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**THE OWNERS, STRATA PLAN BCS 3037  
STRATA COUNCIL MEETING MINUTES  
MONDAY, MARCH 9TH, 2015**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Monday March 9th, 2015 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 Nick Canosa the President of the Strata Council.

**B. CALLING OF THE ROLL**

The Strata Council Members present were Nick Canosa, Carlos Lau, Raymond Lee, Jeff Leong and Arthur Huang, with regrets from Bruce Partridge and Jaime-Ann Lew. Management was represented by Geoffrey Rosen. Joseph Coutu and Kim Robinson the Resident Managers were also in attendance.

**C. APPROVAL OF THE AGENDA**

Upon a MOTION duly made by Carlos Lau and seconded by Arthur Huang, 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 6<sup>TH</sup> AND FEBRUARY 12<sup>TH</sup>, 2015**

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 January 6<sup>th</sup> and Thursday February 12th, 2015 be APPROVED.

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

The Treasurer, Bruce Partridge, 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 eleven (11) 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.

## ***Owner Presentation***

An Owner came to the Strata Council meeting to explain that they were concerned that there was not significant air movement in the stairwells and as a result they can smell cigarette smoke. The Strata Council said that they would investigate but it is their understanding that as the system is maintained on a quarterly basis that there are no issues with the HVAC system at this time.

## **F. REPORTS**

### **1. Caretaker**

**Submitted by            Joseph Coutu    Mar. 9 / 15**

- Went back into 702 to check for smoke smells the smell in the suite was very minor
- Clean up dog feces in p4 parking
- Power flush and disinfect steam rooms
- Work on cleaning out locker rooms from people leaving things outside lockers
- Change lights in P3 visitor to LED
- Go into suites with Atlas anchors for re-inspection
- We went through the building and made a key list for stairs and locker rooms
- Check floors for painting
- Move furniture in lobby and amenity room for workers to install floor in amenity room
- Try to repair doors on garbage room from city truck hitting them then the homeless prying them open
- Pick up and install guards on furniture and bar stools for amenity room
- Help roofers to set up for repairs
- Fire alarm from 10:30 PM to 3:30 AM from homeless climbing over the gate into commercial area and opening valve for sprinkler system
- Work with A1 fire for inspection
- Clean dog feces on 6th floor carpets
- Elevator out of service on and off for 2 weeks
- Take Paladin Security in for service on equipment
- Change lights in all p levels and all stairwells
- Adjust doors
- Fire on 2nd floor called in from day off

### **CONTRACTORS**

- Fire Department
- Carpet cleaners a few times for pets
- Glass company for 908 windows
- Paul Farkas for leak repair in concrete
- Hakkon for valve service
- Gerard, Hi Volt for gate service and repairs
- Locksmith to install plate on locks for bike cage
- Pro Claim for floor in amenity room
- Metro Roofing for repairs on balconies on top of building
- A1 Fire for fire inspection 2015
- New landscaper

- Garaventa for disability elevator service
- Locksmith for locks on doors going to Hazel St
- Thyssen Krupp Elevators several days for repairs
- Hakkon to remove water pump from main pump room
  
- It was reported that there was a small fire in one of the Townhouses on March 8<sup>th</sup>, 2015; it did not result in a water loss. However, the Fire Department damaged the suite door going in, which will be repaired and billed back to the suite Owner.
  
- The new Landscaper, Kelly Arnott, started at the beginning of March, so far the Strata Corporation is happy with the results.
  
- The Caretaker warned that there are new vagrants in the neighbourhood who are much more aggressive; as a result Owners need to be much more observant and conscientious when entering or exiting through the gates or the doors as there have been attempts to break into the parkade.
  
- The washing bay hose has been repaired again. However this is the 4<sup>th</sup> hose that has had to be installed as it is not being put away and people are driving over it with their vehicles.
  
- The garbage room door to the loading dock had to be repaired again; at this point it has been re-secured.
  
- There continues to be people moving in to suites and not paying move in fees or booking the elevator. Please note that any change of tenancy in a suite results in a move in fee, whether it is just baggage or furniture. Anyone found violating the Bylaw will be fined accordingly as per the Bylaws.
  
