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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
TUESDAY, JANUARY 8, 2019**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, January 8th, 2019, at Centrepoint, in the Amenity Room, 4808 Hazel Street, Burnaby, BC.

A. CALL TO ORDER

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

B. CALLING OF THE ROLL

The Strata Council Members present were Nick Canosa, Carlos Lau, Jason Wang, Bruce Partridge, Jeff Leong and Raymond Lee. Management was represented by Geoffrey Rosen.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Carlos Lau and seconded by Jason Wang, 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 Carlos Lau and seconded by Raymond Lee, it was RESOLVED that the minutes from the previous Strata Council meeting held on Tuesday, November 20th, 2018, be APPROVED as distributed.

E. CARETAKER'S REPORT

- The Caretaker was unable to attend the Strata Council meeting; therefore the Caretaker's Report will be tabled until the next Strata Council meeting.

F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS, ARREARS AND PROPOSED 2019 BUDGET

The Treasurer, Bruce Partridge, had reviewed the Financial Statements for the months of October and November 2018, and had found them to be in good order.

Upon a MOTION duly made by Bruce Partridge and seconded by Carlos Lau, it was RESOLVED that the Financial Statements for the months of October and November 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.

PGM Law Corporation, on the behalf of the Strata Corporation, has sent a demand letter to an Owner, who has not paid their Strata Fees for over one year, to bring their account up to date, or the Strata Corporation will seek an order to have their unit sold. The Strata Corporation is waiting for payment. Please note that Strata Corporation has attempted to contact the Owner via phone calls, emails and letters, and has not received a response, or explanation, as to why the Strata Fees have not been paid.

Proposed 2019 Budget:

The Strata Council reviewed a draft of the proposed 2019 budget line by line. The proposed budget incorporates a 4.50% increase in Strata Fees. It was noted that 2.00% of the Strata Fee increase will go to the Contingency Reserve Fund, to build up reserves to meet the Depreciation Studies requirements.

G. REPORTS

1. Management

- The Garaventa Lift to the garbage area has been serviced, as required by Technical Safety BC.
- The Strata Corporation has been informed by Radiance Energy, the vendor responsible for installing the common area LED light fixtures, that the replacements for the defective LED light fixtures in the elevator lobby are being shipped, and they are expected to arrive by mid-February.
- A resident reported that water was leaking through their missing dryer vent cover. The dryer vent cover has been installed; however, the Strata Corporation is continuing to monitor the situation.
- The Strata Corporation has hired Master Care to replace Bar-El as the building's janitorial service during the weekends. The Strata Corporation will review the quality of work from Master Care to ensure that it meets the building's standards.
- Global Gas Detection Inc. was to onsite to perform the annual testing of the parkade's Carbon Monoxide (CO) and Propane sensors. All of the sensors were found to be in good working order.
- A resident continues to park their vehicles in parking stalls that are not associated with their strata lots. The Strata Corporation has informed them that they are not allowed to park their vehicles in other Owner's stalls, as per the Strata Corporation by-laws and Provincial laws. Owners are only allowed to park in stalls associated with their strata lots, unless they have permission from another Owner to park in that Owner's stall.

- ThyssenKrupp, the building's elevator maintenance vendor, has informed the Strata Corporation that they must upgrade the fire locks in the lobby and in the elevator cabs, as required by the City of Burnaby's Fire Code. The cost to upgrade the fire locks is \$5,400.00, and was approved by the Strata Corporation.

2. Security

- There have not been any significant security incidents since the last Strata Council meeting.
- The Strata Corporation levied eight (8) fines against strata lots for the residents of those strata lots violating Strata Corporation by-law 47. (1), which states;

47. (1) Garage Gate to underground parking: To help prevent unauthorized entry to the building, all drivers must wait until the gate is closed behind their car before proceeding to their parking stall. The drivers in any subsequent cars must wait until the gate is starting to close before pressing the garage button on their key fob to re-open the gate. This indicates to the preceding driver that the following driver is a resident of Centrepont.

- **Centrepont 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 no updates at this time.

4. Correspondence and Appeals

- An Owner presented their appeal for fines they had received for allegedly violating the Strata Corporation's by-laws pertaining to move in/move outs. The Owner explained that there had been a miscommunication and that they were only moving a bed out of the building.

After hearing the Owner's presentation, the Strata Corporation agreed to waive the fines.

- A resident of the building presented their appeal for fines that they had received for allegedly violating the Strata Corporation's by-laws pertaining to move in/move outs. The resident explained that they were bringing in appliances and not actually moving in or out.

After hearing the resident's appeal, the Strata Corporation agreed to reduce the fine down to \$100.00.

- An Owner presented their appeal for fines that they had received for allegedly twice violating the Strata Corporation's garage gate by-law. They noted that they had violated the by-law before they received their warning letter delayed due to the Canada Post strike.

After careful deliberation, the Strata Corporation decided to reduce their fine to \$100.00.

H. UNFINISHED BUSINESS

1. Eyebrow Warranty Issue

- The Strata Council President, Nick Canosa, met with the Intracorp, the building's Developer, and negotiated a payment of \$25,000.00 to cover the cost of repairs, this allowed the Strata to receive the money, without having to go to arbitration and incur further legal costs.

2. In-Suite Hose Replacement

- The Strata Council reported that the project is complete.

3. Annual Security Audit 2018

- **Management, as requested by the Strata Corporation, sent a letter to twenty (20) Owners who have not submitted their security audits, informing them that as they have not submitted their security audits by the end of December 2018, the Strata Corporation will be levying a fine of \$200.00 per month, until such time as the security audit has been submitted.**

The security audit can be found at www.centrepoinstrata.com/audit.html.

I. NEW BUSINESS

1. Annual General Meeting Preparation

- The Strata Council will be proposing the following five (5) by-laws and one special resolution for the Owners to vote upon, at the upcoming Annual General Meeting;
 1. Amend the wording of by-law 4.0 (Use of Property) to include prohibiting the growth of marijuana and hydroponic gardening, in any Strata Lot, common or limited common property.
 2. Amend the wording of by-law 51 to include prohibiting the smoking of marijuana in or on all interior common and limited common property.
 3. A by-law to reflect current Provincial regulations regarding short term rentals, and permit the Strata Corporation to levy a fine of \$1000.00 per day for violation of the short term rental by-laws.
 4. A by-law outlining an Owner's responsibility to pay for the Strata Corporation's insurance deductible, if the cause of the loss emanates from the Owner's suite, to clarify any misunderstandings.
 5. A by-law allowing Owners to install Electric Vehicle Charging Stations in their parking stalls. It will spell out responsibilities for installation costs and payment of ongoing electric costs.
 6. A Special Resolution granting permission for the Strata Corporation to withdraw \$26,000.00 plus GST from the Strata Corporation's Contingency Reserve Fund to cover the cost of installation of replacement proximity readers and RF receivers.

J. NEXT MEETING

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

Tuesday, February 12th, 2019
Registration: 6:00pm
Commencement: 6:30pm
in the CAPILANO ROOM at the Holiday Inn
@ Station Square – Metrotown
(Invitations will be sent under separate cover)

K. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made, it was RESOLVED that the meeting would be adjourned at 8:00pm.

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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