

**COUNCIL MEETING MINUTES                      TUESDAY, JANUARY 17, 2012**  
**THE POINT – BCS 2429**

**LOCATION:**

7:00 p.m. – Amenity Room  
 610 Victoria Street,  
 New Westminster, BC

**STRATA COUNCIL  
 2011/2012**

[Info@the-point.ca](mailto:Info@the-point.ca)

Website: [www.the-point.ca](http://www.the-point.ca)

**PRESIDENT**

Jeff Summers - #602

**VICE PRESIDENT**

Anna Smith - #2202

**TREASURER/AMENITIES**

Elaine Shigetomi - #1902

**SECURITY/BLOCK WATCH**

Joe Hanus - #702

**COMMUNICATIONS**

Brandi Lasanen - #601

**IMPROVEMENTS**

Marli Wakeling - # 1402

**STRATA MANAGER**

Rob Douglas  
 Direct Phone: (604) 501-4424  
 E-Mail: [www.baywest.ca](http://www.baywest.ca)  
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**ALL ACCOUNTING INQUIRIES**

Toll Free 1-877-585-4411

**BAYWEST MANAGEMENT**  
**13468 77TH AVENUE**  
**SURREY, B.C. V3W 6Y3**

24 Hour Line: (604) 591-6060

**ATTENDANCE:**

Anna Smith  
 Marli Wakeling  
 Brandi Lasanen  
 Jeff Summers  
 Elaine Shigetomi

**REGRETS:**

Joe Hanus

Rob Douglas, Baywest Management Corporation  
 Ben Aghai, On Site Manager

**(1) CALL TO ORDER**

The meeting was called to order at 7:00 pm. A quorum was established.

**(2) ON-SITE MANAGER'S REPORT**

Ben Aghai, the on-site manager provided Council with a detailed report regarding the various activities and maintenance items performed throughout the past month.

Some of the items include:

1. City Wide Cleaning completed the cleaning of underground parkade on November 23, 2011.
2. Latham's Mechanical replaced the motor for the pool facility heating system on November 15, 2011.
3. Crystal View Pool replaced the Spa's drain valve on November 21, 2011.
4. Crystal View Pool replaced the Spa's diverter valve on November 24, 2011.
5. Latham's Mechanical adjusted the recreation facility boiler on November 25, 2011
6. Fitness Fixation replaced one of the cables on the universal gym on November 24, 2011

7. Rich Tek repaired the 7<sup>th</sup> floor PRV on December 1, 2011.
8. Fitness Fixation performed quarterly inspection of the exercising room equipment on December 5, 2011.
9. Grown Carpet re-glued the carpet in the amenity room on December 6, 2011.
10. Purteck carpet cleaning touched up the common area carpets on December 9, 2011.
11. Grown Carpet re-glued the carpet in the media room on December 12, 2011.
12. Titian Security installed a new door closure on the exit door by the intercom system on January 9, 2012

## **REPORT/DISCUSSION**

- New pool/spa regulations/emergency procedures. A copy will be forwarded to Fraser Health.
- Follow up on re-decorating the main lobby and hallway toward recreation facility. This will be further outlined under previous business.
- Replacement of the PRV and discussion of the water pressure for the building. The recent replacement of the PRV has balanced the building's water pressure to the appropriate levels.

## **NEW BUSINESS**

Ben Aghai also discussed various new business items. These include:

- ❖ Mechanical contracts review.
- ❖ Membrane repairs by first garage gate
- ❖ Removing benches from front of the lobby

Additional details for these will be noted under Council New Business. Following some further discussion, Ben left the Council Meeting to allow the Strata Council to continue the meeting as scheduled.

### **(3) ADOPTION OF PREVIOUS MINUTES**

Following review of the Minutes of the Council Meeting held November 15, 2011 and there being no errors or omissions noted, it was MOVED/SECONDED to approve those Minutes as prepared by Baywest. **CARRIED**

Owners are advised that due to scheduling conflicts and no quorum, there was no Council meeting held in December 2011.

### **(4) FINANCIAL REPORT**

#### **4.1 FINANCIAL STATEMENTS**

The Treasurer reviewed and discussed the Financial Statements for November 2011. There being no errors or omissions noted, it was moved and seconded to adopt the Financial Statements up to and including November 2011. **CARRIED**

The treasurer requested the accountant combine the two (common room / amenity room) amenity budget line items into one budget line item.

## **4.2 ACCOUNTS RECEIVABLE**

Council also reviewed the Accounts Receivable list.

**OWNERS ARE REMINDED STRATA FEES ARE DUE AND PAYABLE ON THE FIRST DAY OF EACH AND EVERY MONTH. FAILURE TO DO SO PUTS YOUR UNIT IN JEOPARDY OF A LIEN BEING PLACED AND POSSIBLE FORCED SALE SHOULD LEGAL ACTION BE REQUIRED. LIEN FEES ON OVERDUE ACCOUNTS ARE \$470 WHICH THE OWNER WILL NEED TO PAY BEFORE ANY LIEN IS RELEASED ON THEIR PROPERTY.**

**OWNERS ARE ALSO REMINDED ANY MONEY OWING AFTER THE DUE DATE MAY BE ASSESSED A LATE PAYMENT PENALTY IN ACCORDANCE WITH THE STRATA CORPORATION'S BYLAWS.**

## **(5) BUSINESS ARISING FROM PREVIOUS MINUTES**

### **5.1 PARKADE CLEANING**

Council briefly discussed the parkade cleaning completed through City Wide Cleaning on November 23, 2011. There were a few concerns brought forward to Council regarding the cleaning and the timing of the pressure washing. It was agreed to review and discuss these concerns with the contractor prior to the next scheduled cleaning (Spring). Should they be selected again they will be requested to adhere to the timeframes as stated by Council.

