



# **NOTICE**

## **2<sup>nd</sup> ANNUAL FIRE INSPECTION**

**MAY 2<sup>ND</sup>, 2012  
STARTING AT 10:00 AM**

**If you missed the 1<sup>st</sup> Fire Inspection in February you must make your suite available for the 2<sup>nd</sup> Inspection.**

**A1 Fire, the Fire Inspection Company will be checking all building fire equipment to ensure that they are functioning properly as per the Fire Code, including all bells, insuite devices and smoke alarms.**

**Please be aware that if A-1 Fire cannot get access to your suite for inspection of this equipment you are in violation of the City of Burnaby Fire Code and the Building's Bylaws.**

**If your is not inspected has not been inspection this year and you do not make your suite available the Strata Corporation will in the coming months hire a locksmith to provide access and bill the Strata Lot for the cost.**

***\*\*There is a \$200.00 fine for anyone who does not provide access to A-1 Fire and any re-inspection costs will be the Owners responsibility.\*\****

**Thank you for your cooperation!**



www.centrepointstrata.com  
**THE OWNERS, STRATA PLAN BCS 3037**  
**STRATA COUNCIL MEETING MINUTES**  
**THURSDAY, APRIL 5<sup>TH</sup>, 2012**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Thursday, April 5, 2012 at Centrepoint in the Amenity Room, 4808 Hazel Street, Burnaby, BC.

**A. CALL TO ORDER**

The Meeting was called to order at 6:00 pm, by Paul Wehr, the President of the Strata Council.

**B. CALLING OF THE ROLL**

The Council Members present were, Paul Wehr, Carlos Lau, Victor Samon, Tim Li and Mike Michl with regrets from Damien Chen and Nick Canosa. The Management Company was represented by Geoffrey Rosen. Joseph Coutu and Kim Robinson, the Resident Managers were also in attendance.

**C. APPROVAL OF THE AGENDA**

Upon a MOTION duly made by Mike Michl and seconded by Tim Li, it was RESOLVED that the Agenda as AMENDED, be APPROVED for use at the meeting.

**D. APPROVAL OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING HELD ON WEDNESDAY, JANUARY 18<sup>TH</sup>, 2012.**

Upon a MOTION duly made by Tim Li and seconded by Mike Michl, it was RESOLVED that the minutes of the previous Council Meeting held on Wednesday, January 18, 2012 be APPROVED as distributed.

**E. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS**

The Treasurer, Mike Michl, had reviewed the Financial Statements for the months of January and February 2012 and found them in order. Upon a MOTION duly made by Mike Michl and seconded by Tim Li, it was RESOLVED that these Financial Statements be APPROVED.

*Arrears*

The Management Company presented the Arrears report to the Strata Council and reported that there are seven (7) Owners in Arrears for their Strata Fees. The Strata Council directed the Management Company to send letters to those Owners advising

them that if they do not pay their Strata Fees within seven (7) days of receiving the letter they will be fined \$200 for failure to pay their strata fees on the first of each month as required by the Strata Act of British Columbia.

## **F. REPORTS**

### **1. Caretaker**

The caretakers submitted the following report for the months of January ~ April:

1. Investigated leak on pipe for fire pump, picked up and installed temporary patch.
2. Repaired lights on the floor of the lobby
3. Had leak in sprinkler system that kept fire pumps running; walked all stairwells to find where the trouble was
4. Picked up and installed a new motor on air make-up unit in boiler room
5. Installed GFI outlets in main floor amenity room
6. Picked up new door for steam and shower room
7. Changed 6 plus boxes of lights in Parkade
8. Changed 12 ballast in lights
9. Adjusted all common doors
10. Installed new kick plates on all common doors
11. Cut off insulation on hot water pipes for town homes to find leak and repaired; checked valve for leak
12. Shovelled snow and salted /sanded
13. Put notices for bike cage renewal and for upcoming fire inspection
14. Salted again and cleaned snow
15. Cleaned oil in several parking spots
16. Repaired hose in wash bay
17. Generator service and training to run system
18. Annual fire inspection
19. Garbage bin changed by city
20. Checked concrete work with Mike Nick and Paul for repairs
21. Checked taps in a unit and adjusted valves for noise
22. Cleaned debris from items blowing from balconies
23. Salted for snow
24. Striped floors in front of elevators on main level
25. Cleaned out drain for sink in amenity room
26. Cleaned and swept all stair wells
27. Cleaned and swept all storage rooms
28. Took painter to check floors
29. Finished pipes in P3 repairs
30. Set up contractor for cameras on P3
31. Changed several non-functioning door closers
32. Changed around 140 lights in parking lot
33. Changed 10 ballast for lights in parking
34. Completed renovation in caretaker suite bathroom
35. Cleaned floor in exercise area
36. Meet contractor for eaves trough for town homes
37. Key pad for amenity room not working
38. Power flushed steam rooms
39. Changed lights And Ballast in stair wells
40. Had laptop and other garbage thrown from upper floor town homes
41. Grind out backsets for electric closets so doors will latch
42. Investigated failed shower valve in a town home
43. Cleaned up glass and table by entrance to Hazel street parking blew off building

