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**THE OWNERS, STRATA PLAN BCS 3037  
STRATA COUNCIL MEETING MINUTES  
TUESDAY, DECEMBER 1, 2020**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, December 1, 2020, via Zoom, at the Strata Council's option.

**A. CALL TO ORDER**

The meeting was called to order at 6:21 pm by the Strata Council President, Nick Canosa.

**B. CALLING OF THE ROLL**

The Strata Council Members present were Nick Canosa, Raymond Lee, Jeff Leong, and Bruce Partridge, with regrets from Mehran (Michael) Shekahi, and Jason Wang. Geoffrey Rosen represented Management.

**C. APPROVAL OF THE AGENDA**

Upon a MOTION duly made by Bruce Partridge and SECONDED by Raymond 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 Jeff Leong and SECONDED by Raymond Lee, it was RESOLVED that the minutes from the previous Strata Council meeting held on Tuesday, October 13, 2020, be APPROVED as distributed.

**E. CARETAKER REPORT**

The Resident Manager presented his report to the Strata Council for their review.

**TRADES**

**A-1 Fire Supplies Ltd**

- October 2, 2020: Onsite to review the emergency telephone problem located on the 8th floor, generating trouble signals in the lobby's fire alarm panel. They found that the phone had been disconnected in one of the telecom rooms.
- October 28, 2020: Onsite to check the fire alarm panel because it makes a constant sound.

**Abrahams Home Improvement & Contracting**

- October 26, 2020: Onsite into units #2606 and 2706 to review walls and baseboard due to flooding from the broken manifold in those units.
- October 27 and 29, 2020: Onsite to work in unit #2706 fixing the drywall.

- November 23, 2020: Onsite to reinforce the frame on the Mailroom Door.

#### **Airstream**

- October 20, 2020: Onsite 1st day to perform the water pump replacement in the mechanical water room.
- October 21, 2020: Onsite to continue with the Pump Replacement.

#### **Air-vac Services Ltd.**

- October 8-9, 13 -16, and 19, 2020: Onsite to perform the 1st day Dryer Vent Cleaning according to the scheduled program.
- October 28, 2020: Onsite to review the dryer exhaust duct in unit# 2903 due to a water leak reported on the ceiling where the duct is located.

#### **Atlas Power Sweeping**

- October 7, 2020: Onsite to clean the parkade, 1st day to power washing Stalls #1 – #37 plus all visitor parking.
- October 8, 2020: Onsite to clean the parkade, 2nd day to power washing Stalls #38 – #159
- October 9, 2020: Onsite to clean the parkade, 3rd day to power washing Stalls #160 – #306
- October 26, 2020: Onsite to clean and check all parking drains to avoid clogging.

#### **Better Lock Group**

- October 16, 2020: Onsite to install a new maglock in the main door in the lobby.
- November 9, 2020: Onsite to install the lock to the metal gate in the mailroom.
- November 12, 2020: Onsite to install a second maglock in the main door in the lobby.
- November 24, 2020: Onsite to install the door closer in Mailroom Door.

#### **Brighter Mechanical Ltd.**

- October 5, 2020: Onsite to build lumber storage on P3 level parkade to keep their equipment and tools safe.
- October 19, 2020: Onsite to repair the broken manifold in unit #2706
- October 26, 2020: Onsite to repair the broken manifold in unit #2106
- October 26, 2020: Onsite to repair the broken manifold in unit #3006
- November 3, 2020: Onsite to repair the broken manifold in unit #3003

#### **City Irrigation Ltd.**

- October 6, 2020: Onsite to shut off all the irrigation system's valves in the building and purge pipes due to wintertime.

#### **Entrance Automation Systems Inc./Accurate Glass**

- October 2, 2020: Onsite to review the main door in the lobby due to the break-in. Nothing fixed, but they found that the maglock needs to be replaced.

#### **Garaventa Lift**

- November 4, 2020: Onsite to perform scheduled maintenance in the vertical platform lift in the garbage stairway area.

#### **Global Gas Detection Inc.**

- October 1, 2020: Onsite to do the annual parkade gas detector service and review every station.

**Haakon Services**

- October 8, 2020: Onsite to review the fans in the storage rooms.
- October 29, 2020: Onsite to perform maintenance in exhaust fans and exchanging filters
- November 5, 2020: Onsite to perform maintenance in Boiler room equipment.

**High Volt Electric**

- October 19, 2020: Onsite to repair gate #3 due to a car crash on P3 level. They repaired the gate.
- October 30, 2020: Onsite to continue with the repair on Gate #3

**ORKIN Pest Control**

- October 8, 2020: Onsite to perform scheduled maintenance in traps in the building.
- November 10, 2020: Onsite to perform scheduled maintenance in traps in the building.

