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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
TUESDAY, APRIL 4TH, 2023**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, April 4th, 2023. The meeting was held at Centrepoin, in the Amenity Room, 4808 Hazel Street, Burnaby, B.C.

A. CALL TO ORDER

The meeting was called to order at 7:00 pm by the Strata Council President, Nick Canosa.

B. CALLING OF THE ROLL

The Strata Council Members present were: Nick Canosa, Jason Wang, Maryan Brodina, Jason Kelders, and Mehran (Michael) Shekahi, with regrets from Kevin Lam and Bruce Partridge. Geoffrey Rosen represented Management. The Building Manager, Juan Lara, was present.

The Strata Council officers as elected by the new Council for 2023/2024 are:

President	Nick Canosa
Vice-President	Jason Kelders
Treasurer	Bruce Partridge
Secretary	Kevin Lam

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Jason Wang and SECONDED by Jason Kelders, it was RESOLVED that the Agenda, as presented, be APPROVED for use at this meeting.

D. APPROVAL OF THE MINUTES OF THE PREVIOUS STRATA COUNCIL MEETING

Upon a MOTION duly made by Mehran (Michael) Shekahi and SECONDED by Jason Kelders, it was RESOLVED that the minutes from the previous Strata Council meeting held on January 10th, 2023, be APPROVED as distributed.

E. RESIDENT MANAGER REPORT

TRADES

A-1 Fire

- January 05th, 09th and 10th, 2023: to replace all fire extinguishers in some common areas throughout the whole building.
- January 20th, 2023: to continue to replace all fire extinguishers in common areas.

- March 14th to 17th, 2023: to perform the annual fire alarm inspection on all equipment and in units as well as the common areas.

Abrahams Home Improvements

- From January 25th to 31st, 2023: working in units #902 and #802, doing repairs after replacing the bathroom faucet.
- March 01st to 03rd, 2023: making repairs on the 17th floor, replacing the baseboard due to a water leak.
- March 06th to 08th, 2023: making repairs on the wall of unit #206 after repairs from Across Town Plumbing to a valve replaced.

Across Town Plumbing

- January 06th, 2023: working on unit #206, replacing the balcony valve due to a water leak.
- January 10th, 2023: to replace the vanity seat in Gym's bathroom.
- February 01st, 2023: to replace the faucet in Gym's bathroom.
- March 06th, 2023: to carry out cleaning works on the drainage pipes in the townhouses area.

Beck Glass

- February 10th, 2023: to install the new glass lobby doors.
- February 13th, 2023: to perform adjustments and minor repairs on the new glass lobby doors.

Better Lock Group

- February 28th, 2023: to repair the locks and door protection on P3 and P5 stairways doors.

Haakon Industries

- From January 23rd to 27th, 2023: to perform service maintenance to the PVRs on the respective floors of the building, replacement to the blower filters in other areas, and adjusting the hot water temperature and pressure.

High Volt Electric

January 29th, 2023: to review and repair Gate #1 on the Hazel St. entrance.

LEDONNE Painting (Fab)

- February 10th, 2023: to paint the P4 and P5 access doors to the parkade.

ORKIN Pest Control

- January 16th, 2023: to perform scheduled maintenance on the traps at the building.
- February 22nd, 2023: to perform scheduled maintenance on the traps at the building.
- March 23rd, 2023: to perform scheduled maintenance on the traps at the building.

Pacifico Cleaning Services

- January 23rd, 2023: to perform the polish job on the Lobby floor.

PGA Systems Ltd.

- January 10th, 2023: to check and repair buzzer issues in units #1105 and #207
- January 13th, 2023: to check the intercom panel and find the fault in the system which gives strangers access to the building.

Platinum Pro-Claim Restoration

- From January 19th to February 13th, 2023: to carry out restoration works in unit #805, affected by the last water loss.

Power-West Industries Ltd.

- January 31st, 2023: to perform the semi-annual generator maintenance and service test.

PumpHouse Fitness

- February 22nd, 2023: to perform scheduled maintenance to the Gym equipment.

Sunrise Window Cleaning

- March 13th to March 24th 2023: to perform the spring wash of all inaccessible exterior windows and exterior inaccessible railing glass on the entire building.

TELUS

- From February 14th to February 17th, 2023: to replace their equipment in many telecom closets on several floors and in the main telecom room.

TKE ThyssenKrupp Elevators

- January 26th, 2023: to perform scheduled maintenance to the elevators.
- February 23rd, 2023: to perform scheduled maintenance to the elevators.
- March 21st, 2023: to perform scheduled maintenance to the elevators; during the review, they found a severe issue on car #4; and it was put out of service for security reasons.
- March 22nd, 2023: to perform repairs to elevator #4; after several hours the car was back on service again.

OTHER

- Fire alarms were triggered by visitors smoking in the parkade.
- There have been a couple of dog barking complaints. Juan is investigating.
- A resident complained their package was stolen from the lobby, the theft was reported to the RCMP and to the owner of the unit that was responsible.

- The water fountain needs to be painted before its turned on for the season, the conceirge will contact the building's painter to arrange the painting. The expectation is the fountatin will be turned on by May.

F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS AND ARREARS

The Treasurer was absent from the meeting and the item was tabled to the next meeting.

Arrears:

Management reported that twelve (12) owners are in arrears for their Strata Fees. On behalf of the Strata Corporation, Management sent letters to the Owners asking for timely payment of their Strata Fees on the first of the month, as per the Strata Property Act of B.C. and the Strata Corporation's by-laws. Owners who do not pay their Strata Fees on time are fined \$100.00 per month plus interest per the Strata Corporation by-laws.

