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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
TUESDAY, SEPTEMBER 12TH, 2023**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, September 12th, 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, Bruce Partridge, and Mehran (Michael) Shekahi. With regrets from Maryan Brodina 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 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 Jason Kelders and SECONDED by Kevin Lam, it was RESOLVED that the minutes from the previous Strata Council meeting held on JULY 11th, 2023, be APPROVED as distributed.

E. RESIDENT MANAGER REPORT

Duties Performed

- July 14th, 2023: I performed maintenance cleaning on the fountain and added necessary chemicals.
- July 24th, 2023: A water leak was reported in a unit on the #24th floor. Tibor's support was requested to open the drywall and investigate, and after checking, we discovered that the leak was caused by a crack in the sprinkler pipe located in the bathroom of this unit. As a result, (Sprinkl-Tech) support was further requested to fix the issue. It is worth noting that the leak also affected a unit on 23rd floor.
- July 24th, 2023: A second water leak was reported in a unit on the 12th floor. Upon investigation, it was found that the leak was caused by excessive splashing in the bathtub of unit on the 15th floor. Fortunately, no severe damage was reported.
- August 03rd, 2023: Maintaining fountain cleanliness by adding chemicals and cleaning filters in the mechanical room.

- August 04th, 2023: A contractor, while installing a piece of furniture, accidentally made a hole in the sprinkler pipe of a unit on the 29th floor. As a result, the sprinkler valve on that floor had to be closed. We immediately reported this incident to the main office and requested support from Sprinkl-Tech to repair the pipe.
- August 21st, 2023: Performed maintenance cleaning on the fountain.
- August 24th, 2023: After a Call, reviewed unit on the 9th floor due to a report of the issue with the shower faucet, reinforced to the residents that this is an in-suite issue, and indicate how to act and call a plumber.
- August 25th, 2023: Report of an issue with the gate #3 residential area on parkade P3 and requested support from High Volt Electric.

TRADES

Abrahams Home Improvements (Tibor)

- July 24th, and 25th, 2023: Onsite to cut the drywall in unit on 24th floor to be able to inspect the water leak in this unit and prepare the area for sprinkler pipe repair.
- August 09th to 16th, 2023: Onsite to repair the drywall damage caused by the sprinkler pipe leak in unit on the 24th floor
- August 23rd to 25th, 2023: Onsite to repair damages, flooring, and walls caused by the sprinkler pipe leak in unit on the 23rd floor. Roof garden deck repair work.
- August 30th and 31rd, 2023: Onsite to install corner protections on elevator frames on all floors.

Better Lock Group

- July 10th, 2023: Onsite to install new locks on the storage locker in the loading bay area.
- July 17th, 2023: Onsite to reinstall the lock handles on the stairway access doors on the 11th floor.

City Irrigation Ltd

- August 09th, 2023: Onsite to make adjustments to the irrigation system.

Garaventa Lift

- August 03rd 2023: Onsite to perform scheduled maintenance on vertical platform lift in the garbage stairway area.

Haakon Industries

- July 24th, 2023: Onsite to review and perform scheduled maintenance on the air filters and pumps in the building.

High Volt Electric

- August 26th, 2023: Onsite to repair Gate #3, located in the P3 residential parking area.

ORKIN Pest Control

- July 24th, 2023: Onsite to perform scheduled maintenance in the traps at the building.
- August 15th, 2023: Onsite to perform scheduled maintenance in the traps at the building.

Pacifico Cleaning Services

- July 26th, 2023: Onsite to perform carpet cleaning in unit #2408 due to the water leak for the sprinkler pipe; they also polished the floor in the lobby area.

PGA Systems Ltd.

- August 15th, 2023: Onsite to make repairs to buzzer issues

Pumphouse Fitness

- July 13th, 2023: Onsite to perform scheduled maintenance to the Gym equipment.
- August 16th, 2023: Onsite to perform scheduled maintenance to the Gym equipment.

Sprinkl-Tech (Oleg)

- July 25th, and 26th, 2023: Onsite to review and repair the sprinkler pipe
- August 09th, 2023: Onsite to make repairs in unit due to a hole made accidentally by a contractor in the sprinkler pipe.

TKE ThyssenKrupp Elevators

- July 24th, 2023: Onsite to perform scheduled maintenance to the elevators.
- August 22nd, 2023: Onsite to perform scheduled maintenance to the elevators.

Vancouver Pacific Plumbing (Morris)

- July 06th, 2023: Onsite to install a new valve in preparation for the process of replacing the boiler room pipes.
- July 17th and 18th, 2023: Onsite to replace damaged pipes and add new valves in the boiler room.
- August 17th, 2023: Onsite to replace cold water PRVs on the mechanical room on the 15th and 12th floors and make adjustments to the PSI valves.

F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS AND ARREARS

The Treasurer Bruce Partridge has reviewed the financial statement up to June 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 January to June 2023 be APPROVED as reviewed.

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 building is now valued at \$97,055,000 for 2023/2024 compared to \$90,200,000 for 2022/2023 for insurance replacement value (land excluded) .
- There was an issue in a unit where there was a minor leak off a sprinkler head that was repaired by the strata and another incident where a contractor drilled into a sprinkler line. Fortunately, the damage was minimal.
- The building arranged to install a corner guard on the remaining elevator hallways entrances on all the floors to protect them from minor damage.
- Dryer vent cleaning is scheduled for October 10-17, please watch for notices.
- Orken, Pest vendor, reported indicated minor activity in the building throughout the summer.
- The Strata Council discussed the landscaping vendor and their unhappiness with the service during the 2023. Management outlined that the concerns from Council and Management had been discussed with Contour and no significant change occurred. Management proposed a different vendor for 2023
- Novus is upgrading the fibre cabling into the building at their cost, in August.
- The failed Pressure reducing valve was replaced in August, water pressure throughout building is now balanced.

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 parkade gate bylaw violation letters in June 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 Delivery people are getting lost in the building and could lead to security issues. Please ask delivery people to leave deliveries in the building's main lobby. Notices will be posted to remind residents.
- Strata Council discussed that there are vehicles in the resident only parking with out of province license plates. As per the bylaws only vehicles with BC insurance are allowed in residential only parking. The Strata asked that the building manager monitors and followed up with residents to ensure their vehicles are in compliance with the bylaw.

3. Project Reports

- There are currently no projects to report on .

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.
- Strata received a response from a tenant that they apologized for walking through the parkade gate and would not do that again.
- There was a noise complaint against a strata lot by their neighbour, a bylaw violation was sent to the offending unit. They responded in detail and explained the reasons as to how they could not have caused the noise.
- Several owners/tenants submitted a response to a bylaw to a garage gate violation, as it was their first violations the Council only issued a warning.
- A resident submitted a response to a gate bylaw violation with an explanation, however this was their second incident since moving in. As result the strata council issued a bylaw violation.
- A townhouse owner reported they have a condensation issue in their strata lot. The Strata sent their enveloper vendor to investigate who report and told the resident to ensure they open windows and run their in-suite fans to exhaust condensation out of their suite. The homeowner refusing to follow the instructions has requested the strata water test their unit for water leaks. Arrangements are being made to have the townhouse water tested.
- An owner submitted an apology for allowing water to flow off their balcony onto the unit below.

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

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. However, owners must submit 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:

**October 17th, 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 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:



Quay Pacific Property Management Inc.

658 Evans Avenue

Vancouver, BC, V6A 2K9

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

Email: Vancouver@quaypacific.com