

COUNCIL PRESENT:

Barjinder Brar, **President / Treasurer**
Rani Boparai, **Vice President**
Jaspreet Pharwaha, **Member of Council**
Justin Tiberghien, **Buildings**
Manjeet Channi, **Member of Council**
Mandeep

MANAGEMENT PRESENT:

Dan Richardson, **Strata Manager**
Teamwork Property Management
drichardson@teamworkpm.com / 604-854-1734 (309)

REGRETS:

Ann Hennigan, **Member of Council**

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1. **CALL TO ORDER** The meeting was called to order at 6:30 PM.
 2. **ADOPTION OF PREVIOUS MINUTES**
It was moved by Manjeet Channi and seconded by Rani Boparai to adopt the minutes from June 6, 2023 as presented.

*All in Favor; **CARRIED***
 3. **BUSINESS ARISING**
 - A. **FLOODING:** The quote for concrete pads at Units 223-234 is pending.
 - B. **CONCRETE CURBS / LEGAL ACTION (ONGOING):** The notice of claim is in process.
 - C. **FIRE LOSS (ONGOING):** The repair to Unit 86 is in process by ServiceMaster.
 - D. **TOWING:** The towing signs have been scheduled for installation.
 - E. **UNAUTHORIZED ALTERATION (ONGOING):** Payment for the fence has not been received. Council directed management to advise the Owner if payment was not received within two weeks fines would be assessed every seven days until payment is received.
 - F. **ALUMINUM WIRING REPLACEMENT: (ONGOING)** The drywall repairs are



nearing completion.

G. ELECTRICAL UPGRADES: (Ongoing) A quote from Hightech Electrical is pending for upgrades to the Common Room electrical panels.

H. SIGN REPLACEMENT: Council noted a broken speed limit/children playing sign at the Maclure entrance. Quality Gardens is not able to repair the fence.

I. CURB REPAIR: A curb was recently replaced at a Unit. The same day an Owner drove over the curb causing damage. A quote was received in the amount of \$120.00 to repair the curb. The cost will be assessed to the Owner who caused the damage.

4. **MANAGEMENT & FINANCE**

1. **Financial Statements**

The Council received the financial statements of May, 2023.

It was **Moved** and **Seconded** to approve the financial statements of May, 2023 as presented and to have Teamwork Property Management to take appropriate steps necessary to collect, on Strata's behalf, all outstanding money owing to the Strata Corporation.

All in Favor; CARRIED

5. **CORRESPONDENCE**

Received For Consideration of Council

Correspondence was received and reviewed by the Strata Council as follows:

A. The Co-op Board sent correspondence regarding a request to install a shed. Council approved the request so long as an Assumption of Responsibility is signed and the color is the same as the siding.

B. The Co-op board sent correspondence regarding a resident allegedly parking over the line in the carport. Council discussed the complaint and stated the member is aware and will park on their side of the line.

C. An Owner sent correspondence regarding mice in their Unit, a gutter requiring repair, metal fence repairs as well as their chimney. Council will have the gutter repaired. Council will request additional bait stations for the yard however, if there is a garden in the yard, mice will be a problem. The fencing may belong to the City and Council directed management to investigate. Further, Council requests more information about what is wrong with the chimney.

D. The Co-op board sent correspondence regarding a screen door that was damaged. Council directed management to have the screen door replaced and request payment from Arctic Excavation as they damaged the door.

E. An Owner sent correspondence regarding a gutter seam that is leaking

water. Council directed management to have Clearbrook Roofing assess the gutter.

F. An Owner sent correspondence requesting an extension on paying for their Special Levy due to not having the funds available. Council declined the request.

G. The co-op board sent correspondence regarding a loose fence panel and a leaking kitchen pipe. Council will have the fence board re-affixed. The kitchen pipe repair is an Owner responsibility.

H. An Owner called to advise Council she has problems with mice. Council directed management to have a bait station placed in their yard.

6. **NEW BUSINESS**

A. BROKEN LIGHT POST – A light post was knocked over and requires replacement. Council directed Teamwork to have J & W Electric replace the post and inquire with ICBC regarding payment.

*All in Favor; **CARRIED***

B. FENCE REPLACEMENT – A fence between Units 120-121 was observed to need replacement. It was moved and seconded to approve Quality Garden to replace the fence in the amount of \$1,270.00 plus tax.

C. FENCE SUPPORT – A Strata Lot was observed with large quantities of items hung on the fences of their back yard as well as on ropes tied/attached to posts causing the fence to bow inwards at multiple locations due to the strain being put on the posts from the weight of the items. Further, a trellis approximately 10 foot tall is erected in the backyard with vegetation growing. It was moved and seconded to send a Bylaw contravention letter and request the Owner cease tying ropes to the fence and hanging clothes and to remove the trellis immediately.

*All in Favor; **CARRIED***

7. **MEETING TERMINATION**: There being no further business to discuss, the meeting was terminated at 7:35 pm

THE NEXT MEETING SCHEDULED IS:

Tuesday, July 25, 2023 at 6:30 p.m. at the Activity Centre

Submitted by:

TEAMWORK PROPERTY MANAGEMENT
A Pacific Quorum Properties Inc. Company
Dan Richardson, Strata Manager
2670 Minter Street
Abbotsford, BC V2T 3K2
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Email: drichardson@teamworkpm.com

Website: www.teamworkpm.com

24-Hour Maintenance Emergency 778-241-7787

IMPORTANT INFORMATION Please have this translated

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

INFORMACIÓN IMPORTANTE Busque alguien que lo traduzca

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

重要資料 請找人為你翻譯

これほど重要なお知らせです。 どうか日本語に訳してもらってください。

알려드립니다 이것을 번역해 주십시오

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Please Note: The Real Estate Regulations require a vendor to provide purchasers with copies of Strata Corporation Meeting minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon advance order from Teamwork Property Management.

minutes by logging on to the Strata Corporation website www.clearbrookvillage.info

Owners, Tenants and Co-op Members are requested to register to obtain access to Council minutes and other information for Clearbrook Village please visit PQ ONLINE www.pacificquorum.com