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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
TUESDAY, SEPTEMBER 15, 2020**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, September 15, 2020, at Centrepoin, in the Amenity Room, 4808 Hazel Street, Burnaby, B.C.

A. CALL TO ORDER

The meeting was called to order at 6:00 pm, by the Strata Council President, Nick Canosa.

B. CALLING OF THE ROLL

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

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Jeff Leong and seconded by Mehran (Michael) 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 MEETING

Upon a MOTION duly made by Jeff Leong and seconded by Mehran (Michael) Shekahi, it was RESOLVED that the minutes from the previous Strata Council meetings held on Tuesday, July 21, 2020, be APPROVED as distributed.

E. CARETAKER REPORT

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

TRADES

Airstream Heating & air conditioning

- July 3, 2020: Onsite to review the pump number one to be able to change it.

Across Town Plumbing & Heating Ltd.

- July 28, 2020: Onsite to perform inspection and maintenance on drainpipes in unit #205 to keep the building clean and in good working order.

Better Lock Group

- August 26, 2020: Onsite to reinforce and repair the entrance, installing a new strike and more protections on man-gate # 2 due to damage caused by an attempted break-in in that area.

- August 28, 2020: Onsite to replace the door lock on the entrance of the P3 level towards the elevators.

Brighter Mechanical Ltd.

- August 4, 2020: Onsite to make a tour and check the mechanical water rooms to prepare for the re-piping.

Garaventa Lift

- August 05, 2020: Onsite to perform scheduled maintenance on the vertical platform lift in the garbage room stairway area.

Haakon Services

- July 2, 2020: Onsite to perform scheduled maintenance in air filters in the building.
- July 8, 2020: Onsite to perform scheduled maintenance.

High Volt Electric

- August 7, 2020: Onsite to repair Gate # 3 due to problems presented on it.

John's Glass Ltd.

- July 28, 2020: Onsite to repair the balcony door in unit # 1708.

ORKIN Pest Control

- July 15, 2020: Onsite to perform scheduled maintenance in traps in the building.

PGA Systems Ltd.

- August 11, 2020: Onsite to repair an issue with the man door lock on gate #2 in the P3 level parking lot. Also, onsite to correct issues with the entercom system in unit # 703.

Pumphouse Fitness

- July 29, 2020: Onsite to perform scheduled maintenance to the Gym equipment.
- August 27, 2020: Onsite to perform scheduled maintenance to the Gym equipment.

ThyssenKrupp

- July 21, 2020: Onsite to perform scheduled maintenance on elevators.
- August 31, 2020: Onsite to upgrade the FEOK 1 key switch on the elevators.

OTHER

- The Strata Council voiced that they are pleased with the work that the Resident Manager, Juan Lara, is doing, as are the residents, and that he has had a positive effect on the building.

F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS AND ARREARS

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

Arrears:

Management reported that there are eight (8) owners in arrears for their Strata Fees. Management, on behalf of the Strata Corporation, 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 sixteen (16) owners are in arrears for their Special Assessment, due and payable by May 31, 2020, authorized by the owners at the Annual General Meeting, held on Thursday, February 13, 2020.

G. REPORTS

1. Management

Management reported as follows;

- The Strata Council and Management discussed proposing a furnished unit move by-law at the next Annual General Meeting. The Strata Council will discuss the item at the next Strata Council meeting.
- Over the past summer, there has been a consistent problem with fire alarms and fire trouble signals originating from the commercial area. Management and the Resident Manager contacted Orr Development, who reported that the errors are a result of building modifications. Orr apologized for the inconvenience to the residents.
- The dryer exhaust cleaning (exterior only) is scheduled for October 9, 2020. Please watch for notices.
- Management reported that Waste Control Services, the Strata's waste management vendor, informed the Strata Manager that Waste Control Services performed a weight audit on the Strata's solid waste that was picked up and discovered that the average weight of solid waste picked up was 274 kg per bin, compared to the 200 kg that the Strata is being billed. Unfortunately, this means that they will be increasing the Strata's rates for solid waste pick up.; Waste Control Services will continue to monitor the weight of the solid waste bins when they are picked up from the Strata and will adjust the rates accordingly. Management suggested that more residents working from home because of the COVID-19 pandemic caused the increased amount of garbage disposed of in the building's solid waste bins.
- On August 31, 2020, ThyssenKrupp, the building's elevator maintenance contractor, upgraded the elevator's firefighter key switch, as required by the City of Burnaby's Fire Code.
- Management received the building's annual insurance appraisal. The building now has a replacement construction value of \$85,680,000.00, not including land.

2. Security

- Management reported that there had not been any significant incidents since the last Strata Council meeting.