**Pacifico Cleaning Services**

- November 4, 2020: Onsite to Clean the carpets in hallways common areas 1st day.
- November 5, 2020: Onsite to Clean the carpets in hallways common areas 2nd day.
- November 6, 2020: Onsite to polish the lobby floor.

**PGA Systems Ltd.**

- October 14, 2020: Onsite to review the maglock in the main door and verify that it works correctly.
- November 13, 2020: Onsite to wire the second maglock in the main door on the lobby

**Platinum Pro-claim Restoration**

- October 19, 2020: Onsite to install fans and dehumidifiers on units #2706 and #2606 for flood due to a broken manifold in unit#2706.
- October 28, 2020: Onsite to install fans and dehumidifiers on units #3006 and #2106 due to a broken manifold.
- November 3, 2020: Onsite to install fans and dehumidifiers on unit #3003 due to a broken manifold.

**Pump House Fitness**

- October 21, 2020: Onsite to perform scheduled maintenance to the Gym equipment.

**Riverside Ironwork**

- November 7, 2020: Onsite to install the metal gate in the mailroom.

**ThyssenKrupp**

- October 29, 2020: Onsite to perform scheduled maintenance on elevators.
- November 27, 2020: Onsite to perform the 5-year safety test in the elevators

**F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS AND ARREARS**

The Treasurer, Bruce Partridge, reported that he had reviewed the financial statements for May through October 2020 and had found them to be in good order.

Upon a MOTION duly made by Bruce Partridge and seconded by Jeff Leong, it was RESOLVED that the Financial Statements for May through October 2020 be APPROVED as reviewed.

### ***Arrears:***

Management reported that there are nine (9) owners in arrears for their Strata Fees. On behalf of the Strata Corporation, Management 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 B.C and the Strata Corporation's by-laws. Owners who do not pay their Strata Fees on time are fined \$100.00 per month plus interest, as per the Strata Corporation by-laws.

Management stated five (5) owners are in arrears for their Special Assessment, due and payable by May 31, 2020, authorized by the owners at the last Annual General Meeting, held on Thursday, February 13, 2020.

## **G. REPORTS**

### **1. Management**

Management reported as follows:

- On November 27, 2020, ThyssenKrupp performed the five-year safety test on the elevators as required by Technical Safety B.C. The elevators were found to be in good working order.
- On December 4, 2020, Atlas Anchor Systems will be onsite to do the building's annual anchor inspection. The affected units have been informed of the upcoming inspection.
- At the direction of the Strata Council, Management had notices posted around the building informing residents that they must wear masks while in common areas, including common hallways, lobbies, and the parkade.
- Management reviewed the 2021 Depreciation Study and reported to the Council the following:
  - The building's eyebrows need repairs.
  - The condition of the gym floor, sauna equipment, and pavers need to be reviewed, with all items in need of repair being repaired in 2021.
  - The boilers need to be inspected.
  - The three-year transformer test is due in 2021, as required by WorkSafe BC and B.C. Hydro.
- The pressure relief valve that services the townhouse's domestic hot water, the flow switch on hot water tank #1, and storage room exhaust fans were repaired.
- The air vent bleeder for the domestic hot water system was replaced.
- On October 20, 2020, Airstream was onsite to replace the cold water pump, which required the building's hot and cold water to be turned off from 9:00 am to 5:00 pm. Several residents had informed the Resident Manager that their faucets had become plugged. It was discovered that when the water was turned back on, debris made its way into their faucets, which the Resident Manager was able to clear.
- ThyssenKrupp informed the Strata Corporation that they were increasing their monthly maintenance fees to \$1,833.79, as allowed under their contract.

- Air-Vac Services Canada Ltd. was onsite in October to clean the in-suite dryer ducts. They reported that 196 units had their dryer ducts cleaned (from the outside – due to the COVID-19 pandemic).
- On October 19, 2020, a resident's visitor crashed and damaged parkade gate #3. The repair costs will be charged back to the strata lot's account.
- On October 1, 2020, Global Gas Detection Inc. was onsite to test the parkade's carbon monoxide sensors. Their report indicated that the sensors were found to be in good working order.

## 2. Security

- On November 1, 2020, a resident discovered someone breaking into a mailbox panel and immediately called the RCMP. The relevant video footage was provided to the RCMP.
- The mailroom gate has been installed, as well as an additional maglock on the front doors to help prevent the doors from being pried open.
- ***Residents - please be aware that access to the mailroom is now limited to 8:00 am to 8:00 pm seven days a week.***
- Since the last Strata Council Meeting, the Strata Corporation levied seven (7) fines during October 2020 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 Centrepoint.*

**Centrepoint Residents - please be reminded to wait for the garage gate or front door to close entirely 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 unknown to you; let them use their fob or get buzzed in.**

**Centrepoint Residents – The Strata Corporation highly encourages you not to leave anything of value in your vehicles, and if you see anything suspicious, please immediately report it to the caretaker.**

## 3. Project Reports

- At the time of the meeting, there were not any projects to discuss.

