

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

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Held on Tuesday, April 1, 2008 at 6:30 p.m.  
Within the 2<sup>nd</sup> Floor Meeting Room

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<b>COUNCIL IN ATTENDANCE:</b>	Jason Upton Cory Sutton Gary Chow Ann Hilliker Marian Verdicchio Mike Coric	President Vice-President Treasurer
<b>REGRETS:</b>	Roy Grinshpan	
<b>GUEST:</b>	Geoff McDougall Ken McPherson	Cobra Integrated Systems Resident Manager
<b>SENIOR PROPERTY MANAGER:</b>	Eric Chua	Crosby Property Management Ltd.

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The meeting was called to order at 6:30 p.m. by the Vice President.

**RESIDENT MANAGER BUSINESS**

Ken McPherson was in attendance for this portion of this evening's meeting to provide a summary of the activities occurring within the building over the past month, the highlights being:

- March 3<sup>rd</sup>, new heat exchanger installed and hot water unavailable for a short period of time;
- March 3<sup>rd</sup>, regular preventive maintenance for the mechanical equipment completed, several issues resolved;
- March 3<sup>rd</sup>, notice was posted to remind the residents about the parkade power washing;
- March 4<sup>th</sup>, the compactor was broken and repaired by Smithrite;
- March 4<sup>th</sup> and 5<sup>th</sup>, Novus Entertainment Inc. will be on-site late afternoon for their presentation;
- March 5<sup>th</sup>, Air Vac Services schedule and notices for cleaning of the dryer vent were posted;
- March 6<sup>th</sup>, Global Gas tested the Carbon Dioxide sensors for the parkade fan operation;
- March 7<sup>th</sup>, the backflow prevention tests completed by mechanical company;
- March 10<sup>th</sup>, the elevator cameras were stolen by an intruder sneaking in from the parkade gate;
- March 11<sup>th</sup>, irrigation start up for the landscaping completed;
- March 11<sup>th</sup>, exercise company came in to do the repairs on the exercise equipment;
- March 11<sup>th</sup>, National Hydronics in this morning to check a burned out storm pump on P5; it will probably have to be replaced. It was not working yesterday and there was a high-level alarm;
- March 12<sup>th</sup>, CLD came in and cleaned & buffed up gym floor, then we re-arranged equipment;
- March. 12<sup>th</sup>, Action Glass came in to replace bad closer/hinge on a Smithe lane door;
- March 18<sup>th</sup>, Champion Window Cleaning picked up two sets of keys to start on the building today;

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- March 19<sup>th</sup>, the regular fire pump was tested today.
- March 22<sup>nd</sup>, tenant of a suite had a wild party in the lounge, didn't leave until 2:30 am. Some wall damage, beer residue everywhere, people on pool table, room & hallway & bathrooms unclean; cleaning took 3 hours. Damage deposit was forfeited;
- March 23<sup>rd</sup>, a few more vehicles were broken into. Thief (possibly two persons) in a white Acura that was let in by a resident at 12:14 p.m. and let out by another at 13:09 p.m. 3 Vehicles confirmed broken into. A resident saw male rifling through a car before dashing off in this Acura. Police was contacted. People not waiting for the underground parkade gate to close completely and watching who they let into the lobbies either.
- March 25<sup>th</sup>, Air-Vac Services begins the cleaning of the dryer vents.

This concludes Resident Manager's report.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Council Meeting held February 26, 2008 as circulated. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

The Treasurer provided the updates with regards to the month ended February and preliminary March financial position to the Council. It was noted that the financial is relatively stable due to realistic budget and there is a healthy surplus accumulated. There is a decline in the interest rate anticipated as interest revenue is tied to the prime rate. Several items were over budget particularly consumption of steam heat in February was substantially higher compared to January; janitorial due to additional cleaning to the elevator floors, supplies as lighting were purchased in bulk.

It was moved/seconded to accept the financial statements for the month of February 2008 as circulated. CARRIED.

**REPORT ON UNAPPROVED EXPENDITURES**

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**

To the best of our knowledge there is no litigation to report. The Strata Property Act requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.

**BUSINESS ARISING FROM PREVIOUS MINUTES**

**Common Area Deficiencies**

The Property Manager mentioned that Halsall Associates is waiting for a reply from the developer with regards to the remaining outstanding items. It was noted that within two weeks if no reply was received, Halsall Associates would initiate a claim adjustment inspection request and submit it to the warranty

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provider, whereby the provider will arrange for a site visit so they can review the outstanding issues and make a determination on what is warrantable.

Cost Sharing with Bosa Properties

The Property Manager presented the final agreement from Clark Wilson for the cost sharing with Bosa Properties for the Council to review. Council reviewed and requested that two minor issues be forwarded to the lawyer for further clarification.

Contingency Reserve Fund Study/Preventive Maintenance Program

Council in principal agreed to have the Contingency Reserve Fund Study implemented but requested more details clarification from Halsall Associates pertaining to the Preventive Maintenance program in relation to the Contingency Reserve Fund Study.

Exercise Room TV – Electrical Work

This item is now completed and Council thanks Council Member, Cory Sutton and Roy Grinshpan in coordinating this work.

Dryer Vent Cleaning

This item is in progress. Council considered this an integral part of the preventive maintenance of the building and access to all suites is mandatory. It was noted that advance notice had been posted indicating the specific date and time of access for each suite.

Underground Parkade Security Cameras

Mr. Geoff McDougall from Cobra Integrated Security was invited to attend the meeting to present to the Council with regards to the security upgrades for the underground parkade. Mr. McDougal presented his site analysis and his proposal to the Council for consideration. Mr. McDougal then left the meeting. Council discussed and reviewed the proposal in greater detail and agreed that a firmer quote is to be obtained from Mr. McDougal in terms of the photo-beam/strobe system, off-site video monitoring, license plate recognition camera and the details of the DVR proposed.

