

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

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Held on Tuesday, January 29, 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 Gary Chow Ann Hilliker Marian Verdicchio Mike Coric Roy Grinshpan	President Treasurer
<b>REGRETS:</b>	Cory Sutton	Vice-President
<b>GUEST:</b>	Ken McPherson	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 Property Manager.

**COUNCIL POSITION**

As this was the first scheduled Council Meeting for the newly elected Council Members, the following appointments were made:

Jason Upton	–	President
Cory Sutton	–	Vice-President
Gary Chow	–	Treasurer

**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:

- Over the holidays a fire extinguisher was taken from its box by a resident and exhausted in the stairwell#18 and we had the stairwell swept up;
- IHN company came in to service the screen and camera for elevator 1 &5;
- On January 2<sup>nd</sup>, Trash Buster was called in to pickup the junk left in the garbage room and management company had issued fines to the offending parties;
- On January 2<sup>nd</sup> and 3<sup>rd</sup>, the mechanical company came in to repair the south side air handling unit;
- On January 4<sup>th</sup>, locksmith was called in to repair a bad door knob on P3 south elevator lobby;
- On January 4<sup>th</sup>, electrician came to repair 6 light ballasts on the floors plus parkade lights;
- On January 4<sup>th</sup>, security camera company came in for a site inspection and check on the gated area;

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- On January 7<sup>th</sup>, GE Security on-site to perform the deficient suites missed during the annual fire inspection;
- On January 8<sup>th</sup>, elevator 3 was stuck on the 18<sup>th</sup> floor and the elevator company dispatched to repair;
- On January 9<sup>th</sup>, ordered from mechanical company some replacement fire extinguishers and boxes & glass as well as two thermostat covers;
- On January 10<sup>th</sup>, the Fire Lane tiles being worked on;
- On January 10<sup>th</sup>, we found two new walls that have been damaged and Roger will do the repair;
- On January 15<sup>th</sup>, Carpet guy came in to patch a small area of brown carpeting that someone had burnt a hole through;
- On January 17<sup>th</sup>, Ideal Door came in to correct a problem with noise on the parkade gate;
- Two fire alarms occurred on January 19<sup>th</sup> and 20<sup>th</sup>, one from the Commercial dumbwaiter moisture issue and the other one is from someone discharging a fire extinguisher from Commercial Parking Level P1;
- On January 22<sup>nd</sup>, IHN Media came to correct a connection problem because of an internet configuration change at Telus;
- On January 23<sup>rd</sup>, the Theatre Projection controls is out of order, the service company was contacted for repair;
- The second part of the Electrical Vault cleaning mandated by BC Hydro is scheduled for early hours of approximately 2:00 a.m. – 4:00 a.m. on February 13<sup>th</sup>, notices had been posted.

This concludes Resident Manager's report.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Council Meeting held November 15, 2007 as circulated. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

The Treasurer provided the updates with regards to the financial position of Electric Avenue to the Council. It was noted that at the month ended of December 2007, there is a healthy surplus accumulated. As for preliminary of January 2008, the move in/out fees continue to drive the revenue, the steam heat is over the budget due to the cold weather.

It was moved/seconded to accept the financial statements for the month of November and December 2007 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 presented the updates from Halsall Engineering with regards to the common area deficiencies to the Council for review. It was noted most of the deficiencies items presented to Bosa Construction Inc had been attended to and rectified with a few that needed confirmation. A copy of the updated report from Halsall Engineering would be forwarded to Bosa Construction Inc for their reference and attention. The Property Manager mentioned that he just received the architectural and structural drawings from the developer and since this item was noted in the deficiency list presented to Bosa Construction Inc, this item is now completed.

Cost Sharing with Bosa Properties

The Property Manager presented to the Council a draft agreement from Clark Wilson for the cost sharing with Bosa Properties with regards to the water and hydro expenses. The lawyer is in the process of sorting out some details and once the final agreement is in place, this would be presented to Bosa Properties for execution and completion as agreed.

