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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
WEDNESDAY, APRIL 9TH, 2014**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Wednesday, April 9th, 2014 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 Strata Council Members present were Paul Wehr, Carlos Lau, Victor Samon and Nick Canosa, with regrets from Xin Wang and Tim Li. The Management Company was represented by Geoffrey Rosen. Joseph Coutu and Kim Robinson the Resident Managers were also in attendance.

The Management Company informed the Strata Council that Tim Li has sold his suite and was now no longer a member of the Strata Council as a result. The Strata Council unanimously approved the motion to appoint Raymond Lau to replace Tim Li on the Strata Council. The Management Company will contact Raymond and let him know the date of the next Strata Council meeting.

Upon a MOTION duly made by Carlos Lau and seconded by Victor Samon, the appointment of Raymond Lau to Strata Council was APPROVED.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Nick Canosa 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 JANUARY 20 AND WEDNESDAY FEBRUARY 26, 2014

Upon a MOTION duly made by Carlos Lau and seconded by Victor Samon, it was RESOLVED that the minutes from the previous Strata Council meetings held on Monday January 20 and Wednesday February 26, 2014 be APPROVED as distributed.

E. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS

The Treasurer, Xin Wang, was unable to attend the meeting; therefore the Financial Statements were tabled for review until the next Strata Council meeting.

Arrears

The Management Company reported to the Strata Council that there were twelve (12) Owners in arrears for their Strata Fees. The Management Company noted that there were no Owners in arrears for more than one (1) month of Strata Fees. The Owners who are in arrears will be charged \$100.00 per month for non-payment of their Strata Fees as per the Strata Corporation Bylaws.

F. REPORTS

1. Caretaker

1. Change lights in parking lot
2. Clean dog feces several times on P5
3. Repair front door
4. Cut ceiling on 2nd floor for Fire System leak
5. Get equipment ready for Spring
6. Help carpet installer to work out pattern for hallways
7. Repair door on 6th floor
8. Repair floor lights in lobby
9. Help Contractor with cover for HVAC vent
10. Several illegal moves
11. Remove lock from inside door for garbage room
12. Clean up big mess left by Contractor for office door
13. Work with A1 for Fire Inspection
14. 1:00 am call for Police and Fire in lobby – false alarm from monitoring company
15. Shovel salt and sand 2 days, 2 times each
16. Deal with City of Burnaby, Owner called them saying the corner of McMurray and Hazel not cleared enough of snow
17. Called in to repair front doors
18. Check for leak on 17th and 16th floors
19. Meet with Kevin and Geoffrey for front gardens
20. Go with Paul Farkas to review parkade

Trades

1. Thyssen-Krupp Elevator - in for service
2. Garaventa - for elevator in garbage area
3. Solutions Engineering – inspection for building
4. Large Landscaping – bushes at front on Hazel Street
5. Carpet installer – for 6th and 10th floors
6. Painter – to paint hallways
7. Frank – to repair leak in sprinkler line on 2nd floor
8. Garbage containers changed
9. High Volt – for gates

10. Wieldwood Metal – for air intake cover
11. Contractor for office door
12. Finning - for load test
13. A1 – Annual Fire Inspection
14. Carpet Cleaners – in to clean from pets on several floors
15. Electrician – for light ballast
16. Lighting Company – for LED change
17. Thyssen-Krupp – for elevator lights
18. Paul Farkas – for concrete cracks
19. Sunrise Window Cleaners – window cleaning entire building
20. BC Boilers – to clean and service boilers

- There was a discussion regarding snow removal at the building, that there were a number of times over the winter where the building received a significant amount of snow and the Caretakers did their best to remove the snow from the front of the building, the townhouses and around the Hazel Street driveway. In the event that there was excessive snow arrangements were made to bring in a snow removal company to remove the excess.
- There continues to be a problem when Residents are allowing their dogs to defecate in hallways and in the parkade. This is a huge nuisance for the building as it leads to bigger cleaning issues. If any Residents witness anybody allowing their pets to defecate in the hallways, please inform the Resident Manager.
- There was a discussion regarding furniture moves at the building and that only in the event that security is required would there be a \$50.00 security fee levied by the Strata Corporation. However all significant moves that require elevator pads, security and the elevator locked off, do need to be booked through the Resident Manager to ensure that they do not conflict with other moves going on within the building.
- The Strata Council approved an upgrade of the pond lights at a cost of between \$1,500.00 and \$2,000.00 to install plastic lights and to replace the brass ones which are a temptation for theft.

