

**The Owners of Strata Plan BCS3635
Council Meeting Agenda
Jan 24, 2017**

Date: Jan 24, 2017

Time: 6 PM

Room: Port Coquitlam Legion Veterans Room

Committee members present:

Guests Present:

Regrets:

Recorder

1.0 Approval of Agenda -

4.0 New Business

Item	Name	Description & Discussion	Action Plan/Deadline
Management	Ted	Fines from 4 months ago not addressed no reply from manager Brenda – financial questions arising	Council will send a registered letter to QPPM
HV Transformers	Mike Peter	Purchase Transformers more quotes needed Termination of Bull Houser	Mike attain quotes and terminate Bull Houser
Building Committee	Dave Mike	(See Attachment 1 - Building Committee Strata Lot Activity Report)	Reviewed
Infrastructure Committee	Peter	Update	Carried Forward
Main St Infrastructure	Mike	Update	90% complete paving remains to be done

Lot Addresses	Ted	Lot addresses and road name to be used without 3295 attached	Carried Forward
Rental of Properties	Dave Robert	Possibility of renting out homes	Council supports as item for SGM or AGM

Abandoned MH MH Burnt	Mike	Lot 34 - Flooded and possible mold/rotting – (Safety hazard?) Lot 17 - Fire - (uninhabitable?)	Owners of lots looking into removing these mobile homes from site
Water stand pipe end of Madley	Mike	Stand pipe to flush water lines	Carried Forward

HY Letter	Peter/Mike	Updated letter on contractors findings during construction	Carried Forward
Treasurers Report	Brenda	Update	Financial questions to QPPM go unanswered
Bylaw Enforcement	Ted	Update	Update reieved
Adjourned 8:15 pm		Next Meeting Feb 14, 2017 84 – 3295 Sunnyside Rd	

Attachment 1

Building Committee Strata Lot Activity

Index

MH = Mobile Home BC = Building Committee SL = Service Lot

SL#

5 –Near complete

10 –MH to be replaced with, basement prefab home

21 –Requires final Inspection

34 – Abandoned power and water shut off

38 – Design approved

44 – framing

52 – foundation poured

57 –Trades working

86 – Waiting design submission

SL#

9) – Building Permit received

17 – Caught fire Jan 24/17 (uninhabitable?)

33 –MH to be demolished

35 – Build nearing completion

43 – Maintenance to be kept up

51 - Maintenance to be kept up

53 - Maintenance to be kept up

69 –Storm drain work on hold due to weather

89 – Design in progress

- Foot Notes - Home sold recently - lot 36, lot 7**
- **Infrastructure Replacement - Main St Upgrade 90% complete**

**The Owners of Strata Plan BCS3635
Council Meeting Minutes
Mar. 21, 2017**

Date: March 21, 2017

Time: 6:00

Room: 84 – 3295 Sunnyside Rd

Committee members present:

Guests Present:

Regrets:

Recorder

1.0 Approval of Agenda

4.0 New Business

Item	Name	Description & Discussion	Action Plan/Deadline
HV Transformers	Mike	Progress Report Hydro Rates to drop	Work to be completed in April, BC Hydro rates to drop
Building Committee	Dave Mike	(See Attachment 1 - Building Committee Strata Lot Activity Report)	Reviewed
Infrastructure Committee	Peter	1) - HY to be contact re: design and timing 2) - Shaw to be contacted re their design	Carried forward

Anmore Rezoning Proposal	Ted/Mike	Discussion/as a response to Anmore Village proposed zoning changes.	Owners to be sent information letter from council encouraging owners to attend Anmores zoning meeting
Lot Addresses	Ted	Lot addresses and road name to be used without 3295 attached	Carried forward
Rental of Properties	Mike Dave	Complete home single family only rentals	Bring proposal to AGM

Abandoned MH MH Burnt	Peter	Update on removal of these mobile homes from site	Legal issues prevent immediate removal, council currently fining lot owners.
Water stand pipe end of Madley	Mike	Stand pipe to flush water lines	Carried forward

Treasurers Report	Brenda	Update	Reviewed
Bylaw Enforcement	Ted	Update	Reviewed
Adjourned 7:45 pm		Next Meeting 6 pm. Tuesday April 25, 2017 Port Coquitlam Legion Veterans Room	

Attachment 1

Building Committee Strata Lot Activity

Index

MH = Mobile Home BC = Building Committee SL = Service Lot

<u>SL#</u>	<u>SL#</u>
5 – Common area cleanup & Occupancy Permit required	9) – Foundation pored
10 –MH to be replaced with crawl space	17 – Caught fire Jan 24/17 (uninhabitable)to be removed ASAP
21 –Requires final Inspection	33 –Foundation dug
34 – Abandoned uninhabitable to be removed ASAP	35 – Build nearing completion
38 – Design approved	43 – Maintenance to be kept up
44 –Trades working	51 - Maintenance to be kept up
52 – Framing	53 - Maintenance to be kept up
57 –Trades working	69 –Storm drain workto be scheduled with CEWE
86 – Waiting design submission	89 – Design in progress

Items for next AGM or SGM

- 1) – Renting out of Homes
- 2) – Infrastructure replacement for rest of property

**The Owners of Strata Plan BCS3635
Council Meeting Minutes
Feb. 14, 2017**

Date: Feb 14, 2017

Time: 4 PM

Room: 84 – 3295 Sunnyside Rd

Committee members present: Mike, Ted, Peter, Brenda

Guests Present: Jason B

Regrets: Dave

Recorder MJ

1.0 Approval of Agenda - approved

4.0 New Business

Item	Name	Description & Discussion	Action Plan/Deadline
Management	Ted	Review letter of complaint to QPPM	Peter to contact Dan (QPPM owner) then mail registered letter
HV Transformers	Mike Peter	Bull Houser Terminated New quote received final approval to purchase transformers	Contract to be awarded to Valley Power
Building Committee	Dave Mike	(See Attachment 1 - Building Committee Strata Lot Activity Report)	Reviewed
Infrastructure Committee	Peter	1) - HY to be contact re: design and timing 2) - Shaw to be contacted re their design 3) – Committee meeting to be scheduled	1 – Peter 2 – Mike, after HY design received 3 - Peter

Acquisition of a Strata Lawyer	Jason Ted/Mike	Discussion/as a response to Anmore Village proposed zoning changes.	Council approved retaining Lwyer for strata
Lot Addresses	Ted	Lot addresses and road name to be used without 3295 attached	Carried Forward
Rental of Properties	Mike Dave	To qualify for renting the lot and structure to be comply to current bylaws. Forward to next SGM/AGM for approval	Item for next SGM/AGM

Abandoned MH MH Burnt	Peter	Update on removal of these mobile homes from site	CVV working on legal's and will remove a sap
Water stand pipe end of Madley	Mike	Stand pipe to flush water lines	Carried Forward

HY Letter	Peter/Mike	Updated letter on contractors findings during construction	Carried Forward
Treasurers Report	Brenda	Update	No reply from QPPM on financial questions. Registered mail will be sent on Feb 15/17
Bylaw Enforcement	Ted	Update	Reviewed
Adjourned 6:15 pm		Next Meeting 6 pm. Tuesday March 21, 2017 Port Coquitlam Legion Veterans Room	

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9) – Building Permit received

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Foot Notes - Home sold recently - lot 37, lot 7

- **Infrastructure Replacement - Main St Upgrade 90% complete**

Items for next AGM or SGM

1) – Renting out of Homes

