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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
WEDNESDAY, JANUARY 13TH, 2016**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Wednesday, January 13th, 2016 at Centrepoint in the Amenity Room, 4808 Hazel Street, Burnaby, BC.

A. CALL TO ORDER

The Meeting was called to order at 6:08 pm, by Nick Canosa the President of the Strata Council.

B. CALLING OF THE ROLL

The Strata Council Members present were Nick Canosa, Carlos Lau, Bruce Partridge, Arthur Huang, Raymond Lee and Jeff Leong with regrets from 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 Arthur Huang, 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 HELD ON WEDNESDAY, NOVEMBER 18TH, 2015

Upon a MOTION duly made by Carlos Lau and seconded by Arthur Huang, it was RESOLVED that the minutes from the previous Strata Council meeting held on Wednesday, November 18th, 2015 be APPROVED as distributed.

E. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS, ARREARS & BUDGET 2016

The Treasurer, Bruce Partridge, had reviewed the Financial Statements for the months of October and November 2015, and noted that they were in good order.

Upon a MOTION duly made by Bruce Partridge seconded by Jeff Leong, it was RESOLVED that the Financial Statements for the months of October and November 2015 be APPROVED as reviewed.

Arrears

Management noted that there are eleven (11) 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, as per the Strata Corporation Bylaws.

Proposed Budget 2016

Management presented the proposed budget for the 2016 Fiscal Year. It was reported that the Strata Corporation was under budget for electricity and gas and a number of items, however mechanical repairs were significantly over budget due to various mechanical systems needing repair and replacement in the building. Management did report that the insurance was under budget by almost \$20,000.00 due to negotiations with the insurance companies.

Management reported that, due to a number of issues with the buildings in-suite plumbing supply lines, the Strata Corporation takes on a strategy of subsidizing Owners replacement of their toilet, dish washer and washing machine supply lines to ensure that they are replaced and do not leak. Any incident would cost an Owner or the Strata Corporation \$10,000.00 depending on who is responsible and will significantly increase premiums in the long term. The budget incorporates a \$30,000.00 subsidy to be used to move this project forward, which will result in a 4% increase in the 2016 Strata Corporation budget.

The Strata Council reviewed and discussed the budget and found that they will propose this budget to the Owners at the Annual General Meeting to be held on February 16th, 2016.

Upon a MOTION duly made by Jeff Leong and seconded by Arthur Huang, it was RESOLVED that the budget as proposed be sent to the Owners for approval at the Annual General Meeting 2016.

F. REPORTS

1. Caretaker

- Best Buy, the electronics commercial store tenant next to the building, has left and on their departure they caused some havoc in the loading bay with trucks which resulted in a number of garbage pick-up delays. This has now been resolved.
- An Owner reported that a Resident of the building is parking in the washing bay. Any vehicle found parked in the washing bay at the bottom of the parkade will be towed at the Owners expense.
- A Resident defecated in one of the hallways which had to be cleaned up, please do not use common area hallways in such a manner.

2. Management Report

- Management reported that Orr Development has to do repairs on the check valve for the buildings main incoming water supply; as a result the building will have its water turned off on January 25th, 2016 for the morning.

- Orkin continues to monitor and supply bait for the bait traps in the parkade.
- Management, having walked through the building, determined that some Owners concerns that the air flow is not consistent throughout the building is indeed true and arranged to have Haakon Mechanical, the Strata Corporations mechanical company, attend to adjust hallway pressurization in the hopes of evening it out throughout the building.
- If Residents have issues with their balcony doors please report it to Management by email at admin@nationalpacific.ca so that they can be repaired.
- There was a leaking check valve on the storm water pipe system that had to be repaired.
- Two re-heat tanks in the building failed, one for the townhouses and one for the middle section of the building. The townhouse one has been repaired and the other one is on order.

