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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
TUESDAY, MAY 9TH, 2023**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, May 9th, 2023. The meeting was held at Centrepoint, in the Amenity Room, 4808 Hazel Street, Burnaby, B.C.

A. CALL TO ORDER

The meeting was called to order at 6:15 pm by the Strata Council Vice-President, Jason Kelders.

B. CALLING OF THE ROLL

The Strata Council Members present were: Kevin Lam, Jason Wang, Maryan Brodina, Jason Kelders, with regrets from Nick Canosa, Bruce Partridge 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 Wang, 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 Jason Wang, it was RESOLVED that the minutes from the previous Strata Council meeting held on April 4th, 2023, be APPROVED as distributed.

E. RESIDENT MANAGER REPORT

Duties Performed

- April 03rd, 2023: Reported theft of food bag delivery to unit #2506 from the tenant living in unit #1203.
- April 04th, 2023: Sofia carried out cleaning of the corridors in the upper area of the townhouses.
- April 13th, 2023: A report of a water leak in unit #2707 was addressed, which affected unit #2607 due to a leak in the kitchen water faucet
- April 25th, 2023: The presence of a dog (pet) brought by a tenant to the upper garden was reported, which is not allowed.

TRADES

Atlas Power Sweeping & Parking Lot Services

- April 19th, 2023: Onsite to clean the parkade, stalls #1 to # 37 and all visitor parking.
- April 20th, 2023: Onsite to clean the parkade, stalls #38 to # 159
- April 21st, 2023: Onsite to clean the parkade, stalls #160 to # 306 plus washing of the townhouses railings along Hazel Street.

Better Lock Group

- April 21st, 2023: Onsite to install the door lock in the mail room for the new keyscan reader

City Irrigation Ltd

- April 06th, 2023: Onsite to restart irrigation in the top garden area and the building's surroundings.
- April 14th, 2023: Onsite to review irrigation due to an excessive flush in the garden areas.

Haakon Industries

- April 11th, 2023: Onsite to perform maintenance in the water mechanical room. There was an issue with a pipe that was affecting the townhouses area; they replaced it to resolve the problem.

ORKIN Pest Control

- April 20th, 2023: Onsite to perform scheduled maintenance in the traps at the building.

Pacifico Cleaning Services

- April 27th, 2023: Onsite to perform the polish job on the Lobby floor.

PGA Systems Ltd.

- April 19th, 2023: Onsite to install a Keyscan reader in the mail room with all the cabling and procedures in place for it to function properly.
- April 20th and 21st, 2023: Onsite to programming the Keyscan System and making some improvements to make it work correctly.

PumpHouse Fitness

- April 13th, 2023: Onsite to perform scheduled maintenance to the Gym equipment.

Notes:

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 Nine (9) 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:

- Annual parkade cleaning completed on April 19-21
- Telus was onsite to promote their products on May 1, 2023, free food and drink was provided
- The precor treadmill needs a new belt at a cost of \$1100, or the control board will fail. Council approved the expense.
- Management presented a quote from Contour landscaping to plant annual flowers at the entrance of the building for \$1200, council declined the quote.
- A resident reported that efflorescence dripped onto their car from a crack above their car. Strata will ask a concrete maintenance company to investigate and repair.

2. Security

- No incidents since the past Council meeting
- The Strata Corporation issued six (6) garage gate bylaw violations in March 2023 to tenants and owners.

3. Project Reports

- There are currently no projects to report on .

4. Correspondence and Appeals

- A resident complained about cigarette butts landing on their balcony and the source is undetermined. Management will arrange for more notices to be posted at the building reminding residents that the building is a non-smoking building. Advisory letters will be issued to the strata lots above the unit.
- An owner submitted an appeal regarding not waiting for the garage gate to close. The Council agreed to only issue a warning as it their first violation of the bylaw.
- An owner submitted an appeal regarding no waiting for the garage gate, as it was their 3rd violation the strata instructed management to send a bylaw violation.

H. UNFINISHED BUSINESS

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

- 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. 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 cover up 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 agreements with

the full scope of work included before the installation and have them 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

- At the time of the meeting 4 units had failed to submit their annual audit form. A fifth unit had submitted it after the final bylaw violation letter was issued. All five units will received a bylaw violation and four of the units will have their fobs deactivated as the Strata assumes they have been lost.
- *The 2023 fob audit will start on September 1, 2023.*

J. NEXT MEETING

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

**June 13th, 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 7:19 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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