

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

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Held on Tuesday, August 26, 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 Mike Coric Roy Grinshpan	President Vice-President Treasurer
<b>REGRETS:</b>	Marian Verdicchio	
<b>GUEST:</b>	Ken McPherson	Resident Manager
<b>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 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:

- July 13<sup>th</sup> – A resident was noted throwing stuff off balcony unto sidewalk and landed at the Commercial units below. Police was called by the Commercial tenant and the culprit was arrested;
- July 13<sup>th</sup> – Around midnight, the Police was back, more complaints of items coming off the building. Police let in by Security, found the same suite unlocked, no one there and water tap left on flooding the unit. Restoration company was called in as other units and common area was also affected;
- July 21<sup>st</sup> – Signs were posted about Fireworks' nights (23, 26, 30 & Aug. 2);
- July 22<sup>nd</sup> – Sprinkler company came in and counted about 15 places where extenders should probably be installed to provide better water coverage due to the plantings.
- July 23<sup>rd</sup> – Two pest control companies showed up to provide quote with regards to rodents in the garbage room;
- August 12<sup>th</sup> & 13<sup>th</sup> – The Theatre had some contractor(s) doing work after hours and this was causing noise to reverberate thru our residential floors as well leading to some complaints. The Commercial representative will discuss with the Theatre to have the work conducted in the daytime;
- August 17<sup>th</sup> – The Theatre has a fire alarm, but the Door locks were back on-line quickly;
- August 23<sup>rd</sup> – Fire Alarm at Scotiabank Theatre at approx. 12:40 a.m. They didn't reach Security to advise them of alarm but they did call me at 1:13 a.m. about the maglocks. I got up to reset the doors;
- August 24<sup>th</sup> – Washing machine overflow in a resident's unit and affected another. Restoration company and mechanical company were dispatched to deal with the problem after-hours;
- August 22<sup>nd</sup> – Halsall Associates came in with Claims Adjuster for walk-around tour;
- Annual Fire System testing by GE-Security is scheduled for Sept. 15<sup>th</sup> – Sept. 24<sup>th</sup>. Notices (3 weeks in advance) had been posted in each lobby.

This concludes Resident Manager's report.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Council Meeting held July 8, 2008 as circulated. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

The Treasurer provided the updates with regards to the month ended August preliminary financial position to the Council and mentioned that the statements are in order. The Treasurer mentioned that the 2<sup>nd</sup> mortgage for the Resident Manager's suite is coming due and suggested that the balance be paid off. Council agreed.

It was moved/seconded to accept the financial statements for the month of July 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**

On August 22, 2008 at 2:00 pm, Mike Knoll from Travelers (Warranty company), Kevin Grasty from Halsall Associates (Consultant), Council Member, Cory Sutton, Ann Hilliker, the Resident Manager and the Property Manager were on-site to conduct the claims adjustment inspection with regards to the outstanding common area deficiency items. A report from the warranty company is forthcoming. Once received, it would be forwarded to the Council for their review.

**Cost Sharing with Bosa Properties**

The Property Manager mentioned that the final cost sharing agreement signed by Council had been forwarded to Vice President of Property Management of Bosa Properties. Their lawyer has made several minor changes to the final agreement by including the clause that should the circumstances changed then both parties have the right to order a new study and they also included the interest penalty for default in payment (those are the two notable changes made to the agreement). Council discussed and unanimously agreed to execute the final agreement as presented in order to have this issue resolved in a timely manner.

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Garbage Room Painting

Council reviewed the quotes for the painting of the garbage room. Council agreed to one of the quotes presented and mentioned the necessity of having the garbage room power washed regularly. This issue would be further discussed with the Commercial representative.

Pest Control Quotes

Council discussed having a Pest Control monthly preventive maintenance contract for the building. The Property Manager would obtain quotes for the Council to review.

Dryer Vent Cleaning – Missed Suites

The Property Manager had contacted the dryer vent cleaning company with regards to those units that were missed during the regular scheduled cleaning. The company suggested the cleaning to be done around end of September or early October. Notices would be provided to those owners who missed the regular scheduled cleaning so access could be gained to their suites. Council agreed that the cost of this scheduled additional cleaning would be charged back to the owners who missed the regular cleaning respectively.

Theatre Exterior Satellite Cables

The issue of loose satellite cables on the exterior wall had been forwarded to the attention of the Commercial representative. The Property Manager would follow up further.

Window Cleaning Damages

A reply from the window cleaning company with regards to the footprints on the exterior of the wall and the damages noted was presented to the Council for review. The Property Manager would contact the window cleaning company to have a representative to be on-site to meet with the Council Member to have this resolved.

Roof Top Glass Railing Panels – Seals

Council discussed the seals for the rooftop glass railing and agreed that a glass company be contacted to provide a quote for the work as well as to replace a crack canopy noted during the recent deficiency walk through.

