

MINUTES OF THE MEETING OF STRATA COUNCIL
STRATA PLAN NW 2040

July 8, 2026
HELD IN PERSON

COUNCIL IN ATTENDANCE

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

REGRETS

Fayyaz Fatehali	Maintenance Liaison
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CALL TO ORDER

Meeting was called to order by the Strata Chair at 6:32 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** (June 2026): The minutes from the previous meeting were reviewed and approved. Confirmation that April 2026 minutes were posted to the Strata website.
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.
 - b. Marsh and Marsh provided Q3 Financial Statements with no outlying issues.
 - c. Engagement letter with Marsh and Marsh has been signed for the preparation of year-end financial statements in advance of Strata's Annual General Meeting.
 - d. Council will inquire with Marsh & Marsh regarding the tracking of bridge construction funds in Quarterly documents.
 - e. Annual insurance survey was completed, and council is awaiting a quote for the next year.

PREVIOUS BUSINESS

4. **Landscaping updates:**
 - a. Derek confirmed that the termination of the contract with Jim's Mowing was provided on June 14, 2026, with their last date of service being July 15, 2026.

- b. Alana reported that West Coast Lawns and Meridian Landscaping attended the complex for a walk-around. Both companies subsequently provided quotes. Meridian Landscaping also provided a quote for the damaged hedge removal on Braemoor. Alana will follow-up on references for Meridian Landscaping. If the references are positive, Alana will request a formal contract from Meridian Landscaping with a proposed start date of August 1, 2026.
- 5. **Building maintenance:**
 - a. Essential Restoration completed work on the deteriorating fascia boards at 9150 Ridgemoor on June 18, 2026.
 - b. Other units with similar deteriorating or damaged fascia boards (9046 Moorside, 9093 Moorside, 9062 Moorside, 9135 Ridgemoor, 9247 Braemoor and 9259 Braemoor) were completed by Essential Restoration June 22-26, 2026.
 - c. Repairs to the rotten retaining walls were completed by Essential Restoration at 9040 Moorside and 9061 Moorside June 22-26, 2026.
- 6. **Vehicle bridge repair:**
 - a. Derek delivered a fulsome Vehicle Bridge Report to Strata Owners on June 20, 2026.
 - b. Council received a quote from Strata Engineering Limited to conduct a second engineering review of the vehicle bridge. The quote was reviewed and approved, virtually, by Council on June 14, 2026.
 - c. Strata Engineering Limited assessed the structural integrity of the vehicle bridge on July 8, 2026. Derek received verbal confirmation from Strata Engineering Limited that there was no risk of imminent failure. A detailed, stamped, report will be provided to Strata as additional evidence as to the inappropriateness of Contech Engineering's claim that the vehicle bridge is in "imminent danger of collapse".
 - d. Danielle, Derek and Stephanie drafted a Notice of Claim against Metrogold Building Corporation. Danielle will finalize the claim for filing in New Westminster Provincial (Small Claims) Court.
- 7. **Electrical planning report:** Stephanie provided the Charge FWD and Electrical Planning Report to BC Hydro and received conflicting information on who the appropriate party should be when submitting applications. Stephanie will contact Param from Flash Tech (electrical contractor that installed the complex lighting last year) to review the previous reports obtained by Strata and provide an opinion and possibly aid with BC Hydro inquiries.
- 8. **Door replacement research and legal advice:** Stephanie continues to be referred internally at Hamilton & Company, however, legal advice regarding Strata's form for requests to alter the building envelope was provided. Derek will update the form accordingly.
- 9. **Carport inspections:** Derek provided an update on carport follow-up letters. Council considers this matter closed.
- 10. **Wasp nests:** Westside Pest Control removed two wasp nests, one from 9285 Braemoor and another at 9155 Ridgemoor on June 12, 2026.
- 11. **Pressure washing:** Due to the GVRD level 3 water restrictions, recently implemented, complex pressure washing has been deferred to September 16-18, 2026.

12. **Stair cleaning/sealing:** Alana will follow-up on quotes previously received for complex-wide stair cleaning and sealing to confirm if the quotes are still valid in 2027.
13. **Sign replacement:** Fayyaz was not in attendance to provide an update on quotes. It was noted quotes would be needed for the 2026-2027 Budget.
14. **Driveway repairs:** Brent will continue to investigate costs for repairing the concrete driveways at 9073 and 9088 Moorside Place.

NEW BUSINESS

15. **Moorside planter box:** Council received a request from an owner to purchase bark mulch for the common areas behind 9093 Moorside Place and the planter box on Moorside. Council approved this request, and thanks the owner for their time and efforts. Derek will inform the owner and canvass their interest in being a point of contact for plant watering coordination.
16. **City of Burnaby tree trimming request:** Council received a request from the City of Burnaby to trim the maple tree located on strata property at the corner of Forest Grove Drive and Ash Grove Crescent, in connection with the electrical work for the new traffic light recently installed. Council approved the request, virtually, on June 19, 2026. The City of Burnaby carried out the tree trimming work.
17. **Backyard/patio storage and recent break-ins:** Council has become aware of several break-ins in the neighbourhood in recent weeks. To mitigate potential risk, Council will start send a reminder to owners about the storage rules associated with backyard and patio areas. A discussion regarding backyard and patio inspections was discussed but a final decision was deferred to assess the impact of the reminder email.
18. **Pet waste signage:** Council received a request from an owner to install signage on Strata property informing pet owners to avoid using strata property as a pet bathroom. While council understands the owner's frustration, the request signage was denied. Alternatively, the council will request a quotation from Meridian to plant trees or larger shrubs along the areas of the complex where multiple trees have been cut down over the years. These trees would increase owner privacy and hopefully deter pet owners from using the strata's common property.
19. **AGM preparation:** Derek requested confirmation from current council members of their intention to remain or step down from council for the 2026-2027 year. Council members to advise Derek in advance of the AGM and, if necessary, start the process of canvassing for volunteers.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:30 p.m.

The next Strata meeting is scheduled for August 19, 2026, at 6:30 p.m.