- The Strata Corporation approved a pest control contract with Orkin.

**NOTICE TO OWNERS**

**DO NOT KEEP ANY GARBAGE OR STORAGE ON BALCONIES AS IT WILL ATTRACT BIRDS TO THE BUILDING WHICH CAUSES A MESS.**

- Please use garbage bags and not grocery bags when taking your garbage to the garbage room. Grocery bags have been known to leak and any cleaning and repair costs are allocated back to Owners who cause the damage.

**2. Management Report**

- Management reported that the Strata Corporation has now shifted its gas supply from Fortis BC to a private gas supplier Sundara Energy, the Strata Corporation is going to analyze the cost over the next twelve (12) months. The Strata Corporation is expected to have gas savings from this change.

- There was somebody found “drifting” in the parkade on February 2<sup>nd</sup>, 2015 and they damaged their vehicle which had to be towed out of the parkade.
- The main booster pump for domestic hot water has gone for service as it has been making noise.
- Some other minor mechanical repairs have been ordered over the last month.

**NOTICE TO OWNERS**

**IF THERE IS A CHANGE IN TENANCY IN YOUR SUITE, YOU MUST SUBMIT  
A FORM “K” WITHIN TWO WEEKS OR YOU WILL BE FINED  
ACCORDINGLY.**

- Management received a letter from Fortis BC reporting a small gas leak off the main Metro gas meter on the side of the building. The repairs were conducted immediately.
- The building has now an appraised insurable value of \$73,510,000.00.
- Management reported in late February there was a water leak between two Strata Lots due to a failed washing machine hose. It is now in the hands of the Owners affected to resolve.
- Management received a report from Pacific Power Tech regarding the transformer service in June and there are no issues with the transformer at this time. The next power shutdown for transformer maintenance is scheduled for five (5) years’ time.
- The annual Fire Inspection was conducted between February 24<sup>th</sup> and 26<sup>th</sup>, 2015.
- The floor that was damaged in the Amenity Room as a result of the Summer water loss was replaced in late January.

**3. Security**

- The Strata Corporation will continue to monitor the garage gates and fine Owners who do not wait at the gates. Please wait for the gates to fully close before proceeding to your parking stall, unless an Owner with a fob opens the gates behind you, then they become responsible.

**REMINDER TO OWNERS/RESIDENTS**

**PLEASE DO NOT LET ANYONE IN TO THE BUILDING THAT YOU DO NOT  
KNOW.**

#### **4. Project Reports**

- The Strata Corporation approved the quote, as per the Capital Budget, to replace the carpet tiles on the 2<sup>nd</sup> floor of the building at a cost of approximately \$11,000.00, as they have become worn and damaged.

#### **5. Correspondence**

- The Strata Corporation reported that there had been many incidents of Residents opening the garage gate and not waiting for the gate to close and fines have been issued accordingly.
- An Owner damaged some carpet on the 18<sup>th</sup> floor and sent in an appeal against the fines, which was denied by the Strata Council.
- There were reports that a Resident was allowing an animal to defecate on their patio and not cleaning it up. The Owner was fined accordingly.
- There was a report of somebody tossing hair and other items off their balcony, they were issued a letter.
- There was a letter sent to a Resident for making excessive noise, please be aware that even dragging furniture across your floor can have detrimental effects on the neighbouring suites.
- There continues to be issues with Owners allowing their dogs to defecate on the carpets. If your animal does cause damage to the common property your suite will be fined for clean-up and repairs.
- A Resident reported that elevator # 4 doors had a hard time opening and the Strata Corporation reported that to the elevator company. However there are now reports that elevator # 3 is acting up which will also be reported to the elevator company.
- There was also a report of a Resident finding a cigarette butt on their balcony, please do not toss anything off the side of the building under any circumstance.

**REMINDER TO RESIDENTS**

**PLEASE DO NOT TOSS ANYTHING OFF YOUR BALCONY OR OUT OF  
YOUR WINDOWS.**

#### **G. UNFINISHED BUSINESS**

There was no unfinished business.

**H. NEW BUSINESS**

There was no new business.

**I. NEXT MEETING**

The next Strata Council meeting will be held on;

Tuesday April 7<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 7.47 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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