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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
TUESDAY, APRIL 23RD, 2024**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, April 23rd, 2024. The meeting was held at Centrepoin, in the amenity meeting room.

A. CALL TO ORDER

The meeting was called to order at 6:03 pm by the Strata Council President, Nick Canosa.

B. CALLING OF THE ROLL

The Strata Council Members present were Nick Canosa, Mehran (Michael) Shekahi, Alan Shea, and Jason Kelders, with regrets from Kevin Lam, Jason Wang, and Jeffrey Leung. Geoffrey Rosen represented Management. The Building Manager, Juan Lara did attend.

Election of Strata Council Officers

As per the Strata Property Act of B.C., the Strata Council members having been elected to Council at an Annual General Meeting must elect from amongst themselves Strata Council Officers.

The following Strata Council Officers were elected:

President: Nick Canosa

Vice President: Jason Kelders

Treasurer: Alan Shea

Secretary: Kevin Lam

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Jason Kelders and SECONDED by Mehran (Michael) Shekahi, 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 Mehran (Michael) Shekahi, it was RESOLVED that the minutes from the previous Strata Council meeting held on January 24th, 2024, be APPROVED as distributed.

Owner Presentation – Smoking Bylaw

Two owners requested a hearing with the Strata Council to discuss the enforcement of the Strata Corporations smoking bylaw. They explained that their tenants have been adversely affected by other

residents smoking and asked the Strata Council for options for stricter enforcement of the bylaws. The strata council advised that they have posted notices on every floor of the building and a notice on the information screen. The Council suggested that if tenants witness smoking to report the issue to the resident manager so it can be confirmed, and a bylaw violation can be issued. The Strata Council explained that they will work with the building's residents to address smoking complaints to effectively enforce the strata's bylaws.

E. RESIDENT MANAGER REPORT

Duties Performed:

- January 02nd, 2024: It has been reported that the mail room reader is having issues once again. We have requested support from PGA Systems.
- January 03rd, 2024: The Christmas decorations in the Lobby were removed with Sofia's support.
- January 09th, 2024: We Reported issues with the Lift located in the garbage area and requested support from Garaventa Lift to review it.
- January 10th, 2024: We received a report of a water leak from unit #907. It was due to a water spill in the kitchen of unit #1007. Both parties were informed of the process.
- January 15th, 2024: Ice melt was applied to the walkway areas around the building.
- January 17th, 2024: Snow removal was carried out on the sidewalks around the building after the heavy snowfall.
- January 29th, 2024: A small water leak was reported in the main water room due to the malfunction of the bleed valve without causing any damage.
- February 08th, 2024: A fire alarm was activated in the building. Someone pulled the station on the 16th floor without reason. Firefighters went onsite to verify and reactivate the fire system to normal.
- February 13th, 2024: I perform cleaning of all electrical closets on all floors in the building, removing items and debris from inside.
- February 16th, 2024: We received a report from unit #502 due to a small water leak in the sprinkler heads; the support of Carson H2o was requested to perform the repair.
- February 18th, 2024: A water leak was reported in unit #208 due to a valve rupture on the roof patio. The pipe froze due to low temperatures, causing this incident. The above bathroom in unit #4838 TH3 was also partially affected. Vancouver Pacific Plumber was contacted to provide support for repairing the broken valve.
- February 20th, 2024: The AGM was held on level P3 of the building's parkade.
- March 03rd, 2024: On Sunday, a fire alarm was activated. The panel showed that it was on the 8th floor. When the firefighters arrived, we realized that someone irresponsibly lit incense in the hallway, causing this problem. No further damage was reported.
- March 10th, 2024: On Sunday, a call from Paladin Security was received and reported due to an interruption between the fire panel and the security company; they were requested to come and repair it.
- March 14th, 2024: Maintenance and repair work was carried out in the main water room, so the water supply was interrupted for approximately 3 hours to replace the bleed valve by Haakon Industries.

TRADES

A1 Fire

- January 09th, 2024: Onsite to perform the backup test for the sprinkler system as part of the maintenance in the main water room.
- March 26th to March 28th, 2024: Onsite to perform the annual fire inspection according to the schedule on each day, including all bells, in-suite devices, and smoke alarms.

