



# **NOTICE**

## **CENTREPOINT 2013 ON-LINE AUDIT**

Please be aware that the Centrepoin 2013 Audit is finishing on

**July 31, 2013**

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

Please go to

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

**PLEASE CONTACT THE RESIDENT MANAGER  
FOR A PAPER VERSION OF THE AUDIT.**

Please complete the audit by **July 31st 2013**

**Thank you for your cooperation!**



www.centrepointstrata.com  
**THE OWNERS, STRATA PLAN BCS 3037**  
**STRATA COUNCIL MEETING MINUTES**  
**MONDAY, JULY 8th, 2013**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Monday, July 8th, 2013 at Centrepoint in the Amenity Room, 4808 Hazel Street, Burnaby, BC.

**A. CALL TO ORDER**

The Meeting was called to order at 6:07pm, by Paul Wehr, the President of the Strata Council.

**B. CALLING OF THE ROLL**

The Council Members present were, Paul Wehr, Jeff Leong, Carlos Lau and Teresa Lei, with regrets from Damien Chen, Tim Li and Victor Samon. The Management Company was represented by Geoffrey Rosen.

Teresa Lei informed the Strata Council that she has sold her unit and will no longer be an Owner as of July 17<sup>th</sup>, 2013, therefore effective at the end of this meeting she is resigning from the Centrepoint Strata Council.

**C. APPROVAL OF THE AGENDA**

Upon a MOTION duly made by Teresa Lei and seconded by Carlos Lau, 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 MEETINGS HELD ON MONDAY MARCH 18<sup>TH</sup> 2013 AND TUESDAY, JUNE 4<sup>TH</sup>, 2013.**

Upon a MOTION duly made by Jeff Leong and seconded by Teresa Lei, it was RESOLVED that the minutes from the previous Strata Council meetings held on Monday March 18<sup>th</sup> 2013 and Tuesday June 4<sup>th</sup> 2013 be APPROVED as amended and distributed.

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

The Treasurer, Teresa Lei has reviewed the Financial Statements for the month of May 2013 and found them to be in order. She had one account adjustment to the allocation of an expense in the budget that has been made by the Management Company.

Upon a MOTION duly made by Teresa Lei and seconded by Jeff Leong, it was RESOLVED that the Financial Statements for May 2013 be APPROVED as presented.

## *Arrears*

The Management Company presented the Arrears report to the Strata Council and reported that there are six (6) 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 for warranty inspections
2. Cleanout locker rooms
3. Repair door leading to garbage room
4. Repair locks and closer on several other doors
5. Work on draining and re-filling water feature
6. Install new parts in water feature
7. Show contractors what to do for steam rooms
8. Go with contractor to show where rope anchors are
9. Get set up with contractor for power washing stairs in parkade
10. Power wash water feature again this year
11. Fill ponds and drain out to flush out lines
12. Disinfect and scrub steam rooms
13. Scrub down exercise room
14. Check and clean storage lockers and lights
15. Check for leak on 33<sup>rd</sup> floor ceiling
16. Check operation of gates on P3 several times for not closing
17. Change lights in parkade, still working on them.

## **TRADES**

Thyssen for elevators

Window cleaners

Contractor for building warranty

Electrician for lights in water feature

Electrician for gate repairs

Galaxy Plumbing for leak on 33<sup>rd</sup> floor

Contractor for power washing parkade

Contractor for wall and door in steam rooms

The Caretaker raised the following issues for the Strata Council;

- There was a break in reported at unit 4818 at the end of June. An Owner found that a thief had broken into their suite and chased them down the street and retrieved their goods. The Management Company arranged to have the door repaired and replaced and there have been no further incidents since then.

- The window cleaning was completed in June. However from the Resident Manager's discussion with various Residents it was determined that although the outside of the glass panels of balconies had been cleaned the inside also needs to be cleaned in the future as many Residents do not bother to do this during the year leaving the effect of smears and smudges and making people assume that the balcony glass panels have not been cleaned. The Management Company will present a quote to be budgeted in the 2014 Fiscal year for the cleaning of all the inaccessible windows of the building and the inner and outer glass panels on the balconies and a quote for cleaning all of the patios on the building.
- A Strata Lot Owner was conducting repairs to their suite and their handyman had been illegally parking in "No Parking Zones" around the building. As a result the towing company towed his vehicle away. The handyman verbally assaulted the Resident Manager and verbally abused a number of other Residents in the lobby who were in the lobby. The Management Company has sent a letter to the Property Managers for the suite informing them that their handyman is not allowed on the site and they have been fined for causing a nuisance and violating various construction Bylaws at the building.
- Please note that Residents are experiencing difficulties with the Resident out gate not always closing. The Strata Corporation is aware of the issue and has a Tradesperson investigating the issue.

