

**MINUTES OF THE MEETING OF
STRATA COUNCIL
STRATA PLAN NW 2040**

April 17, 2024
HELD IN PERSON

COUNCIL IN ATTENDANCE

Aaron Ydenberg	Strata Chair & President
Michael Horvath	Treasurer
Derek Martinig	Secretary
Fayyaz Fatehali	Maintenance Liaison

REGRETS

Kieron Gibbons	Special Projects Liaison
Alana Prociuk	Landscape Liaison

CALL TO ORDER

Meeting was called to order by the Strata Chair at 7:30pm.

STANDING BUSINESS

1. *Approval of meeting agenda*

The agenda was reviewed and approved.

2. *Approval of previous meeting minutes (March 2024)*

The minutes from the previous meeting were reviewed and approved.

3. *Financial Updates*

The transition of the signing authority to the new council members has now been completed. The cheque for outstanding monies, in the amount of \$960, was received from Georgeson this past month.

It was noted that Marsh and Marsh have been delayed in providing the mid-year financial records due to other competing priorities this time of year. The importance of having timely year-end financial records to prepare for the annual general meeting (AGM) and 2024-2025 budget was emphasized.

Michael provided an update on the expenditures to date and forecasting for the remainder of the year. It was felt that council is in a favourable position heading into the second half of the fiscal year and noted that having a significant amount of general maintenance budget was very beneficial to address unexpected overages and other issues.

4. *Landscaping Update*

Alana was unable to attend the meeting, so a landscaping report was deferred to next month. It was however noted that we are still waiting on Beaudry to complete several approved projects around the complex and provide an updated quote to complete the retaining wall repair on Moorside.

It was noted that Beaudry recently experienced a truck theft that has resulted in them falling behind in their work. They are working hard to catch-up on outstanding work and apologized for the inconvenience.

PREVIOUS BUSINESS

5. *Rentokil trap collection*

The removal of the traps around the complex was discussed and concern was raised about the disposal of traps that may contain dead rodents or poison. It was decided that Strata would refrain from removing and disposing of the traps at this time, and instead wait to see if Rentokil comes back to collect them in the future.

6. *Electrical Capacity Assessment/Survey*

Council received two separate reports from ChargeFwd; an EV Ready Plan and a heat pump feasibility study. It was astutely noted by one council member that the reports were based on transformer max loads of 75kW. The member followed up with Hydro and was informed that these assumptions were not correct and that the capacities were 50kW, 50kW and 25kW respectively. As these findings will have a significant impact on both reports, ChargeFwd was contacted and asked to confirm their assumptions and update the reports as required. We are hoping for updated reports by next meeting.

It was also noted that the EV Ready plan and other required documents were submitted to BC Hydro to process our rebate.

7. *Investment of CRF Funds*

Strata has now confirmed the purchase of a 1-year cashable GIC at 4.5%, effective April 9, 2024.

8. *Drainage Update*

The drainage upgrades around the complex were completed at the beginning of the month by Trust-It Plumbing. Trust-It returned the weekend of April 13-14 finish the landscaping around the drainage on Moorside and Braemoor Place. It was noted that the crushed gravel line that parallels the sidewalk to the bridge on Moorside Place will remain as is. Further discussion about the need to lay bark mulch or grass seed in the other two areas will be deferred to a future meeting when Alana is able to attend.

Council discussed the recommendations from Trust-It to clean out the sumps and newly installed catch basins around the complex. It was recommended that the sumps be cleaned annually and the catch basins every 2-3 years. Due to confined space concerns involved with cleaning the sumps, Council will seek a quote to have this work completed by a contractor.

9. *Roof Assessment*

Council has been unable to get an updated quotation from Design Roofing to complete the deficiencies outlined in their report. Attempts have been made consistently over the last month and a half. Approval was given to take the report provided by Design Roofing and have other contractors provide quotations to complete the identified repairs.

10. *Window Replacement SGM*

Following discussion at our last meeting, council obtained several more quotations from window installation contractors. Quotes were provided by Vinylco, Vinyltek and Starline with the original quote from Centra being used as the baseline.

