

**MINUTES OF THE COUNCIL MEETING  
OF THE OWNERS OF STRATA PLAN NW490 MAPLE CREEK**

Held on Monday July 22<sup>nd</sup>, 2024 at 7 PM  
Held Electronically

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<b>In Attendance:</b>	Allise Boruta	#18	President
	Vanessa Vizi	#26	Vice President & Privacy Officer
	Dawn English	#16	Secretary
	Harm Woldring	# 7	Member at Large
	Kelsey Keller	#27	Member at Large

**Senior Strata Manager:** Gillian Jamieson: Quay Pacific Property Management Ltd.

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**1) CALL TO ORDER**

The meeting was called to order by the President at 7 pm.

**2) APPROVAL OF PREVIOUS MINUTES**

It was **MOVED** and **SECONDED** to approve the minutes of the Council Meeting held April 15<sup>th</sup>, 2024, as presented.

**MOTION CARRIED**

**3) FINANCIAL REPORT**

a) Council reviewed the financial statements for the months of March to June 2024. It was **MOVED** and **SECONDED** to approve the financial statements to June 30<sup>th</sup>, 2024.

**MOTION CARRIED**

b) **Aged Receivables:** Council noted the aged receivables are in good order.

**4) UNFINISHED BUSINESS**

a) **Strata Lot 10 Renovations:** Council noted the strata lot owners have informed the Strata Corporation that they are no longer proceeding with the renovation application. The records have been updated.

b) **Roof and Gutter Cleaning:** Pure Pressure will be on site on July 23<sup>rd</sup>, 2024, to undertake the roof and gutter cleaning.

c) **Fence Repairs:** Council met with a contractor on site to review the scope of work and the quote received today will be reviewed by the Council.

**ACTION: COUNCIL**

**5) CORRESPONDENCE**

a) Correspondences have been dealt with in between meetings.

b) **Strata Lot 26 Renovations:** Council ratified their approval for a GFI electrical outlet to be installed at the exterior of the strata lot. The owners have been sent the Indemnity Agreement to sign.

## 6) NEW BUSINESS

- a) **Fire Hydrant:** Fraser Valley Fire Protection has completed the annual service of the fire hydrant and the certificate has been saved to the Strata Corporation's records.
- b) **Dryer Vent Cleaning:** National Air Technologies Inc. will be on site on October 2<sup>nd</sup>, 2024, to complete the dryer vent cleaning. The company will be requested to identify any loose vent covers.

Council member Kelsey Keller joined the meeting.

### c) **Maintenance:**

- i. **Fireplaces:** Owners are reminded that it is their responsibility to service and maintain their fireplaces as well as registering their wood burning fireplace with the City of Port Coquitlam re the City Bylaw. Vancouver Chimney Chief completed the last service of the fireplaces and their contact telephone number is 604-251-1860. Owners are reminded that failure to register the fireplace may result in a fine to the strata lot owner(s), from the City of Port Coquitlam.
- ii. **Siding:** No siding cleaning is required this year as this maintenance is completed every other year.

**ACTION: COUNCIL**

## 7) TERMINATION

There being no further business, it was **MOVED** and **SECONDED** by Council to terminate the meeting at 7:13 pm. The next meeting has been scheduled for Monday October 21<sup>st</sup>, 2024.

**MOTION CARRIED**

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Compiled by Quay Pacific Property Management Ltd and reviewed and edited by your Strata Council.

Minutes Provided by:  
**Quay Pacific Property Management Ltd.**  
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## **MINUTES AVAILABLE ONLINE**

Please be advised the Strata Council Meeting Minutes and Annual/Special General Meeting Minutes are now available online. The Strata Corporation bylaws are also available online.

**Hardcopies will not be mailed except by special request of an Owner.**

To access the minutes and bylaws for Maple Creek, please go to your strata login page:

**<http://www.quaypacific.com/strata-page/>**

Click on your assigned Strata Login # and enter the password below. The password is case sensitive.

Strata Login #: **Strata Login 100**

Password: **MPC339\***

**Owners are advised to keep copies of all strata council meeting minutes by downloading them from the website on a monthly basis. A fee will be charged for replacement copies.**