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THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
TUESDAY, AUGUST 21, 2018

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, August 21st, 2018 at Centrepoint, in the Amenity Room, 4808 Hazel Street, Burnaby, BC.

A. CALL TO ORDER

The Meeting was called to order at 6:30 pm, by Nick Canosa, the Strata Council President.

B. CALLING OF THE ROLL

The Strata Council Members present were Nick Canosa, Raymond Lee, Jeff Leong, Yu chin (Lysandra) Lee and Jason Wang. Management was represented by Geoffrey Rosen.

Yun Liu resigned from the Strata Council prior to this Strata Council meeting. Her resignation, and the vacancy caused by Linli (Lily) Ruan selling her suite, created two vacancies on the Strata Council. The Strata Council appointed, as provided for in the Strata Property Act of BC, Carlos Lau and Bruce Partridge to serve on the Strata Council.

Upon a MOTION duly made by Yu chin (Lysandra) Lee and seconded by Jeff Leong, it was RESOLVED to appoint Carlos Lau and Bruce Partridge to serve on the Strata Council for the remainder of the Fiscal Year. The Motion PASSED unanimously.

Bruce Partridge was appointed to fill the position of Treasurer, as the position was vacant.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Yu chin (Lysandra) Lee and seconded by Jeff Leong, 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 Jason Wang, it was RESOLVED that the minutes from the previous Strata Council meeting held on Thursday, June 14th, 2018, be APPROVED as distributed.

E. CARETAKER'S REPORT

The Strata Council reviewed the Caretaker's Report;

Submitted by Joseph Coutu AUGUST 21/ 2018

- Checked water leaks on 3rd and 5th floor
- Power flushed steam room
- Cleaned the tiles in steam room with new hand steamer
- Leak still on 16th floor hallway
- Cleaned locker rooms
- Put up new notices for rental parking
- Attended to damage on fire door on 7th floor
- Drained water feature and power washed it
- Cleaned a large amount of dog feces from common property, as residents are allowing their dogs to defecate on common property without immediately cleaning up the excrement.
- Worked on common area doors and closers throughout the building
- Cleaned up locker rooms
- Cleaned up water feature
- Repaired the floor lights in the lobby
- We are getting more homeless and vagrants hanging around and trying to get in the building.
- The brass lights and their covers were stolen from the water feature at the front of the building.
- Dealt with the RCMP regarding theft of the brass lights and non-residents in and out of the building.

CONTRACTORS

- A-1 Fire Supplies Ltd to replace fire extinguisher
- Haakon Industries to service mechanical systems
- ThyssenKrupp to service elevators
- Vancouver Pacific Heating and Plumbing for leaks on 16th and 27 floors
- Haakon Industries to replace valve in water room
- High Volt Electric to replace all receptacles by elevators
- Paladin for fire panel inspection
- Bullet security for camera on roof
- Daniel for carpet cleaning and floors
- XTR Building Services for eyebrows
- Pump house for exercise equipment
- Haakon Industries for water shut down back flows
- RCMP theft and vagrants

OBSERVATIONS

- Management reported that Kim Robinson had been away for much of July and only working part time due to a WorkSafe BC incident at the building.

F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS AND ARREARS

The position of Treasurer was vacant at the time of the Council meeting; therefore, the Treasurer's Report was tabled until the next Strata Council meeting.

Arrears:

Management reported that there are thirteen (13) 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

- Management reported that Air-Vac will be on-site September 17th, 2018, to clean the dryer exhaust vents for those units who missed the first cleaning. Notices will be posted on those affected units.
- Management presented to the Council, a draft of a by-law that would allow the installation of metered electric vehicle charging stations. The by-law would allow for the installation of metered electric vehicle charging stations in individual parking stalls that would bill the resident directly. The proposed by-laws will be presented to the Owners at the next Annual General Meeting.
- The building's backflow preventers were tested, and the results submitted to the City of Burnaby. They were found to be in good order.
- The building's third fire inspection for the year will be held August 22nd, 2018 to inspect the remaining uninspected units, to comply with the City of Burnaby by-law.
- The building's fire panel insurance claim was settled. The Strata Corporation received \$4,100.00, of a \$5,500.00 claim.
- Management reported that a CO (Carbon Monoxide) sensor was installed in the mechanical room.
- Management reported that there have been a number of issues with garbage collection. The waste management company reported that they have had a number of issues with their staff. The Strata Corporation has received a credit for the missed garbage pick-ups.
- The building's emergency generator semi-annual testing occurred June 2018, and was found to be in good order.
- The building's backflow preventer for the ponds, by the front entrance, had failed and had to be replaced.

