



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

Held on Tuesday, October 21 2008 at 6:30 p.m.
Within the 2nd Floor Meeting Room

COUNCIL IN ATTENDANCE:	Jason Upton Cory Sutton Gary Chow Ann Hilliker Marian Verdicchio	President Vice-President Treasurer
REGRETS:	Mike Coric Roy Grinshpan	
GUEST:	Ken McPherson	Resident Manager
PROPERTY MANAGER:	Eric Chua	Crosby Property Management Ltd.

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:

- Roger finished painting elevator lobbies on the south side down to 7th, 6th to lobby still to do. We think it will freshen up the impression of the building;
- September 15th – GE-Security arrived to begin Annual Fire system inspection of building and in-suites. 8 days;
- September 15th – Cobra technician came to check out the entryphone problem due to ground fault, I had to re-enter hundreds of codes again after they did a reset;
- September 15th – University Sprinkler came in to install those 15 extenders on the 11th floor garden;
- September 15th – Commercial Electronics came in to pickup projector to change lamp & filter & service the unit; they'll have it back morning of September 17th;
- September 16th – Service Master came in to take care of 19th north hallway stain and Lounge;
- September 16th – Elevator 6 was stuck on 7th floor due to some kind of drive fault, Thyssen arrived approximately 8 pm and had elevator running in 10 minutes;
- September 17th – Contacted Thyssen to report a small list of minor issues with the lifts;
- September 23rd – The cold water pumps were shut off for repair and National Hydronics was called in to replace a faulty copper piping. Signs were posted by elevator to remind the residents;
- September 23rd – GE Security sprinkler guy found a problem with a P1 & P5 zone valve, they need replacing;
- September 24th – We have a low air in the dry system and a temporary compressor was brought in by National Hydronics before any further system trouble or alarm occurred;
- October 2nd – During the semi-annual generator testing, the controller for the parkade fob readers was not functioning properly, but Cobra was able to get it going without replacement;

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- October 2nd – Received a call from Security and Monitoring regarding low air in dry system due to the temporary compressor tripping out around 7:55 pm. Troy Sprinkler was able to arrive just after 9pm to get the compressor working, and we were back on-line around 11:00pm;
- October 2nd – Received a call to meet a Bailiff looking for a specific vehicle for repossession at around 11:45pm – 12:30am, the vehicle was not found;
- October 6th – GE Security arrived after 9:00 am to install the new full-time compressor;
- October 5th – A tenant complained about a ticket for parking on the firelane for a few minutes to drop something off. The No Parking signs are posted to remind everyone, parking is prohibited;
- October 6th – New shower handles – stop-timers – installed by National;
- October 7th – Called Novus to re-request that service techs to not park on firelane but rather at the dock;
- October 7th – I have ordered new signs for the stairwell doors in the parkade;
- October 7th – Posted the signs inside the meter rooms to remind all trades to re-secure the doors after their service;
- October 7th – GE Security is investigating into re-programming our fire system mag-locks and look into what exactly may be required to get it done;
- October 11th – There is a board communication failure on the parkade doors and Cobra will be returning on October 14th to replace some parts. There are still some intermittent problems with the P2 gate, elevator 1 and some doors. This is the third accumulative board to develop a problem and will get worse as time goes on without the surge protection recommended by Cobra;
- October 17th – Received a call about elevator entrapment from after hour monitoring company, the problem was subsequently resolved;
- October 17th – Security called about a trouble in retail stair that most likely occurred due to a fault in the valve;
- October 20th – The floor and walls of the garbage room is being done. A large Smithrite container is located on the dock for all garbage;
- October 21st – I've posted the 2nd Attempt schedule for Air-Vac Services cleaning of the dryer vents.
- October 21st – Elevator 1 controller is acting up and few people can get their fobs to work, the controller will need to be repaired.

This concludes Resident Manager's report.

APPROVAL OF COUNCIL MEETING MINUTES

A correction was made to the September 16, 2008 minutes under BUSINESS ARISING FROM PREVIOUS MINUTES – Common Area Deficiencies, where the following sentence should be added – “Council Member, Ann Hilliker requested that our (policy) warranty agreement be located so that we can stay on top of our limitation dates.”

It was moved/seconded to approve the Minutes of the Council Meeting held September 16, 2008 as amended. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

The Treasurer provided the updates with regards to the month ended September and October preliminary financial position to the Council. Please see NEW BUSINESS – 1st Mortgage Renewal and Proposed Budget for more detail information.

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

A copy of the report with regards to the Claims Adjustment (No. CA5197/08) was received from Travelers Guarantee and was presented to the Council for their review. Council noted from the report that seven out of the nine items advanced would be rectified by the developer as per instruction and investigation of Travelers Guarantee. Council discussed and is satisfied that those items brought forward to the attention of the developer would be attended to and resolved. In addition, the Property Manager had located a copy of the warranty policy agreement as requested and it was presented to the Council for reference.

Garbage Room Painting

The Resident Manager mentioned that this item is in progress and should be completed shortly.

Contingency Reserve Fund Study

The Contingency Reserve Fund Study from Halsall Associates has not been received in time for tonight's meeting. Property Manager will follow up with Halsall Associates accordingly.