**CORRESPONDENCE**

A request was received from an owner with regards to renewing the plant/garden area in each floor facing the Smithe Street. Council discussed and agreed that plants in those areas are not viable and therefore not warranted.

An owner's concerned of noisy exhaust equipment from one of the Commercial tenant's had been attended to and resolved.

Several requests were received from owners seeking permission from Council to install laminated floor in their suites. The approvals were granted subject to the proper underlayment materials being used and the bylaws of Strata Plan, BCS1433, Electric Avenue are strictly adhered to.

Several letters including fines were issued to the offending parties with regards to bylaw contraventions, specifically damage to common area, and dumping of personal items in the garbage room and common area.

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**NEW BUSINESS**

Weekdays Security Patrol

Council discussed the hiring of the weekend security patrol company to carry out the weekdays patrol. It was noted that since the underground parkade security is in the process of being strengthened, Council agreed that the weekdays patrol is currently not necessary.

Card Reader on Gate

Council received sample pictures of the card readers for the underground parkade gate of other strata. Council discussed the alternative of installing a post/divider between the traffic by the gate that would prevent the car that is tailgating at behind from overtaking and not waiting for the gate to close completely before proceeding. This option would be further investigated.

Landscaping – BTK Application

A quote was received from the landscaping company with regards to the application of BTK on the deciduous trees to prevent the Spanworm from damaging the trees. Council discussed and decided this application is not warranted.

Hallway Painting

Council received two quotes with regards to the painting of the hallways. Council discussed and agreed that a detail list should be prepared to prioritize which hallways needed the patching and the touch up prior to making the final decision.

Short Term Rental

Council discussed the Short Term Rental in the building. It was noted that a few numbers of the suites had been rented out as a short term rental and such activities are causing more than normal wear and tear on the common area. Council agreed that suites that are rented out should provide the Form K to the Strata Corporation as per Bylaws of Electric Avenue and fines would be assessed for contravention of such bylaw.

**OWNERS ARE REMINDED OF BYLAW 37 OF ELECTRIC AVENUE:**

**LEASING REQUIREMENTS – AN OWNER MUST:**

- (A) PROVIDE THE STRATA CORPORATION WITH A TRUE AND COMPLETE COPY OF EVERY WRITTEN TENANCY AGREEMENT (AS DEFINED IN THE RESIDENTIAL TENANCY ACT (BRITISH COLUMBIA) AS AMENDED OR REPLACED); AND**
- (B) CAUSE THE TENANT TO EXECUTE A FORM K – NOTICE OF TENANT'S RESPONSIBILITIES AS PROVIDED IN THE STRATA PROPERTY ACT (BRITISH COLUMBIA), AS AMENDED OR REPLACED, PRIOR TO HIS OR HER OCCUPATION OF THE STRATA LOT, AND PROVIDE THE STRATA CORPORATION WITH A COPY THEREOF.**

Recently Approved Bylaws

**OWNERS/RESIDENTS ARE REMINDED THAT AT THE RECENT ANNUAL GENERAL MEETING SEVERAL BYLAWS WERE PASSED AND THE FOLLOWING DESERVE TO BE MENTIONED AGAIN:**

- 1) ELECTRIC AVENUE IS A NON-SMOKING RESIDENCE. PERSON WANTING TO SMOKE MAY DO SO OUTSIDE OF THE BUILDING AT SIDEWALK LEVEL OR IN THE PRIVACY OF A RESIDENT'S SUITE. THERE IS NO SMOKING PERMITTED ON THE COMMON AREA AND LIMITED COMMON AREA OF THE BUILDING. RESIDENT VIOLATORS OR VIOLATING GUESTS OF RESIDENT WILL BE FINED. THE FINE IS \$200 PER VIOLATION.**
- 2) OPEN HOUSES ARE NOT PERMITTED. MARKETING ACTIVITIES MUST BE BY APPOINTMENT ONLY. POTENTIAL BUYERS MUST BE ESCORTED IN AND OUT OF THE BUILDING.**
- 3) ALL RESIDENTS MUST STOP AND USE THEIR KEY FOBS TO ENTER OR EXIT THE UNDERGROUND PARKADE GATE. ALL RESIDENTS MUST WAIT UNTIL THE GATE IS COMPLETELY CLOSED BEHIND THEM BEFORE PROCEEDING.**
- 4) PETS ARE NOT PERMITTED IN THE AMENITY AREA, GARDEN LEVEL INCLUDING BUT NOT LIMITED TO THE FOLLOWING: PENTHOUSE, 19<sup>TH</sup> FLOOR, AND 4<sup>TH</sup> FLOOR.**

**STRATA COUNCIL THANKS YOU FOR YOUR CO-OPERATION AND UNDERSTANDING.**

Electric Avenue Website

**TO FURTHER SAVE COST, COUNCIL AGREED THAT HARD COPIES OF THE MINUTES WILL NO LONGER BE DISTRIBUTED AFTER MAY 1, 2008. TO GET A COPY OF YOUR MINUTES, KINDLY VISIT THE WEBSITE OF ELECTRIC AVENUE AT:**

**[www.electricavenue.info](http://www.electricavenue.info)**

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Elevator Cameras

Council discussed the four elevator cameras that had been stolen. The incident had been reported to the police. Council agreed that the four elevator cameras should be replaced and the Property Manager will contact the company to have this attended to.

There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting will be on Tuesday, May 6, 2008.



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Eric Chua  
Senior 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.**