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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
TUESDAY, OCTOBER 28TH, 2014**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday October 28th, 2014 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 Carlos Lau, the President of the Strata Council.

B. CALLING OF THE ROLL

The Strata Council Members present were Carlos Lau, Nick Canosa and Jeff Leong with regrets from Raymond Lee and Xin Wang. The Management Company was represented by Geoffrey Rosen. Joseph Coutu and Kim Robinson the Resident Managers were also in attendance.

Owner Presentations

There was a presentation from an Owner regarding fines levied against the Owner for a Bylaw violation. The Owner raised three separate concerns with the Strata Corporation. First they questioned why their tenants' visitor was towed from the visitor parking lot even though they had a parking pass. The Strata Council asked that the Owner provide the towing violation so that they can get better clarity as to when it happened and where, as there is some confusion as to exactly where the visitor was parked and whether the car was in the visitor or commercial parking.

The next item was that there was some confusion over having some minor repairs done to their kitchen faucet after the power shut down and there was a delay in getting a plumber to their suite. The Strata Council asked that if an Owner is expecting a service call from a Strata Corporation vendor and they do not arrive on a timely basis, to please contact the Resident Manager or National Pacific to ensure that the time has been properly scheduled and that access is available to the suite. If an appointment is scheduled please also ensure that there is someone in the suite to provide access.

The third issue was a move-in violation, the Owner had been fined for not giving notice, not providing a Form `K and using the elevator without pads. The dispute arose because the Owner felt that although they didn't give seven days notice, their tenant had to move into the building and they thought that the Resident Manager should have scheduled the move-in anyway.

The Strata Council listened to the Owner's concerns and agreed that the fine would be adjusted to \$400.00.

Another Strata Lot Owner came to the Strata Corporation with a concern that their appeal at the previous meeting had been misunderstood by the Strata Corporation. The Owner had received agreement to replace their flooring. However, the Strata Council explained that the issue was not about the initial delivery of the flooring material it was the fact that the vendor, in violation of the Strata Corporation Bylaws, dragged material through the lobby and used the front doors without properly securing them against unlawful entry. Therefore the Strata Corporation reduced the fine to \$200.00 for the violation of their vendor not the P3 parking level for delivery and disposing of construction material and for using the front door without ensuring that it was only themselves going through and not unconfirmed visitors or Residents.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Jeff Leong and seconded by Nick Canosa, 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 SEPTEMBER 8TH, 2014

Upon a MOTION duly made by Jeff Leong and seconded by Nick Canosa, it was RESOLVED that the minutes from the previous Strata Council meetings held on Monday September 8th, 2014 be APPROVED with the following amendment, that the Owner mentioned in section F2 did have permission to do construction however the issue came down to their vendor.

E. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS

The Treasurer, Xin Wang, was unable to attend the Strata Council meeting, the review of the Financial Statements will be held over to the next Council meeting.

Arrears

The Management Company noted that there were eight (8) Owners in arrears for their Strata Fees. The Owners in arrears will receive letters and will be notified that their Strata Fees must be paid immediately or they will be have a \$100.00 per month fine for non-payment of their Strata Fees charged to their account, as per the Strata Corporation Bylaws.

F. REPORTS

Caretaker

- Replace lights in parking lot.
- Power wash and clean out water feature.

- Pick up and put chemicals in water feature.
- Repair doors and check all floors.
- Change lights in stairs.
- Work with contractors for 8th floor.
- Clean out locker rooms.
- Repair all walkway lights by entrance to alley by town homes.
- Clean up oil on parking stalls.
- Wash scrub and clean paint off P3 parking floor from resident painting his wheels.
- Had a few owners given wrong info from lawyers as to their parking lockers ETC.
- Drain and clean water feature again.
- Remove furniture and items from lobby for floor stripping.
- Worked overtime with flooring contractor to block off elevators and lobby for floor stripping and finishing.
- Shut down exercise room due to new floor problems and being unsafe.
- Put notices on all cars in parking lot with no insurance .
- Had a problem with a disgruntled women who was let in the building by a resident who did not close the front door behind them then she continued to leave notes all over the lobby.
- Check several suites for hot water problems.
- Clean wire brush and re- stain deck on 6th floor garden.
- Clean up vomit off door and stairs by alley at end of town homes.
- We still have people washing animal urine etc down onto other balconies.
- Had to reschedule contractors to come back and re do the floors in exercise room.
- Pit-bull attacked another dog in lobby by elevators.

TRADES

- Haakon for service.
- Garaventa for small elevator.
- High Volt Electric in for parking gates.
- Contractors for 8th floor repairs.
- Pro Claim Restoration.
- Contractor for exercise room floors.

