



www.centrepointstrata.com

**THE OWNERS, STRATA PLAN BCS 3037  
STRATA COUNCIL MEETING MINUTES  
WEDNESDAY, MARCH 16<sup>TH</sup>, 2016**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Wednesday, March 16th, 2016 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, Bruce Partridge, Arthur Huang, Raymond Lee, Jeff Leong and Jaime-Ann Lew. Management was represented by Geoffrey Rosen.

***Owner Presentations***

An Owner made a presentation regarding their garage gate violation, the Owner presented their letter and evidence of being out of town during the time of the incident. It turned out that the Owner had the wrong date on their ticket, it was in fact a different month. The Strata Corporation inspected the video footage from the incident and found that the Owner had in fact driven through the gate, thus the Strata Corporation did not accept the appeal.

There was a dispute over a noise violation, with an Owner requesting that their noise violation fine be reduced to a warning. The Strata Council discussed the issue and determined that in fact there was significant noise and there was video footage of the Owners buzzing people in through the lobby for a party. A neighbor and residents also complained. The appeal was denied.

An Owner had Bylaw violations for parking for longer than 20 minutes in the visitor parking on P3 in the loading spot and Bylaw violations for parking in visitor parking. The Strata Corporation listened to the appeals and were told that the Owner had in fact been warned repeatedly. As the Owner is a new Resident the Strata Council, out of kindness, decided to reduce the total fines from \$600.00 to \$500.00, but also reminded the Owner that if this continues their car will be towed.

An Owner appealed a denied appeal by the Strata Corporation, as it turned out a fob registered to the unit had been used to open the gate and somebody drove through, resulting in a Bylaw violation. The second appeal was denied.

Another Owner appealed their garage gate violation and after researching the data logs the Council determined that the wrong times were used for matching between the logs on the access control system and the car, therefore the Strata Corporation repealed the fine.

An Owner appealed fines for speeding in the parkade and garage gate violations. The Strata Corporation denied the request to have the speeding violation or the garage gate violation removed based on evidence and visual reports by building residents.

An Owner submitted an appeal against their Security Audit violation, they provided evidence that their Security Audit had been submitted on time, therefore the fine on their account was removed.

**C. APPROVAL OF THE AGENDA**

Upon a MOTION duly made by Jeff Leong 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 WEDNESDAY, JANUARY 13<sup>TH</sup>, 2016 AND TUESDAY, FEBRUARY 16<sup>TH</sup>, 2016.**

Upon a MOTION duly made by Raymond Lee and seconded by Bruce Partridge, it was RESOLVED that the minutes from the previous Strata Council meetings held on Wednesday, January 13th, 2016 and Tuesday, February 16<sup>th</sup>, 2016 be APPROVED as distributed.

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

The Treasurer, Bruce Partridge, had reviewed the Financial Statements for the month of January 2016, and noted that they were in good order.

Upon a MOTION duly made by Bruce Partridge seconded by Jaime-Ann Lew, it was RESOLVED that the Financial Statements for the month of January 2016, be APPROVED as reviewed.

*Arrears*

Management noted that there are nine (9) Owners in arrears for their Strata Fees. The Strata Corporation has sent letters to the Owners asking for timely payment of their Strata Fees as per the *Strata Property Act of BC*. Owners who do not pay their Strata Fees on time are fined \$100.00 per month, as per the Strata Corporation Bylaws.

**F. REPORTS**

**1. Caretaker Submitted by Joseph Coutu MARCH 16 / 16**

- Called in for fire alarm from commercial side
- Agi to quote for speed bumps
- Work on audits for 2015
- Clean up human feces on stairs between 5th and 6th floors

- Work with people in lobby to get onto elevator during moves as one was down
- Called to 28th floor for someone trying to break in
- Work on lobby for Christmas
- Called in on off time to deal with truck blocking our doors to put out garbage
- Work on doors for closers
- Work with Carlos and Todd several times to get info for interphones
- Work on getting tractor running again
- Check for reported break in on 30th floor
- Flood from 2nd floor during Christmas holidays
- Remove Christmas decorations
- Work with locksmith several times to sort out re keying for entire building
- Work with Haakon for water shut down for tank repairs
- Called in after hours for resident locked out
- Several calls in early am from alarm service for trouble signals
- Checked for a number of water leaks that are caused from not cleaning dryer vents
- Remove door on P5 and grind bottom
- Install new passage set on town home gate
- Check several apt. windows for leaks (CONDENSATION) Issue—please run in-suite Fans
- Called in for another fire alarm
- Pick up supplies for building
- Work with A1 fire for inspections
- Work with Restoration people and contractors for flood damage
- Start work on water feature
- Problem with prv valves for hot water
- P 3 gate come down on our car on way in
- Power flush and clean steam rooms
- Sweep all stairs
- Call for fire alarm someone pulled the alarm on the 21st floor

