

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

January 13, 2026
HELD IN PERSON

COUNCIL IN ATTENDANCE

Derek Martinig	Strata Chair & President
Stephanie Salbach	Treasurer
Brent Chadwick	Member-at-Large
Wendy Zhong	Member-at-Large
Fayyaz Fatehali	Maintenance Liaison

REGRETS

Danielle Gibbons	Secretary
Alana Prociuk	Landscape Liaison

CALL TO ORDER

Meeting was called to order by the Strata Chair at 6:31 p.m.

STANDING BUSINESS

1. **Approval of meeting agenda:** The agenda for the meeting was circulated and reviewed. The agenda was approved as presented.
2. **Approval of previous meeting minutes** (December 2025): The minutes from the previous meeting were reviewed and approved.
3. **Landscaping updates:** Derek informed council that Beaudry Landscapes was provided the required 30 days notice prior to contract termination on December 28, 2025. A new service contract has been signed with Jim's Mowing, with all the same terms and conditions. Jim's Mowing contract (and services) will commence on February 1, 2026.
4. **Finance updates:** Stephanie provided the first quarter financial records as prepared by Marsh and Marsh. Council reviewed the records and everything was found in order.

PREVIOUS BUSINESS

5. **Building maintenance:** Council has been informed by the owners of 9145 Ridgemoor of excessive moisture/condensation building up in their attic space. A similar issue was reported to last year, but an inspection by a roofing contractor identified a possible water ingress point on the roof which was addressed with sealant. Unfortunately, higher than expected humidity readings in the attic space (noted over the past months) have been recorded by the owner. To address their concerns, the owners have requested the installation of an additional roof vent. It was confirmed that 9145 Ridgemoor Place has less roof vents than any other unit in the complex and this may be causing the excess humidity.

Council reviewed the request and agreed that a reasonable next step would be to have an additional vent installed. As mould could develop with prolonged moisture in the attic, Council

will reach out quickly to the owner to explain the next steps and confirm how best to proceed with the work.

- 6. Vehicle bridge repair:** Council reviewed additional correspondence received from Contech Engineering over the holiday period, including threats to report council to local law enforcement (for disassembling the storage unit and safely securing the construction materials paid for by council) and to the City of Burnaby (for environmental concerns). It was also noted that as of January 6, 2026, Contech Engineering was officially discontinuing their involvement in the project. This decision was communicated to the Engineering and Geoscientists Association of BC (EGBC) by the engineer. To date, Council has received no contact from the City of Burnaby or from the RCMP. Following the correspondence received in late December and Early January, Council sought further legal advice from Hamilton and Co. and were informed that no action was needed on our part. The law firm noted that they would be willing to provide guidance/support through a Small Claims Filing, when Council was ready to proceed with that step.

Stephanie informed the council of a recent conversation she had with a representative from EGBC. She explained our situation and they noted that should we choose to file a formal complaint, they may reassess the engineer's recommendations and the evidence used to support their report. If the original recommendations are found to be inappropriate, they would provide a second opinion (as it relates to the bridge's integrity). With this information in mind, council decided to proceed with filing a formal complaint with the EGBC, noting the results of that decision may further strengthen our Small Claims filing against Metrogold Construction. Council noted that a Small Claims filing can be made up to 2 years after the work is completed/contract terminated.

As it relates to the on-going repair of the bridge, the completion of the linear drain (extending across the road) has been delayed due to inclement weather over the holiday season. Brent will contact Majano Plumbing to confirm a date for the completion of that part of the project with the forecasted drier weather. It is anticipated that it will take two days to complete the excavation and installation of the second half of the drain. Further to this, council has noted that on several occasions (during hard rain over the last couple weeks) that the percolation system was overflowing. Council believes that the percolation system, designed by the engineer, is undersized for our needs. Brent will ask if Majano can install overflow piping from the pit to the creek to avoid flooding onto the bridge.

Lastly, council reviewed three quotations to have the bridge asphalt and membrane replaced. Quotes were provided by Burnaby Blacktop, Bartolo and Sons and JL Projects Ltd. Of the three quotes, council was able to quickly rule out the quote from JL Projects Ltd due to the estimated costs which were significantly higher than the other two. The two remaining quotes were quick similar however, concern was raised that Bartolo and Sons never attended for a site inspection. Their quote was solely based on the engineering plans provided. Council however deferred a decision until feedback could be solicited from a member of the community with known asphalt expertise.

- 7. Electrical planning report:** Nothing to report.
- 8. Door Replacement Research and Legal Advice:** Nothing to report.

NEW BUSINESS

9. **Projects for 2026-2027:** Council has started to receive questions and feedback from owners about projects tentatively scheduled for fiscal year 2026-2027. Council reviewed the 30-year planning document that was drafted last year and circulated at the AGM in October. While this plan is a living document and can change with direction from ownership, Council agreed that taking steps for signage replacement and transformer upgrades would still be the priority in the next fiscal year. This years' focus remains finishing the bridge repairs, having an electrical planning report completed and obtaining legal advice on whether owners can individually replace their doors and/or windows.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:25 p.m.

The next Strata meeting is tentatively scheduled for February 17, 2026.