Parking Security Upgrades

Council discussed the original quote and a copy of the invoice advanced by Cobra. Cobra provided a subsequent quote for the work intended and the Vice President mentioned that during the conversation with the tech, an item was specifically discussed and agreed to be covered without cost. Cobra would be contacted to have this clarified.

Common Area Carpet

A quote to replace the carpet at the South lobby was presented to the Council for review. Council discussed the options available and agreed that this item be further investigated and additional quotes obtained. Council further agreed that this cost be included in the new fiscal year's budget as lobby improvement.

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Dryer Vent Cleaning – 2nd Attempt

Council noted that letters have been issued to the owners who missed the initial scheduled dryer vent cleaning around March-April of this year. The dryer vent company has provided the worksheet regarding the dates and approximate time of accessing the suites for this 2nd attempt. A copy of the worksheet has also been posted in the mailroom to remind those residents who missed the initial cleaning. Council discussed and agreed that the cost of this additional cleaning should be shared equally among those units that had missed the first time.

Window Cleaning Footprints on the Exterior Wall

Council discussed and agreed that a quote be obtained to have the wall painted and the cost be used as a negotiation with the window cleaning company for next year.

Fire System – Door Unlocking

This item is still in progress.

Rooftop Glass Railing Panels – Seals

This item is still in progress.

Theatre Exterior Satellite Loose Cables

This item is still in progress.

CORRESPONDENCE

Council received a request from an agent on behalf of the owner regarding the reversal of the fine assessed for the late payment of the Special Levy project. Council discussed and the request was denied.

Council received a request from an owner regarding the reversal of the fine assessed for the disposing of a personal item (vacuum cleaner) inside the garbage room. Council mentioned that signs had been posted on the garbage room door and the minutes had clearly stated over and over again that this kind of action is prohibited. Council discussed and the request to have the fine reversed was denied.

Several warning letters and letters including fines were issued to the offending parties with regards to bylaw contraventions, specifically Washing of Balcony, Noise Disturbance, Oil Leak at Parking Stall, Smoking on Balcony, and Dumping of Personal Items inside the garbage room (which is a common area despite the notices posted on the garbage room door and the minutes repeatedly reminding the residents not to do so).

Several requests were 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. IT IS INAPPROPRIATE TO DISPOSE OF WASTE WATER DIRECTLY OFF ONE'S BALCONY. IN NO CIRCUMSTANCES, WASH WATER SHOULD BE ALLOWED TO ESCAPE THROUGH THE DRAIN AND LANDED ONTO THE NEIGHBOURING BALCONIES BELOW.
2. EXCESSIVE NOISE FROM THE SUITES IS PROHIBITED, ANY OFFENDER CAUGHT WOULD BE FINED AS PER BYLAW 3 (1) (A), (B) & (C).
3. SMOKING ON THE BALCONY IS PROHIBITED AND VIOLATORS CAUGHT WOULD BE FINED AS PER BYLAW 3 (7).
4. BURNING MATERIAL SUCH AS CIGARETTES OR MATCHES AND OTHER SUBSTANCE ARE NOT PERMITTED TO FALL OUT OF ANY WINDOW, DOOR, BALCONY, PATIO, STAIRWELL, PASSAGE OR OTHER PART OF THE STRATA LOTS OR COMMOM PROPERTY AS PER BYLAW 3 (2) (P), ANY OFFENDER CAUGHT WOULD BE FINED.
5. 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

NEW BUSINESS

Parkade Gate/Door Alarm Signage

Council discussed the parkage gate and the door alarm signage and quote would be obtained to have this attended to.

Annual Fire Inspection

It was noted that the Annual Fire Inspection had been completed and some units did not provide the access even though the notices had been posted in the building for quite sometimes to remind the residents regarding this important event. Once the deficiencies report is received from the fire services company, it would be forwarded to the Council for their review and discussion.

Power Surge Protection Quote

Council received a quote from Cobra Integrated Systems to have several online inverter/conditioner UPS installed for power surge purposes. Council reviewed the quote and agreed that to avoid further disruptions/damages to the controller board, authorization was given to have this attended to without delay.

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Pigeon Removal Quote

Council received a proposal from the Commercial representative with regards to the cost sharing of the full trapping of the pigeon at the breezeway. Council deliberated and the quote was not approved. On the other hand Council agreed to share the cost equally to continue with the installation of the bird spikes for the remaining of the area.

1st Mortgage Renewal

The renewal of the 1st mortgage was discussed and the Treasurer was given the authorization by Council to act on their behalf to have the necessary document executed with TD Bank in order to have the 1st mortgage renewed.

Proposed Budget

The Treasurer then presented the draft budget for the Council to review. The details of the budget were discussed and the Treasurer would finalize the draft budget to be presented to the ownership at the coming Annual General Meeting for endorsement.

Proposed Bylaws

Council is in the process of finalizing a few bylaws for the Strata Corporation. Once they are completed, these bylaws would be presented as Resolutions at the Annual General Meeting to be voted on.

Annual General Meeting

The next meeting would be the Annual General Meeting to be held on ***Thursday, December 18, 2008 at 7:00 p.m.*** The Property Manager noted that formal notice would be mailed to owners to inform them about the date, time and place of the meeting once everything is confirmed. (Please wait for formal notices in the mail.)

There being no further business, the meeting was adjourned at 8:00 p.m. The next meeting will be the Annual General Meeting.



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.