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**THE OWNERS, STRATA PLAN BCS 3037  
STRATA COUNCIL MEETING MINUTES  
TUESDAY, MARCH 16, 2021**

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

**A. CALL TO ORDER**

The meeting was called to order at 6:20 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 Kevin Lam, 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 Jeff Leong, 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 Bruce Partridge and SECONDED by Jeff Leong, it was RESOLVED that the minutes from the previous Strata Council meeting held on Tuesday, January 12, 2021, be APPROVED as distributed.

**E. ELECTION of OFFICERS**

As required under the *Strata Property Act of B.C.*, the Council Members, having been elected at a duly constituted Annual General Meeting, elect from amongst themselves Strata Council Officers. The following Council Officers were elected and appointed:

<b>President</b>	Nick Canosa
<b>Vice President</b>	Raymond Lee
<b>Treasurer</b>	Bruce Partridge
<b>Secretary</b>	Mehran (Michael) Shekahi

## **F. RESIDENT MANAGER REPORT**

### **Basileia Homes**

- January 27<sup>th</sup>, 2021: Onsite in unit #3108 to re-install and fix the unit's flooring due to a broken manifold and damage.

### **Better Lock Group**

- January 5<sup>th</sup> and 6<sup>th</sup>, 2021: Onsite to install new mailboxes due to the previous break-ins.
- January 25<sup>th</sup>, 2021: The technicians were onsite to replace the door closers in the common area from the elevators to the garbage room.
- February 23<sup>rd</sup>, 2021: Onsite to get access to unit # 801 due to re-piping works, and the tenants were not found according to the scheduled.

### **Brighter Mechanical Ltd.**

- They were onsite to continue re-piping the building.

### **City of Burnaby**

- February 1<sup>st</sup>, 2021: Onsite to re-install the wire lock in the water valves Street entrance.

### **Garaventa Lift**

- January 25<sup>th</sup>, 2021: Onsite to perform scheduled maintenance in vertical platform lift in the garbage stairway area.

### **Haakon Services**

- January 12<sup>th</sup>, 2021: Onsite to perform scheduled maintenance in the air filters in the building.
- February 11<sup>th</sup>, 2021: Onsite to repair the exhaust fan in the garbage room. It could not be repaired after many attempts.

### **High Volt Electric**

- February 6<sup>th</sup>, 2021: Onsite to repair Gate #3 on the P3 level of the parkade.

### **ORKIN Pest Control**

- January 18<sup>th</sup>, 2021: Onsite to perform scheduled maintenance in traps in the building.
- February 18<sup>th</sup>, 2021: Onsite to perform scheduled maintenance in traps in the building

### **PrairieCoast Equipment**

- January 26<sup>th</sup>, 2021: Onsite to pick up the snow-clearing tractor and give it maintenance service
- January 28<sup>th</sup>, 2021: Onsite to deliver the snow-clearing tractor after maintenance service.

### **PumpHouse Fitness**

- February 25<sup>th</sup>, 2021: Onsite to perform scheduled maintenance to the Gym equipment.

### **Riverside Ironworks**

- January 6<sup>th</sup>, 2021: Onsite to repair mailroom door.

## **ThyssenKrupp**

- Saturday, February 13<sup>th</sup>, 2021: Onsite to repair elevator #4. After several attempts, it could not be repaired that day.
- February 16<sup>th</sup>, 2021: Onsite to repair elevator #4. The technician was able to repair the elevator partially.
- February 23<sup>rd</sup>, 2021: Onsite again to repair elevator #4. The technician was able to repair the elevator completely.

## **Other**

- The amenity room was excessively used over the Family Day long weekend, and as a result, the amenity room was not able thoroughly cleaned. The Strata Corporation has assigned a time period that the amenity room will not be available to allow the cleaners to clean the room thoroughly.

## **G. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS AND ARREARS**

The Treasurer, Bruce Partridge, reported that he had reviewed the financial statements for January 2021 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 January 2021 be APPROVED as reviewed.

### ***Arrears:***

Management reported that there are fifteen (15) 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.

