

COUNCIL PRESENT:

**Barjinder Brar, President / Treasurer
Jaspreet Pharwaha, Member of Council
Barb Arthur, Member of Council
Amandeep Gill, Member of Council**

REGRETS:

**Gurwinder Singh Sidhu, Member of Council
Rani Boparai, Vice President
Mandeep Singh, Member of Council**

MANAGEMENT PRESENT:

**Dan Richardson, Strata Manager
Teamwork Property Management
drichardson@teamworkpm.com / Direct line: 604-743-0284**

1. CALL TO ORDER

The meeting was called to order at 5:00 p.m.

2. ADOPTION OF PREVIOUS MINUTES – January 9, 2024

It was
MOVED/SECONDED
To approve the minutes from January 9, 2024.
CARRIED

3. BUSINESS ARISING

a. Cement Pads

Council reviewed quotes for replacement of the cement pads at Units 223-234.

It was
MOVED/SECONDED
To approve a quote from Falcon Peak in the amount of \$25,260.48.
CARRIED

b. Fire Loss

The repair to Unit 86 is complete.

c. Unauthorized Alteration

Payment for the fence has not been received. Fines are being assessed every 7 days until the Owner is compliance with the Bylaws.

d. Electrical Upgrades

Council will further discuss the electrical upgrades in the next Council meeting.



e. **Strata Lot Alterations**

An inspection with Aquasure Plumbing was conducted in the half bathroom and it was confirmed a tub was installed.

It was

MOVED/SECONDED

To send a Bylaw contravention letter and demand the bathroom be restored to original by March 30, 2024 and verification provided to Council. Failure to do so will result in fines of \$200.00 being assessed every 7 days until the bathroom is restored to original.

f. **Carport Repairs**

Council reviewed a quote for repairs to several carports.

It was

MOVED/SECONDED

To approve a quote from Falcon Peak in the amount of \$28,944.20 to repair the driveways.

CARRIED

4. **FINANCE & MANAGEMENT**

a. **Financial Statements – January, 2024**

Council reviewed the statements for January, 2024.

It was

MOVED/SECONDED

To approve the financial statements for January, 2024 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.

CARRIED

b. **Accounts Receivable**

Council reviewed all accounts in arrears.

5. **CORRESPONDENCE**

Received For Consideration of Council

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

a. **Re: Freezing Pipes**

Correspondence was received from three Owner regarding their pipes freezing. Aquasure attended the Strata Lots and observed there was not proper insulation to prevent pipes from freezing. A quote will be obtained for insulating the pipes.

b. **Re: Storage Shed Leaking**

Correspondence was received from an Owner stating there was water leaking from their storage shed. Aquasure attended and performed the repair.

c. **Re: Gutter Cleaning**

Correspondence was received from two Owners regarding their gutters requiring cleaning. Quality Gardens was dispatched to clear the gutters.

d. **Re: Mice**

Correspondence was received from three Strata Lot regarding mice accessing their Strata Lot. Pest control has been dispatched.

e. **Re: Water Leak**

Correspondence was received from an Owner regarding water leaking under their floor. Servicemaster attended and determined further investigation is required to determine the source. Emergency mitigation will be performed as soon as possible.

f. **Re: Dead Plant**

Correspondence was received from an Owner regarding a dead rhododendron by their Strata Lot. Quality Gardens was dispatched and noted their will monitor the plant and see if it revives in the Spring. If not, the plant will be removed.

g. **Re: Video Cameras**

Correspondence was received from a resident regarding the status of the security cameras. Council noted the security cameras have not been removed after previously being requested to remove the cameras and permission be requested.

It was

MOVED/SECONDED

To send a Bylaw contravention letter and request the cameras be removed by February 28, 2024. Failure to do so will result in fines being assessed every 7 days until they are removed.

CARRIED

6. **NEW BUSINESS**

a. **Ceiling Mold**

Several Strata Lots were assessed by Clearbrook Roofing for roof leaks and there was no evidence of leaking. It was noted the humidity levels in the Units were high and Owners should leave their fans running and windows slightly open to allow for air flow.

b. **Catch Basin Cleaning**

Council noted the catch basin by Unit 23 requires cleaning. Quotes will be obtained.

7. **TERMINATED**

There being no further business to discuss at this time, the meeting was terminated at 6:15 p.m.

THE NEXT MEETING SCHEDULED IS:
On Tuesday, March 12, 2024, at 5:00 p.m. at the Activity Centre

ONLINE ACCESS TO YOUR STRATA CORPORATION - PQ ONLINE:

- Go to: www.pacificquorum.com
- Click “SIGN UP NOW” under “Connect to Your Property – PQ ONLINE”
- Enter your name, email, property name, and address
- You will be emailed your unique log-in and password to access **PQ ONLINE**
- Once you have logged into **PQ ONLINE** for the first time, go to “MY INFO”

If you have any trouble accessing **PQ ONLINE**, please contact support@pacificquorum.com

Owners may review official notices from the Strata Council and view Strata Council Minutes by logging on to the Strata Corporation website www.clearbrookvillage.info

Submitted by:

TEAMWORK PROPERTY MANAGEMENT

A Pacific Quorum Properties Inc. Company.

Dan Richardson, Strata Manager

2670 Minter Street

Abbotsford, BC V2T 3K2

Tel: 604-854-1734 / Fax: 604-854-1754

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

これはたいせつなお知らせです。 どうかに日本語に訳してもらってください。

알려드립니다 이것을 번역해 주십시오

ସବୁଜ୍ଞ ସହକାରୀ ବିଷୟ ବଦଳେ ବିନା ଭିତ୍ତି ନିଆ ଯା ସୁଚନା ଅବଶ୍ୟକ

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*.