## **CONTRACTORS**

- Lock smith for all building locks
- First onsite for flood
- Gerrard for gates
- Haakon for valves
- Morris plumbing for valves
- Thyssen several times for elevators
- PGA for interphones
- Daniel carpet cleaner
- Techs for fire pumps
- A1 fire for low pressure in sprinkler lines
- West coast coatings for town house leaks
- Garaventa for elevator
- Crosstown plumbing for amenity room toilet
- A1 for fire inspection
- Pump house for fitness equipment
- Finning for generator service

There are people pulling fire alarms in the middle of the night, resulting in the buildings fire system triggering and Residents leaving their units and the Fire Department being called.

This could eventually result in fines to the Strata Corporation by the City of Burnaby and as a result increased Strata Fees. Please do not pull the fire alarms except in the event of a fire emergency.

Someone removed the ladder from outside the caretaker's office and they were fined. The resident then returned the ladder.

## **2. Management Report**

- Management reported that they have been unable to source replacement light fixtures for the common hallways, as they were told by the local suppliers that the models are no longer produced. Nick Canosa said that he may know a source for them and he would get back to the Strata Corporation.
- Management put forward a proposal to re-turf the 6<sup>th</sup> floor garden areas, there is approximately 1,200 sq.ft of turf that needs to be replaced due to Chafer beetle damage. The cost was \$1,500.00 and the Strata Council wanted more information before approving, i.e. is there any kind of treatment that can be done to keep them away.
- Management followed up after complaints from residential Owners, with the commercial section Owner regarding noise from the Best Buy due to clean out in the evening. The commercial Owner agreed that they would not allow them to do work in the evenings.
- Two pressure reducing valves have failed on the 11<sup>th</sup> and 16<sup>th</sup> floors of the building and need to be repaired. Management received two quotes, one for \$4,000.00 and one for \$1,750.00, the Strata Council approved the quote for \$1,750.00.
- The control module for the stair equipment in the recreation area failed and was replaced at a cost of \$1,300.00.
- An Owner's exterior sliding door that had stopped opening has been repaired.
- The caulking failed on one of the townhouse walls, resulting in minor water damage. The repairs have been completed and the painting will be done in the next couple of days.
- The Strata Council discussed a Strata Council Rule prohibiting moves between 7:00 am and 9:30 am weekdays.

A MOTION was made by Raymond Lee and seconded by Bruce Partridge, that no moves be allowed between 7:00 am and 9:30 am weekdays and a permanent bylaw be proposed for the next Annual General Meeting.

- The Strata Corporation received its insurance appraisal for the 2016 insurance policy. The building is now valued at \$73,875,500.00 to rebuild, if it was destroyed in an insurance incident, please note that this does not include land value.
- There continue to be illegal move outs and Owners not giving notice and they are fined as a result.

- The annual elevator brake test was completed in January and the elevators passed with no issues.
- There was an incident on January 15/16<sup>th</sup>, 2016 where one of the elevators ceased to work. There was a mix up with Thyssen Krupp dispatch and it was not repaired on time, but completed on Saturday January 16<sup>th</sup>, 2016.
- There was an incident of an illegal move after hours. Please note that moves must be booked through the caretaker's office.
- The annual fire inspection took place on February 22<sup>nd</sup>, 23<sup>rd</sup> and February 24<sup>th</sup>, 2016. There were thirty three (33) units reported as not having their smoke detectors working and there were thirty five (35) units that did not provide access. Please note that it is mandatory that Strata Lot Owners provide access for the fire inspection.