2. Management Report

- The window cleaning was scheduled for March 31st to April 11th, 2014. This included all windows as well as balconies and railings around the building.
- The City of Burnaby is increasing utility and garbage rates by 5.5% this year.
- A quote to clean the parkade at a cost of \$2,300.00 was approved; this will be scheduled for the end of April.
- The carpet cleaning for the building is scheduled for May at a cost of \$1,750.00 plus tax.
- Fortis BC is increasing the mid-stream gas rate by 11¢ per gigajoule.
- There was a complaint by Canada Post that there were two small tables in the postal area which were a potential safety hazard to postal workers. As a result they were removed.

- The elevator leading up to the garbage room was serviced, as required by BC Safety.
- There was a water incident in a Strata Lot, the Owner felt that it was the Strata Corporation's responsibility. Upon further investigation it was determined that the wax seal for the toilet above had failed and had led to a water leak, the two Owners resolved the issue.
- The Fire Inspection was conducted in February 24th to 26th. Forty-four (44) Residents did not provide access to their suites. The 2nd Fire Inspection, which will be billed to those Owners (except where it is proven that there was an error), will be scheduled for April 30th, 2014.

REMINDER TO OWNERS

IF YOU ARE A NON-RESIDENT OWNER AND YOU CHANGE YOUR MAILING ADDRESS, PLEASE LET THE STRATA CORPORATION KNOW, TO ENSURE THAT YOU RECEIVE ALL OF YOUR NOTICES AND MAIL.

- The Strata Corporation, as part of the ongoing maintenance program, had the boilers at the top of the building serviced to ensure their efficient functioning.
- There was an issue with an illegal move-in where a Resident failed to book a move. All moves **MUST** be booked through the Resident Manager.
- There was a leak from the fire system sprinkler line on the 2nd floor at the hallway near the townhouses, this was repaired.
- There was an issue with a Resident storing excessive garbage and debris on their balcony. You may not store anything on your balcony except as outlined in the Strata Corporation Patio/Deck Rules, otherwise the Strata Corporation will levy a fine.
- The Strata Corporation had its annual fire sprinkler backflow system tested and it passed.
- There are reports that Residents are leaving garbage in their parking stalls. Any garbage found in a parking stall that a Resident does not clean up, they will be billed the cost of removal and fined.
- Somebody soiled the carpet on one of the floors of the building and it had to be cleaned, the cost was billed back to the Resident.
- There was an incident in the month of March where the lights in one of the elevators failed and the cab was left in darkness. Thyssen-Krupp, the Elevator Maintenance Company for the building, investigated and determined that LED bulbs had been installed in the elevator and as a result the transformer currently installed in the elevator is incompatible resulting in the elevator lighting failing. As a result the Strata Corporation has had to go back to using standard light bulbs for this elevator.

- There was a report of somebody storing fish on their balcony. This is not allowed as per the Strata Corporation Rules. A letter was written to the Resident asking them to remove the fish.
- There was a noise complaint against a suite for making excessive noise between 4:00am and 5:00am. Please note, as per the City of Burnaby Noise Bylaws there is to be no excessive noise causing nuisance to a neighbour between the hours of 11:30 pm and 7:00 am during week days.
- There continues to be people leaving excessive debris in the car washing area in P5, please pick up after yourself.

3. Security

- There have been no security incidents in the Strata Corporation since that last Strata Council meeting.
- There are reports of vagrants sleeping in the emergency stairs out of the parkade. If you notice anyone sleeping in a stairwell, please inform the Resident Manager.
- The Strata Corporation is investigating installing a high-definition camera system once the current system is paid off in 2015.

4. Project Reports

- The carpet replacement project to upgrade with carpet tiles on the 7th and 10th floors is almost complete.
- The vent cover for the HVAC on the 33rd floor is complete and is working effectively.
- The Strata Council discussed that the fountains need to be re-painted a different colour as the blue has faded and it exposes dirt more easily. The Strata Council approved the re-painting of the ponds to a gray from a blue.
- The installation of a Dutch door for the Resident Managers office is now complete.

