

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

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Held on Thursday, November 19, 2009 at 6:30 p.m.  
Within the 2<sup>nd</sup> Floor Meeting Room

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<b>COUNCIL IN ATTENDANCE:</b>	Cory Sutton Mike Coric Gary Chow Ann Hilliker Roy Grinshpan	President Vice President Treasurer Secretary
<b>GUEST:</b>	Ken McPherson	Resident Manager
<b>LICENSED STRATA AGENT:</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:

- November 1<sup>st</sup> – Scotiabank Theatre held a fire drill in the morning and Residential was not affected;
- November 3<sup>rd</sup> – Posted a sign at mailrooms and at Gym recommending hand-washing and for sick people to refrain from using the Gym;
- November 3<sup>rd</sup> – Locked off elevator 2 and reported to Thyssen as it is making a knocking sound in shaft. Thyssen arrived to check it out at 11:10 am. Fixed by 12 pm;
- November 3<sup>rd</sup> – Abell Pest Control on-site at 11:30 am;
- November 5<sup>th</sup> – Landscapers from Commercial section putting plants in the 3 planters and moving them today;
- November 5<sup>th</sup> – An owner dropped a keyset down cab 2 shaft and Thyssen came and got them out at around 12:15 pm;
- November 5<sup>th</sup> – Report of erratic behavior of elevator cab 6, stopping on 4<sup>th</sup> floor before 5<sup>th</sup>, and on 16<sup>th</sup> floor before 17<sup>th</sup>. Thyssen dispatched on 1:45 am;
- November 6<sup>th</sup> – The cleaning company brought in 4 hand sanitizer dispensers;
- November 6<sup>th</sup> – Action Glass came in today to check and correct several door closers and hinges;
- November 9<sup>th</sup> – Garbage company contacted to repair power that someone has been damaging the past week;
- November 9<sup>th</sup> – Thyssen Elevator contacted regarding cab 6 door problem and cab 2 making knocking noises, Thyssen came in and shut down cab 2 for a while and reported that there's something wrong with the governor bearing perhaps;
- November 9<sup>th</sup> – Reset screen in cab 2 in the morning;
- November 10<sup>th</sup> – Cleaned up some pet's waste in the parkade parking stall and put down an oil pad in a parking stall;
- November 10<sup>th</sup> – Novus notified their events will be held on November 17 & 18<sup>th</sup> – 4:30 to 7:30 pm;
- November 10<sup>th</sup> – Mechanical company in today for preventive maintenance scheduled service;

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- November 12<sup>th</sup> – Parkade Gate got stuck about 1’ from ground, a roller out. Gate company dispatched for emergency service. I got it open until gate company arrived at about 9:30 and fixed within 10 – 15 minutes;
- November 11<sup>th</sup> – At around 12:45 pm, noticed a move going on at the south side and people complaining about elevator wait. It was the only elevator running; elevator 6 was hung up on 16<sup>th</sup> – got it going;
- November 12<sup>th</sup> – Vacuumed dust layer off Smithe elevator lobby valence. Cleaned some 2<sup>nd</sup> floor walls, mopped up P2 and P5 North;
- November 13<sup>th</sup> – More damage to the large set of garbage room doors; seam is virtually wrecked. Need some seam welding to repair it. Door should be replaced;
- November 13<sup>th</sup> – At around 1:30 pm, sprinkler company came in to winterize our exterior & parkade fire sprinkler system;
- November 14<sup>th</sup> – Problem with the sanitary pump #2, pump motor/float problem, mechanical company dispatched and I hosed down some of P5;
- November 17<sup>th</sup> – Change battery for remote in gym and posted 3 short-hand manuals on the treadmills;
- November 18<sup>th</sup> – Changed all scent cans and posted Notices about Building Party on December 10<sup>th</sup>;
- November 19<sup>th</sup> – Another company came in to quote on the Smithe ceiling fan;
- November 19<sup>th</sup> – Sanitary pump overflowing on P5 again, mechanical company will be replacing a float/floats either today or tomorrow. I went down immediately to run them in manual;
- November 19<sup>th</sup> – At around 1:00 pm, mechanical company finished repair to floats at sanitary pit; replaced them;
- November 19<sup>th</sup> – At around 1:12 pm, was called by Monitoring. Elevator 6 entrapment on main floor. Checked and dispatched Elevator Company.

