



## WILLOWS STRATA PLAN NW 1389

STRATA COUNCIL MINUTES  
WEDNESDAY, JUNE 9, 2021, 6:30PM

**COUNCIL PRESENT:**

John Pustai  
Janet Bremner  
Damaris Campbell  
Che Robbertze  
Mark Attar

**COUNCIL REGRETS:**

Cordula Quint

**MANAGEMENT PRESENT:**

Martin Carey, Strata Manager  
Pacific Quorum Properties Inc.  
[mcarey@pacificquorum.com](mailto:mcarey@pacificquorum.com) / Direct line: 604-634-3040

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1. **CALL TO ORDER**

The meeting was called to order at 6:40p.m.

2. **ADOPTION OF PREVIOUS MINUTES – April 26, 2021**

It was

**MOVED/SECONDED**

To adopt the minutes of the April 26, 2021 Council meeting as presented.

**CARRIED**

3. **FINANCE**

a. **Financial Statements – To April, 2021**

Council reviewed the statements to April, 2021.

It was

**MOVED/SECONDED**

To approve the financial statements to April 2021 as presented

**CARRIED**

b. **Current Accounts Receivable Report**

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

4. **PREVIOUS BUSINESS**

a. **Chain Link Fence**

Council discussed the fence project which is being performed by Coquitlam Chain link Fencing. It was confirmed that the fences had been ordered and would arrive in the coming weeks. The contractor is currently working with the landscapers to prepare the area for installation.

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**b. Building Washing**

It was confirmed that Men in Kilts will be onsite on June 21<sup>st</sup> to perform siding, window, and gutter cleaning on both buildings.

**c. Parkade Membrane Repairs**

It was confirmed that parkade membrane repairs were now completed and urethane injections had been performed on a number of areas. Council expressed satisfaction with the work performed.

**d. Parkade Locker and Bike Rack Project**

It was confirmed that Strata Engineering has commenced preparing the site assessment for the parkade locker and bike rack project. A site review will be performed in both buildings next week.

**e. Rules Review**

Council discussed and drafted a new set of strata corporation rules that will take effect immediately and will be brought forward to owners at the next AGM for ratification. The rules include implementation of a visitor parking pass system for both buildings. These passes will be ordered and distributed to owners. Once distributed the visitor parking rules will be enforced.

A copy of the rules has been attached to the minutes for owner's reference. The fine amount for a contravention of a rule is \$50.

**f. Hedges/Trees**

Council requested Management follow up with the developer of the neighbouring building to get it in writing that they will replace the damaged hedges at the end of construction. A verbal agreement was agreed with previous council member, but an official written agreement is required.

**5. NEW BUSINESS****a. Owner's Emails**

Council reviewed correspondence in relation to a number of repairs required around the buildings included a storage room door, exterior siding, and a light fixture. Council requested Management follow up and dispatch contractors for this work. Council also reviewed correspondence in relation to a resident consistently parking in visitor parking and requested Management follow up with a letter to this unit.

**6. TERMINATED**

There being no further business to discuss at this time, the meeting was terminated at 8:21 p.m.

**THE NEXT COUNCIL MEETING SCHEDULED IS:**

**August 19, 2021**

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If you have any trouble accessing **PQ ONLINE**, please contact [techsupport@pacificquorum.com](mailto:techsupport@pacificquorum.com)

Submitted by:

**PACIFIC QUORUM PROPERTIES INC.**

*Martin Carey, Property Manager*

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**RENSEIGNEMENTS IMPORTANTS** Prière de les faire traduire

**INFORMACIÓN IMPORTANTE** Busque alguien que le traduzca

**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

**सुखी जानकारी** बिना बरने बिने बसे बिना हा कुलहा बरबाद

Please Note: The Real Estate Regulations require a vendor to provide purchasers with copies of Strata Corporation Meeting minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon advance order from *Pacific Quorum Properties Inc.*

# **THE OWNERS, STRATA PLAN NW1389 RULES**

## **GENERAL**

**1.1** Solicitation is not permitted within the boundaries of the strata plan, except for charitable or non-profit organizations or as allowed by applicable elections laws.

**1.2** Garage Sales are permitted within the boundaries of the strata plan, but only with the prior written approval of the council.

**1.3** The cost of a replacement parkade fob is \$45 and a replacement key is \$25.

**1.4** The maximum fine for a contravention of a rule is \$50.

## **VEHICLE AND PARKING**

**2.1** Visitor Parking is permitted in the designated areas. Council will provide one visitor parking pass to the owners or tenants of a strata lot for their visitor's use. The cost for a replacement pass is \$25.

**2.2** Visitor Parking Passes are only valid for short term parking (maximum of 10 consecutive days). If a visitor will be parked for a longer period, the applicable owner or tenant must request permission from Council.

**2.3** Extra parking stalls are available at a cost of \$15.00 per month payable on the first day of each month in advance and are available to residents only.