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THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
THURSDAY, NOVEMBER 14, 2019

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Thursday, November 14th, 2019, at Centrepoin, 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. OWNER PRESENTATIONS

An owner attended the meeting to appeal fines that they had received for allegedly not stopping to wait for the parkade gate to fully close before proceeding to their destination – in violation of the Strata Corporation’s by-laws.

At the request of the owner, Management had provided the Strata Council with the video footage of the alleged violations.

After reviewing the video footage and careful deliberation, the Strata Council decided to reduce the first violation to a warning; however, it was agreed that the fines for the second violation would remain on the strata lot’s account.

C. CALLING OF THE ROLL

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

D. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Earl Joseph Leclere and seconded by Carlos Lau, it was RESOLVED that the Agenda, as presented, be APPROVED for use at this meeting.

E. APPROVAL OF THE MINUTES OF THE PREVIOUS STRATA COUNCIL MEETING

Upon a MOTION duly made by Carlos Lau and seconded by Jeff Leong, it was RESOLVED that the minutes from the previous Strata Council meeting held on Thursday, October 3rd, 2019, be APPROVED as distributed.

F. CARETAKER'S REPORT

DUTIES PERFORMED

- Supported Vancouver Pacific Plumbing by accessing the units and contacting the tenants.
- Replaced and updated the advertisements in the garbage room and stairways.
- Performed maintenance, cleaned and added chemicals to the water feature.
- A fire alarm was detected in the commercial area on October 15th and activated an alert in the fire panel. I requested A-1 Fire to verify the problem.
- On October 18th, 2019, I received a report from a unit regarding a water leak in their laundry room, which started the night before Thursday, October 17, at 11:00 pm, the problem came from the unit above. We brought in Vancouver Pacific Plumbing to stop the leak and to shut down the water supply in unit above to prevent further damage.
- On October 23rd, 2019, I winterized the water feature.
- I placed notices in the elevators, informing residents of the parkade cleaning being re-scheduled to December 2nd to 4th, 2019.
- I informed Quay Pacific of a resident leaving their garbage on the floor instead of depositing it in the corresponding containers.

TRADES

A-1 Fire Supplies

- October 1st, 2019: Onsite to replace pin in the fire station on the 23rd floor.
- October 16th, 2019: Onsite to verify the panel due to an alarm active. After a long search it was found that someone cut a cable in the commercial area during the renovation of the second floor where Best Buy was.

Haakon Industries

- October 1st, 2019: Onsite to do regular maintenance in mechanical rooms and air filters.

Vancouver Pacific Plumbing

- October 2nd, 2019: Onsite continuing with the replacement of hot water pipes lines (RISER) and manifolds in units from 1501 to 2501.
- October 18th, 2019: Onsite to stop the water leak in unit 3403 and shutdown water to prevent further water damage.
- October 22nd, 2019: Onsite to fix and replace the manifold in unit #3403.
- October 23rd, 2019: Onsite to remove the water head sprinkler in the fountain and install caps in the pipes.

City Irrigation Ltd.

- October 7th, 2019: Onsite to close and purge all the valves in the building during wintertime.

Abrahams Home Improvements

- October 8th, 2019: Onsite to perform drywall repairs in units 2501, 2401, 2301, 2201
- October 9th, 2019: Onsite to continue the perform drywall repairs in units 2001, 1901, 1801, 1701, 1601, 1501.
- October 18th to 24th, 2019: Onsite to finish repairs on the walls of units 1501 to 2501.

PGA Systems Ltd.

- October 10th, 2019: Onsite to verify and inspect the fob that was copied. They took the fob and will answer the matter.
- October 23rd, 2019: Onsite to backup the database in the Keyscan System.

Thyssen Krupp

- October 21st, 2019: Onsite to perform scheduled maintenance on the elevators.

Pest Control

- October 21st, 2019: Onsite to rectify and maintain the traps installed in the building.

Pumphouse Fitness

- October 29th, 2019: Onsite to perform scheduled maintenance on the Gym equipment.

OTHER

- On November 14th, 2019, the building's fire alarm was triggered as a result of a smoke detector in the Commercial Area being triggered by someone smoking next to it.
- The Resident Manager requested that the Strata Corporation purchase a small power washer. Strata Council Member, Earl Joseph Leclere responded that he would obtain and purchase a used power washer for the Strata Corporation.

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 six (6) 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

- At the direction of the Strata Council, Management purchased a new billiard table cover.
- Management reported that a resident on the 28th floor had reported a humming noise. Management arranged for Haakon, the building's mechanical systems maintenance contractor, to investigate the source of the humming. The technician determined that a pump was failing, which was replaced.
- From November 12th – 13th, 2019, Telus was onsite to promote their Telus PureFibre product.
- Management reported that West Coast Building Restoration had finished the repairs to the concrete above and around the front entrance of the building.
- Orkin, the building's pest control vendor, reported that there continues to be activity at the pest control stations.

