

**MINUTES OF THE COUNCIL MEETING
STRATA PLAN LMS 3279 – BOULEVARD GREEN
WEDNESDAY, JANUARY 16TH, 2013
#3 – 3300 PLATEAU BLVD, PORT COQUITLAM**

Name	Unit	Position	Name	Unit	Position
Rod Giles	#9	President/Treasurer	Sandra Bradley	#3	Member / Volunteer
Winson Sung	#7	Secretary			
Regrets					
Gillian Queenan	#11	Vice President			

Quay Pacific Property Management Ltd.: Louise Gulbransen

1. Call to Order

The meeting was called to order at 7:07 by Rod Giles, President.

2. Adoption of Previous Minutes

It was **Moved** by Rod to amend the date the meeting was held to September 13th, 2012. **Second** by Sandy. **Carried**

It was **Moved** by Rod to adopt the minutes of September 13th 2012 council meeting as amended. **Second** by Winson. **Carried**.

3. Financial Report

Council reviewed the financial statements for November 2012.

- a) Request from owner to reverse management fees for lien placement. This is the owner's responsibility to pay. Council denied request. Management to write letter to owner.
- b) Request from owner to reverse bylaw infraction fine. Council denied request. Management to write letter to owner stating council's decision.
- c) Owner in arrears – Management to begin lien process in March 2013

It was **Moved** by Rod, to accept the financial statements up to and including July 2012 as presented. **Second** by Sandy. **Carried**.

4. Unfinished Business

- a) **Concrete Walk Ways** – tabled.
- b) **Painting of Arbour** – Management to obtain quote.

5. Quotes

- a) **Tree Pruning and Removal** – Davey Tree – Quote approved in principal pending verification from Management for; Maple Trees that are being pruned to clear the buildings are not being pruned on unit side only and are symmetrical pruned, obtain quote to have 9 birch trees removed rather than pruned, (there trees are inappropriate for area and there are Maple Trees in these yard) and to verify the location of Spuce Tree in item 13.

- b) **Landscaping Quote** – Just in Season – \$980.00 per month. Council requested two additional quotes. Council to send Management the name of a landscaper to obtain one of the quotes.
- c) **Structural Beam Repairs** - Units 22, 23, and 24 – Allquest Contracting - \$3,248.00. Council did not approve quote. Management to obtain second opinion and another quote if appropriate.
- d) **Fence at Rear of Property** – Allquest Contracting \$7,694.40. Management to obtain second quote.

6. **Correspondence for Discussion** (*Sent items are in Italics*) - Nil

7. **Correspondence Not for Discussion** (*Sent items are in Italics*) - Nil

8. **New Business**

- a) **Snow Removal** – Contractor for Snow Removal damaged the lawn on either side of the sidewalk at the front of the property. Management to call contractor for compensation for the repairs. *Post Meeting Note: Contractor did not charge to remove snow on sidewalks, applied a \$315.00 discount and will repair damaged lawn in the spring.*
- b) **Decks** – Four decks had vinyl covering replaced and damaged wood replaced in 2012. In preparation of the budget council meeting, management to have inspection on all decks by Sundecks Unlimited to determine if other decks require repairs or replacement on 2013.
- c) **Fence – Painting/Repairs** – Management to obtain quote in preparation of budget council meeting.
- d) **Painting** - All wood trim including repairs to fascia boards as required – Management to obtain quote in preparation of Budget Council Meeting

9. **Adjournment.**

There being no further business it was **Moved** by Rod that the meeting be adjourned at 9:10pm. **Second** by Sandra. **Carried.**

The next council meeting is scheduled for April 10, 2013, @ 7:00pm

Minutes prepared by **Quay Pacific Property Management Ltd.**
535 Front Street, New Westminster, BC V3L 1A4
Phone: 604 521 0876 Fax: 604 525 1299

Owners are advised to keep copies of all strata meeting minutes. A fee will be charged for replacement copies.