44. Put gate back together on town home as all are starting to come apart on welds  
45 Leak in suite from sprinkler head; repaired walls and had h2o change head

## TRADES

- ◆ ThyssenKrupp elevator service
- ◆ Entrance gate to p3 contractor new rollers etc.
- ◆ Nicks guys for duct work in gen set room
- ◆ Concrete repairs in electrical room p2
- ◆ Detail power washing to clean garbage containers
- ◆ H2O to repair fire sprinkler pipes in fire room, electrical room and victaulic coupling on riser for sprinkler system
- ◆ Contractor for sumps on p5 with Nick and Geoffrey
- ◆ ThyssenKrupp to fix noise on big elevator
- ◆ PGA for P3 enterphone panel
- ◆ Annual generator service
- ◆ Annual fire inspection
- ◆ Contractor for concrete repairs
- ◆ Glass Company for door on 6<sup>th</sup> floor to garden
- ◆ Euro Painting to paint exercise room on the 6<sup>th</sup> floor and 2<sup>nd</sup> floor common hallway
- ◆ Contractor for moving camera on P3 and 6<sup>th</sup> floor garden entrance
- ◆ Weather Guard for eaves trough quote
- ◆ Haakon Mechanical for quarterly service
- ◆ Dixon for work on compressor for electric room
- ◆ Galaxy Plumbing for building water shut down
- ◆ Galaxy Plumbing for town house
- ◆ Elevator Service for wheel chair by garbage room
- ◆ Hi Volt Electric for ballast repair in Parkade
- ◆ BC Hydro for reconnect for a suite

Paul Wehr thanked the Caretakers for their hard work around the building.

### **Reminder to Residents**

**Please place your garbage in the correct garbage bins in the garbage room.**

Current items ongoing at the building are:

- The Caretakers reported that the amenity room floor on the main floor is being damaged by the bar stools. They suggested that the Strata Council should investigate options to cover the floor around the table and have the floor refinished.
- The Caretakers suggested that a garburator should be installed in the amenity room sink. The Strata Council approved the purchase of a ¾ horsepower garburator for the amenity room.

## 2. Management Report

The Management Company reported as follows:

- The Strata Corporation's windows will be washed in April along with the power washing of the townhouse exteriors and concrete lip above the lobby entrance. The dates will be posted at the building.
- The Lobby floor will be striped, polished and re-sealed on the evening April 23 & 24, 2012. The common hallways will be carpet cleaned on April 26 & 27, 2012.
- The 2<sup>nd</sup> Fire Inspection is scheduled for **May 2<sup>nd</sup>, 2012** starting at **10am**. Owners who did not make their suites available during the first inspection will be charged a fine and the cost to have their suite inspected as required by the Strata Corporation's Bylaws. If a 3<sup>rd</sup> inspection date is required, the Strata Corporation will hire a locksmith to gain entry, to have the suites fire safety equipment checked and the cost will be billed to the Strata Lot Owner.
- The Management Company reported that effective January 1<sup>st</sup>, 2012 the cost of natural gas will be increasing by 3%, due to an increase in transport costs.
- The Management Company reported that La Mirage, a neighboring Strata building, had accepted Rogers Communications proposal to install a cellular antenna on their roof.
- The City of Burnaby is increasing the cost of solid waste collection effective 2012.
- The Management Company reported that the condenser for the air-conditioning unit in the transformer room had failed and had to be replaced. The cost will be partly shared with Orr Development as part of the cost-sharing agreement.
- Note to Owners, if you are planning on conducting renovations in your Strata Lot, you must get permission from the Strata Corporation beforehand and comply with the Strata Corporation Bylaws. Please contact the Management Company – [Admin@nationalpacific.ca](mailto:Admin@nationalpacific.ca)

## 3. Security

- The Strata Council reported that Wayne Shamley, is a member of the Strata Corporation's security committee. As part of his role he monitors the parkade.
- The Management Company reported that two security cameras had been relocated as per the Strata Council direction, one in Visitor parking area on P3 and the other on the 6<sup>th</sup> floor garden entrance, for better camera coverage to enhance safety and security.
- Mike Michl reported that Residents are forging fake visitor parking passes and presented his new parking pass to prevent forgers in the future. The Strata Council

accepted his new design. *Notice to: Owners/Residents please look out for notices regarding distribution of new visitor parking passes.*

- The Strata Council asked the Management Company to investigate with IHM Media to see if they would be interested in installing TV monitors in the elevators, a potential opportunity for the strata to gain additional revenue.