- Management reported that MaxTV Media will be onsite to install flat screen televisions in the elevator lobbies some time in late November. The televisions will feature advertising and notices for the Strata Corporation.
- Management reported that they had received a request from Statistics Canada for access to the building, which according to Federal Law, the Strata Corporation must grant.
- The building's bi-annual parkade power washing was re-scheduled, as requested by the owners, to begin on December 2nd, 2019. Please watch for notices.
- Management reported that the damage caused by the hot water riser servicing the '01' units from the 16th to 25th floors failing had been repaired.
- Management reported that the domestic hot water riser, servicing the '02' units from the 15th to 25th floors, needs to be replaced at an estimated cost of \$22,715.00. The Strata Council tentatively approved the work to begin in January 2020.
- The Strata Council will propose the installation of EV (electric vehicle) Charging Stations in the parkade for the owners to vote upon at the next Annual General Meeting.
- The Strata Council asked Management to follow up with Hytec Water Management Ltd. regarding a quote to install a water treatment system in the building. A water treatment system will help extend the life of the building's domestic water pipes by reducing the acidity of the water.

2. Security

- On November 5th, 2019, a non-resident cut and removed three bars on the Hazel Street parkade gate.

Management reported they have not been made aware of any vehicles being broken into.

As a result of this incident, the Strata Corporation had Management arrange for Lexan to be installed gate to dissuade anyone from attempting this again.

- Since the last Strata Council Meeting, the Strata Corporation levied sixteen (16) fines for September and October 2019, against strata lots whose residents violated 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 close completely 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 - 2019

- There are no projects scheduled at this time.

4. Correspondence and Appeals

- The Strata Corporation received an appeal from an owner regarding fines that they had received for allegedly not stopping and waiting for the parkade gate to fully close before proceeding to their destination.

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

- The Strata Corporation received an appeal from a resident regarding a fine that they had received for not stopping and waiting for the parkade gate to fully close before proceeding to their destination. The resident explained that their boyfriend, who was the driver of the vehicle, was not aware of the by-law.

After careful deliberation, the Strata Council declined the appeal, as there is signage on the gates and in the parkade, reminding residents and their guests to wait for the parkade gate to close fully before proceeding.

- The Strata Corporation received an appeal from a former resident regarding a fine that they had received for not stopping and waiting for the parkade gate to fully close before proceeding to their destination. They explained that they were not made aware of the fine in time to appeal the fine before they had moved out of the unit.

After careful deliberation, the Strata Council declined the appeal, as the Council decided it was the owner or landlord responsibility to appeal the fine, in a timely manner, and that the former tenant should take it up with their former landlord, as owners are responsible for their tenant's fines.

- The Strata Corporation received an appeal from a resident regarding a fine that they had received for not stopping and waiting for the parkade gate to fully close before proceeding to their destination.

After careful deliberation, the Strata Council agreed to reduce their fine to a warning.

H. UNFINISHED BUSINESS

1. Building Insurance

- To review, Management had informed the Strata Council that the building's insurance policy was renewed, as directed by the Council, on April 19, 2019. The new policy contains significant changes from the previous year's policy:

The all-risk base deductible for the building is now **\$10,000.00**, increased from \$5,000.00.

The water damage deductible is now **\$75,000.00**, increased from \$25,000.00.

As a point of reference, the Strata's losses in the last five years were **\$432,103.99**.

Management explained that the increases are attributed to 1) the dollar losses paid out by insurance companies across the entire Strata class of business, and 2) the ongoing reduction in insurance companies willing to offer Strata insurance. Management also explained that as instructed by the Strata Council, several brokers were approached for quotes before the Strata

Corporation's building insurance policy was renewed. **The Strata Corporation strongly recommends each Owner contact their insurance broker to discuss the above changes to the Strata Corporation's insurance policy.**

BE REMINDED THAT AN OWNER IS LIABLE FOR UP TO THE BUILDING'S INSURANCE DEDUCTIBLE IF THE INSURANCE INCIDENT ORIGINATES IN THE OWNER'S STRATA LOT.

IMPORTANT INFORMATION – the Strata Corporation's insurance broker CapriCMW has been able to negotiate excess insurance coverage for individual unit owners, which would pay the difference between the owner's insurance policy coverage for water damage and the strata corporation's new water damage deductible of \$75,000.00

2. Annual Security Audit 2019

- The annual security audit was due October 31st, 2019. The Strata Corporation received 167 responses from residents. The Strata Corporation sent warning letters to those residents who have not submitted their audit, informing them that if they do not submit their audit by December 20th, 2019, the Strata Corporation will levy a fine of up to \$200.00 and deactivate all fobs registered to the suite, as directed by the Strata Corporation's by-laws.

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

Residents are asked to be reminded that due to the upgrades to the access control system, residents will not be required to register their fobs; however, they will be required to provide name, address (if the owner is a non-resident), phone numbers, email addresses, vehicles make, model, colour and license plate number, storage and parking stall numbers, and pet registry.

I. NEW BUSINESS

There was no new business to discuss.

J. NEXT MEETING

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

**Tuesday, January 7th, 2020
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 7:50 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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