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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
THURSDAY, JUNE 14, 2018**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Thursday, June 14th, 2018 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 Strata Council President.

B. CALLING OF THE ROLL

The Strata Council Members present were Nick Canosa, Yu chin (Lysandra) Lee, Linli (Lily) Ruan, Raymond Lee and Jason Wang, with regrets from Jeff Leong and Yun Liu. Management was represented by Geoffrey Rosen.

Linli (Lily) Ruan has sold her unit, and has resigned from the Strata Council, effective at the end of the meeting. The Strata Corporation thanked her for all of her hard work and for her service as Treasurer over the last couple of months. The Strata Corporation will fill Lily's spot on the Strata Council, with a new Owner, at the next Strata Council meeting.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Raymond Lee and seconded by Yu chin (Lysandra) Lee, 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 Raymond Lee and seconded by Linli (Lily) Ruan, it was RESOLVED that the minutes from the previous Strata Council meeting held on Tuesday, April 17th, 2018, be APPROVED as distributed.

E. OWNER PRESENTATION

- There was an Owner who attended the Strata Council meeting in order to obtain the assistance of the Council to contact the Owner of the suite above theirs, which was responsible for a water loss that occurred over one year ago. Management reported that they had attempted to contact the Owner of the suite responsible for the water loss, and received no response, same as the no response to the other Owner's

communications. Management informed Council that it had been determined that the suite was up for sale and may be sold, at which time the Owner could re-claim their insurance deductible.

F. CARETAKER'S REPORT

- The Caretaker is away on vacation; therefore, there was no report.
- If tenants do not know where their storage locker is located, please contact your own Property Manager, and if they are unable to help you, please make arrangements for the Caretaker to show you where your storage locker is located. If the Caretaker is on holiday or not available, please contact Management, and they will be able to tell you the area where your storage locker is located.

G. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS AND ARREARS

The Treasurer, Linli (Lily) Ruan, had reviewed the Financial Statements for the month of March 2018, and found them to be in good order.

Upon a MOTION duly made by Linli (Lily) Ruan and seconded by Raymond Lee, it was RESOLVED that the Financial Statements for the month of March 2018, be APPROVED as reviewed.

Arrears:

Management reported that there are ten (10) 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.

H. REPORTS

1. Management

- Management reported that in the month of May, a resident complained that they did not have water first thing in the morning. Management investigated and determined that the Lo-Flo Pressure Regulator Valve (PRV) that serves the 15th to 24th floors had failed. The PRV was replaced, which resolved the issue.
- Management reported that from May 30th, to June 1st, 2018, the annual power washing of the parkade was completed, and that residents indicated that they were pleased with the results.
- Management arranged for the garbage collection days to be changed to Mondays and Thursdays, as there were collections issues on Sundays. There have not been any collections since the collection days have been changed.
- The final deficiencies from the installation of the LED light fixtures in the common areas have been completed, at no charge to the Strata Corporation.

- It was discussed by the Strata Council that a resident is charging their electric vehicle off the common power in the parkade. Council passed a rule that states that residents are not allowed to use common area power to charge electric vehicles.

Upon a MOTION duly made by Jason Wang and seconded by Raymond Lee, it was RESOLVED to APPROVE the Council Rule as read. The Motion was unanimously approved.

The Strata Council will be bringing a proposal to the next Annual General Meeting, for the Owners to vote upon to resolve the issues of charging electrical vehicles in the building.

- A sign on the front door has been replaced, reminding residents, in both English and Mandarin, to please not let people, that they do not know, into the building, as it is a by-law violation and a threat to building security.
- The high temperature limit switch on the domestic hot water boiler, which had failed, was replaced, at a cost of \$1,000.00.

2. Security

- Management obtained a second quote to upgrade the building's security system to secure FOBS and FOB readers. The quote for the upgrade is \$26,000.00, not including taxes.

The Strata Council will be reviewing the quotes that they received, and will determine if a proposal will be put forward for the Owner's to vote upon at the next Annual General Meeting.

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

- A letter was received from an Owner regarding hot water issues in the lower part of the building, usually first thing in the morning. The issue has been resolved.
- A resident appealed a security audit by-law violation because they were not in the country for several months. The Strata Council decided to remove the fine.
- A number of Owners have inquired if the Strata Corporation is going to book a second dryer vent inspection.

Management will obtain quotes and report back to the Council at the next meeting.

- A number of residents have complained that neighbors are smoking on their balconies or near their suite windows and causing a nuisance. The Strata Corporation has issued appropriate letters.
- Residents have reported that they were present when the fire inspection occurred, and that their by-law violation fines be removed. The Strata Council replied that they would review, with the fire inspection company, and if there was an oversight, the fines would be removed.
- There was a question about in-suite smoke detectors and who is responsible for the maintenance of the device. They are not common property and are an Owner's responsibility to maintain. Smoke detectors may be purchased from the Strata Council, through the Caretaker, at a cost of \$25.00 each.

I. UNFINISHED BUSINESS

1. Exterior Eyebrow Membrane Replacement

- Management obtained two quotes to replace the building's west side eyebrow membrane. One quote was for \$108,000.00 and the second quote was for \$138,000.00. The Strata Council approved the quote from XTR Building Services at a cost of \$108,000.00.

Upon a MOTION duly made by Raymond Lee and seconded by Yu chin (Lysandra) Lee it was RESOLVED to approve the quote of \$108,000.00. The Motion PASSED unanimously.

3. Eyebrow Warranty Issue

- Management reported that the Warranty Company is sending an engineer to investigate the issue. Management is trying to arrange access for them.

4. Annual Security Audit

- The 2017 security audit is now complete. Only four (4) Owners failed to submit their audits and will be fined accordingly, as per the Strata Corporation's by-laws.
- The 2018 annual security audit will be scheduled to start in September. Please watch for notices.
- The Strata Corporation is investigating options as to how implement the security audit in a way that the information is reported to the Strata Corporation on a timelier basis.

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, July 12th, 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 7:55pm.

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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