This concludes Resident Manager’s report.

**APPROVAL OF COUNCIL MEETING MINUTES**

For clarification, the following additions/amendments were made to the October 29 minutes:

Under NEW BUSINESS – Item #3 – Amenity Area Hours – Although fitness area users are permitted to remain in the area until 1:00 am, entry and re-entry are restricted (i.e. Fobs will no longer gain admittance) after 12:00 pm.

Under NEW BUSINESS – Item #7 – the phrase “polyethylene mess” should be changed to “polyethylene mesh”.

It was moved/seconded to approve the Minutes of the Council Meeting held October 29, 2009 as amended.  
CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

The Treasurer updated the Council with regards to the preliminary November financial statements. It was noted that the expenses are in check and the strata is in a very strong financial position. The Treasurer mentioned that several maintenance items (e.g. lobby maintenance, painting of lobby entrances and garbage room floor, purchasing additional chairs, door closers, computer for the office, elevator grouting and some signage) had all been factored and accrued into the current budget. The Treasurer further mentioned that

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the strong financial position also help to mitigate the steep rise in certain costs due to the HST to be implemented on July 1, 2010. The proposed 2009-2010 budget was presented to the Council for consideration (Please see NEW BUSINESS – Proposed 2009-2010 Budget for more detail information).

It was moved/seconded to accept the financial statements for the month of October 2009 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**

The Strata Agent mentioned to Council that the Trial for the small claim case is being scheduled for December 2, 2009. Council would be advised of the result of the Trial accordingly.

**BUSINESS ARISING FROM PREVIOUS MINUTES**

1. Residential Manager Office HVAC  
Another company had been contacted to provide a second quote for cost comparison. This item is still in progress.
2. Re-Painting of Lobby Entrances.  
This item is still in progress.
3. Missed Fire Inspection Units  
The Strata Agent mentioned that the owners of the two suites that missed their 2<sup>nd</sup> attempt of inspection had been contacted and once another date is scheduled with the Fire Inspection Company their in-suite fire safety equipments would be inspected. This item is still in progress.
4. Smithe Lobby Water Damage  
The Commercial Representative is aware of this item. This item is still in progress.
5. Assistant Manager Position  
Council was delighted to hear that Mr. Steve Kocchar had been secured as the new Assistant Resident Manager and would start on December 1, 2009. Council thanks Ken McPherson, the Resident Manager for the extra hours and work done handling the building alone for the past few weeks. This item is now completed.
6. Bylaws and Rules Amendments  
Council reviewed and discussed a few bylaws including the Move in/out fees; Term of office for the President – 3 consecutive years in succession, but may stand again after 1 year leave; Responsibilities of Owners; Pet Bylaw – no dangerous, exotic, vicious dogs, and leash on common ground. Once the reviewed bylaws are in place, they would be brought up at the coming Annual General Meeting for owners' consideration and endorsement.

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7. Weekend Security Patrol  
Council noted that the new weekend security patrol company would commence on December 4, 2009 on a three months trial period.
  
8. Pigeon quote  
A secondary quote is forthcoming from the Commercial Representative. This item is still in progress.

**CORRESPONDENCE**

Two requests to waive the late fines from owners were presented to the Council for consideration. Council deliberated and the Strata Agent was requested to reply to the owners accordingly.

Several warning letters and letters including fines were issued to the offending parties with regards to bylaw contraventions, specifically for Rental of Parking Stall, Noise Disturbance, Smoking on Balcony, Garden Area Access Hours, Unscheduled Moving, 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).