- There was a water loss incident between two strata lots, in 2016. The Owner of the affected suite was able to obtain their insurance deductible from the Owner of the suite, which was responsible for the loss, at the time their suite sold.

2. Security

- Management reported that the brass lights and covers in the water feature at the front of the building had been stolen. Management is looking for non-metal covers, as it appears that any metal will be stolen.
- There is an increasing amount of suspicious activity around the building at night. If Owners are concerned, it is encouraged that they call the RCMP non-emergency phone line, and report their concerns, so that Police Officers can be sent on a more ongoing basis.
- The remote fobs that the Strata Corporation uses for access into the building are no longer manufactured. As a result, the Strata Corporation will have to upgrade their access control system to be supported by the next generation of technology.

Centrepoint Residents, please be reminded to wait for the garage gate or front door to completely close before proceeding into or out of the building, failure to do so could result in property being damaged or stolen. Do not let anybody into the building who is not known to you, let them use their fob or get buzzed in.

3. Project Reports - 2018

- There are not any projects at this time.

4. Correspondence and Appeals

- An Owner appealed the fine that they received for not making their suite available for the dryer vent cleaning, as they had an emergency that they needed to attend to. The Strata Council accepted the explanation, and waived the fines and fees associated.
- Management reported that there are an increasing number of gate violations due to residents not waiting for the parkade gate to completely close before proceeding into or out of the parkade, as well as not waiting for the front door to completely close and thereby letting people that they don't know into the building. As a result, the Strata Corporation has unanimously agreed that they will no longer issue warnings for gate violations. From here on out, the Strata Corporation will issue a \$50.00 fine for the first violation, \$100.00 for the second violation, and \$200.00 for each subsequent violation, when they are reported.
- There continues to be issues with Owners not properly notifying the Strata Corporation when moving into the building.
- There continues to be an issue with residents parking unregistered/non-insured vehicles in their parking stalls, which is a violation of the Strata Corporation's by-laws.

- There is an ongoing issue with residents having multiple pets in their suite.

Residents, please be reminded that the Strata Corporation by-laws allow for only one dog or one cat.

- A resident appealed a fine that they received for missing the fire inspection in June. It was determined that Ownership of the suite had changed during the first fire inspection, as it was the previous Owner who had failed to give access to the suite. The Strata Council decided to waive the fine.
- Another resident appealed a fine that they received for missing the fire inspection in June. The Strata Corporation agreed to waive the fine; however, the cost for the re-inspection will still be applied.
- A resident appealed a fine that they had received for their first gate violation. It was determined that they were a tenant and that there had been several gate violations against the Owner, which is how the Strata Corporation measures by-law violations. The Strata Corporation decided that the Owner should still be fined, as it was their prior tenant that accrued the gate violations, and the Owner of the suite is at all times responsible for the actions of their tenants.

H. UNFINISHED BUSINESS

1. Eyebrow Warranty Issue

- Management reported that the structural engineering company had been on-site to inspect the building's envelope issues regarding the ongoing warranty claim. The Strata Corporation is still waiting to receive a copy of the report from Travelers Insurance.

2. In-Suite Hose Replacement

- Management reported that there are twenty-two (22) units that still require their washer/dishwasher hoses replaced.

3. Exterior Eyebrow Repair

- XTR Building Services is currently doing the exterior eyebrow repair and re-coat. They report that the project 33.0% complete.

Please note that the contract is a fixed price contract, and if they take longer to complete the project, it does not mean that the Strata Corporation will pay any additional money.

4. Annual Security Audit 2018

- The annual security audit will run on September 1st, 2018 to October 31st, 2018. Please watch for notices posted in the building and for notices via email and minutes.

5. Council Resignation

- Yu chin (Lysandra) Lee has chosen to resign from the Strata Council for personal reasons.

The Strata Council thanked her for her work over the past six months.

J. NEW BUSINESS

- There was no new business to transact.

K. NEXT MEETING

The next meeting of the Strata Corporation will be the Strata Council Meeting on;

**Tuesday, September 18th, 2018
at 6:30 – 8:30pm
in the Amenity Room.**

L. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made, it was RESOLVED that the meeting would be adjourned at 7:54pm.

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:



**Quay Pacific Property Management Inc.
& National Pacific Real Estates Services Inc.**

885 Helmcken Street
Vancouver, BC, V6Z 1B1
Ph. 604-685-8830 Fax: 604-685-1423
E-mail: Vancouver@quaypacific.com