#### 4. Correspondence and Appeals

- The Strata Corporation received an appeal from a resident for fines that they had received for allegedly violating the Strata Corporation's garage gate security by-law several times.

After careful deliberation, the Strata Council agreed to reduce the fines, with the condition that the resident pays their outstanding fines promptly.

- The Strata Corporation received correspondence from a resident requesting that the Strata Corporation prohibit newspapers from delivered to the lobby. After an investigation, it was determined that it was a resident who was leaving the newspapers.
- The Strata Corporation was informed by several residents that their in-suite manifolds had failed, which were replaced as part of the building's re-pipe.
- The Strata Corporation received appeals from several residents regarding fines they had received for allegedly violating the Strata Corporation's garage gate security by-law. The residents stated that they had waited for the gate to shut out of sight of the cameras.

Upon investigation, it was determined that the residents had waited for the gate to close and decided to reduce the fines to a warning.

- The Strata Corporation received several noise complaints from residents of excessive noise coming from residents in neighbouring suites. After an investigation, the Strata Corporation issued appropriate letters to those residents found to be creating excessive noise.

#### H. UNFINISHED BUSINESS

##### 1. Building Re-Pipe

- The re-pipe project, authorized by the owners at the Annual General Meeting, held on February 13, 2020, commenced the week of October 26, 2020. Brighter Mechanical reported that twenty-one units had been completed, with an additional seven units in progress. After the holidays, Brighter Mechanical will continue the re-pipe in January 2021.
- Management reported that the first installment of \$56,000.00 minus the holdback had been paid to Brighter Mechanical.

##### 2. Building Insurance Renewal

- The April 19, 2020, Insurance Policy Renewal reflects the tremendous amount of loss dollars paid out by insurance companies over the last few years on the Strata class of business. The Insurance Companies are responding with much higher deductibles and substantial increases in annual premiums for those companies still writing Strata business, and that number is much smaller.

The Strata Corporation's new deductibles as of April 19, 2020, are as follows:

The all-risk base deductible for the building is now **\$25,000.00**, increased from *\$10,000.00*.

The water damage deductible is now **\$100,000.00**, increased from *\$75,000.00*.

As the owner of your suite, please remember that you are responsible for any loss dollars less than the deductible amount if the loss emanates from your suite as per the Strata Corporation's Bylaws and the Strata Property Act of B.C.

The Strata Corporation highly recommends that all owners immediately contact their insurance broker/insurance company and have them adjust your condominium insurance policy to cover you up to the new deductibles.

If your insurance company cannot provide enough insurance under your policy to cover you up to the new increased deductibles, you may wish to direct your insurance agent to Chutter Underwriting Services to top up your insurance to the \$100,000.00. Their contact information is:

Address: #401 – 850 Harbourside Drive, North Vancouver, BC V7P 0A3.

Toll-Free: 1-888-382-6697

Local Phone: 604-984-0285

Fax: 604-684-6140

Email: [accounting@chutteruw.com](mailto:accounting@chutteruw.com)

## I. NEW BUSINESS

### 1. Eyebrow Remediation

- The Strata Council directed Management to obtain an additional quote to finish the eyebrow remediation on the north-east of the building and the townhouses. The Strata Council will review the quotes, with one of the quotes presented in the form of a special resolution to owners for their approval at the next Annual General Meeting.

### 2. Re-Opening of Amenity Areas

- The Strata Council discussed access to the amenity areas and decided to keep the gym open; however, residents must continue to meet current COVID-19 safety guidelines.
- The Council agreed to keep the meeting room and the seventh-floor patio open; however, social distancing requirements always apply. Residents who wish to use the meeting room will need to book it through the Resident Manager, Juan Lara.
- The steam room will remain closed due to safety concerns until phase four of British Columbia's Restart Plan, as the room's temperature does not get hot enough to kill viruses, and it is not easy to sanitize.
- *As required by the Provincial Health Officer, **masks must be worn** in all common areas, including the common hallways, elevator lobbies, and the parkade.*

### 3. Electric Vehicle (E.V.) Charging Stations

- Management reported that they reported that they had received a second quote. The Strata Council directed Management to include the second quote as part of a special resolution to be presented to the owners for their approval at the next Annual General Meeting.

#### 4. Annual Security Audit

- The annual security audit ended on October 31, 2020. Management reported that 209 owners submitted their audits.
- At the direction of the Strata Council, Management will follow up with the owners who did not submit their audits.

#### J. NEXT MEETING

The next meeting of the Strata Corporation will be the **Strata Council Meeting** to be held on:

**Tuesday, January 12, 2021**

**At 6:00 pm**

**Via Zoom**

#### K. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made, it was RESOLVED that the meeting would be adjourned at 7:15 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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