For those Owners who did not provide access a letter will be sent with notice of when the next fire inspection is and Owners will be billed for the cost of the re-inspection. If those Owners are not available for the second inspection there will be a third inspection, at which time the Strata Corporation will give notice and enter the units that did not provide access on the second inspection, with a locksmith and the costs will be billed back to the Owner. Please note that this is a Strata Corporation Bylaw passed by the Owners and must be enforced by the Strata Corporation.

- The annual parkade cleaning will be scheduled for April, following that the Strata Corporation will be doing some line painting where the paint has worn out.
- There continues to be Residents speeding in the parkade, the speed limit in the parkade is 10 km per hour.
- Management reported that the Strata Corporation had renewed the contract with Kelly Arnott Lawn and Garden for 2016, to maintain the front of the building and the 6<sup>th</sup> floor gardens.

### **3. Security**

- The annual Security Audit is now complete and everyone has now submitted an Audit Form.
- There have been no security incidents reported since the last meeting.
- The Strata Council is going to meet with the security vendor, who provided the quote for upgrading the camera system, to discuss details of the upgrade, as approved by the Owners in the annual budget.
- The Strata Corporation was advised that they should install a stainless steel locking bar over the enterphone, the Strata Council decided to hold off until there was a further issue.

#### 4. Projects

- The Strata Corporation will be replacing two floors of carpet in 2016 as part of the Capital budget. The Strata Corporation is looking at other flooring carpet tile options, for the next round.

#### 5. Correspondence

- An Owner had been fined for allegedly allowing their pet to defecate off the side of their patio, the Strata Corporation investigated and found no corroborating evidence, therefore the fine will be waived.
- An Owner was fined \$50.00 for storing items in an incredible messy way on their patio, is in violation of the Balcony Storage Bylaw and will continue to be fined until the mess is cleaned up and has provided proof that it has been done.
- There seems to be an increase of incidents where residents are making excessive noise, resulting in noise complaints and fines.

#### **NOTICE TO RESIDENTS**

**PLEASE NOTE THAT IF ANY RESIDENTS MAKE EXCESSIVE NOISE AFTER 11:00PM AT NIGHT, WILL BE ISSUED WARNINGS AND THEN FINED FOR DISTURBING THEIR NEIGHBOURS.**

- An Owner had been charged with numerous fines and claimed they had never received any correspondence regarding the fines. The Strata Corporation submitted all the letters to the Owner and indicated that the full outstanding balance was owed. the Strata Council denied the request for appeal as some of the bylaw violations had gone back many years and concluded that the Owner was simply not paying attention to their mail.
- An Owner appealed a gate bylaw violation claiming that they did not understand how the gates worked and therefore they did not know what they were doing, the Strata Corporation denied the appeal. No one should be driving in the parkade unless they understand where they are going.
- An Owner disputed a garage gate violation claiming that they do not own a car, the Strata Corporation accepted the explanation but the disabled FOB used to open the garage gate, will remain disabled. If and when an Owner comes forward claiming their Fob has been disabled, then the Strata Corporation will respond accordingly.
- An Owner disputed a bylaw violation received for an animal that is not theirs that was in the building, the Strata Corporation reduced the fine to warning and asked the Owner to please be more conscientious and ensure that dogs are leashed when on site.

- An Owner gave a medical explanation as to why they had to depart the building quickly and the Strata Corporation accepted the explanation but asked a letter be sent to reminded the Owner that in future they must wait for the gate to close – emergency or no emergency.

## **G. UNFINISHED BUSINESS**

### **4. Insurance Loss December 25, 2015 (Update)**

- The insurance repairs are almost complete on the two suites that were damaged and they are expected to be completed by the end of the month. The building's water damage deductible was paid by the Owner's insurance company from where the loss originated from.

## **H. NEW BUSINESS**

### **1. Eyebrow Repairs**

- Nick Canosa noticed that the eyebrows on the southwest side of the building are in need of repair. This will be done in May or June of 2016, as per the Special Resolution passed at the 2016 Annual General Meeting.

## **I. NEXT MEETING**

The next Strata Council meeting will be held on;

**Wednesday, April 27<sup>th</sup>, 2016  
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 9:27 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:

National Pacific  
Property Management Services Inc., & Real Estate Services Ltd.,  
885, Helmcken Street,  
Vancouver, B.C.  
V6Z 1B1

(T) 604-685-8830 or (F) 604-685-1423    email: [admin@nationalpacific.ca](mailto:admin@nationalpacific.ca)