Abrahams Home Improvements

- February 27th and 28th, 2024: Onsite to make repairs on walls and door frames in units #502 and #208 due to damage caused by water leaks in both units.
- March 21st to March 26th, 2024: Onsite to repair walls in units after replacing roof patio valves in these units.

Better Lock Group

- March 14th, 2024: Onsite to repair and provide maintenance in locks and doors on some building levels.

City Irrigation Ltd

- March 11th, 2024: Onsite to reactivate the irrigation system of gardens and the building's surroundings for the spring-summer season.

Fibre Stream

- February 26th, 2024: Onsite to perform maintenance and repair some issues with the internet and telephone in the building's telecom room.

Garaventa Lift

- January 09th, 2024: Onsite to perform maintenance and review the Lift located in the garbage area due to reported issues.

H2O Fire Systems Ltd. (Carson)

- February 21st, 2024: Onsite to replace two sprinkler heads in a 5th floor unit due to a leak in them.
- March 11th, 2024: Onsite to replace sprinkler head due to a leak.

Haakon Industries

- January 31st, 2024: Onsite to perform scheduled maintenance at the PVRs in the water mechanical rooms and review the bleed valve in the main water room.
- February 12th, 2024: Onsite to perform regular maintenance to the building's air filters, fans, pumps, and other equipment.
- March 14th, 2024: Onsite to perform maintenance and repair work in the main water room, so the water supply was interrupted for approximately 3 hours to replace the bleed valve.

High Volt Electric

- January 11th, 2024: Onsite to install the replacement blower in the mechanical room area next to the bicycle storage on the P3 level of the parkade.
- February 13th, 2024: Onsite to review the Steam Shower generator due to failure with the steam room.

Novus Entertainment Inc.

- February 05th to 08th, 2024: Novus requested access to the building and telecommunications rooms to install new wiring and equipment and update its system.

ORKIN Pest Control

- January 16th, 2024: Onsite to perform scheduled maintenance in the traps at the building.
- February 16th, 2024: Onsite to perform scheduled maintenance in the traps at the building.
- March 18th, 2024: Onsite to perform scheduled maintenance in the traps at the building.

Pacifico Cleaning Services

- March 18th, 2024: Onsite to perform polish and waxing on the Lobby floors as scheduled maintenance.

PGA Systems Ltd.

- January 02nd, and 16th, 2024: Onsite to review the panels for the fob access system due to an issue with the mail room reader.

Power-West Industries Ltd.

- March 1st, 2024: Onsite to perform semi-annual maintenance service and test to the Power Generator.

Pumphouse Fitness

- February 01st, 2024: Onsite to perform scheduled maintenance to the Gym equipment.
- February 22nd, 2024: Onsite to perform scheduled maintenance and repair some equipment seats in the Gym.
- March 21st, 2024: Onsite to perform scheduled maintenance to the Gym equipment.

Rich-Tek Industries

- March 26th, 2024: Onsite to perform maintenance service and test the fire system pump.

Sunrise Window Cleaning

- March 01st to March 12th, 2024: Onsite for the Spring Window Washing of all inaccessible windows in the building, according to each day's program.

The Silent Garden

- February 29th, 2024: Onsite to their first day of labor in the building as a landscaper company working on the roof garden.

TKE ThyssenKrupp Elevators

- February 29th, 2024: Onsite to perform scheduled maintenance to the elevators.
- March 21st, 2024: Onsite to perform scheduled maintenance to the elevators.

Vancouver Pacific Plumbing (Morris)

- February 21st and 23rd, 2024: Onsite to work and replace the broken pipe and valve in unit# 208 roof patio.
- March 11th, 2024: Onsite to replace the valves on the rooftop patios to avoid more leaks and broken valves due to low temperatures.
- The fountain will be started in early May, after being power washed.

F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS AND ARREARS

The review of the financial statements was tabled to the next Council meeting.