### **5.2 LOBBY IMPROVEMENTS**

Council again reviewed and discussed some options with regards to new lighting and re-painting some sections of the lobby and main hallway leading towards the pool facility.

Marli Wakeling (Council) brought in some colour samples and some small table options as well as lighting choices that were looked at and considered.

It was agreed that for now, only the paint in some sections of the lobby would be looked at as well the hallways towards the pool area of the building. Given the budgetary limitations Council agreed to limit the improvements to painting and some other minor lighting repairs. Once this is complete we can then look at any remaining funds to continue with any lighting projects or other improvements.

### **5.3 FIT EXPRESS**

Council has received complaints regarding the fit express (Commercial gym) and customers banging weights and creating some other general noise disturbances for Residents within the Point.

The Strata Manager has met with Onni Developments (Owner of the leased space) and the Manager of the Gym to review and discuss possible solutions to these reported noise disturbances. The representatives have attempted to place notices in the gym requesting patrons to be courteous and they have also moved some of the equipment around to more appropriate locations within the gym. Unfortunately it appears as though some noise still does travel through the ceiling from some of the machinery.

It was suggested that the Strata Manager contact the buildings fitness service company to have them go to the fit express gym to assist in finding viable solutions that could be considered to remedy the situation. The Strata Manager will work with the service company (fitness fixations) and Onni Developments to work towards finding solutions which will then be reviewed and considered.

## **(6) CORRESPONDENCE**

Correspondence was received from Murphy Environmental (quote for spot membrane repairs), George Dickson (quote to repair the pot lights in the front lobby) units 1007, 705, 502, and 305.

## **(7) NEW BUSINESS**

### **7.1 NEW RULE**

Council discussed some concerns with regards to Owners renting out their parking stalls to non – Residents. Owners are reminded that if you are renting out your stall you are still legally responsible for the stall including to ensure that vehicles have proper insurance and that there is no maintenance concern with the vehicle.

It was therefore MOVED / SECONDED to implement a new Rule for the Point Strata BCS 2429 as follows:

“Owners that rent out their parking stall(s) can only do so with other Residents / Owners within the Point building.”

Following some further discussion, it was noted that the importance of this rule is to make sure that there is some control with respect to who stores or parks their vehicle in the parkade within the building.

The Council voted and the motion

CARRIED

### **7.2 MECHANICAL CONTRACT**

Council reviewed the current Mechanical Contract through Latham’s Mechanical. There were some concerns discussed as it has been noticed that many of the items done are not covered in the preventative mechanical contract. Therefore despite paying for the quarterly mechanical maintenance there are often invoices submitted for additional work. When the contractors arrive to attempt to repair a problem it can take several hours to isolate the issue and complete the repair.

Council reviewed another proposal from another Mechanical Company - Lisi Mechanical. The contract proposal from Lisi included many of the items that are currently in the Latham’s Contract, however the annual cost for the preventative maintenance portion is much less. It was agreed that the Strata Manager will look at the contract through Latham’s to check on the contract terms and conditions for terminating the contact. This will be further discussed and considered at the next Council meeting.

### **7.3 OWNER REMINDERS**

#### **PARKING STALLS**

Council has also noticed that there is still an accumulation of unwanted items and other storage items on the surface of some of the parking stalls in the parkade.

As this is both a maintenance concern, and fire hazard we must request your co-operation in arranging for the clean up of your stall. Council would like to note that the BC Fire code does not permit the storage of any items or allow an accumulation of oil or other debris on the surface of your stall.

**Council requests that any and all items being stored are removed and that the stalls are free of all items, oil and any other debris.**

**VEHICLE STORAGE INSURANCE**

Owners / Residents are again advised that all vehicles parked within the parkade of the Point must have a minimum of \$ 1,000,000 liability /storage insurance. Any Owner with a vehicle stored in the parkade must make arrangements for storage insurance and to place a copy on the windshield of the vehicle.

**AMENITY ROOMS**

As a reminder to all Owners / Residents, there is no smoking in any of the common areas, including the amenity rooms, gym and pool area.

**24 EMERGENCY CONTACT**

Owners are reminded that in the event of an emergency (i.e. Water leak) Owners should contact Baywest Management 24 hour emergency line telephone # 604-591-6060.

**7.4 UNIT OWNERS INSURANCE**

Owners are advised to contact their insurance company for their unit insurance covering personal property and contents, betterments and deductible coverage. It is suggested that Owners update their insurers of changes to the Strata Policy (i.e. Strata deductible for water \$ 15,000.) so that appropriate changes can be made to each policy to ensure adequate coverage.

**(8) TERMINATION**

There being no further business, the meeting was terminated at 8:45 p.m.

The next scheduled of Council will be held Tuesday, February 21<sup>st</sup>, 2012 at 7:00 p.m.

Rob Douglas  
Strata Manager

**Please be advised you should retain copies of Council and General Meeting Minutes for a period of 2 years.**