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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
THURSDAY, JULY 6, 2017**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Thursday, July 6, 2017 at Centrepoint, in the Amenity Room, 4808 Hazel Street, Burnaby, BC.

A. CALL TO ORDER

The Meeting was called to order at 6:51 pm, by Nick Canosa, the President of the Strata Council.

B. CALLING OF THE ROLL

The Strata Council Members present were Bruce Partridge, Kevin Lam, Nick Canosa, Carlos Lau (by Telecom), and Jeff Leong with regrets from Raymond Lee. Management was represented by Geoffrey Rosen. The Resident Managers, Joseph Coutu & Kim Robinson, were present.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Jeff Leong and seconded by Kevin Lam, 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 Jeff Leong and seconded by Kevin Lam, it was RESOLVED that the minutes from the previous Strata Council meeting held on Thursday, June 1st, 2017 be APPROVED as distributed.

E. CARETAKER'S REPORT

Submitted by: Joseph Coutu Dated : July 6 /17

- Drain clean and power wash water feature
- Repair concrete in water feature
- Paint water feature
- Work with electrician for lights in water feature
- Clean dog feces on 21st floor
- Check for leaks on 28th floor apartments
- Pick up supplies from pool company
- Work on Sunday because no cleaners showed up for the weekend
- Rebuild pump for chlorinator

- Go with the plumber to show where drains are for cleaning
- Found leak in boiler room (Air release valve)
- Problems with West coast coatings guys doing inspection
- Called in for flood into suite 3502 (Another air release valve in boiler room)
- Pick up new carpets for building
- Clean and disinfect steam rooms
- Repair gates on town homes
- Clean walls on ramp on Hazel St
- Called in for resident stuck on elevator (Fire Dept.)
- Clean out water lines for water feature
- Clean down stairs

CONTRACTORS

- Electrician for lights
- John B Plumbing
- First on for floods
- A1 fire for fire inspection
- ThyssenKrupp for service
- Haakon for PRVs
- Morris for plumbing on 34th
- Lock smith for leaver handles in stairs
- PGA for fobs
- ThyssenKrupp for repairs
- Lock smith for stair lock covers

Observations

- Reminder to Owners: If your suite has a water leak, or an in-suite emergency, please contact the emergency number at **604-685-8830**.
- The carpets in the elevators have been replaced, due to significant wear and tear.
- The Resident Managers reported that they have turned off all of the common area hallway heaters for the summer to save electricity.
- It was discussed by the Strata Council that the Resident Manager and all of the Strata Corporation employees have a responsibility to maintain the building's security. It may, from time to time, result in them talking to residents or guests to confirm that they are residents and not trespassers.

F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS, ARREARS

The Treasurer, Bruce Partridge, reviewed the Financial Statements from January to May 2017, and found them to be in good order.

Upon a MOTION duly made by Bruce Partridge and seconded by Jeff Leong, it was RESOLVED that the Financial Statements for the months January to May 2017, be APPROVED as reviewed.

Arrears:

Management reported that there are nine (9) Owners in arrears for their Strata Fees. Management has 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 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

- A re-circulation line on the 34th floor of the building, that was beginning to leak, has been replaced.
- Several Owners were concerned that a non-resident is using the gym while unaccompanied by a resident. Management investigated and determined that there are residents using the gym with guests, which is allowed under the current Rules.

1. Use of the facilities is for the residents of The Strata and their guests only.

- One of the ground floor amenity room windows has been damaged; the glass company has been contacted to replace the window.
- Management arranged to have the building's drainage lines augured out.

The building's drainage lines are located in the ceiling of the loading bay on the west side of the building, which requires a lift.

- The April insurance incident, which caused damage on the seventh floor, is now mostly repaired, with the exception of the common hallway flooring, which will be upgraded to match the other newly carpet tiled common hallways.
- It was discussed by the Strata Corporation that there are a number of Owners in the building who would like a rental restriction bylaw to be brought forward at the next Annual General Meeting.

