



# **NOTICE**

## **CENTREPOINT 2013 AUDIT**

Please be aware that the Centrepoin 2013 Audit will  
commence on

**June 1, 2013**

**PLEASE NOTE: THIS IS A MANDATORY  
REQUIREMENT BY THE STRATA  
CORPORATION.**

To complete the Audit Online please go to;

**[WWW.CENTREPOINTSTRATA.COM/AUDIT2013.PHP](http://WWW.CENTREPOINTSTRATA.COM/AUDIT2013.PHP)**

**THE BUILDING MANAGER WILL ALSO HAVE PAPER  
COPIES AVAILABLE AT HIS OFFICE.**

Please complete the audit by **July 1, 2013**

**Thank you for your cooperation!**



www.centrepointstrata.com  
**THE OWNERS, STRATA PLAN BCS 3037**  
**STRATA COUNCIL MEETING MINUTES**  
**WEDNESDAY, APRIL 23, 2013**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Wednesday, April 23rd, 2013 at Centrepoint in the Amenity Room, 4808 Hazel Street, Burnaby, BC.

**A. CALL TO ORDER**

The Meeting was called to order at 6:30 pm, by Damien Chen, the Vice-President of the Strata Council.

**B. CALLING OF THE ROLL**

The Council Members present were, Damien Chen, Victor Samon, Teresa Lei and Jeff Leong, with regrets from Carlos Lau, Tim Li and Paul Wher. 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 Victor Samon and seconded by Teresa Lei, 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 HELD ON MONDAY, MARCH 18TH, 2013.**

Jeff Leong asked that the Minutes be tabled until the next meeting for further review.

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

The Treasurer, Teresa Lei has reviewed the Financial Statements for February and March 2013 and explained that everything is in order.

Upon a MOTION duly made by Teresa Lei and seconded by Victor Samon, it was RESOLVED that the Financial Statements for February and March 2013 be APPROVED as presented.

*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. Owners who have arrears will be charged a fine of \$100.00 per month for non-payment of their strata fees as per the Strata Corporation's Bylaws.

## **F. REPORTS**

### **1. Caretaker**

1. Put up notices and set time for cartridge repairs.
2. Put up notices for duct cleaning and set up with residents.
3. Go with galaxy plumbing for water shut down.
4. Get contractors set up and into suites for duct clean.
5. Lots of suites with no hot water.
6. Receive water complaints and go with plumber to several suite for repairs.
7. Flood in suite went down 3 floors at 9:30 to 1:30 am called in carpet cleaner to suck up water.
8. Go with plumber for more plugged taps.
9. Go with roofing company and sheet metal guy for cover on roof unit.
10. Called for emergency from answering service resident locked key in door of suite.
11. Called after hours for P3 gate broken.
12. Adjust all doors on entrance and stairs (Note not all doors will close at all times when another door is open or fans come on).
13. Disinfect and scrub steam rooms.
14. Changed lights in parkade.
15. Checked and clean storage lockers and lights.
16. Notices again for another water shut down.
17. Get power washer ready put snow equipment away.
18. Work with electrician to find problem with amenity room alarm.
19. Get carpet cleaner set up for 11 & 16 floors.
20. Go with tradesman from Farkas Concrete for leaks in the Electrical Room.
21. Called for a Resident locked out.
22. Repair tap on 18<sup>th</sup> floor, no water in the bathroom.

### **TRADES**

- Duct Cleaning for one week.
- ThyssenKrupp for elevator service.
- Garaventa for handicap elevator.
- Glass Company for vent in Amenity Room.
- Galaxy a number of times for tap repairs.
- Carpet Cleaners to suck up water from three suites.
- Gate Contractor for P3 gate 3 times.
- C & C Mechanical for shower valves
- Pacific Power tech for electrical room.
- Paul Farkas for concrete deficiency work.
- Stats Canada.

The Caretaker made the following observations to the Strata Council;

- During the water shut down at the end of March to replace the valves there was a lot of debris that was pushed into the buildings' domestic hot water system when the water was put back on stream, from both the City water lines and debris from the old valves. The Caretaker, the Management Company and the Plumbing Company worked together to resolve this issue as quickly as possible for Strata Lot Owners. If any Owners still have clogged fixtures in their Strata Lot please contact the Caretaker.