Other Issues

- A Resident dropped their keys down the elevator shaft, please note that this is not an emergency and that if this does occur please inform the Strata Corporation and on a week day they will arrange to have the keys retrieved or it will be done at the next elevator service visit. Please note that to have the Elevator Company come out and do service at the building can cost several hundred dollars per visit if it is not part of their regular service.
- There were some messages regarding doors not fully closing in the parkade. This happens when the weather changes and the pressurization in the building adjusts and as a result the Caretaker adjust the doors to compensate.

2. Management Report

- The Management Company reported that the repairs for the damages caused by the water loss in July are now complete, including the replacement of the floor in the mezzanine exercise area. Unfortunately the floor had to be replaced twice because the first installation failed due to a deficiency in the flooring material. This was done at no cost to the Strata Corporation
- There are still some minor deficiencies being dealt with following the fire incident in August. They will be dealt with in the next week.
- The Management Company discussed the fact that there had been a number of discussions with the City of Burnaby to repair the burnt out light fixtures between Centrepoint and the neighbouring building to the east. The lights that belong to the Centrepoint complex have been repaired, the City of Burnaby have now repaired their lamp posts.
- There was a concern raised by several Residents at the building about smoking on balconies. The Strata Corporation has put notices up about not tossing cigarette butts off balconies, anyone caught will be fined \$200.00. The Strata rules with regards to smoking are as follows:

18. THE STRATA IS A NON-SMOKING BUILDING. Persons wanting to smoke may do so outside the building at sidewalk level 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.

Letters have gone out to those Residents who have smoked in violation of the Bylaw and fines will be levied in the future.

- The buildings' carpets were cleaned in early October along with the elevator and the ground floor lobby.
- A Resident reported that their window sealed had failed, the Strata Corporation is in the process of having them replaced.

3. Security

- The Strata Corporation is reminding Residents that they **MUST** lock the deadbolts on the storage room doors in the parkade.

4. Project Reports

- There are no projects underway at this time.

5. Correspondence

- An Owner sent in an appeal regarding the fact they did not feel that they were in violation of the cardboard recycling policy. The Strata Corporation asked the Management Company to send a letter back saying that it is not just about putting the cardboard in the bin, but it must also be broken down to ensure that the bins do not fill up.
- There was an appeal by an Owner regarding that they claim that they waited for the gates to fully close. The Strata Corporation is going to investigate and check the video footage.
- There was a noise complaint at the building between two suites, where one suite is reporting that they hear moving in the suite above them. The Strata Corporation has sent a letter to the suite above telling them to be more conscientious. The Strata Council is concerned however that they may have replaced their floor without the use of the proper underlay. If that is the case then the Strata Corporation will insist that they rip up their floor and install proper underlay. The Owner complaining also had their lawyer send a letter to the Strata Corporation and has called the police several times.
- A Resident was mistakenly dumping garbage into the handicapped elevator next to the garbage room, not having had anyone show them where the garbage room was. The Strata Corporation has accepted their apology and reduced their fine to a warning instead.
- There was a letter from a Resident who continues to smell cigarette smoke in their suite from their neighbouring suite. Unfortunately the Strata Corporation has no ability to stop this.
- A Resident wrote a letter saying that they had glass on their balcony and they asked that the Strata Corporation inform the Owners as this is a serious matter. The Strata Council discussed the matter and determined that it is likely due to the heavy winds that have occurred in the last week at the building, and the glass maybe from somebody's patio furniture.

PLEASE NOTE

IF YOU HAVE PATIO FURNITURE ON YOUR BALCONY AT CENTREPOINT, PLEASE ENSURE THAT IT IS SECURED AS THE CITY OF BURNABY HAS BEEN EXPERIENCING VERY HIGH WINDS IN RECENT WEEKS WHICH MAY RESULT IN YOUR PATIO FURNITURE BEING BLOWN OFF YOUR BALCONY ON TO A UNIT BELOW.

- A Resident wrote a letter complaining about the noise coming from above their suite. The Strata Corporation will investigate and send letters to the units above them.

G. UNFINISHED BUSINESS

1. Security Audit

A letter will be sent to Residents who appear not to have completed the Annual Audit asking that they confirm within fourteen days that they have completed the Audit, if they have not completed the Audit the Strata Corporation will fine you \$200.00.

2. 6th Floor Deck Staining

The 6th floor deck staining was completed at a cost of \$2,700.00. It was discussed that some of the beams on the deck will have to be replaced next year as they are beginning to crack and splinter.

H. NEW BUSINESS

1. Door Painting

The Strata Council discussed that in 2015 the Strata Corporation will budget to paint all the suite doors in the building. The item will be incorporated in the 2015 Annual Budget.

I. NEXT MEETING

The next meeting is on:

**MONDAY, DECEMBER 15TH, 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 8:00 pm.

**The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.
Please retain these Minutes provided to you for future reference, as replacement copies are subject to a fee.**

Minutes Prepared by:

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