Contingency Reserve Fund Study/Preventive Maintenance Program

Council received a proposal from Halsall Engineering to prepare a Contingency Reserve Fund Study specifically for Electric Avenue. In addition, the Property Manager presented to the Council the Preventive Maintenance program obtained from the builder's maintenance manual and a quote previously obtained related to the maintenance items in the building. Council agreed that the Contingency Reserve Fund Study would be a wise investment and requested that the representative from Halsall Engineering attend the next meeting for a presentation prior to the Council making the final decision.

Exercise Room TV – Electrical Work

It was noted that the electrical work for the TV in the Gym had been completed and once the TV with the proper brackets are in place, they will be installed.

Interior Lobby Plants

This item had since been completed.

Underground Parkade Security Cameras

Council Member, Roy Grinshpan updated the Council with regards to the underground parkade security cameras project. Mr. Grinshpan is detailing out the scope of work with the selected companies and once the final product is in place, it would be presented to the Council for further review. This item is in progress.

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**CORRESPONDENCE**

A request was received by Council to reserve the lounge for a private function and to temporarily add a dance floor during their function. Council discussed and the request was granted on the condition that the pool table stays where it is without being moved the temporary dance floor be removed by the next day.

A request was received by Council to reverse a fine assessed for dumping personal item inside the garbage room. Council reviewed the details presented and after deliberation, the request was denied.

A request was received by Council to reverse a charge back for damaging a hanging suspended signage while moving in. Council reviewed the details presented and after deliberation, the request was denied.

A request was received by Council for a reimbursement in cleaning the dryer ducting which is inaccessible due to the nature of the unit. Council discussed and based on the circumstances presented, the request was granted.

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 noise, unscheduled moving, oil leak at parking stall, dumping of personal items in the garbage room and loading bay.

**RESIDENTS ARE REMINDED THAT STRATA CONTINUE TO RECEIVE COMPLAINTS REGARDING NOISE DISTURBANCE. PLEASE BE CONSIDRATE OF YOUR NEIGHBOURS. IT IS INAPPROPRIATE TO OPERATE APPLIANCES (E.G. DISHWASHER, WASHING MACHINE, VACUUM), PLAY LOUD MUSIC, STOMPING ON FLOORS, SLAMMING OF CUPBOARDS AND DOOR, TALKING LOUDLY, ETC., AFTER 10:00 PM. WE ALL LIVE IN A VERY CLOSE PROXIMITY, PLEASE USE COMMON SENSE AND RESPECT THE QUIET ENJOYMENT OF YOUR FELLOW NEIGHBOURS. OWNERS ARE REQUESTED TO INFORM THEIR TENANTS ACCORDINGLY.**

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

**NEW BUSINESS**

Electric Avenue Website

Council received from the President of Crosby Property Management a contents survey form with regards to some questions relating to the website for Electric Avenue. Council discussed and agreed to appoint Council Member, Roy Grinshpan and the Resident Manager to be the initial contact for this project.

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Tilt Truck

It was noted that a tilt truck is needed to collect the garbage disposed whenever the compactor is out of the garbage room. A proposal received was presented to the Council for review. Council discussed and agreed that this item be brought to the attention of the Commercial representative so that the cost could be equally shared.

Elliptical Machine

A quote was received with regards to a new elliptical machine in the gym. Council reviewed and discussed the quote presented and agreed to table this item until the TV in the gym project is completed.

Novus Entertainment – Night Events

A request was received by Council from Novus Entertainment to conduct two night events in the building to promote their products. Council acknowledged that Novus Entertainment had provided a few free services that are benefits to the building, hence the request was approved.

Cleaning Contract

Council discussed the performance of the janitorial crew servicing the building. The Resident Manager mentioned that the old cleaning person servicing the building has been re-assigned by the cleaning company and although the performance of the new cleaning person needed some improvement, there are other cleaning tasks being added to the duties and they had been completed satisfactory.

Agency Agreement

It was noted that this item had been discussed at the recent Annual General Meeting where Council had obtained two other quotes and since Crosby Property Management is able to match the lowest bid and provided the competitive proposal, the two copies of the Agency Agreement presented were executed by Council and forwarded to the management company for completion.

There being no further business, the meeting was adjourned at 7:45 p.m. The next meeting will be on Tuesday, February 26, 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.**