

***The Bay, 146 Prince Edward Parade, Scarborough –  
CTS35389***

**Body Corporate Committee Meeting**

**Minutes**

**Meeting Date**      **Tuesday, January 13<sup>th</sup>, 2026**

**Present**                      Orna Bennett (Chair)  
Eric Waters (Treasurer)  
John Robinson (Secretary)  
Sue Andrews  
Bill Bergwever  
Ann Smythe  
Katrina Corcoran(visitor)

**Apologies**                      Peter Reggars

The meeting opened at 6.00 pm,

**Minutes of Previous Meeting**

The Minutes of the Body Corporate Committee Meeting held on December, 2025, were accepted.  
Motion carried.

**Business Arising from Previous Minutes**

**Programmed Property Maintenance (PPM) roof repairs.**

PPM had provided a new design in replacing the existing roof structure which has been knocked back due to an increase in height effecting several apartments views, they have reverted back to the original design. We had asked that work be put back from an early start in January and they advise that work will now commence on the 27<sup>th</sup>.January for a period of up to three weeks. (subject to final confirmation). Unfortunately, works cannot be postponed to the cooler months without incurring a financial penalty due to steel price increases. We are still awaiting the working hours they will be onsite and the pool area will most likely be unavailable during the time on site, appropriate notices will go out confirming these arrangements and regular updates will be provided if the pool and spa become available during this work.

**Recent Storm Damage and claim update**

Following the intense storm in the afternoon of the 24<sup>th</sup>.November 2025 there has been minimal notification of any apartments suffering ongoing water ingress. Correspondence has been received from apartment 5 advising of several areas of water ingress. The body corporate is working with the unit owner to confirm a suitable time for a reputable contractor to attend site and inspect the windows pertaining to the body corporates area of responsibility.

### **Testing of Fire Hydrants-Compliance**

As previously mentioned, this is a serious issue as our building is not compliant due to our system not generating sufficient flow/pressure. Pacific Plumbing and design (PPD) were on site on Thursday 8<sup>th</sup>. January conducting several tests. As a result, they have advised that the building will not require a water tank which would have been a major cost and would have been a logistical nightmare for its location. However, a diesel pump for the Hydrant system will definitely be required together with a possible additional pump for the fire sprinkler system. They are now in the process of producing an audit report of their findings followed by a detailed design and once completed we can tender out the scope to qualified contractors for work to commence ASAP.

### **Communal area conditions**

It has been identified that the foyer floor (ground floor) is in need of a chemical clean. Quotations are being obtained. The foyer carpets will also be professionally cleaned, following the decision to postpone replacement. The outside area gathers a lot of dirt and dust so a high- pressure water clean will be carried out to assist with cleaning the floors.

It was also identified that the Body corporate will provide prior notice to all owners when a booking for the area is made so everybody is aware of an event occurring.

### **Vegetation Growth on the Northern side of the building.**

We are still attempting to discuss with the owner of the property a way of removing the vegetation growth that is above our basement area as well as now progressing across the basement roof in the same area.

### **Financial Report**

The financial summary to December was presented and discussed, and was accepted and the motion carried.

### **Maintenance Report**

John Robinson presented the Maintenance Report basically summarizing the 2025 maintenance year as well as addressing new maintenance tasks.

The Maintenance Team have reduced the list of outstanding jobs considerably with contractors now having completed a lot of their outstanding tasks.

Some of the notable maintenance issues completed in 2025 were:

Interior painting of the building, Carpark Exhaust system upgrade, replacement of pool doors and a key entry install, major repairs to the roof to eliminate leaks, front garden lighting, foyer window sealing to name a few.

We thank all the residents for their patience and understanding when some of these works were carried out.

We are presently looking to engage the services of a handyman to carry out various works within the complex, which once appointed will help reduce our outstanding works considerably.

We are looking at in the next couple of weeks to carry out works to the portico area to enhance the buildings appearance.

We have had a few issues with the pool lately and Bill has voluntarily stepped in with cleaning and the management of the water testing, we will now continue to monitor the performance of our pool contractor moving forward.

### **General Business**

Orna has taken a well -deserved holiday for a couple of weeks so please direct any concerns or issues to other members of the Body corporate in her absence.

Unit 2 has some minor damage to the outside building frame caused by a heavy table becoming dislodged from the penthouse level and landing on it, on the day of that torrid storm. The Body Corporate is currently obtaining quotes to possibly make a claim on the owner's contents insurance subject to the price.

We need to remind residents that the portico carpark area is primarily a pickup and drop off area with a limit of 30 minutes. We do understand that at times there are valid reasons to why cars may be there longer. We do need to be conscious that this area should be free as much as possible in the event of an emergency.

We are looking at having an event on the ground floor area on Australia day from 10.00 am for those who would like to attend, a notice will follow.

With no further business the meeting closed at 7.55 pm.