Security Guard Pager

A pager had been obtained and provided to the security guard patrolling the building, which would enable the Council to contact the guard directly for any emergency that arises.

Contingency Reserve Fund Study

Council noted that the representatives from Halsall Associated were on-site to gather the pertinent information for the preparation of the Contingency Reserve Fund Study on the day of the common area deficiency claim adjustment walk through. Once the report is ready, it would be presented to the Council for review.

Parking Security Upgrades

Council Member, Cory Sutton updated the Council with regards to the parking security upgrades in terms of the license plate recognition camera, the garage gate and the exit door monitoring system. This would all be tied in with our existing surveillance camera system in place.

**CORRESPONDENCE**

A request was received from an owner seeking reimbursement for the breaker panel problem encountered inside his suite. Council deliberated on this issue and the decision was to deny the request presented and the Property Manager was requested to reply to the owner accordingly.

Several requests were received by Council to reverse the special levy and the bylaw violation fines. Council reviewed and the decision was to deny the requests brought forward.

Several letters including fines were issued to the offending parties with regards to bylaw contraventions, specifically dumping of personal items inside the garbage room, which is a common area despite the notices posted on the garbage room door, Smoking on the balcony and Noise disturbances.

A request was received from an owner seeking permission from Council to install laminated floor in the suite. The approval was granted subject to the proper underlayment materials being used and the bylaws of Strata Plan, BCS1433, Electric Avenue are strictly adhered to.

**OWNERS/RESIDENTS ARE REMINDED THAT:**

- 1. SMOKING ON THE BALCONY IS PROHIBITED AND VIOLATORS CAUGHT WOULD BE FINED AS PER BYLAW 3 (7).**
- 2. DOG IS NOT ALLOWED IN THE AMENITY AREA AND ON THE GARDEN LEVEL, INCLUDING BUT NOT LIMITED TO THE PENTHOUSE, 19<sup>TH</sup> FLOOR, 11<sup>TH</sup> FLOOR, AND 4<sup>TH</sup> FLOOR, VIOLATORS CAUGHT WOULD BE FINED AS PER BYLAW 3 (6).**
- 3. EXCESSIVE NOISE FROM THE SUITES IS PROHIBITED, ANY OFFENDER CAUGHT WOULD BE FINED AS PER BYLAW 3 (1) (A), (B) & (C).**
- 4. DUMPING OF PERSONAL ITEMS IN THE GARBAGE ROOM IS PROHIBITED, ANY OFFENDER CAUGHT WOULD BE FINED AS PER BYLAW 3 (2) (K).**

**STRATA COUNCIL THANKS YOU FOR YOUR CO-OPERATION**

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**NEW BUSINESS**

**Sprinkler Heads Quotes**

A quote from the irrigation company to raise the 15 sprinkler heads on the 11<sup>th</sup> floor to improve coverage over the mature landscape was presented to the Council for review. Council approved the work to go ahead.

**Amenity Room Shower Heads**

Council reviewed the quote from the mechanical company with regards to the installation of two shower off system in the amenity room. Property Manager was given the authorization to proceed forward.

**Fire System - Door Unlocking**

The Property Manager is to contact the Fire Department to investigate the door unlocking issue triggered during the fire alarm to see if this could be over write.

**Office Computers Upgrades**

With the inclusion of the parkade security cameras into the system, the computer hardware currently in used by the office might be over the capacity. Quotes would be obtained form the security camera company to have them upgraded.

**Common Area Carpet**

Council discussed the common area carpet for the South lobby. Quotes would be obtained for further discussion.

**Emergency Plan**

This item is still in progress and Council Member, Ann Hilliker will follow up further.

**Gym Free Weights**

Council received a request from a company for marketing. Council agreed to have this company post a notice in the Gym and in return, the company would supply more free weights with no cost to the strata.

**Landscaping Contract**

The landscaping contract renewal was presented to the Council for review. Council agreed to the renewal of the basic ground maintenance service with the understanding that the landscaping company would take care of the growing vines crawling up on the exterior of the wall and the pruning of some trees branches.

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Commercial Requests

Several requests and quotes from the Commercial representative were presented to the Council for review. Council deliberated on the pigeon and the parkade speed bump issue and the decision was not to proceed forward as presented. Council further discussed the pressure washing of the exterior, parkade and the loading bay and requested that a cost be forwarded to them for final review and decision making.

Emergency Generator Diesel Fuel Cleaning

Council reviewed a quote presented with regards to the cleaning of the emergency generator diesel fuel. Council agreed to have this work carried out and the cost is to be shared with the commercial equally.

There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting will be on Tuesday, September 16, 2008.



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Eric Chua  
Senior Property Manager  
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**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.**