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**THE OWNERS, STRATA PLAN BCS 3037  
STRATA COUNCIL MEETING MINUTES  
TUESDAY, JANUARY 12, 2021**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, January 12, 2021, via Zoom, at the Strata Council's option.

**A. CALL TO ORDER**

The meeting was called to order at 6:11 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, Jason Wang, Bruce Partridge, and Mehran (Michael) Shekahi. Geoffrey Rosen represented Management.

**C. APPROVAL OF THE AGENDA**

Upon a MOTION duly made by Mehran (Michael) Shekahi 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 Mehran (Michael) Shekahi and SECONDED by Jason Wang, it was RESOLVED that the minutes from the previous Strata Council meeting held on Tuesday, December 1, 2020, be APPROVED as distributed.

**E. CARETAKER REPORT**

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

**TRADES**

**Basileia Homes**

- December 7 and 8, 2020: Onsite in unit #3006 to reinstall and repair the unit's flooring's damage caused by a broken manifold.
- December 16 and 17, 2020: Onsite in unit #3006 to reinstall and repair the unit's flooring's damage caused by a broken manifold.

**Better Lock Group**

- December 21, 2020: Onsite to provide emergency access into unit #3208, as their in-suite manifold had failed, and nobody was in the unit.

**Brighter Mechanical Ltd.**

- From December 1 to 18, 2020: Onsite to work on the re-piping project.
- December 21<sup>st</sup>, 2020: Onsite to repair the broken manifold in unit #3208

**High Volt Electric**

- December 11, 2020: Onsite to repair gate #1 on Hazel St. due to a broken piece of metal in the bracket. The damage was repaired.
- December 16, 2020: Onsite to perform maintenance on residential Gate #3 and work in unit 205 to remove and maintain exhaust fans.

**ORKIN Pest Control**

- December 14, 2020: Onsite to perform scheduled inspection and maintenance on the bait stations in the building.

**PGA Systems Ltd.**

- December 2, 2020: Onsite to repair an issue in the main lobby door, they replaced some crossed wires and repaired other issues.

**Power-West Industries Ltd**

- December 16, 2020: Onsite to perform Preventative Maintenance and for Semi-Annual Test in the power generator.

**Pumphouse Fitness**

- December 16, 2020: Onsite to perform scheduled maintenance on the Gym equipment,
  - One of the treadmills is out of service due to an electronic component failure.

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

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

Upon a MOTION duly made by Bruce Partridge and SECONDED by Mehran (Michael) Shekahi, it was RESOLVED that the Financial Statements for November 2020 be APPROVED as reviewed.

***Arrears:***

Management reported that there are thirteen (13) 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.

***Proposed 2020/2021 Budget:***

Management and the Strata Council reviewed the proposed budget line by line, which includes a strata fee increase of 3.00%, primarily to account for the increase in the building's insurance premium. If the insurance premium increase is less than expected, the additional money will be put into the Contingency Reserve Fund to replenish it.

A Motion was made by Bruce Partridge and Seconded by Jason Wang to put the proposed budget forward to the owners at the upcoming Annual General Meeting. The Motion PASSED unanimously.

## G. REPORTS

### 1. Management

Management reported as follows:

- On December 16, 2020, Pumphouse Fitness was onsite to perform the gym equipment's scheduled maintenance. They reported that a treadmill was not working due to an electronic component breakdown. At the direction of the Strata Council, Management obtained quotes for a new and used treadmill. Management reported that a new treadmill would cost approximately \$6,000.00 and used one would cost approximately \$2,500.00. The Council asked Management to inquire if the treadmill was still under warranty. If the treadmill is not under warranty, the Council asked Management to purchase a used commercial treadmill to save the Strata money.
- The Strata Corporation's transformer will be serviced, as required by WorkSafe BC and B.C. Hydro, sometime in the summer. Please watch for notices. The service cost is \$6,000.00 plus GST, which will be paid for out of the Contingency Reserve Fund.
- Telus requested the Strata Council's permission to distribute an advertisement to owners. The Strata Council granted their permission and asked Management to distribute the advertisement with the next set of minutes.
- There was a water loss in two units caused by a washing machine's hose in the upper unit failing. The issue is being handled between the two owners as the repair costs are under the building's water damage deductible.
- On December 4, 2020, Atlas Anchor Systems (B.C.) Ltd. was onsite to do the annual anchor inspection. Their report indicated that the anchors were found to be in good working order.
- Orkin as per their contract, continues to attend the building monthly to maintain the bait stations. Their reports indicate that pest activity is at normal levels.

### 2. Security

- There have not been any significant issues since the last Strata Council Meeting.
- There have not been any mailroom issues since the mailroom gate was installed.
- ***Residents - please be aware that access to the mailroom is now limited from 8:00 am to 8:00 pm seven days a week.***
- Since the last Strata Council Meeting, the Strata Corporation levied six (6) fines during November 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. If you see anything suspicious, please immediately report it to the Resident Manager.**

### **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 a fine that they had received for allegedly violating the Strata Corporation's garage gate security by-law, as they had just moved into the building.

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

- The Strata Corporation received a complaint that a vehicle with American plates was parked in the building's parkade. Management investigated the complaint and determined that the vehicle belonged to an owner's relative and that the relative was not at the building.
- The Strata Corporation received an appeal from another resident regarding a fine they had received for allegedly violating the Strata Corporation's garage gate security by-law.

After careful deliberation, the Strata Council declined their appeal as there are three signs informing residents that they must stop and wait at the gate for the gate to close behind them before proceeding to their destination.

## **H. UNFINISHED BUSINESS**

### **1. In-suite Manifold Inspection**

- This item is on hold due to the COVID-19 pandemic.

### **2. 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 they are back at work.
- Management reported that several residents voiced concerns of communication issues with Brighter Mechanical. Management brought these issues to Brighter Mechanical's attention, which appears to have resolved the issues.
- The re-pipe is not expected to be completed until some time in April 2021.

### 3. 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 contact their insurance broker/insurance company and have them adjust your condominium insurance policy to cover you up to the new deductibles.**

## I. NEW BUSINESS

### 1. Eyebrow Remediation

- Management received a revised quote from XTR Building Services Ltd. to remediate the eyebrows on the north face of the building and the townhouses. The cost is approximately \$120,000.00. The Strata Council asked Management to include a Special Assessment for the owner's to vote upon at the upcoming 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

- This item will be included as 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 forty-three (43) owners have not submitted their audits.
- At the Strata Council's direction, Management will follow up with the owners who did not submit their audits.

#### 5. Annual General Meeting Preparation

- The Annual General Meeting is scheduled for February 16, 2021, to be held in the long-term parking on the parkade's P3 level. Due to the COVID-19 pandemic, the Strata would prefer that owners submit proxies; however, if an owner wishes to attend the Annual General Meeting in person, they will need to meet Provincial social distancing guidelines and provide their own chair.

#### J. NEXT MEETING

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

**Tuesday, February 16, 2021**  
**Registration: 6:00 pm**  
**Commencement: 6:30 pm**  
**(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 7:30 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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