Arrears:

Management reported that ten (10) 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 common area painting project is currently underway in the building.
- The New Landscaper Silent Gardner started in March, and so far, the resident manager and council are happy with the results.
- The building's irrigation system has been turned on for the season.
- Annual window wash was completed in March 2024.
- Annual parking cleaning was completed on April 14-15, 2024.
- Telus has requested another event to promote their services to residents, which the Council approved.
- Part of the fire pump system failed in early April, the replacement parts repair will cost \$40k, and it was approved as a CRF expense. The Repair is scheduled for early May.
- A hose bib on one of the Townhouse roof deck failed due to the cold temperatures earlier in the year, it was also original. The hose bib was replaced along with the others to prevent future issues. In-suite repairs will be handled by the strata corporation.
- A Domestic water Pump valve failed and was replaced.
- The Council approved the parkade crack repair on P4.
- Bi-annual emergency generator testing was completed in March, and no issues were reported.
- ICBC reimbursed the strata corporation \$10k for damage caused to one of the parkade gates by a vehicle.

- Management has arranged for the building's grey water drainage system to be fully augured to prevent any water backup. The project will be starting in the next week or two. This is a preventative maintenance project to prevent in-suite water backups.

2. Security

- Management reported there have been no break-in issues since the last Council meeting.
- Management issued, on behalf of the Strata Corporation, five (5) parkade gate bylaw violation letters in November 2023, five (5) in December 2023, five (5) in January, and five (5) in February 2024.

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 on the gate and save on maintenance costs.

3. Project Reports

- The Strata Council will review the building to see which floors require carpet replacement. Nick Canosa will be in touch with the building carpet vendor for pricing.

4. Correspondence and Appeals

Council hearing:

- An owner requested to attend the Council meeting to appeal their noise bylaw violation. The Owner presented their situation, and the Council reviewed the issue and determined only a warning should be issued at this time.
- An owner requested the Strata Council help them with a water incident in their unit from the unit above. Apparently, the washing machine in the unit above their unit had a water leak that damaged their unit's ceiling. The Strata Council agreed to investigate and work with the owners to resolve the incident.

Appeals

- An owner submitted an appeal for their garage gate violation, as it was their first bylaw violation.
- Resident reported that a fire sprinkler in their unit was leaking, management arranged to have the sprinkler replaced.
- An owner appealed a garage gate violation due, as they claimed, that they had moved their car out of range of the parkade cameras, the council agreed to only issue a warning.
- An owner appealed their garage gate violation explaining that another car honked at them and thus they moved their car and unintentionally broke the bylaws, the Council agreed to issue a bylaw warning.

- An owner submitted an appeal and apologized for not waiting for the gate to close, they had failed to wait for the gate to close, and as it was their first offense a bylaw warning was issued.
- An Owner wrote an explanation appealing their garage gate violation letter, they explained they were new to Canada and were unfamiliar with gate protocols. The Strata Council issued a warning as this was their first offense.
- An owner appealed the fines they received for non-payment of their special levy. The Strata Council declined to remove the \$600 late payment fines as owners are responsible for ensuring payment of Special levies, as per the terms of the special resolution approved by the owners.

H. UNFINISHED BUSINESS

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

- The owners, at the AGM in February 2024, approved the purchase and installation of four charging stations into long-term parking.
- The Strata Council approved the quote from Nelcan in the amount of \$20,258.70.
- Management will apply for the EV Charging station rebates from BC Hydro and then place the order for the EV Station installation.

2. Insurance renewal 2024/2025

- Management reported that when the building's insurance was renewed on **April 19th, 2024**. 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 their 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 – 2024

- The 2024 annual security audit will take place from September 1 to October 31, 2024. Notices have been emailed to residents and posted at the building.

2. Landscaping – Silent Gardner

- The new landscaper reported to management that they had completed site cleanup in March. They submitted a quote for adding additional plants at the entrance of the building, the Council tabled to request till the fall.

J. NEXT MEETING

The next meeting Strata Council meeting:

June 18th, 2024,

6:00 pm.

Lobby level Amenity Room

K. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made, it was RESOLVED that the meeting would be adjourned at 7:42 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