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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
TUESDAY, MARCH 12, 2019**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, March 12th, 2019, at Centrepoint, in the Amenity Room, 4808 Hazel Street, Burnaby, BC.

A. CALL TO ORDER

The Meeting was called to order at 6:45 pm, by Nick Canosa, the Strata Council President.

B. CALLING OF THE ROLL

The Strata Council Members present were Nick Canosa, Jeff Leong, Raymond Lee, Mehran Shekahi, Carlos Lau, Earl Joseph Leclere, with regrets from Bruce Partridge. Management was represented by Geoffrey Rosen.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Carlos Lau and seconded by Mehran Shekahi, 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 MEETINGS

Upon a MOTION duly made by Carlos Lau and seconded by Mehran (Michael) Shekahi, it was RESOLVED that the minutes from the previous Strata Council meetings held on Tuesday, January 8th, 2019 and Tuesday, February 12th, 2019, be APPROVED as distributed.

E. CARETAKER'S REPORT

- There is currently no Resident Manager working in the building, as Joseph Coutu is no longer an employee of the State Corporation. The Strata Corporation is actively searching for a replacement. In the meantime, Odette, from Pacifico Cleaning, is filling in as the Building Manager during the week and is providing cleaning services seven days a week.

Building Manager services will be available: Monday through Friday from 8:00 am to Noon.

- The Strata Council discussed that they need to ensure that the building's bulletin boards are being properly utilized. The Strata Council will investigate and further address this issue.

F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS AND ARREARS

The Treasurer, Bruce Partridge, was unable to attend the Strata Council Meeting; therefore, the Treasurer's Report was tabled until the next Strata Council Meeting.

Arrears:

Management reported that there are twenty (20) 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 and the Strata Council reviewed, and approved the building's maintenance schedule for 2019.
- An Owner reported that they believed that their dryer exhaust vent was crushed during the construction of the building. The Strata Corporation will confirm the issue by having a vendor put a camera through the vent.
- The building's annual fire inspection occurred, as scheduled, February 19th to February 21st, 2019. Those Owners, who did not provide access to their units, will be notified of the next inspection date by May 2019. The strata lots of those Owners who require a re-inspection will be charged back the cost of the second inspection.
- Management received the building's insurance appraisal. The building now has a replacement construction value of \$83,000,000, not including land.
- The Strata Corporation has received complaints from residents regarding unknown vehicles parking in their parking stalls, without permission.

Note to residents - Please do not park in parking stalls not assigned to your strata lot. Residents who find a vehicle in their parking stall are asked to notify the resident manager/relief manager or Management and arrange for it to be towed.

- The Strata Corporation also received complaints of people parking in visitors parking for more than ten (10) days in a single month; this is a violation of Strata Corporation by-law 36 (8), which states;

36 (8) The laminated visitor parking permits (available at the caretaker's office) may be used for visits **up to 10 (ten) days within a one-month period**. Visitor parking permits can be obtained from the caretaker between the hours of 8:30 am to 4:30 pm. These permits must be visibly displayed on the dash of the visitor's vehicle. The visitor lot will be monitored regularly, with license plate numbers recorded. It is the responsibility of each resident to supply their visitor with a parking permit.

Vehicles found to violate the above by-law will be towed, at the Owner's expense.

- Management reported that they arranged to have the hinges on the doors into the parkade elevator lobbies replaced, to resolve the issues with the doors not closing correctly.

- There is a water shutdown scheduled for March 13th, 2019, for up to two hours, to allow for the backflow preventer to be serviced, as required on an annual basis, by the City of Burnaby.
- The Strata Corporation has scheduled the spring window washing to occur from March 18th to March 26th, 2019. Please watch for notices.
- The Strata Corporation received \$25,000.00 from Intracorp, the building's developer, to help pay for the repairs to the concrete on the exterior eyebrows of the balconies on the north-east side of the building.
- The Strata Corporation was notified by one of the political parties that under Canada Elections Act, political parties are allowed access to the building for electoral purposes from 9:00 am to 9:00 pm to canvass at the doors of apartments or units or houses. As this is a Federal law, the Strata Corporation does not have a choice but to allow access to the building and does not imply an affiliation with a political party.
- The Strata Council asked Management to arrange for the dirty garbage bins to be cleaned.
- The Strata Corporation received complaints from several residents that they could hear a loud humming noise in their suites. Management arranged for Haakon Mechanical, the buildings mechanical maintenance contractor, to come on-site and investigate the cause of the humming sound. After a thorough investigation, it was discovered that the motor for the Make-up Air Unit (MAU), located on the roof, needed to be replaced. They also found that a recirculation pump motor on the 28th floor needed to be repaired. Both of the repairs were completed.
- Management put forward a quote for remediation to be done on the eyebrow just above the 4808 Hazel Street entrance, at the cost of \$2,700.00. The Strata Council approved the quote.
- Management arranged to replace the batteries for the garbage bin pallet truck, at a cost of \$2,300.00.
- ThyssenKrupp, the building's elevator maintenance contractor, performed the annual brake tests on the building's elevators, as required by Technical Safety BC, and found them to be in good working order.

2. Security

- Management reported that there had not been any significant security incidents since the last Strata Council meeting.
- The Strata Corporation levied six (6) 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.

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.

- At the Annual General Meeting (AGM), held on February 12th, 2019, the Owners present, authorized upgrading the building's access control system to a more up to date and secure system. The Strata Council discussed the logistics of the upgrades and asked Management to get the costs for making the fob readers blue tooth accessible and to report back to Council at the next Strata Council meeting.

3. Project Reports - 2019

- There are no projects scheduled at this time.

4. Correspondence and Appeals

- The Strata Corporation received reports in January 2019 from residents that they were finding silt in their sinks. Please note that if the building's water supply was shut off, which has been occurring due to the nearby construction, and turned back on again, this might result in silt getting into the building's water system. If residents find sediment in the sink, please turn on the water taps and let the water run for ten to 15 seconds.
- Management received a letter of concern from an Owner regarding the now former resident manager.
- Two residents appealed the fines that they had received for allegedly walking through the parkade gate.

After careful deliberation, the Strata Council decided to reduce the fines.

- An appeal was received from a resident for allegedly violating garage gate security by-law.

After careful deliberation, the Strata Corporation declined the appeal.

- The Strata Corporation received a request from an Owner to be reimbursed the costs to clean their vehicle after they discovered efflorescence, from the ceiling, on their vehicle.

After careful deliberation, the Strata Corporation agreed to contribute to their deductible.

H. UNFINISHED BUSINESS

1. Annual Security Audit 2018

- **Management, as requested by the Strata Corporation, sent a letter to Owners who have not submitted their security audits, informing them that as they have not provided 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.centrepointstrata.com/audit.html.

I. NEW BUSINESS

1. Resident Manager/Rental Units – 201/205

- The Strata Corporation received an offer of \$2,000.00 per month to rent the Resident Manager's two bedroom suite. The Strata Corporation countered with a rate of \$2,400.00 per month. They are waiting to receive a response from the prospective tenant.
- The one bedroom suite that the Strata Corporation owns will be rented, at a reduced rate, to the new resident manager.

2. Resident Manager

- The Strata Corporation interviewed someone to be the resident manager; unfortunately, they chose to remove themselves from consideration.

Management will continue to contact candidates and arrange more interviews.

J. NEXT MEETING

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

**Tuesday, April 16th, 2019
at 6:30 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 8:45 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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