## **2. Management Report**

- The Management Company reported that all the Pressure Release Valves in the tower required repair. This resulted in shutdowns in late March and early April. At the same time the gate valves had to be replaced as they could not isolate the Pressure Release Valves that had to be serviced.
- The Management Company reported that there were some external painting projects, including the Hazel Street entrance and lobby entrance, that will be undertaken when the weather improves. The Strata Council also noted that they are going to undertake a project to paint the areas of the parkade that the Developer conducted repairs on. This will give the parkade a uniform painted look.
- The Management Company reported that Morrison Herschfield has begun the five year envelope inspection report for the building and hopefully that will be available in June for submission to InterCorp.
- The second dryer duct cleaning is scheduled for May 2<sup>nd</sup> 2013.
- The Management Company reported that they have been in contact with Rancho Property Management, the Property Management Company, who manages the Strata Corporations' suite on the 3rd floor advising them of the rent increase of \$45.00 per month for this year, effective from June 1<sup>st</sup> 2013.
- The Strata Corporation carpets throughout the building will be cleaned on May 7<sup>th</sup> and 8<sup>th</sup> 2013, at a cost of \$1,670.00 plus GST.
- The Strata Corporations' parkade will be cleaned from June 11<sup>th</sup> to 14<sup>th</sup>, at a cost of \$2,370.00 plus GST.
- The window washing will be scheduled after the envelope inspection has been completed, ideally in early June, 2013.
- The Management Company reported that the complaint lodged against the Strata Corporation through the office of the Information and Privacy Commission for BC has been resolved and there will be no fines or penalties imposed on the Strata Corporation. However the Strata Corporation will have to adopt a formal Privacy Policy for use at the Strata Corporation.

- The Management Company noted that the P3 Resident garage gate broke down at the end of March, during repairs it was found that a part had to be ordered. Unfortunately the part failed and resulted in a vehicle being damaged as it was driving through the gate. The Strata Corporation is waiting for ICBC to submit the claim to the Strata Corporation for payment.

The Strata Corporation asked the Management Company to get quotes to replace the residential gate as it continues to be a significant maintenance expense for the Strata Corporation and now involves an Insurance Claim.

### 3. Security

- There was a note from a Resident expressing concern that Residents continually do a not lock the dead bolts on the storage room doors.

**REMINDER TO OWNERS AND RESIDENTS, WHEN EXITING THE STORAGE ROOMS THAT HAVE DEADBOLTS ON THEM, PLEASE LOCK THEM ON DEPARTING THE STORAGE ROOM.**

### 4. Project Reports

- The Strata Corporation approved a quote to complete the Steam Room upgrade on the mezzanine floor.

Upon a MOTION made by Teresa Lei and seconded by Victor Samon, the quote for \$3,850.00 was APPROVED to complete the steam/shower room upgrade.

The Management Company will do a final review of the quote before proceeding and will confirm the references provided by the Contractor and report back to the Strata Council

### 5. Correspondence/Appeals

- There was a letter from Resident asking that building Notices should be published on the website, such as Fire Inspections, Duct Cleaning, etc.
- There was a request for appeal by a Resident, who has been absent for an extended period of time, regarding their expired vehicle storage insurance fine for non-compliance with the Strata Corporation Insurance Bylaw. The Resident, on their return from their trip, provided proof that they had insurance during their time away, thus the Strata Corporation voted to rescind the fine.
- A Resident appealed a fine for their guest parking in the trade only parking stall, the Strata Corporation, following review of the appeal, determined that the guest has parked in the trade only parking stall on other occasions and that as the space is clearly marked the appeal was denied.

## **G. UNFINISHED BUSINESS**

### **2. Storage Insurance**

- The Strata Council will continue to monitor the parkade to ensure that all Residents are complying with the vehicle storage insurance Bylaw.

### **3. Amenity Room Furniture**

- The final piece, a bookcase will be ordered and installed in the coming weeks.

### **4. Annual Security Audit**

- The Annual Security Audit is now online and will commence on June 1<sup>st</sup> 2013 (web address).
- A Resident emailed the Management Company asking that the Strata Corporation set fixed dates for the Annual Security Audit to ensure that there is regular compliance. The Strata Corporation felt that this was a wise suggestion and on an annual basis the Security Audit will begin on June 1<sup>st</sup> of each year.

### **6. Cartridge Replacement**

- The Management Company is still waiting to hear from Global Union on a date for the replacement of the remaining defective shower cartridges.

## **H. NEW BUSINESS**

There was no new business to discuss at this meeting.

## **I. NEXT MEETING**

The next Strata Council meeting is on:

**Tuesday, May 21st, 2013  
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 7:50pm

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

**Please retain these Minutes**

**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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