

**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN BCS 1433
ELECTRIC AVENUE**

Held on Thursday, November 24, 2005 at 6:30 p.m.
Within the 2nd Floor Meeting Room

COUNCIL IN ATTENDANCE: Gary Chow
Grace Chung
Jason Upton
Kevin Masse
Patrick Wendt
Dan Wilson

REGRETS: Jahanzeb Khan

GUESTS: Ken McPherson Resident Manager

SENIOR PROPERTY MANAGER: Nathan Enns Crosby Property
Management Ltd.

The meeting was called to order at 6:35 p.m. by Property Manager, Nathan Enns.

As this was the first scheduled meeting of the newly-elected Strata Council, the following appointments were agreed upon:

Jason Upton	President
Grace Chung	Vice President
Gary Chow	Treasurer

The Property Manager provided a brief summary of expected protocol and procedures for the newly-elected Council, noting that an introductory package providing similar information had been mailed to Council several weeks prior.

DEVELOPER ISSUES

As Council member, Dan Wilson, could only be in attendance for the first part of this evening's meeting, the subject of ongoing Developer-related issues was discussed. Dan commented that the majority of efforts are still associated with addressing identified in-suite deficiencies; although, it is being recognized that good progress is being made on this front. It can be anticipated that, over the next several months, common area deficiencies will be identified and, where appropriate, responded to.

Council made specific reference to the noted issue of concern regarding the residential parking gate, commenting that on a number of separate occasions, commercial tenants have inadvertently found themselves in the residential section of the parkade. This problem could be improved upon by better signage. Dan Wilson noted that this has been an identified issue of concern and that steps are being taken to improve the situation.

RESIDENT MANAGER REPORT

Resident Manager, Ken McPherson, will be a scheduled guest at Council Meetings to provide a brief summary of activities occurring within the building over the previous period. Summary comments were provided, with the highlights being:

- Move-in activity is still occurring on an accelerated basis. To date, over 320 of the 457 units have been occupied
- The Resident Manager is being relied on to a large degree to assist in providing access to units for after-sales deficiency work
- In mid-November, a water pipe ruptured resulting in minor damage to an 11th floor unit. The trade responsible for the original installation of the plumbing and mechanical systems assumed responsibility for the necessary repairs resulting
- There have been numerous occasions of service interruptions affecting the elevators, with the most significant being an extended breakdown of Elevator #6 (servicing the Hornby Street entrance), although assurances have been received that the elevator should be back in service effective November 25th.

APPROVAL OF FINANCIAL STATEMENTS

Copies of the interim financial statements for the period of October, 2005 were provided to the Strata Council. The Property Manager provided an explanation of how the financial statements are prepared and extended an invitation to the newly-appointed Treasurer, Gary Chow, to visit the offices of Crosby Property Management and meet with the financial support staff.

REPORT ON UNAPPROVED EXPENDITURES

The Property Manager explained that the reference to “unapproved expenditures” relates to potential expenditures that would be considered to be outside the scope of the Budget, as approved by the owners at the Annual General Meeting. Such expenditures would normally be drawn from the Contingency Reserve Fund and would be only accessed for emergency purposes.

The Property Manager confirmed that, at present, there are no unapproved expenditures to report. The *Strata Property Act* requires that all owners be notified as soon as possible of unanticipated expenditures.

REPORT ON LITIGATION

The Property Manager explained that it is a requirement of the *Strata Property Act* that owners be advised of any litigation matters involving the Strata Corporation. The Property Manager confirmed that, to the best of our knowledge, there is no litigation to report.

CORRESPONDENCE

There was no correspondence to review.

Council was in agreement that mail drop boxes be provided in each of the mail foyers to accommodate owners wishing to pass on written correspondence to the attention of the Strata Council. Council was also in agreement that efforts be undertaken to develop a “website”, whereby information pertinent to the Strata Corporation (Bylaws, Rules, previous Council Minutes) could be posted for easy and convenient access by residents within the building. Council members, Jason Upton and Kevin Mass, offered to assist in the development of this website.

NEW BUSINESS

Building Signage

The Property Manager noted that a number of notices and existing signage that had been put into place prior to a Council being elected, should be reviewed by the newly-elected Council and, where appropriate, modified or installed in a more permanent manner. Council member, Patrick Wendt, volunteered to assist.

Regarding usage of the Common Rooms, Council was in agreement with the following:

- That consideration be given to having the Exercise Room accessible for twenty-four (24) hours a day
- That use of the Meeting and Media Rooms be by formal appointment only (through the Resident Manager)
- That access to the larger Amenity Room, which is currently unlocked, be monitored and that, should the situation warrant, consideration be given in the future to the possible securing of this room

Common Area Rules

A draft set of possible Rules for the use of the common areas was provided for Council's consideration. It was agreed that this draft would be further reviewed by Council and re-presented at the next scheduled Council Meeting for further discussion.

