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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
TUESDAY, NOVEMBER 5TH, 2024**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, November 5th, 2024. The meeting was held at Centrepoint, in the amenity meeting room.

A. CALL TO ORDER

The meeting was called to order at 6:04 pm by the Strata Council President, Nick Canosa.

B. CALLING OF THE ROLL

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

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 September 17th, 2024, be APPROVED as distributed.

E. RESIDENT MANAGER REPORT

Manager's Report

November 5th, 2024

Duties Performed:

- September 06th, 2024: Supporting PGA systems during the preparation for installing new cameras in the building.
- September 15th, 2024: A noise was noticed and reported from the commercial area parkade. Workers from the Indigo company were drilling and hammering on Sunday to install new advertisements. We ask them to stop this work.
- September 20th, 2024: Adjustments and service were made to the mailroom door for better operation.

- September 24th, 2024: The fountain was emptied, cleaned, and closed for the end of the season; this job was performed with the support of Sofia.
- September 27th, 2024: Repair the hose and nozzle in the car wash area.
- October 02nd, 2024: An EV charger area user was reported again for not following the parking and EV charging area regulations and remaining in the station all night and for several hours.
- October 17th, 2024: A water backup was reported in the kitchen sink of a townhouse; after inspecting the unit, we requested the support of Vancouver Pacific Plumbing to address the issue; a report was sent to the owner and let them know that also a problem with the garburator was found.
- October 20th, 2024: On Sunday at 1:45 am, I received a call about a water leak from a ninth-floor unit. When I arrived, the unit was completely flooded. Sofia and I worked from 1:45 am to 3:50 am to remove as much water as possible to prevent further damage. This incident affected eight other units.
- October 23rd, 2024: An issue was reported with gate #3, which stopped working correctly; support from High Volt Electric was requested.
- October 24th, 2024: An incident was reported in the parking lot involving an individual who didn't belong to the building removing a car that was in the custody of a bank. Measures will be implemented to prevent such unauthorized access in the future.
- October 26th, 2024: On Saturday, we received a call about an issue with a car in the EV charging area. One of the charging adapters had become stuck on the vehicle. After reviewing the situation, we removed the secure pin and released the adapter. We will take measurements for the necessary repairs.
- A water leak was reported in sixth-floor unit caused by a backup in the kitchen sink. Due to this water leak, one office in the College of the commercial area was slightly affected. We request the assistance of Vancouver Pacific Plumbing (Morris) to repair the damage.

Contractors

Abrahams Home Improvements

- July 18th and 19th, 2024: Onsite to perform repairs in the parkade walls (patching and painting), also working on one-unit repairs.

AIR-Vac Services Ltd.

- From October 22nd to October 25th, 2024: Onsite to perform the annual cleaning of the dryer exhaust ducts for the building, working inside the units according to each day's program.
- From October 28th to October 30th, 2024: Onsite to perform the second part of the annual dryer exhaust duct cleaning, working outside the units (Balconies) according to each day's program.

Atlanta Flooring

- From September 17th to September 20th, 2024: Onsite to install new carpets on the 35th, 27th, 21st and 8th floors.

Atlas Anchors

- October 21st, 2024: Onsite to perform the scheduled annual inspection of anchors in specific top units and Roof Garden.

Better Lock Group

- October 30th, 2024: Onsite review of the gates to prepare a quote for implementing improvements in the parkade's entry gates at the P3 level.

City Irrigation Ltd

- October 22nd, 2024: Onsite to shut off, purge, and winterize the irrigation system of gardens and surroundings of the building during the winter season.

Garaventa Lift

- October 18th, 2024: Onsite to perform scheduled maintenance to the lift in the garbage stairway area.

Global Gas Detection Ltd.

- September 18th, 2024: Onsite to replace a broken detector located in the P5 level of the parkade.

Haakon Industries

- September 13th, 2024: Onsite to repair one Pressure Relief Valve (PRV) in the main water room due to a leak.
- September 23rd, 2024: Onsite to repair pump #3 in the main water room due to a leak and a loud noise.
- October 17th, 2024: Onsite to review and make repairs in the blower system due to a failure, which wasn't working properly; the issue was solved.
- October 22nd, 2024: Onsite to perform scheduled maintenance to the air filters and pumps in the building.
- October 29th, 2024: Onsite to inspect the boiler room due to reported noises during the night; the fault was identified and has now been resolved.

High Volt Electric

- October 24th, 2024: Onsite to perform repairs on Gate #3 due to failures and damages.

Nelcan Electric

- September 23rd, 2024: Onsite to perform touch-ups and last inspection on the EV chargers in the parkade.

NexGen Technologies Inc.

- September 17th, 2024: Onsite to review the DVRs to make upgrades for installing two new CCTV systems.

ORKIN Pest Control

- September 20th, 2024: Onsite to perform scheduled maintenance in the traps at the building.
- October 21st, 2024: Onsite to perform scheduled maintenance in the traps at the building

PGA Systems Ltd.

- September 06th, 2024: Onsite to install ducts and wiring for the new CCTV in the EV charging area and the mail room.
- September 23rd, 2024: Onsite to install two new CCTV systems in the parkade's EV charging area, and mailroom. They also repaired buzzer issues in two units and reviewed and fixed the fob reader in the manager's office.
- October 03rd, 2024: Onsite to make improvements in the fob readers in the elevators; as a result, the fobs can be easily read.

Power-West Industries Ltd.

- September 18th, 2024: Onsite to perform semi-annual maintenance service and test to the Power Generator.

Pumphouse Fitness

- October 02nd, 2024: Onsite to perform scheduled maintenance to the Gym equipment.
- October 29th, 2024: Onsite to perform scheduled maintenance and repair some equipment in the Gym.

