

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

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Held on Thursday, October 29, 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	President
	Mike Coric	Vice President
	Gary Chow	Treasurer
	Ann Hilliker	Secretary
	Roy Grinshpan	
<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.

It was noted that Council Member, Marian Verdicchio had sold her place and no longer available to be on Council. Council thanked Ms. Verdicchio for her valuable contribution while on Council.

**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:

- September 24<sup>th</sup> – Glass company came in and repaired two garden access doors, sped up one lobby door, and corrected some cylinder lockup issues where they existed with the lobby doors;
- September 24<sup>th</sup> – Elevator Media company on-site working on screen in cab 3;
- September 25<sup>th</sup> – Mechanical company replaced the pressure reducing valve diaphragm on the high loop and almost immediately, the water temperature back to normal;
- September 26<sup>th</sup> – Changed 3 garden lights out on each of 11 and 19<sup>th</sup> floor;
- September 27<sup>th</sup> – The Lounge user last night left the room in a mess, clean it up;
- September 29<sup>th</sup> – Put up 4 “No Smoking” signs on the lobby doors;
- September 29<sup>th</sup> – National informed the South elevator machine room roof pooling, cleared the scupper and it started draining;
- September 29<sup>th</sup> – Elevator Cab 2 down, technician believes it is the bearing problem, could be out of service a while;
- October 1<sup>st</sup> – Irrigation company winterized the system;
- October 1<sup>st</sup> – At around 5:15 pm, elevator cab 1 not working and elevator company dispatched and repaired done at 7 pm;
- October 6<sup>th</sup> – Reset both the Smithe and Hornby doors due to entryphone problem and Canada Postal lock wasn't working;
- October 7<sup>th</sup> – Electrician repaired some ballasts in gym, electrical problem on P5 and a floor light ballast in Smithe lobby;
- October 9<sup>th</sup> – At around 11:35 pm, someone vomited outside the Smithe St. door, clean it up;
- October 11<sup>th</sup> – Sanitary pumps acting up and set off the alarm, run them manual for a couple of hours to catch up on pumping. Checked later: all in order. Reporting to National Tuesday;

**Minutes of the Council Meeting  
The Owners Strata Plan BCS 1433  
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- October 14<sup>th</sup> – Cleaned garbage room door and mopped up P5;
- October 14<sup>th</sup> – Posted notices about Fire Inspections on October 16 for missed in-suites. Delivered personal notices to the 25 suites;
- October 14<sup>th</sup> – There was a leak at the booster pumps this morning, but it was repaired before 9:30 am without having to shut down the main pump;
- October 15<sup>th</sup> – Cleaning company buffed up the lobbies' floors and I put out the carpet mat in the Smithe lobby afterwards;
- October 16<sup>th</sup> – GE Security on-site to do the in-suite Fire Inspections for those units that missed the originally scheduled dates;
- October 17<sup>th</sup> – Elevator Cab 6 stuck on P5 about midnight last night. Thyssen dispatched and it was repaired by around 2:15 pm;
- October 21<sup>st</sup> – Exercise company on-site to do some repairs on a treadmill;
- October 22<sup>nd</sup> – Sanitary company came with Mechanical company to pump out the Sanitary pit;
- October 23<sup>rd</sup> – 24<sup>th</sup> balcony roof drainage was cleaned and the water over shoot problem seems to be resolved;
- October 25<sup>th</sup> – At around 12:40 pm, sprinkler head of a unit was damaged and water affected a few units. I responded and shut off zone and escorted fire department until complete. Tried several units but no one was home. Called in sprinkler company to replace the sprinkler head and restoration company to mitigate damage before starting restoration;
- October 25<sup>th</sup> – Elevator 1 door has a problem, stuck on 17<sup>th</sup> floor for some time. Freed it up myself;
- October 26<sup>th</sup> – Elevator Cab 2 was running afternoon. Elevator will run rough for a while until grease is scrubbed up;
- October 27<sup>th</sup> – Carpet company installed carpet in the 2<sup>nd</sup> floor storage room and repair the carpet on 11<sup>th</sup> floor;
- October 28<sup>th</sup> – A tenant dropped her keyset down elevator 5/6 shaft and elevator company was called on condition that the tenant pays for the call.

This concludes Resident Manager's report.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Council Meeting held September 24, 2009 as circulated. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

The Treasurer updated the Council with regards to the preliminary October financial statements. It was noted that the expenses are in check and surplus continues to accumulate and strata is in a very strong financial position. The Treasurer started the budget process for the next fiscal and the primary objective is to keep the fees the same or minimal increase. Council discussed and noted that a small increase might be prudent in order to boost the Contingency Reserve Fund per consultant's study, allocation of some funding for Winter Olympic security patrol, and the introduction of HST effect starting in July 1, 2010.

It was moved/seconded to accept the financial statements for the month of August and September 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 hearing with regards to the dishwasher leaking small claim incident is being scheduled for December 2, 2009 and would report the result to the Council accordingly.