#### **4. Project Reports**

- The Strata Council discussed the capital project to install piping in the parkade to make it easier to keep it clean. The Strata Council empowered Mike Michl and the Management Company to get the project completed.
- The Management Company discussed a quote to install piping to the overflow drains on the balconies of the townhouse units to prevent rainwater from staining the front of the units. The Strata Council asked that more options be investigated and to discuss at a future meeting. These are no other drains the balconies.
- The Strata Council approved the purchase of a sand filter on the Hazel Pond water pump system.  
Upon a MOTION duly made by Mike Michl and seconded by Carlos Lau, it was RESOLVED that a sand filter be purchased and installed on the water pump recirculating system APPROVED.

#### **5. Correspondence/Appeals**

- A Resident appealed a fine for placing a refrigerator on their patio and requested an exemption. The Strata Corporation agreed on the condition that the patio is kept clean and tidy.
- The Strata Council received a letter from an Owner regarding another Owner who is letting their dog defecate in common hallways. The Strata Council directed the Management Company to fine the offending Owner \$200.00 plus the cost of carpet cleaning and inform them that, if this behavior continues, they will insist the dog is removed from the Strata Corporation.
- A Resident requested that the fee to have their suite door re-keyed in order for the strata Corporation to test the anchor on their balcony be waived. The Strata Council denied the request.
- The Management Company reported that the cost to purchase one of the remaining parking stalls in the parkade from Intracorp, the Developer, is \$5,000.00 per spot.
- A Resident requested that the fine for cleaning their parking stall be waived as they had already cleaned the stall prior to receiving the letter. The Strata Council agreed and waived the fine.
- The Strata Received a noise complaint letter from an Owner regarding their upstairs neighbor. The Strata Council asked that the Management Company send a letter to

the offending resident and asked that they be more conscientious of their neighbors and if more complaints are received, then a fine will be issued.

- A Resident appealed a fine they received for letting a non-resident into the building through the lobby door. The Strata Council will investigate further and make a decision by email.
- The Management Company received a complaint letter from a resident that their visitors' car had been towed for not placing a visitor parking pass on dashboard while they were parked in the visitors parking area. The Strata Council had responded indicating that the Strata Bylaws require that all visitors have parking passes while parked at the building.
- A Resident appealed a fine they received for placing their garbage in the recycling bin rather than the garbage bin as required. The Strata Council will investigate and report their findings to the Management Company.

## **G. UNFINISHED BUSINESS**

### **1. Deficiencies - Intracorp**

- The Management Company reported Intracorp has arranged for more repairs to the parkade walls. Also, that the Strata Corporation had been refunded for the emergency repairs to the sump system in March of 2010.

### **2. Steam Room**

- The installation of a shower in the steam room is still in progress as the Strata Corporation is still pursuing more plumbing quotes for the shower installation.

### **3. Gym upgrade**

- A new spin bike has been purchased and installed in the Gym as per the Strata Corporation's 2012 Budget.

## **H. NEW BUSINESS**

### **1. Vehicle Storage Insurance**

- There are vehicles in the parkade that do not have up-to-date automobile or storage insurance. The Strata Corporation Bylaws require that all vehicles parked in the parkade have insurance.
- Any Owner with a parking stall where vehicle is parked without up-to-date insurance will be fined as per the Strata Corporation's bylaws.

## **2. Bike Room**

- There are still spots available for storing bikes in the new bike room on P3. The annual cost is \$12.00. If you are interested in renting a spot please contact the Resident Manager.

## **3. Amenity Room Furniture**

- The item was tabled to the next meeting

## **4. Common Stairwell Painting**

- The item was tabled to the next meeting

## **5. Annual Security Audit**

- The Annual Security Audit will be distributed with the May Strata Council minutes.

## **I. NEXT MEETING**

The next Strata Council meeting is on:

**Thursday, May 10<sup>th</sup>, 2012  
at 6:00 pm  
in the Amenity Room.**

## **J. ADJOURNMENT**

There being no further business to transact, upon a MOTION duly made, it was RESOLVED that the meeting would be adjourned at 9:00 pm.

**The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.**

**Please retain these Min**

**Minutes provided to you for future reference, as replacement copies are subject to a fee.**

Minutes Prepared by:

National Pacific Real Estate Services Inc.

#210 - 1575 West Georgia Street, Vancouver, B.C.

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(T) 604-685-8830 or (F) 604-685-1423    email: [admin@nationalpacific.ca](mailto:admin@nationalpacific.ca)