Platinum Pro-Claim Restoration PPCR

- October 22nd, 2024: Onsite to clean the carpets on the 8th and 9th floors due to the water leak in unit #901. They also carried out a complete review inside the affected units and in the hallways.
- October 25th, 2024: Onsite to review the equipment on the 8th and 9th hallway floors due to the water leak on the 9th floor. They also reviewed other units affected.

TKE ThyssenKrupp Elevators

- September 24th, 2024: Onsite to perform scheduled maintenance to the elevators.
- October 02nd, 2024: Onsite to perform maintenance and review to the elevators.

Vancouver Pacific Plumbing (Morris)

- October 17th, 2024: Onsite to fix the clogged drain in the kitchen sink of a townhouse; after inspecting the unit, they performed a deep cleaning of the drainpipes; during the repair, they found a problem with the garburator.
- October 29th, 2024: Onsite to clean and repair the drain caused by a backup in the kitchen sink of unit #608. The plumber used hydro jetting pressure to clean the drain.

F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS AND ARREARS

The Financial statements are still being reviewed by the Treasurer; the approval was tabled to the next Council meeting.

Arrears:

Management reported that four (4) 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:

- Dryer Vent cleaning was scheduled for October 22-31, 2024. 36 units did not provide access for in-suite dryer vent cleaning.
- There is an issue with one of the EV charging stations, the repair cost is being covered, by the warranty on the unit.
- There was a water incident in a 9th-floor unit that affected the neighbouring units and hallway. The damage did not exceed the strata's water damage deductible, the repairs are the responsibility of the source unit.
- The strata is still waiting for the P4 parkade crack repair project to proceed.
- The motor contactor for the boiler control system failed and had to be replaced at a cost of \$900.00.
- The hot water boilers require cleaning, and the cost is \$1500, the project will be scheduled in the coming weeks prior to the winter season.
- Pressure valves for one of the hot water storage tanks have failed and were replaced at a cost of \$500.00.
- The Strata has a contract with a snow removal vendor to support the building resident manager in the event there are significant snow incidents this winter.
- A Resident reported no power in their unit to the management company, it turned out they had tripped the breaker on their BC Hydro meter. The breaker was reset by the resident manager, and this restored power.
- The parkade's gas sensors were tested, and one had failed, with a repair cost of \$285.00.

2. Security

- Management reported there have been no break-in issues since the last Council meeting. However, an owner's car was repossessed by a recovery agent for a financial institution who snuck into the parkade and removed a vehicle.
In order to prevent further incidents, the security vendor suggested installing metal panels to prevent anyone from accessing the gate sensors. The Strata Council approved the metal panel proposal.
- There were five parkade incidents in August, five in September and five in October, where residents did not wait for the gate to close, the Strata Corporation approved that the bylaw violation letters be sent.

Reminder to Residents

Always wait for the parkade **gates to close** when entering or exiting the building's parking areas.

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

- No projects at this time.

4. Correspondence and Appeals

- Several owners who had received parkade gate bylaw violation letters wrote back appeal submissions. The Residents who had never received bylaw violations in the past for not waiting for the gate to close received bylaw warnings.
- A resident on the twenty-fifth floor received a short-term rental violation letter for \$10,000.00, the owner has not responded back to the violation letter. The Strata has now imposed the fine on their account.

The same unit received bylaws violations for noise, smoking, and garbage bylaw violations. No response from the owner at the time of this meeting.

- A penthouse-level owner submitted a letter concerned about the noise they were hearing from the rooftop mechanical room. Upon investigation, a component of the boiler system was wearing out and causing increasing levels of noise. The contactor was repaired, and the noise appears to have stopped.
- A strata lot on the fifteenth floor received two noise disturbance violation letters for two separate incidents.
- A resident submitted an appeal for a bylaw violation for using the EV spot for regular parking, which is prohibited. The Strata has suspended their access to the long-term parking as a result. The Strata asked for a reminder letter to be sent to the resident about the time-usage limit, if the issue continues then their access will be revoked permanently.

- A resident wrote a complaint against another resident for nuisance behaviour toward them. The Strata Council requested a letter be sent to the offending unit that they behave in a kinder manner.
- There was a smoking complaint made against a unit by their neighbour. The Strata Council sent a letter to remind the resident about the smoking prohibition bylaw enforce at the building.
- Another smoking complaint was made against another unit and a bylaw violation was issued by the Strata Corporation.
- An owner submitted a concern to the management company about the new carpet installed in September. The Strata Council discussed the issue and determined that there has been ongoing carpet replacement over the years due to wear and tear, and the original carpet design is no longer manufactured nor available. The Council will take the approval for the carpet replacement to the owners at the next annual general meeting. Other owners have reported to the Resident manager their appreciation for the new carpet.

H. UNFINISHED BUSINESS

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

- The four EV Charging stations have been installed in long-term visitor parking and are operational.
- The Strata Corporation has a 4-hour maximum for use for the EV Charging stations, signage is posted.

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:

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

Vacant Units All Loss Deductible: **\$100,000.00**

Water Damage 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 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, however their proposals must be reviewed by the Strata Council before approval can be given.

Owners must submit an indemnity agreement with the full scope of work included, before the installation, and have it approved by the Strata Corporation.

4. Landscaping – Silent Gardner

- The strata council and building manager are happy with the new landscaping company and directed management to renew them for 2025.
- The Strata Council approved planting of pyracantha at the eastern end of the building to deter vagrants in that area. The plants will be planted in March 2025.

I. NEW BUSINESS

1. Annual Security Audit – 2024

- The 2024 annual security audit was completed on October 31, 2024. There were some issues with the Google forms.
- The strata will send reminders to owners who have not completed the audit.

J. NEXT MEETING

The next Strata Council meeting:

Tuesday, January 7th, 2025, 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 7:04 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:



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