**BUSINESS ARISING FROM PREVIOUS MINUTES**

1. Rooftop Drainage Pipe  
The Strata Agent mentioned that the developer had provided more details with regards to the roof drains and a contractor had been dispatched to have the problem further investigated and the issue appeared to be rectified. This item had since been completed.
2. Contingency Reserve Fund Study  
The Strata Agent had forwarded the variations to Halsall & Associates and the report had been adjusted. A copy of the amended report was presented to the Council for reference and record keeping. This item had since been completed.
3. Building Cleaning Quote  
Council received a quote from another reputable cleaning company and noted that the work schedules are not as exhaustive as the current cleaning company and the cost is slight higher. Council noted that the performance of the current cleaning company has improved recently and Council President would continue to work with them to fine tune the expectations.
4. Residential Manager Office HVAC  
This item is still in progress.
5. Re-Painting of Lobby Entrances.  
The Strata Agent had contacted the painting company and the work is in scheduled. This item is still in progress.
6. Missed Fire Inspection Units  
The Fire Inspection Company had completed their 2<sup>nd</sup> attempt inspection of **October 16, 2009 (Friday) from 9:00 am to 11:30 am**. Two units remain un-entered. Council discussed and agreed that for safety and liability concerns, letters would be issued to these two units and access **MUST** be provided for further inspection.
7. Smithe Lobby Water Damage  
The Strata Agent mentioned that the Commercial Representative had been contacted and the ceiling of the Smithe Lobby would be repaired. This item is still in progress.

8. Assistant Manager Position

Council discussed the selection of the Assistant Manager's position. Several interviews had been conducted and ideal candidates identified, but did not provide the necessary background information required. Council President and the Strata Agent would continue the process to source out a qualified candidate. This item is still in progress.

**CORRESPONDENCE**

Several requests to waive the late fines from owners were presented to the Council for consideration. Council deliberated and agreed unanimously that the fines stay.

Several warning letters and letters including fines were issued to the offending parties with regards to bylaw contraventions, specifically for Smoking on Balcony, Noise Disturbance, Unscheduled Moving, Vomit on Common Area, Use of Lounge, Tailgating & Rude Remarks, 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. **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.**
2. **AN OWNER, TENANT, OCCUPANT OR VISITOR MUST NOT USE A STRATA LOT, THE COMMON PROPERTY OR COMMON ASSETS IN A WAY THAT CAUSES A NUISANCE OR HAZARD TO ANOTHER PERSON AS PER BYLAW 3 (1) (A).**
3. **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).**
4. **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 AS PER BYLAW 34 (4).**
5. **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**

**Minutes of the Council Meeting**  
**The Owners Strata Plan BCS 1433**  
**Held on Thursday, October 29, 2009**

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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. Annual General Meeting Date

Council discussed and the Annual General Meeting date is tentatively scheduled for Thursday, January 21, 2010. It was noted that currently there are two vacancies on Council and Council encourages the owners to attend the coming Annual General Meeting so the positions could be filled.

2. Holiday Building Party

Council discussed and agreed 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 this event.

3. Amenity Area Hours

It was noted that currently the hours of operation for the Fitness Area is from 5:00 am to 1:00 am and Council would like to remind the residents that the latest time you have to be in the room is midnight as the area closes at 1:00 am.

4. Bylaws and Rules Amendments

Council would review the current bylaws and rules of Electric Avenue and any amendments would be brought up at the coming Annual General Meeting for owners' consideration and endorsement.

5. Security Patrol

Council has received a quote from another security patrol company with regards to the weekend patrol as the current company is not complying strictly with the instructions provided. Council noted that the quote provided is slightly cheaper and agreed with the change for a 3 months trial.

6. Smoking & Lit Cigarettes Butts

Several residents had reported that lit cigarettes butts being thrown over the balcony and landed on the residents and the balcony/patio of the lower floors. Residents are reminded of Bylaw 3 (7) and Bylaw 3 (2) (p) of Electric Avenue respectively:

*“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”*

*“Throw out material, especially burning material such as cigarettes or matches or permit material to fall out of any window, door, balcony, patio, stairwell, passage or other part of the strata lots or common property”*

**Owners MUST advise their tenants accordingly!**

**Minutes of the Council Meeting  
The Owners Strata Plan BCS 1433  
Held on Thursday, October 29, 2009**

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7. Pigeon quote

Council received a quote from the Commercial representative with regards to the installation of a 2" black, rot resistance polyethylene mess netting on the breezeway to remedy the on-going pigeon problem at that location. Council discussed and noted that the cost is quite exorbitant. Council agreed that the Commercial representative would be invited to the next meeting to have the quote further discussion.

There being no further business, the meeting was adjourned at 8:00 p.m. The next meeting will be on Thursday, November 19, 2009.



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Eric Chua  
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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.**