**OWNERS/RESIDENTS ARE REMINDED THAT:**

1. **PARKING STALL SHALL ONLY BE USED FOR PARKING PASSENGER VEHICLES OWNED OR LEASED BY PERSONS WHO ARE OWNERS OR TENANTS OF THE BUILDING OR TEMPORARY VISITORS OF SUCH RESIDENTS. THE RIGHT TO USE THE PARKING STALL SHALL CEASE UPON A PERSON CEASING TO RESIDE IN THE BUILDING.**
  
2. **EXCESSIVE NOISE FROM THE SUITES IS PROHIBITED, ANY OFFENDER CAUGHT WOULD BE FINED AS PER BYLAW 3 (1) (B) & (C).**
  
3. **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 (E.G. BALCONY, PATIO, ETC) OF THE BUILDING. RESIDENT VIOLATORS OR VIOLATING GUESTS OF RESIDENT WILL BE FINED. THE FINE IS \$200 PER VIOLATION.**
  
4. **HOURS OF ACCESS TO THE GARDEN PATIOS AREA ARE FROM 7:00 AM TO 10:00 PM. NO ANIMALS ARE ALLOWED ON THE GARDEN PATIOS.**
  
5. **A RESIDENT MUST PROVIDE NOTICE TO THE STRATA CORPORATION OF ALL MOVING ARRANGEMENTS AT LEAST 48 HOURS BEFORE THE MOVING DATE. ALL MOVES MUST TAKE PLACE BETWEEN 9:00 AM AND 6:00 PM, MONDAY THROUGH FRIDAY AND 10:00 AM AND 5:00 PM ON SATURDAY, SUNDAYS AND STATUTORY HOLIDAYS AS PER BYLAW 32 (2).**

**6. DUMPING OF PERSONAL ITEMS IN THE GARBAGE ROOM IS PROHIBITED, ANY OFFENDER CAUGHT WOULD BE FINED AS PER BYLAW 3 (2) (K).**

**OWNERS ARE RESPONSIBLE TO ADVISE THEIR TENANTS ACCORDINGLY  
STRATA COUNCIL THANKS YOU FOR YOUR CO-OPERATION**

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.

**NEW BUSINESS**

1. Additional Storage Locker

Council discussed the using of storage lockers at parking level P3-P5 as rental lockers. In addition, Council is contemplating of switching the bike room on P0 to rental locker room. This would be brought up at the Annual General Meeting for owners' approval.

2. Elevator Tile Grout Replacement

Council approved the quote to re-grout the tiles for the five elevators.

3. Hand Sanitizer

To prevent the spread of viruses, hand sanitizers had been installed in the Gym and in the garbage room area. If you are experiencing coughing and sneezing, please refrain from using the Gym equipment. Council thanks you for your understanding and full co-operation.

4. Proposed 2009-2010 Budget

The Treasurer presented the details of the proposed budget to the Council for consideration. Some of the notable items included the Contingency Reserve Fund (CRF) expenditures per the consultant's study, the 2010 Olympic security costs, and the HST impact on the operating expenditures as well as on the CRF calculation. The Treasurer mentioned that overall, there would be an increase of 2% in the strata fees effective December 1, 2009 (retroactive), which is the yearend. There would be no special levy this year, but three resolutions would be proposed to accomplish the objectives as discussed. The first resolution would be to consolidate the Maintenance Reserve with the Capital Improvement Reserve. The second resolution would be to transfer the surplus into the Contingency Reserve Fund and the third would be to transfer the appropriate amount to the Capital Improvement Reserve as per the Consultant's study plus the anticipated 7% B.C. Harmonized Sales Tax (HST).

6. Annual General Meeting

Council discussed the Annual General Meeting date and the agenda and agreed that the minutes, fee changes, and any levies (if any) that were passed at the Annual General Meeting would be posted on the Website for the benefit of the non-residents owners.

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Owners are advised that the Annual General Meeting is tentatively scheduled for **Thursday, January 21, 2010 at 7:00 p.m.** The Strata Agent noted that formal notice would be mailed to the owners to inform them about the date, time and place of the Annual General Meeting once everything is confirmed. (Please see the coming notice in the mail.)

6. **Holiday Party**

Residents are reminded that this year holiday party would be scheduled for Thursday, December 10, 2009 from 5:30 pm to 10:00 pm. As usual, notices would be posted to remind the residents regarding the event. Everyone is welcomed.

**Season's Greetings**

**COUNCIL EXTENDS THEIR BEST WISHES TO ALL THE RESIDENTS  
HAPPY HOLIDAYS AND THE BEST OF NEW YEAR!**

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



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Eric Chua  
Licensed Senior Strata Agent  
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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.**