## **2. Management Report**

- City Irrigation, the Strata Corporations' irrigation company, has reported that some of the sprinkler lines for the 6<sup>th</sup> floor outdoor area are not functioning at peak efficiency and they will be investigating as to why this is an issue.
- The Management Company reported that the five (5) year envelope warranty review was conducted during the week of June 27<sup>th</sup>. The report is expected this month and will be submitted to the Developer as per the warranty.
- The suite that the Strata Corporation owns has been rented to new tenants at the revised rental rate.
- The Management Company has arranged to have Orkin Canada service the building for the next six (6) months to ensure that there is not a rodent issue over the summer months.
- The annual anchor inspection will be conducted in August. The Strata Corporation has informed the Owners of the balconies they need access to
- An Owner who damaged the Hazel Street entrance ramp wall has been sent a letter asking that they pay the bill for re-painting it.
- The Strata Corporation arranged to have the tiles and grouting cleaned in suite 201 at a cost of \$150.00, and the Strata Corporation as Owners has the responsibility to repair and maintain this suite.
- A Resident made an illegal move after 5:00pm and they were fined accordingly.

- A Property Management Company sent an email regarding a broken window handle in one of the units that they manage. The Management Company informed them that those are the responsibility of the Owner to maintain and repair.

### 3. Security

- There have been no security incidents since the last Strata Council meeting. There was a break-in in unit 4818, the necessary repairs have been completed.

### 4. Project Reports

- The shower room on the mezzanine floor exercise room is now complete.
- The bookcase has been purchased for the ground floor Amenity Room. If Residents have any books that they no longer want they may leave them there for other Residents to use.

### 5. Correspondence/Appeals

- A Resident sent an email to the Strata Corporation regarding a charcoal barbeque that was smelling badly and causing excessive smoke around the building. The Strata Corporation does not have a Bylaw prohibiting charcoal barbeques, however it is considered a nuisance if it is used excessively and it disturbs other Owners. As a result the Strata Corporation will send a letter asking them to be more considerate and conscientious when using it.
- A Resident informed the Strata Corporation that they have a new Property Management Company managing their suite.
- The Strata Corporation received an email from Orr Development informing them that there will be a Fire Test in the commercial section of the building on July 12<sup>th</sup>.
- The Strata Corporation received a complaint about a Resident running the garage gate on May 31<sup>st</sup>. A fine letter has been issued accordingly.
- There was a letter from a Resident complaining about cigarette smoke entering their suite. The Management Company contacted the Owner of the suite who informed them that their tenants were not supposed to be smoking in the suite and arrangements have been made to resolve the issue.

There is a No Smoking Rule at Centrepont, which states:

#### **SMOKING POLICY**

***18. The Strata is a non smoking building. Persons wanting to smoke may do so outside the building at sidewalk or in the privacy of a residents suite. There is no smoking permitted in any of the common areas of the building. This includes the underground parking levels. Resident violators and Residents of violating guests will be fined. The fine is \$50.00 per violation.***

## **G. UNFINISHED BUSINESS**

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

- The Strata Corporation continues to monitor the parkade to ensure that all vehicles parked in the parkade have vehicle or storage insurance. If your vehicle is not insured, please note there is a fine for not carrying insurance and it is also a liability to the Owner if anything happens to the vehicle.

### **2. Amenity Room Furniture**

- The Strata Council noted that the bookcase has now been purchased and all the upgrades to the Amenity Room are now complete.

### **3. Annual Security Audit**

- Reminder to Owners that the Audit is scheduled to be completed on July 31<sup>st</sup>, 2013. If you have not completed the Audit for your Strata Lot by that date you will be fined \$200.00 for non-compliance with Bylaw 47 (14) and there will be a cost to re-activate your fobs. The audit is available online at [www.centrepoinstrata.com/audit2013.php](http://www.centrepoinstrata.com/audit2013.php). Printed copies are available from the Building Managers office on the mezzanine floor.

#### **BYLAW 47 (14) states that:**

***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.***

### **4. Summer Painting**

- The Strata Council will arrange to have the wooden deck on the 6<sup>th</sup> floor re-stained by the end of August. They will also be doing touch-up painting in the parkade over the next couple of months. office.

### **5. Landscaping**

- Large Contracting, the Strata Corporations' landscaping company, met with the President of the Strata Council to review several proposals. There were four (4) proposals to the Strata Corporation to upgrade the landscaping in front of the building. They are;
  1. To add three (3) decorative boulders at key points in the garden where dogs tend to urinate in order to protect the plants.
  2. To add flowering evergreen ground cover to cover the garden areas instead of brown mulch which blows into the fountains.
  3. To add additional plants along the driveway by the entrance.

4. To add some stepping-stones between the trade parking spot at the front of the building and the walkway for a more continuous surface.

The Strata Council reviewed the proposals and the Strata President outlined that he felt that the proposals were a good idea, therefore a MOTION was made by Carlos Lau and seconded by Jeff Leong to accept the four (4) proposals at a cost of \$1,500.00 to be completed in the up-coming weeks.

## **H. NEW BUSINESS**

### **1. Bulletin Board**

- The Strata Council asked the Management Company to investigate installing a cabinet in the postal area on the main floor to post notices and calendar events so that Residents know what is going on at the building and to improve communication.

## **I. NEXT MEETING**

The next Strata Council meeting is on:

**Tuesday, September 23<sup>rd</sup> 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 7:38pm

**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:

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