



WILLOWS STRATA PLAN NW 1389

STRATA COUNCIL MINUTES
WEDNESDAY, OCTOBER 28, 2020, 6:30PM

COUNCIL PRESENT:

John Pustai
Janet Bremner
Damaris Campbell
Che Robbertze
Mark Attar
Cordula Quint

COUNCIL REGRETS:

Janet Bremner

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 – July 13, 2020**

It was

MOVED/SECONDED

To adopt the minutes of the July 13, 2020 Council meeting as presented.

CARRIED

3. **FINANCE**

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

Council reviewed the statements to September, 2020.

It was

MOVED/SECONDED

To approve the financial statements to September, 2020 as presented

CARRIED

b. **Current Accounts Receivable Report**

Council reviewed the arrears and requested Management continues to follow-up with those in arrears. Council reviewed an email in relation to parking charges and agreed to owner's proposal.

4. **PREVIOUS BUSINESS**

a. **Storage Lockers**

It was confirmed that a number of engineers had been in touch in relation to the installation of storage lockers onsite. The site drawings had been obtained from the City of Coquitlam and forwarded to the engineers. Council received engineering costs and would now work on drafting resolutions for the Annual General Meeting for owners consideration

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- b. **Damaged Trees/Hedges**
Council confirmed the trees and hedges that run along the back of the properties were damaged by contractors working on the church redevelopment project. 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 they were awaiting a date from West Coast Elevator for the installation of an electronic soft start device at the 1121 Howie building.
- d. **Annual Maintenance**
Council agreed to postpone the planned siding cleaning and window cleaning until the Spring.
- e. **BC Hydro Box**
Council confirmed that the sealing of the areas around the BC Hydro Box at the rear of the 1121 Building had been performed by Crack-master and that it appeared to have resolved the issue.
- f. **COVID-19 Planning**
Management confirmed that hand sanitizers had been installed in both buildings and were now in operation for residents.

5. **NEW BUSINESS**

- a. **Annual Fire Inspection**
Council confirmed that Shore Fire Protection would be performing the annual inspection in November this year and had taken over from Fairlane Fire Protection.
- b. **Waste Removal Contract**
Council reviewed three proposals for the waste disposal contract which was up for renewal in December 2020. After review of the proposals it was agreed to renew with Waste Connections of Canada as they offered the best pricing and has also promised to replace the existing bins with new bins at no cost. The term of the contract has also been amended to a one year rolling contract from the previous five year term contract.
- c. **DMS Quote**
Council reviewed a quote from DMS Mechanical for replacement of a recirculation pump on boiler line in Building A and agreed to proceed with work.
- 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. Work on the development had stopped but Management confirmed that payment would be forwarded shortly by BC Housing. Council also requested that Management to review records to ensure all legal fees had been paid by developer as agreed per original contract.
- e. **Fence Proposals**
Council reviewed proposals for chain link fence installation at the rear of the properties. It was agreed to proceed and bring forward a resolution for owners consideration at the AGM in February.
- f. **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.
- g. **Any other new Business**
Council discussed a number of other items including:
 - Council confirmed that a number of maintenance items had been performed recently including roof drain and carpet cleaning. Council confirmed satisfaction with the work performed.
 - Management confirmed that the snow removal contract had been renewed for the coming season with Velocity Property Services

6. TERMINATED

There being no further business to discuss at this time, the meeting was terminated at 7:53 p.m.

THE NEXT COUNCIL MEETING SCHEDULED IS:
JANUARY 21, 2020 at 6:30P.M.

ONLINE ACCESS TO YOUR STRATA CORPORATION - PQ ONLINE:

- Go to: www.pacificquorum.com
- Click “SIGN UP NOW” under “Connect to Your Property – PQ ONLINE”
- Enter your name, email, property name, and address
- You will be emailed your unique log-in and password to access **PQ ONLINE**
- Once you have logged into **PQ ONLINE** for the first time, go to “MY INFO”

If you have any trouble accessing **PQ ONLINE**, please contact techsupport@pacificquorum.com

Submitted by:

PACIFIC QUORUM PROPERTIES INC.

Martin Carey, Property Manager

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CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

重要資料 請找人為你翻譯

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

알려드립니다 이것을 번역해 주십시오

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