

MINUTES
STRATA COUNCIL MEETING
THE OWNERS STRATA PLAN LMS 3316
MERIDIAN BY THE PARK
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Held on March 19, 2019
Within Unit #26 – 6670 Rumble Street, Burnaby, BC

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

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 January 22, 2019 as circulated. **MOTION CARRIED.**

FINANCIAL REPORT

1. ***Review of Accounts Receivable:*** The Strata Manager presented an Owner's list for Council's review. One Owner is in arrears one month. One Strata Lot is in arrears strata fees and one Owner has fines. The total amount of arrears is \$207.50. Council thanks Owners for keeping their account up to date.
2. ***Monthly Statements:*** 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 - February 2019. **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:** All repairs have been completed.
3. **Playground – Update:** The installation of the benches was tabled due to cold weather. As the temperature is much warmer, the benches will be ordered within the next 4 weeks.
4. **Pavers and Window Replacement – Update:** The work will be scheduled when the weather warms up. Owners will be informed of the schedule when the contractor replies.
5. **Soil Amender:** New topsoil has been added to 99% of the areas. As some areas were still covered by snow, these areas were just addressed this week. Council is satisfied with the results.
6. **New Lighting Covers:** The new outside lighting has been ordered and arriving from the supplier to be installed by our contractor.
7. **Telus PureFiber:** Council finalized the approval to allow Telus to install their digital broadband service to the Strata. The approval only gives Telus the authorization to bring the primary feed into the electrical room.

Please note the following:

- Strata Council has approved Telus to bring in their optical fibre broadband service into our strata complex (at no cost to the Strata Corporation).
 - Owner are NOT obligated to use Telus' service nor are they obligated to allow anyone to install the optical fibre equipment into their strata units.
 - Even if they have previously signed the right-of-entry (ROE) with Telus, they still have the OPTION TO REFUSE access to their strata unit.
 - Even if Owners have the optical fibre installed into their unit, you are NOT obligated to use Telus as a service provider for their home internet, TV, or telephone service.
 - The Strata Council nor the Strata Corporation in no way promotes the services offered by Telus.
 - If damage to cabling is found after an Owner decides to use Telus, the unit Owner is responsible for the costs to repair or replace any damaged cabling running from the electrical room to their unit.
8. **Waiting for the Gate to Close:** It's been observed that some Residents are not waiting for the gate to close before leaving. For security of the Building, we remind drivers they need to wait for the gate to close completely before proceeding. Reminder letters will be sent to offending unit.

**PLEASE WAIT FOR THE GATE TO CLOSE BEFORE DRIVING AWAY
FROM THE GARAGE GATE WHETHER ENTERING OR EXITING.**

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

CORRESPONDENCE

1. An Owner wrote a letter to Council voicing their opinion on storage of bicycles in the underground. A concern was also voiced about a bookcase. Council has noted the email.
2. A warning letter was sent to the Strata Corporation from the City of Burnaby Sanitation. The letter noted that our recycling containers contained garbage. This is unacceptable and another incident will result in the Strata Corporation being fined. The fine will be forward to the offending unit.
3. An Owner is requesting approval from Council to open a daycare. The daycare will be licensed under Fraser Health Authority. Council discussed the application and has unanimously approved the request with a number of conditions.
4. A number of concerns were brought forth to the Council regarding the tenants of a rental unit. The SM will contact the Landlord directly.

REMINDER TO RESIDENTS

If you are eating outside, please be reminded to perform a thorough cleaning of your eating area and place all garbage in the Organics container/garbage. The Strata Corporation has received complaints from Residents that their neighbours are not cleaning up and leaving food outside. This attracts mice and other vermin, which may spread diseases.

PARKING STALLS

Residents are reminded that storage is not permitted on your parking stalls. Please remove all items off your stall. If fines are levied by the Burnaby Fire Inspector, these will be charged back to the offending unit.

NEW BUSINESS

1. ***Gutter Cleaning Quote:*** The SM presented a proposal from Precision Gutters to clean out all gutters and downpipes. The cost is \$3,528.35 plus taxes. A motion was made/seconded to approve the quote. **MOTION CARRIED.**

2. **Dryer Vent Cleaning Quote:** The SM presented a proposal from National Air to clean out the dryer ducts and vents. There have been a few units where it is uncertain of the location where their dryer vent exits. In order to confirm the exact exit points of each unit, Council has agreed the cleaning should be completed from inside the unit, as well. Access into each unit will be required. If you cannot be home, please leave your key with a neighbour and leave a note on your door as to which unit has your key. A full report will be completed by the contractor for future reference. A motion was made/seconded to approve the quote. **MOTION CARRIED.** As dryer vent cleaning helps to mitigate a fire hazard, we ask for your cooperation. Council will provide further correspondence on scheduling of this dryer duct cleaning work. Date of the service will be posted as soon as it is scheduled.
3. **City of Burnaby:** The Parks Department has advise the Strata Corporation that workers will be working on the west side of the property (by the park) to survey the property line.
4. **Speculation Tax:** Just a reminder to file your claim by March 31, 2019.

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 before recycling
- NO PLASTIC BAGS in any recycling bin
- NO STYROFOAM – must be brought to recycling depot, do not put into any bins on-site
- Pictures are found on the bins – PLEASE FOLLOW THE RESTRICTIONS AND RULES

<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>
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TERMINATION OF MEETING

There being no further business, the meeting was terminated at 8:25 p.m.

The tentative Meeting schedule for this fiscal year is: May 21, July 9, and October 8, 2019.
The date of the Annual General Meeting is November 26, 2019 (tentative).

FirstService Residential BC Ltd.



Steven Loo
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Per the Owners
Strata Plan LMS 3316
SL/cn

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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.