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**THE OWNERS, STRATA PLAN BCS 3037  
STRATA COUNCIL MEETING MINUTES  
TUESDAY, JULY 12, 2022**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, July 12, 2022. The meeting was held at Centrepoint, in the Amenity Room, 4808 Hazel Street, Burnaby, B.C., and Zoom.

**A. CALL TO ORDER**

The meeting was called to order at 6:00 pm by the Strata Council President, Nick Canosa.

**B. CALLING OF THE ROLL**

The Strata Council Members present were Nick Canosa, Bruce Partridge, Jeff Leong, Kevin Lam Lee, Mehran (Michael) Shekahi, and Jason Wang regrets from Raymond Lee. Geoffrey Rosen represented Management. The Building Manager, Juan Lara, was present.

**C. APPROVAL OF THE AGENDA**

Upon a MOTION duly made by Kevin Lam and SECONDED by Jason Wang, 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**

Upon a MOTION duly made by Kevin Lam and SECONDED by Mehran (Michael) Shekahi, it was RESOLVED that the minutes from the previous Strata Council meeting held on May 10, 2022, be APPROVED as distributed.

The Owner whose suite was the source of the sprinkler loss attended the meeting. The Strata Council explained that the Burnaby Fire Departments report would be used to determine the cause of the loss and would report Council back to the owner once the report arrived.

**E. RESIDENT MANAGER REPORT**

**A1 Fire**

- May 24<sup>th</sup>, 2022: Onsite to perform the 2nd Annual Fire Alarm Inspection in units left behind from the last visit.
- July 05<sup>th</sup>, 2022: Onsite to support and review the fire panel due to the flooding from the broken sprinkler head on the 8<sup>th</sup> floor, some boards were affected.

**Across Town Plumbing**

- June 11<sup>th</sup>, and 13<sup>th</sup>, 2022: Onsite to repair sewage backup in 2<sup>nd</sup> floor unit due to the clogged drain.
- June 15<sup>th</sup>, 2022: Onsite to replace aged, damaged toilets in unit #205, two bathrooms.

**AIR-Vac Services Ltd.**

- From February 24<sup>th</sup> to March 03<sup>rd</sup>, 2022: Onsite to perform the annual dryer exhaust ducts cleaner according to each day program.

**Atlas Power Sweeping & Parking Lot Services**

- May 06<sup>th</sup>, 2022: Onsite to clean the parkade stalls #160 to # 306 on this reprogrammed day.
- May 25<sup>th</sup> and 26<sup>th</sup>, 2022: Onsite to inspect and clean the drains on the lower levels of the parkade.

**Better Lock Group**

- May 09<sup>th</sup>, 2022: Onsite to repair the lock on the stairway door to the garbage room.
- May 10<sup>th</sup> and 11<sup>th</sup>, 2022: Onsite to repair the diesel filler door for the generator on the ramp at Gate #1 on Hazel St. due to a car having hit it and installed new locks.

**City Irrigation Ltd**

- May 10<sup>th</sup>, 2022: Onsite to reactivate the irrigation for the summer season in the building gardens.

**Fortis BC**

- May 25<sup>th</sup>, 2022: Onsite to replace the Gas meter at the station behind the building.

**Garaventa Lift**

- April 22<sup>nd</sup>, 2022: Onsite to perform scheduled maintenance on vertical platform lift in the garbage stairway area.

**Haakon Industries**

- June 09<sup>th</sup>, 2022: Onsite to review the air conditioning in Gym area; they reported that it no longer works and cannot be repaired; it has to be replaced.
- June 11<sup>th</sup>, 2022: Onsite to repair a failure with the boilers, no hot water available, made repairs.

**High Volt Electric**

- May 09<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup>, 2022: Onsite to perform regular maintenance on the gates in the parkade and repair the sensor on gate #3 after a car smashed into it and broke it.

**Hunter Roofing Ltd**

- May 06<sup>th</sup>, 2022: Onsite to finish the repair of the floor in the Boiler Room due to an extended crack.