The Vinylco quotation was 50% less than any quote we have received so far. We all agreed that there were significant concerns with the quotation being so much lower than anything else and our assumption was that we would be paying for significantly lower quality windows and/or workmanship. For these reasons, this quotation was ruled out.

The quotation from Starline was next reviewed and ruled out because of the uncertainty around the total price and the need to hire a general contractor and engineer to manage the job and confirm adequate installation (for warranty purposes). Starline indicated that they would not be able to provide a comprehensive quote without accessing all units which also did not seem reasonable request.

Vinyltek's quotation was reviewed last. The cost for windows only was slightly less than Centra's (2%), but the quote did not include pricing for sliding basement doors, nor did it include any detail about the window quality or design specifications. Centra's willingness to attend a Strata meeting and provide a townhall for all owners also contributed to the decision to proceed with Centra at this time.

After Meeting Update

Keiron informed council that he had reached out to Vinyltek about pricing the day after the meeting, and they noted that their quote included the most high-end model that they offer. He asked what the differences are in terms of quality and price for other options. His contact said they would prepare a quote with other options shortly and include design specifications so that comparisons can be completed.

Council reviewed this new information and considering possible cost savings, agreed to delay taking the next steps with Centra until the new quotation was made available by Vinyltek. Vinyltek would also be asked to provide the same level of support as offered by Centra (e.g. attend a Strata meeting and an Owner Townhall in advance of the Special General Meeting (SGM)). Fayyaz will also follow-up with Centra to see if they would be willing to provide any additional cost-savings as part of the quote.

Council expects to have final quotations from both Vinyltek and Central within the next two weeks (end of April).

11. *Window Cleaning*

Even though council is proceeding with plans to conduct a SGM in the coming months regarding the replacement of complex windows, it was acknowledged that the windows have not been cleaned for over a year and its likely any replacement project would be delayed until the Fall. As a result, Aquarius will complete the complex window cleaning the week of May 6-8, 2024. A reminder to close windows during the cleaning week will be sent out in advance by council.

12. Reminders – Carport Cleaning

Carport inspections were completed the weekend of April 13-14. The results of the inspections were provided to council, and it was noted that there was high compliance throughout the complex. Owners who were found non-compliant with the strata rules will be contacted by email within the next couple weeks and asked to remedy any deficiencies. Any questions or concerns should be directed to the mountaingatenw2040@yahoo.ca.

It should be noted that the Strata council is comprised of volunteers who care about the complex and have its best intentions in mind. The cooperation of all owners in ensuring that their homes are following Strata Bylaws and Rules is very much appreciated.

13. Updates to Strata Rules

A draft of suggested changes to the Strata Rules was provided to council for review and discussion. It was noted that several changes, already approved at the 2022 Strata AGM, had not been incorporated into the published rules on the website. It was decided that already approved changes would be updated and published immediately; however, any new changes (beyond formatting) would be deferred to the next meeting when more members are in attendance.

14. Asphalt Repairs

Council will look to schedule BA Blacktop to complete the bridge asphalt repairs when the weather improves, likely in the summer months. Discussion about the bridge repairs, prompted further discussion about the possibility of repaving of all roads in the complex (like our neighbours at Rossmoor Place). Council will seek quotations for this work to facilitate future budget planning.

NEW BUSINESS

15. Request for Building Envelope Modification

Council reviewed an owner request to install a new roof vent connected to the exhaust fans in the bathrooms on the 2nd and 3rd floors. The owner explained that the current bathroom exhaust ducts are improperly installed and require a dedicated vent that exhausts directly past the building envelope. Council reviewed and approved the request but asked that council be informed when the work is scheduled for completion.

16. Insurance Renewal – Property Evaluation Process

Aaron informed council that the bi-annual property evaluation of the complex, required for insurance renewal, is due this summer. Council approved the quotation.

17. Gutter overflowing at 9074 Moorside Place

It was recently observed that there is a green wall stain forming down the back of 9074 Moorside Place, likely the result of the mid-roof gutter overflowing and spilling down the side of the building. Council agreed to bring in Attila to assess the cause of the staining and address any deficiencies in the gutters/downspouts.

Meeting was concluded at 9:55pm.

Next meeting is tentatively scheduled for May 13, 2024.