Common Area Contracts

Several existing contracts (entered into prior to a Council being in place) were presented for Council's consideration and awareness, these being:

- The Resident Manager and Assistant Manager
- Janitorial Services
- Landscaping Services
- Garbage Removal Services

Several additions contracts were presented for Council's consideration, these being:

- Elevator Services – A contract, as prepared by ThyssenKrupp Elevators was presented for Council's consideration. It was moved/seconded to accept the proposal as presented. CARRIED.
- A Non-Exclusive Contract was presented by Novus Entertainment Inc. whereby an alternate cable and internet service could be provided for residents within the building. Council was interested in this proposal, noting that there was no cost (or obligation) and suggested that a representative of the company be invited to provide further details of this offer at the next scheduled Council Meeting.

Commercial Section Relationships

As referenced at the Annual General Meeting, residents of Electric Avenue have a special relationship with the Commercial Section located on the ground floor of the building, although residents are reminded that the Commercial and Residential Sections are separate legal entities.

The Property Manager noted that there will be a number of operational issues that will be of shared interest to both parties and, in several instances, there are shared efforts currently in place to address these particular issues, specifically:

- Building Insurance – As referenced at the Annual General Meeting, it is appropriate that a single insurance policy be in place for the entire property and that the costs associated with the Commercial and Residential Sections be separated and shared jointly
- Garbage Service – There is only a single large garbage closet servicing the entire building’s garbage and recycling needs. The costs associated with garbage removal are being shared between the Commercial and Residential parties. The appropriate cost sharing is reviewed on a monthly basis in order to accurately reflect shared responsibilities. Council noted that the issue of garbage maintenance and removal will be an issue of some concern, noting that a number of residents are not properly using this facility. Council was in agreement that improved signage (possibly in several languages) would assist in ensuring that this area is kept in as neat and orderly a condition as possible. The Property Manager also provided assurances that the pick-up and removal schedule would be monitored and accelerated, as necessary, to ensure that this area is being properly maintained

GARBAGE COMPACTOR

- **RESIDENTS ARE REMINDED TO SECURELY BAG ALL HOUSEHOLD GARBAGE THAT IS BEING PLACED IN THE COMPACTOR**
- **ONLY HOUSEHOLD GARBAGE SHOULD BE PLACED IN THE COMPACTOR, NEVER PLACE CONSTRUCTION-RELATED DEBRIS IN THE COMPACTOR**

RECYCLING

- **PLEASE USE THE RECYCLING BINS PROPERLY – FAILURE TO DO SO RESULTS IN ADDITIONAL COSTS FOR THE STRATA CORPORATION**
- **CARDBOARD PLACED IN THE CARDBOARD BINS SHOULD BE FLATTENED FIRST**
- **FOR LARGER ITEMS OF DISPOSAL, PLEASE CONTACT THE RESIDENT MANAGER FOR ASSISTANCE**

IT IS IN THE INTERESTS OF ALL RESIDENTS TO COMPLY WITH THESE COMMON SENSE RULES!

Security Services

Security services are currently being provided to the building by Paladin Security Services. The equivalent of forty-two (42) hours per week are provided to the Residential Strata Corporation. This service will be monitored in the months ahead in order to gauge its effectiveness.

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Christmas Preparation

Council was in agreement that a budget in the amount of \$500.00 be allocated for the decorating of the common area foyer entrances. The Property Manager also offered to host a party in the second floor Amenity Room. Council was appreciative of this offer and agreed that this would be a good opportunity for residents within the building to get to meet each other and the newly-elected Strata Council. Notices will be posted in the days ahead regarding the specific date.

Miscellaneous Concerns

Several items of a miscellaneous nature were noted as requiring attention, these being:

- A number of the doors throughout the building are not closing properly (sometimes as a result of air pressurization within the hallways. The Property Manager was asked to investigate and identify these doors and have adjustments made where necessary
- It was requested that the parkade gate to the Residential Section be adjusted in order to cycle and operate more quickly than is currently the case
- It was noted that there is currently no signage on the front doors of the entranceways. It was agreed that quotations for some type of stencilled signage be obtained
- Council member, Jason Upton, noted that portions of the irrigation system appear to still be in operation. The Property Manager was requested to ensure that this system is properly turned off and winterized

Distribution of Council Minutes


Council was in agreement that, in an effort to be cost-effective regarding the copying and mailout charges in relation to the distribution of Council Meeting Minutes, future Council Minutes would be bulk-copied and left in the mail area foyer for those owners/residents interested in receiving them. Those non-resident owners who wish to continue having future Minutes mailed to their attention are asked to contact the management company directly.

As referenced earlier, it is anticipated that a website will be established whereby published Council Minutes will be easily accessible by all residents within the building.

The Strata Council would like to take this opportunity to wish all residents of Electric Avenue a safe and happy Holiday Season.

There being no further business, the meeting was adjourned at 9:00 p.m.

The next scheduled Council Meeting will be held on Tuesday, January 17, 2006 at 6:30 p.m.



Nathan Enns, Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office: (604) 683-8900 (24 Hours) www.crosbypm.com

Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the *Strata Property Act*, will be assessed for replacement copies.