



WILLOWS STRATA PLAN NW 1389

STRATA COUNCIL MINUTES
MONDAY, JULY 13, 2020, 6:30PM

COUNCIL PRESENT:

John Pustai
Janet Bremner
Damaris Campbell
Che Robbertze
Mark Attar

COUNCIL REGRETS:

Cordula Quint

MANAGEMENT PRESENT:

Martin Carey, Property Manager
Pacific Quorum Properties Inc.
mcarey@pacificquorum.com / Direct line: 604-634-3040

1. **CALL TO ORDER**

The meeting was called to order at 6:35 p.m.

2. **ADOPTION OF PREVIOUS MINUTES – May 28, 2020**

It was

MOVED/SECONDED

To adopt the minutes of the May 28, 2020 Council meeting as presented.

CARRIED

3. **FINANCE**

a. **Financial Statements – To May, 2020**

Council reviewed the statements to May, 2020.

It was

MOVED/SECONDED

To approve the financial statements to May, 2020 as presented

CARRIED

b. **Current Accounts Receivable Report**

Council reviewed the arrears and requested Management continues to follow-up with those in arrears.

4. **PREVIOUS BUSINESS**

a. **Storage Lockers and Bike Racks**

It was confirmed that a number of engineers had been in touch in relation to the installation of storage lockers onsite. The site drawings were currently being obtained and would be reviewed with Council to assess options onsite.

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- b. **Damaged Trees/Hedges**
Council discussed the trees and hedges that run along the back of the properties where the redevelopment of the church is ongoing. It was agreed to continue to monitor and follow-up with the developer once the project is complete and coordinate replacement.
- c. **Elevator –Electronic Soft Start**
Management confirmed that West Coast Elevator were currently scheduling the install of an electronic soft start device at the 1121 Howie building
- d. **Annual Maintenance**
Council agreed to review annual maintenance quotes further in the Fall including siding cleaning and window cleaning.
- e. **BC Hydro Box Work**
Management confirmed that the work around the BC Hydro Box at the rear of the 1121 Building was being scheduled by Crack-master and a date would be confirmed shortly.
- f. **COVID-19 Planning**
Management confirmed that hand sanitizers had been ordered for both buildings and would be delivered in the coming weeks. There is a backlog on delivery currently.
- g. **Rental Parking Stall Audit**
Council confirmed that the rental parking stall audit was now complete and all parking charges are were correct and up to date.

5. **NEW BUSINESS**

- a. **Towing Contract**
Council confirmed that the towing signs had now been installed onsite and the contract had been updated with new call-in list.
- b. **Rules**
Council reviewed a number of sample rules from a number of other strata corporations. It was agreed to review these further in upcoming meetings and bring forward a final draft at the next AGM.
- c. **Contracts**
Council reviewed a number of proposals for the fire protection and waste removal contracts. Council agreed to switch fire protection companies for this year's annual inspection in November. It was agreed to request further clarification on the waste removal proposals and then review further.
- d. **Crane Revenue**
Management confirmed that an invoice had been sent to the developer for the final months owing for the use of the airspace above the properties during the recent construction. The crane was taken down in June.
- e. **Door Closers**
Council reviewed a legal opinion in relation to door closers inside units. Council agreed to follow up with repair and inspect further during the next in-suite inspections.
- f. **Any other new Business**
Council discussed a number of other items including:
 - It was confirmed that drywall had been repaired for a previously reported leak between two units and in the hallway.
 - It was confirmed that the pest control contractor would be returning to site for an issue that was reported previously in relation to mice.

- Council also discussed the fence that runs along the rear of the properties and what could be installed in that area after the church development is complete. It was agreed to obtain a number of quotes.
- Council reminds owners that minutes will be posted on PQ Online and emailed to owners going forward and owners are advised to sign up to PQ Online so they can receive minutes by email.
- Council reviewed a chargeback to a unit owner's account and after discussion agreed to waive the chargeback but send a strongly worded letter to the owner advising them that if they dispatched trades without Councils approval again a fine would be issued as well as the chargeback of all costs incurred.
- Council confirmed that the City Fire Inspector had been to site recently but the deficiencies they identified were being corrected. It was also noted that hallway lights have been replaced and new electrical outlets have been installed in the parkade.

6. **TERMINATED**

There being no further business to discuss at this time, the meeting was terminated at 8:37 p.m.

THE NEXT COUNCIL MEETING SCHEDULED IS:
OCTOBER 28, 2020 at 6:30P.M.

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- Once you have logged into **PQ ONLINE** for the first time, go to “MY INFO”

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Submitted by:

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알려드립니다 이것을 번역해 주십시오

ਗੁਰੀ ਜਾਣਕਾਰੀ ਵਿਸ਼ਾ ਅਰਥੇ ਬਿਨੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੰਘਾ ਅਵਧਾਰੀ

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