

MINUTES
STRATA COUNCIL MEETING
THE OWNERS STRATA PLAN LMS 3316
MERIDIAN BY THE PARK
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Held on Tuesday, March 6, 2018 at 6:30 p.m.
Within Unit #26 – 6670 Rumble Street, Burnaby, BC

COUNCIL IN ATTENDANCE:	Kin Leong	President
	Michel Gagnon	Vice-President
	David Mah	Treasurer
	Lisa Chow	Member
	Geoff Degoe	Member
	Young Seok Lee	Member
	Courtenay Hoang	Member
STRATA MANAGER:	Steven Loo	FirstService Residential

The meeting was called to order at 6:37 p.m. by the Strata Manager (SM), Steven Loo.

APPROVAL OF STRATA COUNCIL MEETING MINUTES

It was moved and seconded to approve the Minutes of the Strata Council Meeting held on January 16, 2018 as circulated. **MOTION CARRIED.**

FINANCIAL REPORT

1. ***Review of Accounts Receivable:*** The Strata Manager presented an Owner's list for Council's review. Seven (7) Owners are in arrears of strata fees totalling (\$2,903.25). One unit (S/L#50) is in arrears 7 months. They acknowledged the arrears but payment has not been received. Council discussed and unanimously agreed to give 7 days for full payment or a lien will be registered at Land Title. All legal costs will be charged back to the unit. Council thanks Owners for keeping their account up to date.
2. ***Monthly Statement(s):*** The Strata Manager presented the Balance Sheet, Schedule of Reserves, Statement of Income & Expenses and Expense Distribution Report for Council's review. It was moved and seconded to approve the financial statements for January 2018. **MOTION CARRIED.**

Owners wishing to view the most recent financial statement are encouraged to log onto **FSRConnect™**. The financial statement can be viewed by logging into your account, clicking on "Forms and Documents", then "Financial Document", and then selecting the desired file.

3. ***Report on Unapproved Expenditures:*** There are no unapproved expenditures to report. The *Strata Property Act* requires that all Owners be notified as soon as possible of unapproved expenditures.

REPORT ON LITIGATION

The *Strata Property Act* requires that all Owners be notified as soon as possible of any legal action involving the Strata Corporation. To the best of our knowledge there is no litigation to report.

BUSINESS ARISING

1. **Electrical Room Repair - Update:** Council continues to monitor the room for water ingress.
2. **Leak into Basement of #55:** The contractor continues to investigate the source of the leak.
3. **Playground - Update:** The restoration of the playground has been completed as the contractor was available. This eliminates the liability issue from the playground. Council will investigate options for the playground structure.
4. **Pavers - Update:** This will be scheduled for dryer and warmer weather.
5. **Windows:** This has been tabled due to our financial situation.
6. **Phone Line Problems:** As Telus insists there are no problems with the line, Council asked for a confirmation if a cellular line would be possible as the back- up line to our fire monitoring system. Vancouver Fire confirmed the possibility with a proposal. A fire panel upgrade (\$650+GST) would be required along with an additional monthly monitoring cost of \$75.00+GST. This is in addition to the current monthly monitoring costs (\$61.70/m). Council agreed the upgrade does not solve future problems. The Strata Manager will ask Telus for costs to install a new line for the back-up.

REMOVAL OF STORED ITEMS IN THE UNDERGROUND PARKADE

Thank-you for all Residents for cleaning off your parking stall.

Please note that the Fire Inspector may conduct a surprise inspection of common areas.

As a reminder, please keep all personal items off your parking stall as assessed fines will be charged back to the respective unit owner.

COUNCIL REMINDS OWNERS TO BE VIGILANT AND REPORT ANY SUSPICIOUS PEOPLE TO THE RCMP.

CORRESPONDENCE

1. An Owner submitted a request for the Strata Corporation to install a back fence to their yard. Council had denied a similar request in the past but gave the Owner the approval to install the fence at the Owner's cost. The fence must match the existing fence.
2. An Owner was alleged to have dumped a microwave in the garbage area. The item was eventually removed by an unknown person. Council discussed and unanimously agreed to levy a \$50.00 fine for the Bylaw infraction.
3. An Owner informed the Strata Manager they have water pooling on their back deck that seems to be sloped towards their sliding back door. A contractor was brought in to investigate. The contractor noted the sand is washing away. The proposal to relevel the area is \$8,000 + GST. Council has asked the Strata Manager to acquire a secondary quote.
4. An Owner informed the Strata Manager of a dead tree in front of their unit. The Strata Manager has requested an assessment from our landscapers.

NEW BUSINESS

1. An Owner has informed the Strata Corporation their roof vent was leaking. A repair has been completed.
2. Our landscaping company has submitted their contract for renewal. It contains a 1% fee increase. Council discussed and approved the renewal.
3. A quote was received for soil amender and/or bark mulch to the common garden areas on the property. The quote was broken down to three areas (for budgetary purposes). The total cost is \$7,350.00+GST. Council discussed and agreed to add bark mulch to a high visibility area.
4. The current Fobs that are used in conjunction with our garage reader is now obsolete. Council has decided to purchase another 10 Fobs (instead of 20, as reported in the last set of minutes). Discussion to upgrade our reader will be conducted in the future.
5. The Strata Manager presented the Non - Profit Organization Tax Return for Council to sign-off. The Council President completed this task.

REMINDER:

- ***Garbage: every Thursday***
- ***Food Scraps: every Wednesday a.m.***
(Bins must be brought up on Tuesday night)
- ***Recycling & Cardboard: every Friday***

Recycling: We remind Residents that improper recycling can lead to fines levied by the City of Burnaby. Any fines imposed on the Strata Corporation will be charged back to the offending unit. Council is encouraged this is improving. Please refer back to the colored poster that was delivered to each Residence which shows what items can be placed in each bin. Here is a summary:

- BLUE BIN: Mixed containers
- GREY BIN: Glass
- YELLOW BIN: paper/mixed paper

Residents are also reminded of the following:

- Wash out all containers
- NO PLASTIC BAGS
- NO STYROFOAM
- Pictures are found on the lids of each bin(Council will upgrade lighting so pictures are easily seen)

<p>Reminder: The City of Burnaby will pick up larger items for disposal, free of charge. Please call 604.294.7210 for information or to schedule a pick-up.</p>

TERMINATION OF MEETING

There being no further business, the meeting was terminated at 8:18 p.m.

The tentative meetings dates are May 8, 2018, July 10, October 9 (budget) and November 28, 2018 (Annual General Meeting).

FirstService Residential BC Ltd.



Steven Loo
Strata Manager
Per the Owners
Strata Plan LMS 3316

SL/cm

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Please keep a copy of these minutes for future reference, which will be required at the time of sale. A charge, as per the *Strata Property Act*, will be assessed for replacement copies.

FSRConnect™ REGISTRATION

To benefit from **FSRConnect™** and help your Strata save money, please contact Connect Customer Care at connect.bc@fsresidential.com to further assist you in your registration process.