**John's Glass (Jay)**

- May 12<sup>th</sup>, 2022: Onsite to install new glass windows in unit 33<sup>rd</sup> floor due to water infiltration and install a new lock on the balcony door in unit 24<sup>th</sup> floor

**ORKIN Pest Control**

- May 16<sup>th</sup>, 2022: Onsite to perform scheduled maintenance on the traps in the building.
- June 15<sup>th</sup>, 2022: Onsite to perform scheduled maintenance on the traps in the building.

### **Pacifico Cleaning Services**

- May 05<sup>th</sup>, 2022: Onsite to clean lobby couches and polish the lobby floors.

### **PGA Systems Ltd.**

- June 09<sup>th</sup>, 2022: Onsite to repair Buzzer issues

### **Platinum Pro-Claim Restoration**

- July 05<sup>th</sup>, 2022: Onsite again to address the flooding due to a broken sprinkler head in unit #803 and on seven building levels, including the lobby.

### **PumpHouse Fitness**

- May 26<sup>th</sup>, 2022: Onsite to perform scheduled maintenance to the Gym equipment.
- June 09<sup>th</sup>, 2022: Onsite to install treadmill motor replacement in Gym.

### **TKE ThyssenKrupp Elevators**

- May 26<sup>th</sup>, 2022: Onsite to perform scheduled preventive maintenance on elevators.
- June 15<sup>th</sup>, 2022: Onsite to review issues with #4 elevator door.

## **OTHER**

- There was a sprinkler water loss on July 5, 2022 – Platinum Pro Claim responded.
- A townhouse unit reported that their floor is buckling, the Strata Council determined the source was likely in-suite.
- The Painter is planning to come to paint the Hazel Street ramp in August
- The power outage on July 11 went as smoothly as expected, water was offline and only one elevator was online. Some residents reported dirty water once the water pumps were turned back on, this was due to sediment in the water lines from no activity.

## **F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS, AND ARREARS**

The Treasurer, Bruce Partridge, reported that he had reviewed the Financial Statements for January thru May 2002 and had found them to be in good order.

Bruce Partridge reported the Strata Corporation is over budget on natural gas, electricity, and insurance premium. Gas and electricity consumption are largely based on how cold the weather is and resident use of hot water. The Strata Council agreed that there is a need to control costs, to attempt to limit the strata deficit for 2022.

Upon a MOTION duly made by Bruce Partridge and SECONDED by Jeff Leong, it was RESOLVED that the Financial Statements for January thru May 2002 be APPROVED as reviewed.

### **Arrears:**

Management reported that there are five (9) owners in arrears for their Strata Fees. On behalf of the Strata Corporation, Management sent letters to the Owners asking for timely payment of their Strata Fees on the first of the month, as per the Strata Property Act of B.C. and the Strata Corporation's by-laws. Owners who do not pay their Strata Fees on time are fined \$100.00 per month plus interest per the Strata Corporation by-laws.

Management further reported that seven (7) owners are in arrears for the Special Levies, due and payable on December 31, 2021. Management will follow up with those owners in arrears for their Special Levies, following standard collection procedures.

## **G. REPORTS**

### **1. Management**

Management reported as follows:

- The Strata Council issued bylaw violation to owners who have uninsured or expired insurance on their automobiles in the building parkade, as the Bylaws require all vehicles must have up to date insurance.
- Transformer service occurred on July 11; the building's power was offline from approximately 10pm until 7:30am. The transformer service is required by WorkSafeBC BC and the date and time were set by BC Hydro. The work is not done on an annual basis.
- The Annual window washing was complete in March.
- The annual Fire inspection was conducted in March, and the 1<sup>st</sup> follow up for the units that missed the 1<sup>st</sup> inspection was on May 24<sup>th</sup>. The 2<sup>nd</sup> inspection will be schedule for the fall, any owner who missed the 1<sup>st</sup> and 2<sup>nd</sup> inspections will be charged the cost of the 3<sup>rd</sup> inspection as per the Bylaws.
- Parkade Cleaning was completed on April 20-22 and the building's catch basins were cleaned/emptied in May.
- Orkin Canada, the Strata's pest control company, the vendor change bait in the traps and report little activity in May.
- The Strata Council ordered new mats for the elevator cars and main floor lobby.
- In May there was an incident where an owner's toilet tank broke which resulted in water leaking into the unit below. The source unit owner was assessed the cost of remediation and repairs.
- The Strata Council discussed and agreed that the gate #3 would remain open Monday through Friday.