5. Correspondence/Appeals

- As previously noted in the Minutes there is an issue with Residents allowing their dogs to defecate in the common hallways. The cost for carpet cleaning is being assessed back to the suite causing said damage.
- There continues to be confusion over the Strata's move-in procedures, please note that any time there is a change of residency in a Strata Lot there is a move-in fee applied. Only if a small amount of furniture is being moved in and scheduled through the Resident Managers office and no security is required is there no furniture move in fee.
- There is an issue with pigeons around the building. Please do not feed pigeons, as they are a health and maintenance hazard for the building. Pigeons are known to carry diseases. Anyone feeding pigeons is in violation of the Strata Corporation Bylaws.

- There was a letter from a Resident to the Strata Council asking them to inform the Owners through the Minutes that they are selling two (2) parking stalls, 296 and 297 for \$8,500.00. If anyone is interested in purchasing them please contact the Management Company.
- There was an email from a Resident regarding cigarette smoke. Please note that you are not permitted to smoke on any of the patios or balconies of the building, as it is a violation of the Strata Corporation Bylaws and the BC Health Act.

GARAGE GATE

PLEASE NOTE THAT CARS MUST WAIT FOR THE GARAGE GATE TO FULLY CLOSE BEFORE PROCEEDING ON THEIR JOURNEY.

- A Resident disputed a garage gate fine, they claimed that they had waited at and watched the gate after their friends left. The issue is not about cars going through the gates, but unwanted vagrants who break into cars. Therefore it is important that cars wait at the gates for them closing before leaving.
- There was a letter from a Resident claiming that they could not get into the garbage room due to the lock failing, as a result they left their garbage on another floor of the building.

PLEASE NOTE

**THERE ARE OTHER WAYS TO ENTER THE GARBAGE ROOM. IF THERE IS AN ISSUE OF NOT BEING ABLE TO GET INTO THE GARBAGE ROOM, PLEASE CONTACT THE RESIDENT MANAGER.
IT IS NOT APPROPRIATE TO LEAVE GARBAGE IN THE HALLWAYS.**

- There was another Resident who left garbage in a hallway, please note that garbage cannot be left in a hallway no matter if you are leaving it for one minute or one day, **ALL** garbage must be removed to the garbage room once it leaves a Strata Owners Strata Lot.
- There continues to be confusion that a Resident cannot park in the visitor parking area, your car will be towed without notice by the Towing Company.
- There was an email from a Resident complaining that his neighbour was partially parking in his parking stall, therefore not allowing him to park in his stall. The Management Company responded that if you find someone else parked in your parking spot please contact the Resident Manager and arrangements will be made to have the car removed with the Owner of the parking stall's permission.

G. UNFINISHED BUSINESS

There is no unfinished business.

H. NEW BUSINESS

1. Transformer Service

- **The Strata Corporations' transformer will be serviced on June 23rd and 24th, 2014 as required under Work Safe BC, from 10:00pm on the 23rd until approximately 6:00 am on the 24th June there will be no power, except for emergency power, at the building.**

2. Presentation

- An Owner in the building attended to complain about the Strata Corporation. He felt that he was being discriminated against and that Bylaws regarding construction material were being applied too strictly. After a long discussion with the Resident, the Strata Council did agree that tools are not construction material and that the fines applied will be rescinded.

There was a further discussion regarding move-in procedure and that all Owners are required to submit the move-in fee and the registration material one week prior to their move-in. The Resident was concerned because he had attempted to deliver the material when the Resident Managers were ending their day and therefore they were no longer on shift, but the Strata Corporation Rules outline that the Resident Manager was available until 4:30 pm. As a result the Strata Council agreed that they would waive the fine in this instance. There was also a dispute over their deposit return which was resolved at the meeting.

The final discussion involved a dispute over the garage gate and that the Resident had not stopped at the gate within line of sight of the cameras and that there had been a complaint that they had not waited at the gate. The Owner confirmed that they had waited, but that they had slowly driven up the ramp away from the gate. The Strata Council explained to the Owner that the building has had many issues with break-ins in the parkade over the years and that the concern is not that of cars sneaking into the gate, but rather vagrants sneaking past and into the visitor area and the Residents' parking area and breaking into cars and causing property damage. On this issue the Strata Council felt that the fine was warranted as it was witnessed and they felt that the Owner should pay that fine as all Residents must abide by the garage gate Bylaw.

There was also a discussion over what 'wait' actually meant as it did not specify stop. However the Strata Council still felt that it was important to recognize that waiting is stopping and therefore it is really about security and respect for all of their neighbours.

I. NEXT MEETING

The next meeting is on;

Thursday May 22nd, 2014
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 8.22pm

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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