

**MINUTES**  
**STRATA COUNCIL MEETING**  
**THE OWNERS STRATA PLAN LMS 3316**  
**MERIDIAN BY THE PARK**  
[www.meridianbypark.com](http://www.meridianbypark.com)

*Held on Tuesday, May 22, 2018 at 6:30 p.m.*  
*Within Unit #26 – 6670 Rumble Street, Burnaby, BC*

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

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The meeting was called to order at 6:33 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 March 6, 2018 as circulated. **MOTION CARRIED.**

**FINANCIAL REPORT**

1. ***Review of Accounts Receivable:*** The Strata Manager presented an Owner's list for Council's review. All Owners are current with their account. 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 and Expenses and Expense Distribution Report for Council's review. It was moved and seconded to approve the financial statements for February – April 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 (A.Yap Construction) continues to investigate the source of the leak after a lengthy delay in not being on site. The contractor has noted he has spent 40 man hours on the investigation. The SM expressed his concerns to Council regarding the delay and suggested options to bring in other resources to source the ingress. Council agreed paying the full invoice is not warranted and agreed paying the portion for the backhoe was fair. The SM will initiate the discussion, contact another company and report back to Council.
3. **Playground – Update:** The Council continues to investigate options for the playground.
4. **Pavers – Update:** The date will be released once Nikl's Contracting advises the Strata Manager.
5. **Windows:** This has been tabled to the next meeting.
6. **Phone Line Problems:** Council has acquired a confirmation from Vancouver Fire that the Strata can use an IP connection as a primary and a separate wireless connection for a backup line for our fire panel. The cost for the Shaw connection is \$55.00/month and a one time installation fee of \$49.95 (taxes extra). Vancouver Fire has quoted a cost of \$75.00/month for the secondary wireless line. This will eliminate the need to rely on Telus. The Strata Manager will try to negotiate a lower cost for the secondary line. He will also confirm the plans for the switch and present the report to Council before initiating the switch in services.
7. **Dead Tree:** The tree at Unit #6 will be removed as it is diseased.

<b>COUNCIL REMINDS OWNERS TO BE VIGILANT AND REPORT ANY SUSPICIOUS PEOPLE TO THE RCMP.</b>
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### **CORRESPONDENCE**

1. Two Owners have submitted a request for the installation of bicycle racks around their parking stall. Council will complete the request.
2. An Owner submitted a request to upgrade their garden area. Council reviewed the drawing and unanimously approved the request.
3. Two Owners submitted noise complaints regarding the same unit. The complaints notes that during the early hours of Sunday, May 20, 2018, individuals in the unit was playing loud music, yelling and shouting while males were having a conversation/laughing in the back yard until approximately 4:00 a.m. Separate complaints were also received regarding smoking in the back yard with numerous cigarette butts being tossed. This poses a serious fire safety concern due to the hot dry weather. Bylaw contravention letters will be sent to the landlord of the unit.

### REMINDER TO RESIDENTS

With the warm weather upon us, this is a friendly reminder that Residents may be considering leaving their windows and doors open.

Please be aware that noise and cigarette smoke can travel a great distance within close confines of the property and affect your neighbours.

Please be aware of security as your unit is very susceptible.

### NEW BUSINESS

1. **Repairs:** The SM has contacted the Burnaby Parks Board regarding the replacement of the baseball net at the neighbouring park. Council has noted a hole in the siding of a unit alongside the park. Council sees the hole is about the size of a baseball. The repair will be made.
2. **Bathroom Exhaust Fans:** Council is reminding Owners to check their exhaust fans. A number of Owners have replaced their existing fans to a stronger model. During the switch, it was noted that the ducting was no longer attached to the vent. This is considered a maintenance item.
3. **Extra Garbage Bin:** An extra bin will arrive on site on Friday, June 15, 2018 and will remain on site for one week. The bin will be placed behind Units #29 and #30. A list of banned items will be posted on the bin as reminder.

### REMINDER

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

**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.

**TERMINATION OF MEETING**

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

The tentative meetings dates are 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/bi

**Email:** steven.loo@fsresidential.com  
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**Customer Care Centre:** 1.855.273.1967 (24 hours non-emergency)

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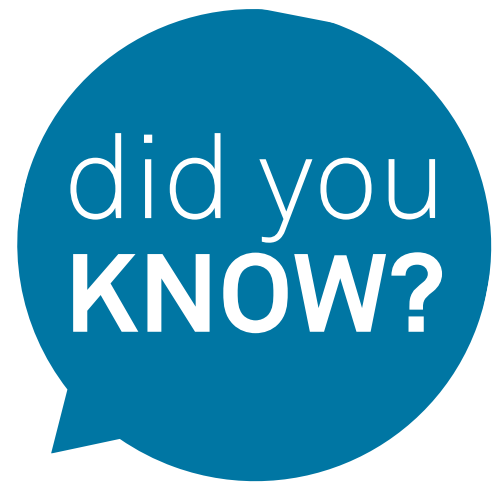
**Please keep a copy of these minutes for future reference, which will be required at the time of sale. A charge, as per the *Strata Property Act*, will be assessed for replacement copies.**

**FSRConnect™ REGISTRATION**

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



**FS Insurance  
Brokers**



## Dryer Vent Cleaning

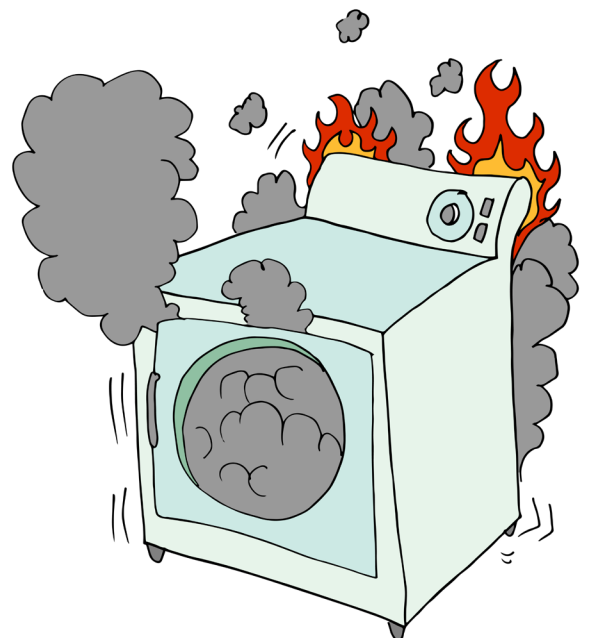
A clogged dryer vent that doesn't properly exhaust can present a major fire hazard. *Did you know* that dust, fibre and clothing cause more than 90% of the 15,000 dryer fires that occur each year across North America? In most cases, taking appropriate steps to properly clean a dryer can prevent property damage and other losses.

### Signs that a dryer vent is blocked and/or needs to be cleaned:

- ▶ Clothing does not dry completely during a normal cycle
- ▶ Musty odor is noticeable on clothing
- ▶ Clothing is unusually hot to the touch after a cycle
- ▶ Dryer vent hood flap does not properly open
- ▶ Debris is visible in the outside vent opening
- ▶ Excessive heat is collecting in the room where dryer is operating
- ▶ Excessive amount of lint is accumulating in lint trap during operation

### Tips for preventing dryer fires:

- ▶ Do not use the dryer without lint filter
- ▶ Clean the lint filter before or after each load of laundry
- ▶ Remove lint that has collected around the drum
- ▶ Do not overload your dryer
- ▶ Do not operate dryer when not at home
- ▶ Always follow the manufacturer's operating instructions



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