The item will be discussed further by the Strata Council at the next Council meeting.

- Management received a message from an Owner regarding the exposed wiring in the fountain. The Strata Council discussed that due to the way that the fountain was designed, and that the fountain lights have to be removed on an annual basis in the fall and re-installed in the spring to prevent their theft, so it is currently the only option that is available to ensure that the lights are powered.
- The Management Company has setup a QQ account for resident who have questions

QQ: 2231544946

2. Security

- There have not been any reported security instances since the last Strata Council meeting.

A reminder to residents: Please wait for the garage gate to fully close before proceeding to exit or entering the building, also it is requested that residents do not let strangers into the building through the common area doors. Please ask them to use the enterphone at the front door.

3. Project Reports

- The carpet upgrade that was budgeted in the 2017 budget will be proceeding in the summer of 2017. The 7th, 8th, and 15th floors will likely be upgraded to the new carpet tile.
- Jeff Leong reported that he is still working on the app for the lobby TV that will be displaying building events.

4. Correspondence and Appeals

- A resident sent in a letter about another resident smoking. The resident is apparently a non-smoker, so the fine, which had been applied, will be removed.
- Stats Canada will be back at the building attempting to interview residents.
- A letter from an Owner updating their contact information was received.

A reminder to Owners: For emergency purposes, please provide your current phone numbers and addresses when you move in or out of the building.

- An Owner inquired what the Strata Corporation's minimal rental period was. The Strata Council informed the Owner that the minimal rental period is one month.
- There was a fine issued to a resident that had a party in the amenity room, the resident was later found by the Resident Manager sleeping in the amenity room.
- Uninsured vehicles in the parkade are becoming an issue.
- There was a dispute between two Owners who, while opening their car doors, were dinging each other's cars. The Strata Corporation hopes that residents are respectful of each other's property in the building's common areas, and that they would be respectful of each other's cars.
- There was an issue with an Owner failing to file a Form K (Notice of Tenant Responsibilities), which is a fineable offense. Please note that all Owners must submit the Form K's for their tenants within two weeks of the tenant occupying the strata lot, as per the Strata Property Act of BC.

Appeals

- Owners came to appeal a fine they received for their tenant running a business in their strata lot. After an extensive conversation, the Strata Corporation agreed to send them evidence to confirm the bylaw violation.
- An Agent appealed, on the behalf of an Owner, a bylaw violation where a fine had been issued for the operation of a business out of a strata lot. With the evidence provided, the appeal was denied.

H. UNFINISHED BUSINESS

1. LED Project

- The majority of the LED lighting system has been installed.
- The Vendor still has some light fixtures to finish upgrading at the Hazel Street entrance.

2. Exterior Eyebrow Membrane Replacement

- This item is currently on hold until the Summer of 2018

3. In-Suite Hose Replacement

- This item is only on hold until September 2017. The project is scheduled to begin the week of September 25, 2017.

4. Eyebrow Warranty Issue

- There has been an issue with re-bar popping out of the concrete along the bottom of the eyebrows (the balcony edges). The Strata Corporation arranged to have them investigated and the results have been sent to Intracorp, the building's developer, and to Traveller's Warranty Company. The Strata Corporation is waiting to hear back from the Developer and Traveller's Insurance as to how they plan to remedy the warranty items.

I. NEW BUSINESS

1. Annual Security Audit for 2017

- The annual security audit will begin September 1st, 2017 until the end of October.

Notification will go out by email, will also be posted on the building's website, and notices will be posted at the building.

- From September 1st to October 31st, Owners will be able to complete the audit on-line. After the 60 days, Owners will have to manually complete the audit and submit it to Management, or leave it with the Resident Manager.

J. NEXT MEETING

The next Strata Council meeting will be held on;

**THURSDAY SEPTEMBER 20, 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 8:06pm.

**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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