

MINUTES OF THE MEETING OF STRATA COUNCIL
STRATA PLAN NW 2040

April 21, 2026
HELD IN PERSON

COUNCIL IN ATTENDANCE

Derek Martinig	Strata Chair & President
Stephanie Salbach	Treasurer
Fayyaz Fatehali	Maintenance Liaison
Alana Prociuk	Landscape Liaison
Danielle Gibbons	Secretary
Brent Chadwick	Member-at-Large
Wendy Zhong	Member-at-Large

CALL TO ORDER

Meeting was called to order by the Strata Chair at 6:41 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** (March 2026): At the time of this meeting, the minutes from the previous meeting were still in draft. Approval was deferred until a full review with any revisions by council.

Update – Minutes were approved virtually on May 8, 2026.

3. **Finance updates:** Stephanie provided the following updates:
 - a. Monthly financial statement including budget to actuals report was circulated by Stephanie and reviewed by council. No significant discrepancies or overages, not already noted, were identified.
 - b. Interest accrued through the GIC investment and savings account have been updated in the reporting.
 - c. Strata's 13-month GIC investment matures on May 18, 2026. Stephanie is investigating options, including reinvestment, and will email those options to council.

PREVIOUS BUSINESS

4. **Landscaping updates:**
 - a. Alana reported ongoing lack of communication from Jim's Mowing. To-date, the strata has not been invoiced by Jim's Mowing. Stephanie will reach out to them to discuss payment of any invoices and check in how they think things are going. Alana will look at getting quotes from other landscaping companies, should it become necessary.
 - b. The landscaping cloth drainage issue between complexes should be a priority as part of Strata's beautification project. If Jim's Mowing cannot address the issue or take on the project, then Strata will look at alternatives. Alana suggested adding mulch to these

areas to improve the drainage. This option, and others, will be discussed with other contractors who are able to complete the work.

- c. Potted tree at the back of 9135 Ridgemoor was relocated by the owner addressing the concern that the roots will enter the ground and become problematic.

5. Building maintenance:

- a. Essential Restoration completed work at 9150 Ridgemoor on April 9, 2026, in connection with reported gutter overflow and water ingress down the side of the building. Repairs included removal and replacement of building siding, installation of new building wrap and repainting of effected areas. In addition, Essential Restoration cleaned the flat roof and gutters. While inspecting the flat roof the contractor noticed that the fascia boards were deteriorating and will send a quote for any work required.
- b. Majano attended the property to investigate the drainage issues at 9040 Moorside and 9120 Ridgemoor. Majano recommended hydro-flushing the storm drains where water is pooling to remove any debris, sediment and/or root intrusion restricting drainage. Majano provided a quote for same. Based on the drain work performed last year in several areas around the complex, council was not confident that the existing drain tile would survive hydro-flushing and that subsequent work would be needed to then replace the drain tile in these areas. A decision was made to defer further drain tile work at this time, in lieu of a review of other drainage options and a discussion at the AGM.
- c. There has been no update from 9081 Moorside in connection with determining the source of a possible roof leak. Council will connect the owner with Neo Roofing to try to determine the source of the leak, with a view of investigating the source when it next rains.

6. Vehicle bridge repair:

- a. A letter from the Engineers and Geoscientists BC (EGBC) was received on April 16, 2026, advising that Strata's complaint was reviewed by the Investigation Committee which resolved to authorize an investigation into Comox Tang. As such, Strata's complaint is no longer in the intake phase of the complaint process, and an Investigation Subcommittee has been appointed.
- b. Council discussed the photo and project description of the Moorside bridge repair detailed on Contech Engineering Inc.'s website under their "Our Projects" page. Stephanie contacted the EGBC requesting guidance on steps to have it removed from Contech's website, and to also include this action in Strata's official complaint. Stephanie has not yet heard back from the EGBC.
- c. Burnaby Blacktop completed one half of the vehicle bridge and will again attend on April 23, 2026, to start the second half (sidewalk side). Derek delivered an email to all residents advising of dates Burnaby Blacktop would be working to complete the project and to limit vehicle traffic on the bridge during this time.
- d. Derek will start drafting a notice of claim in BC Provincial (Small Claims) Court against Metrogold Building Corporation to recoup expenses that were paid in advance of work being completed by the contractor. Council is hopeful to recoup approximately \$20,000 from the contractor.

- 7. **Electrical planning report:** The updated Electrical Planning Report (EPR), with corrections of two typographical errors, was provided to council. Derek will circulate the updated EPR to strata

owners. Alana will contact BC Hydro directly to provide the EPR, indicate Strata's need to update our transformers and determine next steps. Stephanie will provide Alana a contact from ChargeFWD to request a number or person Alana should reach out to at BC Hydro.

8. **Door replacement research and legal advice:** Stephanie was referred to another associate within Hamilton & Company that is more knowledgeable of the legalities with respect to Strata's request for advice on amending the request to alter building envelope form. Stephanie is waiting to hear back from the new associate and will follow-up.
9. **Carport inspections:** Further to the carport inspections on March 7 and 8, 2026, Strata delivered ten (10) carport notice letters. Five (5) acknowledgment responses were received. Two (2) requests for an extension were received. One (1) remedied their carport immediately. No response was received from five (5) owners. With the April 29, 2026, deadline approaching, Danielle will draft follow-up notice letters to those still in non-compliance.
10. **Complex-wide pressure washing:** Due to the bridge construction project, complex-wide pressure washing has been rescheduled to June 10-12, 2026.
11. **Attic/roof modifications:** The inspection report, conducted by Neo Roofing of the framing modifications in the attic at 9145 Ridgmoor, was provided on March 30, 2026, and confirmed the work was done properly. No structural concerns were noted. Council takes this opportunity to remind all owners to first submit a request with plans, in writing, to Strata council for any projects that would, or could, impact the building membrane.
12. **Window cleaning:** Aquarius Window Cleaning is currently booked for April 28 to 30, 2026.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:34 p.m.

The next Strata meeting is scheduled for June 1, 2026.