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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
MONDAY, DECEMBER 12, 2016**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Monday, December 12, 2016 at Centrepoint in the Amenity Room, 4808 Hazel Street, Burnaby, BC.

A. CALL TO ORDER

The Meeting was called to order at 6:00 pm, by Nick Canosa the President of the Strata Council.

B. CALLING OF THE ROLL

The Strata Council Members present were Nick Canosa, Bruce Partridge, Carlos Lau, Raymond Lee, Jeff Leong with regrets from, Arthur Huang and Jaime-Ann Lew. Management was represented by Geoffrey Rosen.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Carlos Lau and seconded by Bruce Partridge, it was RESOLVED that the Agenda, be APPROVED for use at this meeting.

D. APPROVAL OF THE MINUTES OF THE PREVIOUS STRATA COUNCIL MEETING HELD ON MONDAY, SEPTEMBER 19th, 2016.

Upon a MOTION duly made by Carlos Lau and seconded by Jeff Leong, it was RESOLVED that the minutes from the previous Strata Council meeting held on Monday, September 19, 2016 be APPROVED as distributed.

HEARINGS

- A resident appealed a fine for not waiting for the garage gate to close. They presented their appeal to the Strata Council for discussion. After reviewing the video footage of the incident, it was determined that the residents' guest did not wait for the gate; therefore, the appeal was declined.
- A resident appealed a parking violation charge where a resident was parking in Visitor Parking for an extended period of time. The Strata Council reviewed the appeal as well as the evidence provided by the resident and declined the appeal with the explanation that the bylaw and signs do not allow Owners to park in visitor parking. Also, the vehicle is registered as being a resident's vehicle; therefore, the Strata Council declined the appeal.

- A tenant appealed fines relating to noise, speeding and move out violations. The Strata Council reviewed the appeal and determined the following decision. Firstly, the Strata Corporation, after receiving numerous noise complaints from several residents regarding this unit, declined the appeals regarding the noise nuisance fines. Secondly, the speeding had been witnessed by several residents of the building; therefore, the Strata Council declined the speeding appeal. Thirdly, the move-out took longer than 2 hours and the resident continued the move after the scheduled time; therefore, they were fined an additional \$100.00.

E. CARTAKERS REPORT Submitted by Joseph Coutu December 12 / 16

- Clean out locker rooms
- Clean and power flush steam rooms
- Work on water feature clean out garbage
- Clean up garbage and items left in storage rooms
- Contractor finished flood from 28 th floor
- Move furniture from lobby for electrician to get lift in for lights
- Several illegal moves and deliveries and tenants arguing with Kim and I as the owners do not tell them what to do to book their moves
- Work with floor cleaner to strip and finish floors in lobby
- Work with electrician to find breakers for lobby lights and get set up
- Change burnt out lights in parking and stairs
- Power wash deck on 6th floor garden and re stain power wash hallway on top floor of town homes
- Work with tech to do anchor inspection
- Check for gas leak in suite where contractors were working
- Work with Waste control to set up new company for garbage and recycling
- Called to check leak in a suite coming from suite up stairs (dish washer)
- Kim and I power washed parking lot
- Called for fire alarm resident pulled fire station by the office on M level
- Work changing office wiring etc. for new equipment
- Work on floor plan signs
- Repair tractor for plow also get snow blower and equipment ready
- Shovel snow plow and salt several times
- Put up Christmas decorations in lobby

CONTRACTORS

Carpet and floor cleaner for all floors

Fire department for alarm

Electrician for lobby lights

Across town plumbing for leaks

Gerard, electrician for gates to install new on P3 exit

Thyssen for service

Thyssen for brake service on cab 4 cab 4 not done yet

Hakkon for service

Pump House fitness to service and repair exercise equipment

Accurate glass for front doors on Hazel St

City irrigation for sprinklers to blow out and shut down for winter

Gerard for replacing door in p3

Painter to paint all walls on all floors and frame around elevators etc.

Lock smith to get into suite on 6th floor for alarm left beeping and disturbing neighbors

- The Caretaker reported that the power washing had been completed but 35 vehicles were not moved, which was an inconvenience in cleaning the parkade.

F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS, ARREARS

The Treasurer, Bruce Partridge, had reviewed the Financial Statements for the year up to and including October 2016, and found them to be in good order.

Upon a MOTION duly made by Bruce Partridge, seconded by Jeff Leong, it was RESOLVED that the Financial Statements for the year, up to October 31, 2016, be APPROVED as reviewed.

Arrears

Management reported that there are seven (7) Owners in arrears for their Strata Fees. The Strata Corporation has sent letters to the Owners asking for timely payment of their Strata Fees as per the *Strata Property Act of BC*. Owners who do not pay their Strata Fees on time are fined \$100.00 per month plus interest, as per the Strata Corporation Bylaws.

