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**THE OWNERS, STRATA PLAN BCS 3037  
STRATA COUNCIL MEETING MINUTES  
WEDNESDAY, JUNE 10TH, 2015**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Wednesday June 10th, 2015 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 Nick Canosa the President of the Strata Council.

**B. CALLING OF THE ROLL**

The Strata Council Members present were Nick Canosa, Carlos Lau (via internet), Raymond Lee, Bruce Partridge and Arthur Huang, with regrets from Jaime-Ann Lew and Jeff Leong. Management was represented by Geoffrey Rosen.

**C. APPROVAL OF THE AGENDA**

Upon a MOTION duly made by Raymond Lee and seconded by Bruce Partridge, 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 MAY 4<sup>TH</sup>, 2015**

Upon a MOTION duly made by Raymond Lee and seconded by Bruce Partridge, it was RESOLVED that the minutes from the previous Strata Council meeting held on Monday May 4th, 2015 be APPROVED.

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

The Treasurer, Bruce Partridge, had reviewed the Financial Statements for the month of April, 2015. He noted that the Strata Corporation is on budget, however there are a few items that are over budget, such as Fire Inspection and window cleaning which are expected as they are one time only annual expenses rather than accrued over twelve months. Mechanical is slightly over budget due to repairs to the buildings' mechanical system.

Upon a MOTION duly made by Bruce Partridge and seconded by Raymond Lee, it was RESOLVED that the April, 2015 Financial Statements be ACCEPTED as reviewed.

## *Insurance*

Management reported that they had managed to renew the Insurance for \$100,829.00, a decrease of approximately \$9,000.00 from the previous Fiscal Year. The deductibles remain as is, with the water damage deductible remaining at \$10,000.00, flood at \$25,000.00 and all loss at \$5,000.00. The Strata Corporation will borrow approximately \$51,000.00 from the Contingency Fund, to be repaid over the balance of the year, to pay the insurance on time rather than having to pay interest charges on borrowing the money for payment.

## *Arrears*

Management noted that there are six (6) Owners in arrears for their Strata Fees. The 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 Bylaws.

## **F. REPORTS**

### **1. Caretaker**

The Caretaker is away on vacation therefore there is no report.

- Management reported that the parkade had been cleaned since the last Strata Council meeting and the item will be further discussed at the next Strata Council meeting.

### **2. Management Report**

- There is a proposal to replace the elevator pads at a cost of approximately \$2,000.00. The Strata Council agreed to the proposal and they will be ordered as well as a new mat for the elevators.
- There has been an elevator issue in the building during the last week. Management has contacted Thyssen Krupp to investigate further. If there is an issue with the elevator, please contact Management or the Resident Manager so that they can contact Thyssen Krupp.
- The carbon monoxide and combustible gas detectors were inspected in the parkade and there were no issues found.
- An Owners failed window was repaired.
- It was reported that somebody had left significant debris in their parking spot, the Strata Corporation approached the Owner who did not clean up, the Caretaker then cleaned up.
- Orkin, pest control, has been out to install bait traps around the outside of the building.
- The ladder that was approved for access to the upper roof of the Strata Corporation was installed as well as two steel bollards in the parkade to prevent people from parking in front of the passenger doors in P3 of the parkade.

### **3. Security**

- There continues to be a large number of Residents who are not waiting for the garage gates to close before driving to their parking spot or leaving the building. Please note that if you are caught not waiting for the gate to close you will be issued a \$200.00 fine.
- Management contacted Orr about changing the close time on the gate on Hazel Street and they are strongly opposed.
- Resident parking in the visitor parking is prohibited under the Bylaws and Rules of the Strata Corporation. Any Owner found parking a vehicle in the visitor area will have it towed at their cost.
- The Security Audit will take place between September 1<sup>st</sup> and October 31<sup>st</sup>.

### **4. Projects**

- The carpet tiles have been installed on the 2<sup>nd</sup> floor of the building and the Strata Council is happy with the installation.

### **5. Correspondence**

- There was an appeal of a garage gate violation claiming that they did wait for the gate, the evidence is to the contrary so the fine will stand.
- A reminder to Owners that Form 'K's must be submitted to the Strata Corporation within two weeks of a tenant moving in. Anyone moving into the building must give the Strata Corporation seven days' notice.
- There continues to issues of people not disposing of their garbage in the garbage room.
- People are continuing to walk in through the P3 gate which is prohibited under the Bylaws.
- There were a large number of Residents who had their cars moved during the parkade cleaning due to the fact that the Strata Corporation wanted to clean the entire parkade. Please note that the cost of the towing will be billed back to suite Owners.

## **G. UNFINISHED BUSINESS**

### **1. Dryer Vent Cleaning**

- The dryer duct cleaning will take place between June 15<sup>th</sup> and June 19<sup>th</sup>, please see notices for the dates and times access is required to your suite.

## H. NEW BUSINESS

### 1. 6<sup>th</sup> Floor Deck Staining

- The Strata Council feels that they are going to wait another year before they re-stain the patio.

### 2. Door and Frame Painting

- The Strata Corporation will begin painting the doors and frames on the 35<sup>th</sup> to 25<sup>th</sup> floors of the building, please watch for notices to give access.

## I. NEXT MEETING

The next Strata Council meeting will be held on;

**Wednesday, July 8<sup>th</sup>, 2015**  
**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 7:00 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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