



EMERALD LAKES - THE QUAYS

CTS 33891

MINUTES OF MOTIONS VOTED ON OUTSIDE A COMMITTEE MEETING OF THE BODY CORPORATE FOR "EMERALD LAKES - THE QUAYS" CTS 33891 HELD ON MONDAY, 11 SEPTEMBER 2023.

NOTICE OF MOTIONS

DISTRIBUTED TO:

Marianne Lane, Lorraine Newlyn, Barbara Mandile, Graham Proctor, Denise McElroy, Kaye Glover, Jeffrey Revell

MEMBERS REPRESENTED:

Position Held

Representation

Chairperson/Secretary

Marianne Lane –By voting paper

Treasurer

Lorraine Newlyn –By voting paper

Ordinary Members

Barbara Mandile –By electronic vote

Graham Proctor –By voting paper

Denise McElroy –By electronic vote

Kaye Glover –By electronic vote

Jeffrey Revell –By voting paper

MOTIONS:

Motion No.	Motion	Vote
1.	Confirmation of Minutes Resolved that the minutes of the Committee Meeting held on 9 May 2023 are confirmed as a true and accurate account of the proceedings at the meeting.	Carried Yes - 5 No - 0 Abstain - 2
2.	Roof Repairs and Cleaning of Roof - 3300 Central Place (Case 2535) Resolved that the Body Corporate Committee for Emerald Lakes – The Quays CTS 33891 accept the attached Quotation #118 from Michael Smallbone totalling \$2,750.00 (GST Incl.) to repair the valley, box gutters and flashing on the corrugated roof and clean at 3300 Central Place and that the Caretaker liaise with the contractor and that Stansure Strata be authorised to effect payment immediately upon receipt of the Tax Invoice for completed works from funds currently held in the Sinking Fund.	Carried Yes - 6 No - 0 Abstain - 1
3.	Balcony Eave Repairs – 3201 Central Place (Case 2534) Resolved that the Body Corporate Committee for Emerald Lakes – The Quays CTS 33891 accept the attached Quotation #117 from Michael Smallbone totalling \$1,815.00 (GST Incl.) to carry out repairs to the balcony eave trimming at 3201 Central Place and that the Caretaker liaise with the contractor and that Stansure Strata be authorised to effect payment immediately upon receipt of the Tax Invoice for completed works from funds currently held in the Sinking Fund.	Carried Yes - 6 No - 0 Abstain - 1



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4.	Carport Roof Repairs – 3074 Quay South Drive (Case 2511) Resolved that the Body Corporate Committee for Emerald Lakes – The Quays CTS 33891 accept the attached Quotation #110 from Michael Smallbone totalling \$1,375.00 (GST Incl.) to carry out repairs to the carport roof at 3074 Quay South Drive and that the Caretaker liaise with the contractor and that Stansure Strata be authorised to effect payment immediately upon receipt of the Tax Invoice for completed works from funds currently held in the Sinking Fund.	Carried Yes - 6 No - 0 Abstain - 1
5.	Slab Repair – 3306 Central Place (Case 2495) Resolved that the Body Corporate Committee for Emerald Lakes – The Quays CTS 33891 accept the attached Quotation #106 from Michael Smallbone totalling \$1,925.00 (GST Incl.) to carry out slab repairs at 3306 Central Place to prevent leaking into 3006 Central Place and that the Caretaker liaise with the contractor and that Stansure Strata be authorised to effect payment immediately upon receipt of the Tax Invoice for completed works from funds currently held in the Sinking Fund.	Carried Yes - 6 No - 0 Abstain - 1
6.	Roof Repairs – 3008 The Boulevard (Case 2493) Resolved that the Body Corporate Committee for Emerald Lakes – The Quays CTS 33891 accept the attached Quotation #108 from Michael Smallbone totalling \$2,690.60 (GST Incl.) to carry out roof repairs at 3008 The Boulevard and that the Caretaker liaise with the contractors and that Stansure Strata be authorised to effect payment immediately upon receipt of the Tax Invoice for completed works from funds currently held in the Sinking Fund.	Carried Yes - 6 No - 0 Abstain - 1
7.	Waterproofing Works– 3306 Central Place (Case 2477) Resolved that the Body Corporate Committee for Emerald Lakes – The Quays CTS 33891 accept the attached Quotation #104 from Michael Smallbone totalling \$12,763.09 (GST Incl.) to carry out waterproofing works at 3306 Central Place and that the Caretaker liaise with the contractors and that Stansure Strata be authorised to effect payment immediately upon receipt of the Tax Invoice for completed works from funds currently held in the Sinking Fund.	Carried Yes - 6 No - 0 Abstain - 1
8.	Slab Joint Works – 3307/3308 Central Place (Case 2470) Resolved that the Body Corporate Committee for Emerald Lakes – The Quays CTS 33891 accept the attached Quotation #102 from Michael Smallbone totalling \$1,925.00 (GST Incl.) to carry out slab repairs at 3307/3308 Central Place and that the Caretaker liaise with the contractors and that Stansure Strata be authorised to effect payment immediately upon receipt of the Tax Invoice for completed works from funds currently held in the Sinking Fund.	Carried Yes - 6 No - 0 Abstain - 1



