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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
TUESDAY, OCTOBER 17TH, 2023**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, October 17th, 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 6:06 pm by the Strata Council President, Nick Canosa.

B. CALLING OF THE ROLL

The Strata Council Members present were: Nick Canosa, Kevin Lam, Jason Kelders, and Bruce Partridge. With regrets from Maryan Brodina, Mehran (Michael) Shekahi and Jason Wang. Geoffrey Rosen represented Management. The Building Manager, Juan Lara did not attend.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Jason Kelders and SECONDED by Kevin Lam, 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 Kelders, it was RESOLVED that the minutes from the previous Strata Council meeting held on September 12th, 2023, be APPROVED as distributed.

E. RESIDENT MANAGER REPORT

Duties Performed

- September 1st, 2023: Performed maintenance cleaning on the fountain and added necessary chemicals.
- September 06th, 2023: Notifications for the 2023 audit were posted in the elevators.
- September 25th, 2023: There was a report of a fire in the parking lot of the commercial area; a person, presumably homeless, broke into the emergency exit stairs and lit a bonfire, causing the alarms to activate, both in the commercial area and in the building. Firefighters were called to the scene and had to request police assistance to remove the person who became aggressive. Fortunately, no serious damages occurred.

TRADES

Abrahams Home Improvements (Tibor)

- September 06th, 2023: Onsite to carry out small repairs with the installation of the elevator frames protections.

Hunter Roofing Ltd.

- September 18th, 2023: Onsite to clean up and perform maintenance on the townhouse's roofs.

High Volt Electric

- September 20th, 2023: Onsite to repair Gate #3, located in the P3 residential parking area.

ORKIN Pest Control

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

Pumphouse Fitness

- September 14th, 2023: Onsite to perform scheduled maintenance to the Gym equipment.

Tight Contracting Ltd.

- September 20th, 2023: Onsite to install insulation in the boiler room pipes.

TKE ThyssenKrupp Elevators

- September 22nd, 2023: Onsite to perform scheduled maintenance to the elevators.

WCBR West Coast Building Restoration Inc.

- September 18th, and 20th, 2022: Onsite to review townhouse 4868 due to a report of water leak and moisture inside.

F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS AND ARREARS

The Treasurer Bruce Partridge had reviewed the financial statements from July up to August 2023, and found them in good order.

Upon a MOTION duly made by Bruce Partridge and SECONDED by Kevin Lam, it was RESOLVED that the Financial statements for July up to August 2023 be APPROVED as reviewed.

Arrears:

Management reported that eleven (11) 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.

Management reported that Twenty (20) owners are in arrears for their Special Levy that was due on June 1, 2023. 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 Dryer vent cleaning was completed on October 11-18.
- Water testing was completed in one of the townhouse units, and the vendor reported the source of the issue was lifestyle and not envelope issues. The Owner was forwarded a copy of the report.
- There have been fire alarms triggered in the building by tenants or their clients on the commercial side of the building due to smoking in the common areas. There was also an incident where a resident's child pulled the pull station.

2. Security

- Management reported there have been no break-in issues since the last Council meeting.
- Management issued, on behalf of the Strata Corporation, six (6) parkade gate bylaw violation letters in July 2023, and further eight (8) in August 2023.
- Reminder to residents to always wait for the parkade gates to close when entering or exiting the building. Gate #3 (Resident gate) is left open during peak weekday hours to reduce wear and tear.
- The Strata Council discussed that there have been reports for residents speeding in the parkade and cutting through vacant parking stalls. The Speed limited in the parkade is 10km/hr. Management will arrange for speed to be made and posted.

If you see a car speeding please report to the Resident Manager.

3. Project Reports

- The strata council will review replacing carpets on another floor in the coming months as part of the annual capital upgrades.

4. Correspondence and Appeals

- An owner submitted a complaint that they had water spill onto their balcony, which is a violation of the bylaws, a letter was sent to the offending unit.
- An Owner appealed a special levy fine for non-payment of their special levy. The Strata Council said they want payment of the levy before they will negotiate on any outstanding fines.

- An owner appealed a gate bylaw violation as they claimed they did not receive the bylaw violation letters and the person who broke the bylaw was the tenant's guest. They requested the video footage and Management will make arrangements to share the footage.
- Another owner appealed their special levy fines, the Strata Council agreed to consider reducing the fines if the special levy is paid by the end of November, otherwise all fines will be applied.
- An owner appealed a bylaw violation regarding alleged water dripping against their strata lot, they explained they had been affected by the same incident. The Strata Council agreed to remove the bylaw violation from the owner's account.

H. UNFINISHED BUSINESS

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

- The Strata Council received the EV Ready plan from the electrical vendor. The building does not have the electrical infrastructure to support individual chargers in every unit's parking spots without using load sharing.
- The Strata Council decided that they will propose the installation of four Hypercharge EV charging stations, into long-term visitor parking to the Owners, at the AGM as a Contingency fund expense, as the re-sale value of strata lots is likely to be affected if there are no chargers available in the building.

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:

<u>All loss (fire) Deductible:</u>	<u>\$10,000.00</u>
<u>Vacant Units All Loss Deductible:</u>	<u>\$100,000.00</u>
<u>Water Deductible:</u>	<u>\$100,000.00</u>

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 for 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

3. A/C / Heat pump installation

- Owners can contact Broadway Mechanical or Airstream Mechanical if they want an a/c unit or heat pump installed in their unit. Other vendors can be used, their proposals must be reviewed by the Strata Council before approval can be given.
- However, owners must submit an indemnity agreement with the full scope of work included before the installation and have it approved by the Strata Corporation.

I. NEW BUSINESS

1. Annual Security audit – 2023

- The annual security audit has begun, and notices have been emailed to residents and posted at the building.

<http://www.centrepoinstrata.com/audit.html>

The security audit must be completed by October 31, 2023

- If you do not know your fob serial numbers, the building's manager can scan your fobs and give you the fob numbers.

J. NEXT MEETING

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

**November 28th, 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 7:20 p.m.

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:



Quay Pacific Property Management Inc.

658 Evans Avenue

Vancouver, BC, V6A 2K9

Ph. 604-685-8830 Fax: 604-685-1423

Email: Vancouver@quaypacific.com