

MINUTES OF THE MEETING OF STRATA COUNCIL
STRATA PLAN NW 2040
March 11th, 2025
HELD IN PERSON

COUNCIL IN ATTENDANCE

Derek Martinig - Strata Chair & President
Fayyaz Fatehali - Maintenance Liaison
Guilherme Camillo - Secretary
Alana Prociuk - Landscape Liaison

REGRETS

Stephanie Salbach - Treasurer

CALL TO ORDER

Meeting was called to order by the Strata Chair at 7:03pm.

STANDING BUSINESS

1. **Approval of meeting agenda:** The agenda was reviewed and approved.
2. **Approval of previous meeting minutes (February 2025):** The minutes from the previous meeting were reviewed ahead of the meeting and approved. They will be published on the website shortly.

PREVIOUS BUSINESS

3. **Landscaping updates:**
 - Following the discussion from the last meeting, council obtained the details of the standing contract with Beaudry Landscaping and shared them with Alana.
 - Alana has not yet met with the contractor in person but has been in contact with the company owner via email. She has provided instructions regarding the landscaping work to be completed and is waiting for a response.
4. **Finance updates:**
 - As the Treasurer was unable to attend the meeting, this item was not discussed in detail.
 - Derek provided a brief update on ongoing efforts to enable e-transfer payments where possible, with the goal of gradually phasing out cheque payments for expenses.
5. **Website updates:** No updates at this time
6. **Building maintenance**
 - **9065 Moorside Window Repair:** In the Fall, council was contacted by the owner regarding a stuck bathroom window. A contractor attended but did not completely resolve the problem. Council will look to coordinate the return of the contractor.

- **Lower Bathroom Insulation at 9277 Braemoor:** In December 2024, council reached out to Atilla to complete outstanding work on this unit, specifically to paint an insulation box that was built above the front door. The painting has not yet been completed. Fayyaz will follow up with Atilla to ensure the work is completed.
- **Water Ingress at 9145 Ridgemoor:** With no further water ingress reported, Atilla has completed the necessary repairs and invoiced the strata. The work was executed to expected standards, and no additional action is required at this time.
- **Roof Leakage at 9247 Braemoor:** Neo Roofing completed temporary repairs on February 18th and recommended replacing several shingles to ensure the long-term durability of the repair. Council approved this additional work on February 25th.. Council discussed the possibility of proactively inspecting other potential leakage points (due to shingle nail problems) around the complex and will contact Neo Roofing to inquire about the feasibility and cost of such an evaluation.
- **Drainage Regrading:** Fayyaz updated the council that he remains in contact with Trust It Plumbing, about the drainage issues that still remain. Some of these drainage basins are not functioning as expected, with water still pooling in certain areas (between buildings on Moorside). As heavy rainfall is forecasted in the coming weeks, Trust It Plumbing has agreed to assess the drainage performance during the next significant downpour.

NEW BUSINESS

7. Patio and carport light fixtures replacement:

- Council was informed that both the fixtures and bulbs have been successfully procured, with shipment and delivery expected in the coming weeks.
- Council also reviewed three installation quotes received from electricians and approved the proposal submitted by FlashTech.
- Alana will coordinate with FlashTech to schedule the installation. She confirmed that no special unit access will be required, including for those with upper decks or balconies, as the electricians will use high ladders to complete the work externally.
- Council will notify owners once installation dates and any relevant instructions are confirmed.

8. Depreciation report: Following the previous meeting, Derek informed the council that the contract with Strata Engineering Inc. has been signed and all requested documentation has been submitted. Council is now awaiting confirmation of an on-site visit to proceed with the next phase of the report.

9. Vehicle bridge engineering assessment: Derek received three quotes for the engineering assessment of the vehicle bridge and shared them with the council. After reviewing all proposals, the council approved the quote submitted by Contech Engineering Inc. Derek will coordinate with the firm to proceed with contract signing and discuss next steps.

10. Lock replacement for electrical/storage rooms:

- Council has decided to replace the locks on all electrical/storage rooms after becoming aware that some personal items have been stored in these shared spaces, and that some strata-owned property previously kept in them is now unaccounted for.
- During the meeting, the council members reviewed available options and proceeded to order replacement locks.

- Council will send a notice to all owners reminding them that these rooms are designated for strata use only and should not be used for personal storage. Owners will be given a reasonable amount of time to retrieve any belongings currently stored in these areas. Once the notice period has passed, the locks will be changed, and any remaining personal items will be placed outside the rooms for pickup.
11. **Window cleaning:** Council has received two quotes to perform the annual window cleaning; one from First Class Window Cleaning and one from Aquarius Window Cleaning. Although Aquarius' quote was slightly more expensive, the council decided to proceed with them due to the positive relationship established over last year and the owner's satisfaction with the quality of their work. Derek will email owners with the expected dates once confirmation is received from Aquarius.
 12. **Chimney and dryer vents cleaning:** Carolyn from 9145 Ridgemoor has been in touch with Clean Sweep Chimney Service to arrange cleaning of the chimneys and dryer vents across the complex. Council will email owners with the upcoming dates and provide instructions on the steps they need to take if they wish to have their vents or chimneys inspected and/or cleaned.
 13. **Drain tile piping blockage at 9045 Moorside:** On March 9th, council was informed that one of the drain tiles at 9045 Moorside was overflowing during a downpour, exhibiting signs of blockage. Upon further inspection, Alana noted that the same issue was occurring at 9150 Ridgemoor. Council has engaged Trust-It Plumbing, who will assess the situation and provide quotes for the necessary repairs.

Meeting was concluded at 7:55pm.

The next meeting is tentatively scheduled for mid-April 2025.