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9.	Roof Repairs – 3011 The Boulevard (Case 2468) Resolved that the Body Corporate Committee for Emerald Lakes – The Quays CTS 33891 accept the attached Quotation #112 from Michael Smallbone totalling \$3,212.00 (GST Incl.) to carry out roofing repairs at 3011 The Boulevard and that the Caretaker liaise with the contractors and that Stansure Strata be authorised to effect payment immediately upon receipt of the Tax Invoice for completed works from funds currently held in the Sinking Fund.	Carried Yes - 6 No - 0 Abstain - 1
10.	Authorisation to Convene an Extraordinary General Meeting Resolved that the Body Corporate Committee for Emerald Lakes – The Quays CTS 33891 authorise Stansure Strata to convene an Extraordinary General Meeting to consider the Quotations from National Roof Inspections totalling \$17,105.00 for an inspection/audit of the roofs, and from Michael Smallbone for waterproofing of tiled landing and air con tile area and replacement of tiles at 3306, 3307, 3308 & 3309, and to consider quorum requirement reduction for general meetings and open ballot motion for Committee elections. <i>Note: As the cost of the quotations exceeds \$10,000, a second quotation will need to be sought by the Caretaker for consideration at this meeting.</i>	Carried Yes - 6 No - 0 Abstain - 1
11.	Pet Approval – 3303 Central Place Resolved that the Body Corporate Committee for Emerald Lakes – The Quays CTS 33891 grant permission for the tenant of 3303 Central Place to keep a five year old male Chihuahua called 'Kiko" on the Lot at the complex. This approval is subject to the following conditions: • Neither the animal nor the animal's habitat shall become a nuisance • Any animal must be kept controlled within the occupier's Lot or exclusive use area and confined in a manner which prevents the animal from gaining access to the Common Property when unsupervised • No animal is permitted on Common Property unless it is on a leash or otherwise controlled under the supervision of a responsible occupier • Fouling of the Common Property by the animal must be cleaned up by the Occupier responsible • No more than 2 dogs and or cats will be permitted to be kept on the occupier's property in accordance with council bylaws • If more than three complaints received in relation to this animal, permission may be withdrawn • All relevant Council requirements are met i.e. registration, microchipping etc. • Permission is not transferable to another owner, occupier or animal	Carried Yes - 7 No - 0 Abstain - 0



Motion No.	Motion	Vote
12.	Pet Approval – 3067 Quay South Drive Resolved that the Body Corporate Committee for Emerald Lakes – The Quays CTS 33891 grant permission for the owners of 3067 Quay South Drive to keep two indoor cats called 'Leo' and 'Rylee' on the Lot at the complex. This approval is subject to the following conditions: • Neither the animal nor the animal's habitat shall become a nuisance • Any animal must be kept controlled within the occupier's Lot or exclusive use area and confined in a manner which prevents the animal from gaining access to the Common Property when unsupervised • No animal is permitted on Common Property unless it is on a leash or otherwise controlled under the supervision of a responsible occupier • Fouling of the Common Property by the animal must be cleaned up by the Occupier responsible • No more than 2 dogs and or cats will be permitted to be kept on the occupier's property in accordance with council bylaws • If more than three complaints received in relation to this animal, permission may be withdrawn • All relevant Council requirements are met i.e. registration, microchipping etc. • Permission is not transferable to another owner, occupier or animal	Carried Yes - 7 No - 0 Abstain - 0
13.	Screen in Back Downstairs Patio - 3067 Quay South Drive Resolved that the Body Corporate Committee for Emerald Lakes – The Quays CTS 33891 grant permission for the owner, at the owners cost, to screen in the back downstairs patio with professional insect screening. This approval is subject to the following conditions: • Work to be carried out by a suitably qualified tradesperson • Work is not to affect the structural integrity of the building • Authority must be obtained from any relevant government or statutory bodies, if applicable • All future maintenance to be the responsibility of the Lot owner • Any damage to the common property or another Lot, either at the time of installation or in the future, as a result of these works will be the responsibility of the lot owner at that time	Carried Yes - 7 No - 0 Abstain - 0



Motion No.	Motion	Vote
14.	3067 Quay South Drive - Change to Exclusive Use Area Resolved that the Body Corporate Committee for Emerald Lakes – The Quays CTS 33891 grant permission for the owner, at the owner's cost, to: a) Extend the existing concrete patio just to the top-level area and retile both the patio extension (7 votes) ☒ b) Remove the grass on the upper level and replace with concrete pavers set on an aggregate base (0 votes) ☒ This approval is subject to the following conditions: • Work to be carried out by a suitably qualified tradesperson • Work is not to affect the structural integrity of the building • Authority must be obtained from any relevant government or statutory bodies • All future maintenance to be the responsibility of the Lot owner • Any damage to the common property or another Lot, either at the time of installation or in the future, as a result of these works will be the responsibility of the lot owner at that time	Carried Yes - 7 No - 0 Abstain - 0