## **H. REPORTS**

### **1. Management**

Management reported as follows:

- Sunrise Window Cleaning is onsite from March 15 to March 26 to do the spring window washing.
- Due to unforeseen circumstances, the annual fire inspection was rescheduled for March 22 to March 29, 2021.
- The bi-annual parkade power washing has been scheduled from April 12 to 14, 2021.
- Elevator #4 went down on February 13, 2021. After an investigation, the technician determined that a board and sensor had failed and needed to be replaced.
- Several times in Mid-February, there was a trouble signal that originated from the commercial side. After an investigation, the technician determined that a faulty ATS board needed to be replaced.

- Orkin, the Strata Corporation's pest control vendor, was onsite to perform their monthly inspection of the Strata's pest control stations. The technician reported moderate activity.
- ThyssenKrupp, the building's elevator maintenance contractor, performed the annual brake tests on the building's elevators, as required by Technical Safety BC. The brakes were found to be in good working order.

## 2. Security

- An owner recommended that the Strata Corporation participate in the Block Watch Program. The Strata Council agreed to the suggestion and asked the owner to take the lead in implementing the program.
- *Residents - please be reminded that access to the mailroom is now limited from 8:00 am to 8:00 pm seven days a week.*

**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 Council reviewed eleven (11) complaints received in January and February of residents allegedly violating Strata Corporation by-law 47. (1).

*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.*

After a thorough review of the complaints and relevant evidence, the Strata Council directed Management to send fine letters to all eleven (11) residents.

- The Strata Corporation received a suggestion from an owner to install a cover over the sixth-floor common patio area and install a small playset with a swing and slide.

The Strata Council reviewed the suggestion and replied that when the deck membrane needs to be replaced, in approximately ten years, the Strata will then investigate installing a children's play area.

- The Strata Corporation received an appeal from seven residents for a fine that they had received for allegedly violating the Strata Corporation's garage gate security by-law. After careful deliberation, the Strata Council made the following decisions:
  - The Strata Council agreed to reduce a fine to \$100.00.
  - In four cases, the Strata Council agreed to reduce the fine to a warning.
  - The Strata Council declined an appeal, as it was the resident's second violation.
  - The Strata Council declined an appeal.

*As a reminder, the Strata Corporation has installed signage on and around the gates, reminding residents to wait for the gate to close completely before proceeding to their destination.*

## **I. UNFINISHED BUSINESS**

### **1. Building Re-Pipe**

- At this time, the re-pipe is expected to be completed in May 2021.

## **J. NEW BUSINESS**

### **1. Eyebrow Remediation**

- The Strata Council approved the quote from XTR Building Services Ltd. to remediate the eyebrows on the north face of the building and the townhouses. The owners at the Annual General Meeting, held on February 16, 2021, approved Special Resolution #4, authorizing the Special Assessment to remediate the eyebrows on the north face of the building and the townhouses. The project is tentatively scheduled to begin in June, once the building's re-pipe is complete.

### **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 sixth-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

- The Strata Council tabled the item until the next General Meeting. Management was requested to obtain updated quotes, closer to the end of 2021, to be included in a Special Resolution that will be put forward to the owners at the next General Meeting.

### 4. Annual Security Audit

- The annual security audit ended on October 31, 2020. Management reported that twenty-seven (27) owners have not submitted their audits, as required by Strata Corporation by-law 47. (14).

*47. (14) Owners must submit an Annual Security Audit form to the Strata Corporation. The Strata Corporation will give notice of the Audit. The Audit Form must be fully completed by the Owner of the Strata Lot. Fobs not reported on the Audit form will be deleted from the Security System and the reactivation of the fobs will be \$25.00 per FOB.*

- At the end of March 2021, at the Strata Council's direction, Management will issue fine letters to those owners who have not submitted their audit.

### 5. Building Insurance Renewal

- Management reported that they had received the renewal terms for the building's insurance policy and that the insurance premium was \$10,000.00 less than expected.

The deductibles remain unchanged from the prior year, which is, as of **April 19, 2021**:

<u>All loss Deductible:</u>	<b><u>\$25,000.00</u></b>
<u>Vacant Units All Loss Deductible:</u>	<b><u>\$100,000.00</u></b>
<u>Water Deductible:</u>	<b><u>\$100,000.00</u></b>

The Strata Council approved the insurance policy and directed Management to sign the insurance policy on their behalf.

**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.**

### K. NEXT MEETING

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

**Tuesday, April 20, 2021**  
**At 6:00 pm**  
**The meeting will be held by way of 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 7:13 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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