REMINDER TO OWNERS

IF YOU HAVE ANY OUTSTANDING STRATA FEES WHEN YOU ARE TRYING TO SELL YOUR UNIT MANAGEMENT MUST BE CONTACTED TO MAKE ARRANGEMENTS FOR PAYMENT IF THEY ARE NOT BEING MADE THROUGH THE LAWYERS.

3. Security

- It was reported that there was a break in to a suite on the 30th floor and an attempted break in on the 28th floor. If any Owners notice any suspicious activity, please report it to the Police. As the building has elevator floor lock off access between floors is very difficult, unless somebody has gotten their hands on a stolen fob or keys which is why the Strata Corporation does an annual audit.
- As part of the 2016 budget there is a proposal to upgrade the camera system from a standard definition system to an HD system at a cost of approximately \$12,000.00 plus tax, this has been incorporated into the 2016 budget.

4. Projects

- One of the projects that the Strata Corporation is going to take on in 2016 is going to be encouraging Owners to replace their toilet supply lines, their laundry supply lines and their dishwasher supply lines as a joint project. It was also determined that the sink supply lines may in fact be defective and Management is investigating with the insurance company as to whether these can be replaced at no cost to the Owners. The item will be discussed further at the General Meeting.
- The other projects that will be undertaken will be the staining of the 6th floor deck, replacement of two more levels of carpet in the building.

- There will be a Special Resolution proposed to the Owners at the General Meeting to authorize expenditure of money from the Contingency Fund for repairs to the concrete of the buildings balcony eyebrows which are beginning to have concrete exposure at the rebar which will cause long term damage to the building.

5. Correspondence

- There was an appeal from an Owner who denied a garage gate violation when their fob was used, the appeal was denied.
- There was an appeal from an Owner regarding dogs defecating off balconies; the Strata Council is going to ask the Owner for access to investigate further.

NOTICE TO RESIDENTS

PLEASE NOTE THAT IF ANY RESIDENTS MAKE EXCESSIVE NOISE AFTER 11:00PM AT NIGHT, THEY WILL BE ISSUED WARNINGS AND FINES FOR DISTURBING THEIR NEIGHBOURS.

- There continue to be fines issued regarding for moves without notice and garage gate violations.

G. UNFINISHED BUSINESS

There was no unfinished business.

H. NEW BUSINESS

1. AGM Prep

- The General Meeting for 2016 will be held on February 16th, 2016 at the Holiday Inn Express at Metro Town.

The following Rules and Bylaw amendments will be proposed;

- There will be an amendment proposed to the visitor parking rule relating to the time limits.
- There will be a proposed amendment to the move in Bylaw, relating to the move in of furniture and items of that nature, essentially any move that takes longer than 1 hour will result in a \$50.00 fine.
- The Strata Corporation will be proposing a restriction of no dogs and cats in the building permanently. Existing dogs and cats will be grandfathered.

- There will be a Special Resolution proposed authorizing the Strata Corporation to spend up to \$100,000.00 from the Contingency Funds to do membrane and concrete repairs on the balcony eyebrows throughout the building.

Upon a MOTION duly made by Carlos Lau and seconded by Jeff Leong, it was RESOLVED to present the proposed Bylaw and Rules amendments and the Special Resolution to the Owners at the Annual General Meeting.

2. Insurance Loss December 25th, 2015

- There was a water loss in two Strata Lots on the morning of Christmas at 3:00 am. A braided hose connected to a faucet failed and filled two units with water and did minor damage to a townhouse below. The repairs are currently underway and the Strata Corporation is investigating with the insurance company whether or not all the faucets in the building must be replaced due to similar deficiencies.

I. NEXT MEETING

The next meeting is the Annual General Meeting to be held on:

**Tuesday February 16th, 2016
at 6:00 pm
at the Holiday Inn Express, Station Square**

(The invitation package will be sent via the mail)

J. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made, it was RESOLVED that the meeting would be adjourned at 7:55 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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