G. REPORTS

1. Management

- The Management Company reported that the building's roof safety anchors were inspected, tested and passed, as required by Work Safe BC, to ensure they comply with code.
- The Management Company confirmed that the new garbage collection service company, Waste Control Services, is now in place and new bins have been installed in the building.
- The back flow preventers for the mechanical systems were tested and passed.
- There was an email from a resident suggesting a rental restriction bylaw be proposed at the General Meeting. The Strata Council will take the request under advisement.
- Repairs to the boilers had to be made in October.
- The buildings elevator contract for 2017 is increasing by 2% as agreed upon in the elevator contract.
- Someone mistakenly drove through the visitor parking area garage gate in late September and severely damaged it. The gate has been replaced at ICBC's cost.
- There was a request from an Owner that the Strata Corporation get involved with a Silverfish issue. However, based on the Vancouver Coastal Health authorities' provisions, Owners are responsible for pests within their strata lots.

- An Owner proposed a bylaw amendment for the bicycle storage bylaw. The Strata Council agreed to put a revised version forward to the Owners at the Annual General Meeting.

Bicycle Storage and Transport:

41. Bicycles are not permitted in elevators, hallways or any other indoor common areas except the designated bike storage rooms as shown on the strata plan. No bicycles are to be kept on patios, balconies or terraces; instead they shall be stored within the bike or storage lockers. All bicycles must enter or exit the building by way of the vehicle entry to the parking garage only. An owner may request exemption to this bylaw for the purpose of bicycle transport to and from their unit. Transport must occur through the parkade, not the main entrance. The Strata Corporation may request a damage and cleaning deposit as part of an exemption approval. Rules for bicycle transportation, including cleanliness of bicycle and elevator etiquette, may also be established by the Strata Council as conditions of an exemption.

- There was a fire alarm at the building in early November.
- The Strata Council authorized replacement to the front doors of the building at a cost of; \$4,000.00.
- The Strata Council authorized, as a Capital Expense for 2017, blinds at a cost of; \$3,700.00, for both the ground floor amenity room and the mezzanine gym area.

2. Security

- There have been no incidents since the last Council meeting.

3. Project Update

- There are no ongoing projects.

4. Correspondence & Appeals

- There was a letter from a rental company saying that they will now be renting for terms of sixty (60) to ninety (90) in the building for insurance claimants.
- There are ongoing noise issues between suites.
- There are ongoing issues with people disposing garbage incorrectly.
- There are ongoing issues with move in procedures and Owners being fined. Please note; anytime there is a change in tenancy in a suite, you must inform the Strata Corporation with the proper contact information of who is living there.

Please note: Move fees must be paid before scheduling a move. Owners must submit Form K's for all tenants moving into the building as required by the Bylaw's and the Strata Property Act.

- There were reports of Airbnb in the building.

Please note: Airbnb is prohibited at the building. No rentals less than one month are allowed.

- An Owner questioned why his fob had been deactivated and it was explained that it had been used by someone else to violate the garage gate bylaw. Please ensure that if you lose or misplace your fob, to report it to the caretaker as soon as possible to avoid this kind of situation.

Please note: Once fobs are reported lost or stolen they are de-activated for security reasons.

- There are still illegal moves taking place in the building and Owners are being fined accordingly for bylaw violations.
- There was a letter from an Owner asking to change their parking spot. All the parking spots in the parkade have been assigned by the Developer to the Owners and the Strata Corporation is unable to make any changes as they are not privy to any of the leases.
- There were requests to appeal garage gate violations, which were declined.

H. UNFINISHED BUSINESS

1. Insurance Loss

- The insurance loss from August is largely complete. The final deficiencies are being sorted out.

I. NEW BUSINESS

1. In-Suite Hose Replacement

- The Strata Council will pursue this in the next year.

2. Exterior Eyebrow Repair

- Eyebrow repairs are complete and paid for. The Strata Council is determining whether or not to pursue having the eyebrows on the north east and north west sides of the building done.

3. LED Lighting Upgrade for Common Areas

- The Strata Corporation authorized the purchase of an LED Upgrade System for the Strata Corporation and for the payment to be paid out over a six year period through a lease. The cost savings to upgrade the building from fluorescent to LED will pay for the lease, therefore, as per the Special Resolution passed at the 2013 AGM, the Strata Council authorized to proceed.

4. Annual Security Audit

- The majority of Owners have now submitted their audit forms. Thank you to all Owners. There are still a dozen Owners who have yet to submit their audit form.

J. NEXT MEETING

The next Strata Council meeting will be held on;

**Monday January 9, 2017
at 6:00 pm
in the 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 9:28 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:

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