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**THE OWNERS, STRATA PLAN BCS 3037  
STRATA COUNCIL MEETING MINUTES  
TUESDAY, JANUARY 6TH, 2015**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday January 6th, 2015 at Centrepoint in the Amenity Room, 4808 Hazel Street, Burnaby, BC.

**A. CALL TO ORDER**

The Meeting was called to order at 6:20 pm, by Carlos Lau, the President of the Strata Council.

**B. CALLING OF THE ROLL**

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

***Owner Presentation***

An Owner who came to the meeting to discuss the fact that there was smoke smell leaking into their unit reported that having sealed all the holes in their bathroom between their suite and the neighbouring suite has solved 50% of the problem and that the smoke smell has greatly reduced. The Owner asked that the Strata Corporation contact the neighbor to ask if they can also seal any holes in their bathroom, as they felt that this would solve the problem. The Owner also asked that the Strata Corporation follow up with the Mechanical Company because there appears to be something going on with the pressurization in the hallways, because at night you can smell cigarette smoke in the hallways, but not during the day. The Strata Corporation said that they would follow up with Hakkon Mechanical the Strata Corporations' Mechanical Company.

**C. APPROVAL OF THE AGENDA**

Upon a MOTION duly made by Nick Canosa and seconded by Raymond Lee, 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 DECEMBER 15TH, 2014**

Upon a MOTION duly made by Nick Canosa and seconded by Raymond Lee, it was RESOLVED that the minutes from the previous Strata Council meetings held on Monday December 15th, 2014 be APPROVED.

**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 eighteen (18) 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. Management reported that the mortgage holder for an Owner with a significant balance on their account has contacted Management and they will be paying the outstanding balance in the coming weeks.

**F. REPORTS**

**1. Caretaker**

- There was an incident in the Amenity Room where a tenants' children damaged Christmas decorations, the Owner of the Strata Lot has been fined for damage to common property and they will be charged the cost for replacing the decorations.
- There was a note from an Owner regarding Christmas decorations on doors. The Strata Corporation, during Christmas time and Chinese New Year, allows people to put decorations on their doors during these celebrations only.
- A Resident reported that their car had been towed out of the long term parking area where they parked their vehicle. Management investigated and determined that the reason the vehicle was towed was that the parking pass was missing. The Towing Company has been instructed to tow cars from the long term parking area if there is no parking pass on the dashboard. Please note that the parking pass itself notes that it must be visible on the dashboard.

**ALSO A REMINDER TO OWNERS**

**RESIDENTS WHO HAVE VISITORS, WHO ARE PARKING IN THE VISITOR PARKING AREA, MUST HAVE A VISITOR PARKING PASS VISIBLE ON THE DASHBOARD OF THE VEHICLE, OR THE CAR COULD BE TOWED BY THE TOWING COMPANY.**

- The Resident Managers report that there are on-going issues with pets in the building with Owners allowing them to defecate in the hallways, resulting in additional carpet cleaning costs which are charged back to the Resident.

## 2. Management Report

- Management reported that there continues to be serious security issues with Residents running the parkade gates and not waiting for them to close. The Strata Corporation will be keeping a closer eye on the gates over the upcoming weeks and fining accordingly.
- Management reported that there was an incident in stairwell #6, one of the commercial emergency exits. Vagrants got into the stairwell and damaged a heat sensor that belonged to the commercial sector of the building, it has since been repaired.

## 3. Security

- The Resident Manager raised a concern that many years ago the Strata Corporation, due to a break in, re-keyed some of the doors on P3 of the parkade resulting in a mismatch of common area keys. The Strata Corporation asked the Resident Manager to make up a map of what common area keys open what doors in order to consolidate the keys to make it less confusing for the Residents. This will be tabled to the next meeting for further discussion.

### **REMINDER TO OWNERS/RESIDENTS**

**YOU CANNOT USE THE PARKADE GATES FOR PEDESTRIAN ACCESS. PLEASE CARRY A COMMON AREA KEY TO ACCESS THE DOOR, DO NOT USE YOUR REMOTE TO WALK THROUGH THE GATE AS IT INCREASES THE WEAR AND TEAR ON THE PARKADE GATE.**

## 4. Project Reports

- There are no projects underway at this time.

## 5. Correspondence

- There was a letter from a Resident regarding on going noise from a vibrating cell phone in the suite above apparently placed on the floor. The Strata Corporation continues to try to negotiate a solution between the two Residents.
- The Strata Corporation also received a letter from a Resident complaining that they smell cigarette smoke coming under their door at night and they have asked the Strata Corporation to resolve the problem. They also complained that Residents are not being respectful with their dogs and that the Strata Corporation should take action to resolve this.

## G. UNFINISHED BUSINESS

There was no unfinished business discussed.

## **H. NEW BUSINESS**

### **1. AGM Preparation**

- The Annual General Meeting has been scheduled for February 12<sup>th</sup>, 2015 with a 5:30 pm registration and a 6:00 pm start, at the Holiday Inn, Station Square.
- The proposed budget with a 3% increase was presented to the Strata Council for their review. There will be a significant increase in costs for 2015, electricity; BC Hydro has announced a 10% increase and the Strata Corporation had an additional \$10,000.00 of gas consumption in 2014. These two line items, plus an additional cost for garbage due to composting plus an expected annual insurance premium increase of \$10,000.00, is the reason why the Strata Fees will need to go up for 2015.

Upon a MOTION duly made by Nick Canosa and seconded by Raymond Lee, it was RESOLVED that the budget as having been reviewed be presented to the Owners at the Annual General Meeting.

The following Bylaws will be proposed at the Annual General Meeting;

- The Strata Corporation will reduce the number of pets allowed per Strata Lot to one (1).
- There will be a Bylaw proposed prohibiting pedestrian access through the garage gates.
- The Strata Corporation will also propose a Bylaw regarding flooring underlay. Each underlay installation must be inspected and confirmed by the Caretaker before it can be installed.

Upon a MOTION duly made by Raymond Lee and seconded by Nick Canosa, it was RESOLVED to present the proposed Bylaws to the Owners at the Annual General Meeting.

## **I. NEXT MEETING**

The next meeting is the Annual General meeting on;

**Thursday February 12<sup>th</sup>, 2015**  
**at 6:00 pm**  
**at the Holiday Inn Express, Station Square**

**(The invitation package will be sent via the mail)**

**J. ADJOURNMENT**

There being no further business to transact, upon a MOTION duly made, it was RESOLVED that the meeting would be adjourned at 7.41 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.**

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