## **2. Security**

- The Strata Corporation received complaints that in May eight (8) residents allegedly did not wait for the parkade gate to close before proceeding to their destination. The Strata Council directed Management to write these residents by-law violation letters.

## **3. Project Reports**

- No projects currently.

## **4. Correspondence and Appeals**

- The Resident Manager reported that he had received several complaints of residents smoking in the building, which is a violation of the Strata Corporation Bylaws. If residents notice someone smoking, please report them to the management company.
- The Strata Corporation received correspondence from residents appealing fines they received for allegedly not waiting for the garage gate to close before proceeding to their destination.

After careful deliberation, the Strata Council agreed to reduce some fines to a warning due to the mitigating circumstances. Owners with several gate fines had their fines stayed or reduced to \$100.00.

- An Owner requested the Strata Council waive their fine for their late special levy payment. The Fine was left unchanged.
- An owner complained they had algae growing on their balcony. The Strata Council instructed managed to respond that the cleaning of an owner's balcony or deck is their responsibility as it is limited common property.
- The strata corporation also received ongoing complaints about construction after hours noise in the building.

## **H. UNFINISHED BUSINESS**

### **1. Electric Vehicle (E.V.) Charging Stations**

- The Strata Council is still investigating an EV charger option for the Visitor parking. The management company has not found a vendor who will offer the equipment at no charge.

## **I. NEW BUSINESS**

### **1. Annual Security Audit (September 1 through October 31, 2022)**

- The Strata will conduct its annual security audit starting on September 1, 2022 – please watch for notices.

- Owners who do not submit their security audits by the deadline will have their fobs turned off as per by-law 47. (14) and can be issued a bylaw violation.

## 2. Insurance Loss – April 25

- The repairs from this loss are now complete.
- The Strata's insurance companies have begun subrogation lawsuit against the vendors who installed the fire system.

## 3. Building Insurance Renewal

- Management reported that the building's insurance was renewed on **April 19, 2022**. As a reminder, the deductibles remain unchanged from the previous year and are as follows:

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All loss (fire) Deductible: **\$25,000.00**

Vacant Units All Loss Deductible: **\$100,000.00**

Water Deductible: **\$100,000.00**

**As the owner of your suite, please remember that you are responsible for any loss dollars less than the deductible amount if the loss emanates from your suite as per the Strata Corporation's Bylaws and the Strata Property Act of B.C.**

**The Strata Corporation highly recommends that all owners contact their insurance broker/insurance company and have them adjust your condominium insurance policy to cover you up to the new deductibles.**

## 4. Insurance Loss – July 5<sup>th</sup>, 2022

- A sprinkler discharged in a suite on the 8<sup>th</sup> floor around 10pm, the cause is unknown at this time, but it was not a fire.
- About dozen units were affect and the building fire panel was damage.
- Platinum Pro-Claim attended and began emergency restoration of the affected units.

## 5. A/C / Heatpump installation

- Owners can contact either Broadway Mechanical or Airstream Mechanical if they want an a/c unit installed into their unit. However, Owners are required to submit indemnity agreements prior to the installation and have them approved by the Strata Corporation and the scope of work must be included.
- If an owner wants to install a heat pump the same process must be followed.
- A/C Units only provide cooling, heat pumps provide cooling and heating.

**J. NEXT MEETING**

The next meeting of the Strata Corporation will be the to be held on:

**Tuesday, August 30, 2022**  
**6:00 pm**

**K. ADJOURNMENT**

There being no further business to transact, upon a MOTION duly made, it was RESOLVED that the meeting would be adjourned at 8:15 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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