G. REPORTS

1. Management

Management reported as follows:

- The annual fire inspection was conducted in March, the report has not arrived yet.
A second inspection date will be set in May to access any units missed in March.
- The annual window wash was completed at the end of March, for inaccessible windows only.
- The annual parkade cleaning is scheduled for April 19-21, please watch for notice and ensure your vehicle is removed from the parkade on the day your parking stall is being washed.
- As per approval by the Strata Council management arranged to have the horozantal drainage lines for the townhouses to be augered.
- All the repairs from the July 2022 fire sprinkler water loss have been completed by Platinum Pro claim.
- Management reported in February that one of the Pressure Reducing valuves failed and has to be rebuilt at a cost of \$3000.00.
- A copper line connected to the townhouse area Pressure Reducing valuve failed and had to be replaced at a cost of \$2200.00.
- The building emergency generator was tested in January and no issues were found during the test.
- The commercial owner reported that they cleaned the sky bridge on January 24, 2023.
- The glass front door of the building that was broken was replaced on Feb 15, 2023 as an insurance claim.

2. Security

- The Strata Council approved the installation of a fob reader on the mailroom door.
- The Resident manager reported that the computer in the resident manager office is very old and needs to be replaced. The Strata Council asked management to follow up with the building IT consultant for their opinion on a new computer.
- Management received a request from Amazon to install their Amazon Key system at Centrepoint, the Council did not approve the request due to security concerns about allowing a 3rd party into the building without owner consent.
- The Strata Corporation issued six garage gate bylaw violations in March 2023 to tenants and owners.

3. Project Reports

- There are currently no projects to report.

4. Correspondence and Appeals

- An owner made a request for the installation of a type 2 EV charging station. The Council decided that until there is an EV Ready plan drafted for the building the Strata will not allow any EV charging stations in owner parking stalls. The management company will get quotes for EV Ready plans for the next council meeting.
- An owner wrote a letter to Council regarding a water leak into their unit from the unit above. Management and the Strata President talked to the Owner above who said they would take responsibility for the loss.
- The Strata Corporation received a number of appeals from owners regarding garage gate bylaw violations that had been issues. The Strata Corporation reduced some fines to warnings based on evidents provided by Owners.
- An owners emailed management regarding a dog barking noise in the middle of the night. The building manager has been unable to locate the dog that is barking, the issue is being monitored by the Strata Corporation.

H. UNFINISHED BUSINESS

1. Electric Vehicle (E.V.) Charging Stations

- The resolution to install 4 EV Charging stations into visitor parking failed to pass at the Annual general meeting, the item will be presented again at the next AGM in 2024
- Management is getting quotes for EV Ready plans so the Strata Corporation can determine how many type 2 chargers the building electrical system can support.

2. A/C / Heatpump installation

- Owners can contact Broadway Mechanical or Airstream Mechanical if they want an a/c unit or heat pump installed in their unit. However, owners must submit indemnity agreements before the installation and have them approved by the Strata Corporation, with the full scope of work included.

A/C Units provide cooling only, while heat pumps provide cooling and heating.

I. NEW BUSINESS

1. Annual Security audit – 2022

- The bylaw violation letters were sent to owners who had failed to submit their security audits in January. Only 5 (five) have not completed the audit. The owners who failed to submit their audits will be fined \$200.00 as per the bylaws.

2. Building Insurance Renewal

- Management reported that when the building's insurance was renewed on **April 19, 2022**. As a reminder, the deductibles remained unchanged from the previous year and are as follows:

All loss (fire) Deductible: **\$25,000.00**

Vacant Units All Loss Deductible: **\$100,000.00**

Water Deductible: **\$100,000.00**

As the owner of your suite, please remember that you are responsible for any loss dollars less than the deductible amount if the loss emanates from your suite as per the Strata Corporation's By-laws and the Strata Property Act of B.C.

The Strata Corporation highly recommends that all owners contact their insurance broker/insurance company and have them adjust your condominium insurance policy to cover them up to the new deductibles.

- 2023/2024 Insurance proposal

Management was sent, prior to the meeting, the proposal for the 2023/2024 tenure and premium from the broker Acera (CWM).

The cost of premium will be \$235,672, the Strata budgeted \$250,000.

The premium is lower than 2022/2023 which was \$244,772, about 4% less.

The all risk deductible is decreasing to \$10,000 and water damage deductible will remain at \$100,000.

Council approved the proposal and will become into effect on April 19, 2023.

A copy of the new insurance certificate will be distributed to Owners when it is available.

3. Depreciation study

- The Strata Council reviewed the the Depreciation report. The only project for 2023 is a guardrail inspection. The Strata will arrange for an inspection during the year. If any owners have any issues with their guardrails or guardrail glass please report it to the building manager.
- Owners who would like to receive a copy of the strata's Deprecation Report are asked to please contact management via email at vancouver@quaypacific.com.

J. NEXT MEETING

The next meeting of the Strata Council will be held on:

**May 9th, 2023 @ 6pm
Amenity Room
4808 Hazel Street, Burnaby**

K. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made, it was RESOLVED that the meeting would be adjourned at 8:30 pm.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes. Please retain these Minutes provided to you for future reference, as replacement copies are subject to a fee.

Minutes Prepared by:



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