecting the drain line to the adjacent sump.

8. Creek Bed Erosion

Fayyaz provided an update regarding the pedestrian bridge/creek bed erosion concerns. His contact at the City of Burnaby confirmed that the Department of Fisheries is responsible for the creek area. Fayyaz remains in contact with the department for next steps.

9. AGM Planning

- a. Council agreed on scheduling the Annual General Meeting for October 23, 2025. Stephanie will follow up on booking the same venue as last year.
- b. Year-end financials have been received from Marsh and Marsh and found in good order.
- c. The draft 2025–2026 budget and proposed fee changes were reviewed. A 10% increase to strata fees is being recommended to cover increasing operating expenses and larger capital projects.

NEW BUSINESS

10. Cloud-Based Storage of Strata Records

Guilherme has completed the migration of strata records from the physical hard drive into Google Drive and has shared the credentials for accessing it. A new email account using gmail has also be created (mountaingatenw2040@gmail.com). The existing yahoo email account will be phased out in the next fiscal year.

11. Door Replacement Project

Stephanie presented an updated quote from Ecoline for consideration by Council. Council has now reviewed quotes from three providers (Ecoline, Canadian Choice and Centra) with costs ranging from \$4,600-\$7,600 per unit (for 2 steel doors, frames and hardware). Based on the information before council, it was agreed that a door replacement project would be recommended at the upcoming AGM. Further to this, it was also agreed that this project should be funded through a special levy as there is insufficient funding in the CRF to cover the costs.

Council agreed to organize a door demo day for owners, facilitated by Ecoline, in advance of the AGM.

12. Insurance Renewal

Council has received the insurance coverage proposal for 2025-2026 at the end of August. The proposal included a 12% increase in cost attributed to increased insured property value and slightly higher property insurance rates. Council has now submitted payment for the proposal and will provide proof of insurance (for the period September 30, 2025, to September 30, 2026) at the AGM.

Meeting adjourned at 8:12pm

No future meeting was scheduled due to the upcoming AGM.