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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
TUESDAY, JULY 11TH, 2023**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, July 11th, 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 6:06 pm by the Strata Council President, Nick Canosa.

B. CALLING OF THE ROLL

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

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Kevin Lam 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 Kevin Lam and SECONDED by Maryan Brodina, it was RESOLVED that the minutes from the previous Strata Council meeting held on May 9th, 2023, be APPROVED as distributed.

E. RESIDENT MANAGER REPORT

Duties Performed

- May 02nd, 2023: It was reported that someone was trapped inside the storage unit at P4 but was rescued when the locked door malfunctioned. After the person was freed, it became necessary to replace the lock.
- May 03rd, 2023: A report was made of a minor water leak on the ceiling of the 26th floor, which seems to have originated from a defective valve joint.
- May 08th, 2023: Fountain summer cleanup preparations started.
- May 16th, 2023: A problem is reported with the generator room door; someone broke into the room and stole some belongings, in addition to gasoline; also, they damaged the door and lock.

- May 16th, 2023: The Gate entrance to the parking lot on Hazel St. stopped working correctly. Hi-Volt Electric was contacted for repair, but it was a problem with the KeyScan reader-receiver; a security person was requested to guard the entrance overnight.
- May 19th, 2023: A problem was reported in the car wash area because someone left the water valve open, and the place was flooded; due to this, I had to make repairs to the hose and clean the area.
- Sunday, May 28th, 2023: A call was answered reporting backing-up wastewater in the kitchen sink on the 23rd floor, instructions were given, and support from Across Town Plumbing was requested on Monday.
- June 09th, 2023: After a whole preparation process, the fountain was turned on and started up for the season.
- June 13th, 2023: The new computer for the Building Manager's office.
- June 28th, 2023: Residential Tenancy Branch Court Bailiff on site to evict the tenant of unit #1203; she was finally evicted from the building; there were no problems during the process.

TRADES

A1 Fire

- May 25th, 2023: Onsite to perform the second inspection date of the fire alarm system.

Abrahams Home Improvements

- June 06th, and 13th, 2023: Onsite to do repairs in the main entrance and the fountain areas.

Better Lock Group

- May 02nd, 2023: Onsite to unlock the storage door on P4, change the lock, and remove a person trapped inside.
- May 16th, and 23rd, 2023: Onsite to repair the generator room door and the lock due to the break-in.
- June 05th, 2023: Onsite to install new locks on the generator room door.
- June 12th, 2023: Onsite to install new handle-lock on the lobby elevators door.

Brighter Mechanical Ltd.

- May 04th, 2023: Onsite to review a minor water leak on the ceiling of the 26th floor and do the diagnostic.
- May 10th, 2023: Onsite to start the warranty repairs on the 26th floor due to the water leak.

City Irrigation Ltd

- June 01st, 2023: Onsite to review the panel due to an issue with the irrigation system.
- June 09th, 2023: Onsite to review irrigation due to issues with the system.

Garaventa Lift

- May 09th, 2023: Onsite to perform scheduled maintenance on the vertical platform lift in the garbage stairway area.

High Volt Electric

- May 02nd, and 03rd, 2023: Onsite to review and exchange the fan flow controller on P4 storage due to a malfunction.
- May 16th, 2023: Onsite to review the Gate entrance to the parking lot on Hazel St. due to a malfunction.

LEDONNE Painting (Fab)

- May 26th, and 27th, 2023: Onsite to paint and prepare the Fountain for the season.

ORKIN Pest Control

- May 19th, 2023: Onsite to perform scheduled maintenance on the traps at the building.
- June 13th, 2023: Onsite to perform scheduled maintenance on the traps at the building

Pacifico Cleaning Services

- May 17th, 2023: Onsite to perform carpet cleaning in all the common areas in the building.

PGA Systems Ltd.

- May 17th, 2023: Onsite to make repairs on the Gate entrance to the parking lot on Hazel St. due to a malfunction in the KeyScan System.

Pumphouse Fitness

- May 02nd, 2023: Onsite to perform scheduled maintenance to the Gym equipment.
- June 06th, 2023: Onsite to replace the belt on one of the treadmills due to wear.

SpectraTec Services Group

- June 29th, 2023: Onsite to perform maintenance and clean the sewage tanks in the parkade.

TKE ThyssenKrupp Elevators

- June 22nd, 2023: Onsite to perform scheduled maintenance to the elevators and review the brakes.

Notes:

A unit reported condensation in their unit. After investigating the Strata Council ask the management to send a vendor to explain the situation to the Residents. Please note that insuite bathroom and kitchen fans should be run after showing and during cooking to ensure excessive moisture is pulled out of the unit.

The amenity room is available to owners for events, please contact the Building Manager to schedule the space.

F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS AND ARREARS

With the Treasurer not being able to attend the meeting, this item was tabled to the next meeting.

Arrears:

Management reported that eight (8) 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:

- Management reported they had discussed the parkade water ingress issue and the vendor found a solution to inject epoxy into the creeks to prevent the issue from re-occurring. The quote was for \$3000 and was approved.
- The Strata Council discussed that the townhouse roofs need to be inspected. Management will follow up with a roofing maintenance vendor to review and submit a report if any repairs are required.
- The boiler room piping repair is underway and is expected to be completed by the end of July.
- A number of residents reported an issue with the consistency of water pressure and hot water, management investigated and determined that two Pressure reducing valves had failed and require replacement. The replacement parts are expected in July.

2. Security

- Management reported there was a breakin into the building emergency genset room. The equipment was not damaged, however a number of minor items and the gas for the snow plow were stolen. The room has been re-secured.

- The resident on the 12th floor who has been an issue, has finally been evicted from the building.
- The Strata Corporation issued eight (8) garage gate bylaw violations in May 2023 to tenants and owners.

3. Project Reports

- There are currently no projects to report on .

4. Correspondence and Appeals

- several resident sent in an appeal for the gate violation and were issued a warnings.
- A resident with several gate bylaw violations was issued a bylaw violation.
- There have been complaints from the 16th floor regarding smoking, the Strata corporation takes these complaints seriously. However they require the Owners help to find the person smoking as there are no cameras on the outside of the building to catch smokers.
- An Owner requested that the Strata Corporation post a notice reminding residents not to smoke in the building.

H. UNFINISHED BUSINESS

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

- Management is waiting for the proposal for the EV plan for the parkade.

2. Insurance renewal 2023/2024

- Management reported that when the building's insurance was renewed on **April 19, 2023**. The deductibles remained unchanged from the previous year and are as follows:

All loss (fire) Deductible: **\$10,000.00**

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 provide coverage to the deductibles.

A copy of the new insurance summary was emailed out to owners in April. Owners can request a copy from the management company via email – vancouver@quaypacific.com

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 agreement with the full scope of work included before the installation and have it approved by the Strata Corporation.

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

- An owner submitted a request to install a ductless split AC into their strata lot, by Airstream. The Strata Council approved their request.

I. NEW BUSINESS

1. Annual Security audit – 2022

- Management reported that only two units did not respond to the audit and their fobs were deactivated until they report to the Strata whether or not their fobs have been lost or stolen.
- *The 2023 fob audit will start on September 1, 2023.*

J. NEXT MEETING

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

September 12th, 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 7:30 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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