- Since the last Strata Council Meeting, the Strata Corporation levied six (6) fines during July 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 not known 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 was notified of a unit possibly being offered for short term rentals. After an investigation, the Strata Corporation issued an appropriate letter to the unit owner. If the owner is found to be continuing to offer their unit for short term rentals, the Strata Corporation will levy fines of \$1,000.00 per day, as allowed under Strata Corporation by-law 51.0, which states;

53. A strata lot must not be used for short-term accommodation purposes, including, but not limited to, a bed-and-breakfast, lodging house, hotel, motel, home exchange, time share, temporary housing, corporate housing, vacation rental or extended vacation rental, whether arranged through websites such as, but not limited to, Air BnB, VRBO, Premiere Executive Suites or through companies that advertise this type of accommodation. Without limiting the generality of the foregoing, a resident/Owner must not enter into a license or any form of written or verbal contract for the use of all or part of a strata lot for accommodation purposes for a time frame less than one month. Effective November 30, 2018, any breach of this by-law is subject to a fine of up to \$1,000.00 per day, as per this by-law and the Province of B.C. Legislation.

- The Strata Corporation received an appeal from an owner who had received a fine for late payment of their special assessment due to their property management company being closed by the COVID-19 pandemic.

After careful deliberation, the Strata Council chose to reduce the fine to \$100.00.

- The Strata Corporation received an appeal from an owner who had received a fine for late payment of their special assessment, as they stated that they were not in the country and did not know of the special assessment.

After careful deliberation, the Strata Council reduced the fine to \$100.00.

- The Strata Corporation received correspondence from a resident demanding that the Strata Corporation strictly enforce the Strata's no smoking by-law. The Strata Council agreed to have signage installed on every floor, reminding residents that smoking is prohibited in the building, as per Strata Corporation by-law 51.

51. The entire building and lands of Strata Plan BCS 3037 "Centrepoint," are "non-smoking" and smoking, vaping or smoking marijuana is prohibited in all interior and exterior areas including inside a strata lot. An Owner, tenant, occupant or visitor must not smoke on common property (including limited common property, patios and balconies) whether inside or outside of the building.

- The Strata Corporation received an appeal from an owner for fines received for allegedly violating the Strata Corporation garage gate security by-laws. The owner explained that the gate had not closed properly, which the Strata Council collaborated.

After careful deliberation, the Strata Council agreed to waive the fine.

H. UNFINISHED BUSINESS

1. In-suite Manifold Investigation

- This item is on hold until the COVID-19 restrictions have been lifted or further eased; however, there have not been any further reported issues.
- The Strata Corporation asks that if residents notice that their in-suite manifold is leaking, please immediately contact the Resident Manager.

2. Building Re-Pipe

- Brighter Mechanical, the contractor responsible for the building re-pipe, is expected to begin the project in October. They are waiting to receive the necessary permit(s) from the City of Burnaby. Please watch for notices.
- As noted in previous minutes, the estimated cost to re-pipe the building is \$700,000.00.
- The informational meeting was on September 2, 2020. If any owner has any questions regarding the re-pipe, they should contact Management via email at vancouver@quaypacific.com.

I. NEW BUSINESS

1. Eyebrow Remediation

- This project is on hold until the spring of 2021.

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*.

Please remember that you, as the owner of your suite, 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 is not able to provide enough insurance under your policy to cover you up to the new increased deductibles, the insurance broker CapriCMW has put together a package, which can be purchased from them separately to provide you the difference between what your insurance company can provide and the new strata deductibles.

Any interested owners may contact CapriCMW by contacting the agent that corresponds with the first letter of the owner's last name (e.g., if the owner's last name is Doe, you would contact Brita Duva).

(A-F) Brita Duva; bduva@capricmw.ca; 604 484 2906

(G-N) Lynette Selman; lselman@capricmw.ca; 604 484 2909

(O-Z) Stephanie Krusch; skrusch@capricmw.ca; 604-678-3558

3. 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 guidelines. The Council agreed to keep the meeting room open; however, social distancing requirements always apply. Residents who wish to use the amenity room will need to book it through Juan Lara, the Resident Manager. 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.

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

- The Strata Council reviewed a proposal from ChargePoint to install E.V. charging stations in the visitor parking area. The Strata Council asked Management to obtain another proposal so the Council can present two proposals to the owners at the next Annual General Meeting.

4. Annual Security Audit

- The annual security audit commenced on September 1, 2020, and will end on October 31, 2020. Owners are asked to go to <http://www.centrepoinstrata.com/audit.html> and complete the audit. Those owners who require a paper copy of the audit may obtain one from the Resident Manager.

Again, owners are asked to go to <http://www.centrepoinstrata.com/audit.html> and complete the survey.

- If owners cannot find the serial numbers on your fobs, please contact the Resident Manager, and he can help you locate them.

J. NEXT MEETING

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

Tuesday, October 13, 2020

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 6:56 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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