

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

Held on Thursday, July 15, 2010 at 6:30 p.m.
Within the 2nd Floor Meeting Room

COUNCIL IN ATTENDANCE:	Cory Sutton	President
	Patrick Wendt	Vice President
	Gary Chow	Treasurer
	Amy Li	
	Gordon Hilliker	
	Camilo Salamanca	
REGRETS:	David Ashby	
GUEST:	Ken McPherson	Resident Manager
SENIOR STRATA MANAGER:	Eric Chua	Crosby Property Management Ltd.

The meeting was called to order at 6:30 p.m. by the Council 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:

- June 15th – The electrical vault cleaning date tentatively scheduled for July 10th is still to be accepted by BC Hydro. Power shutdown would be from 2:00 am – 7:30 am approximately. Once confirmed, notices would be posted to remind the residents;
- June 18th – Contacted and booked with the weekend security company for the Celebration of Light Fireworks' event additional hours;
- June 19th – The garbage company did not pick-up the compactor Saturday because driver could not open the newly installed roll-up door as the installer had locked it on Friday. Monday, the compactor was full and there was a minor pile of garbage;
- June 19th – Noted a loud squeaking noise on the gate, put in a service on Monday;
- June 20th – Found a large pile of junk in stairwell 15, at floor 16th and some at 15th. Took them down to P0 storage. Posted new notices in all stairwells. Found more junk/garbage at 17th floor in stair 12;
- June 21st – Gate company was in to correct the loud squeak sound and replaced the hose on the gate;
- June 22nd – Meeting with a contractor about wall paneling of Hornby lobby. Final arrangements made;
- June 22nd – Arranged for safety bumper of gate to be replaced (done on 23rd) and for a contractor to buff 2 elevators' surfaces, where one was damaged by a guest of the resident;
- June 23rd – The grouting company came back to re-do elevators 5 and 6 and checked the other 3 as well;
- June 23rd – Outer old garbage room doors were removed; locks are now on the rolling door and it is in use;
- June 23rd – Mechanical company planning to solve the compressor situation tomorrow, also mentioned about broken temperature gauge on high loop;

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- June 24th – One elevator surface has been done, two more to go. The contractor came in today to do the glass scratch repairs. Finished in a few hours; elevators were finished the night of the 24th;
- June 27th – Posted notices about upcoming electrical vault cleaning morning of July 10th (night of the 9th). The power will be shutdown between 2 am and 8 am approximately;
- June 28th – Mechanical company is installing the compressor today;
- June 29th – At around 11:15 am, elevator cab #5 stuck on the main floor with doors closed. Called for service. Fixed around 1:00 pm;
- June 29th – Mechanical company noticed a leak at steam trap in P3 Mechanical room, will provide a quote to repair;
- July 5th – 11 recycling bins contaminated today, the cleaner cleaned them out;
- July 6th – Engineering company on-site to access some suite for the 5 year warranty review;
- July 7th – Elevator company technician in for maintenance, checked cab 3 again, brakes for cab 5 and 6;
- July 7th – Put up 2 new reminder notices about power shutdown this Friday night;
- July 7th – Steve and I changed 14 lights out between P2 electrical vault and Smithe lobby. Steve cleaned out the parking level catch basins;
- July 9th – Elevator company technician in again to continue checking the brakes on elevators; he had cab 2 down this morning;
- July 9th – There was an unscheduled and unsupervised moving;
- July 12th – Elevator technician looking at cab 3 before noon. It was running around 2 pm and then started getting stuck – some kind of door issue;
- July 12th – The developer sent in someone today to continue working at rooftop garden leak into one of the suite. He believes he's taken care of the issue;
- July 12th – At around 3:35 pm, about 2 hours after it was running, cab 3's doors glitched up and stuck someone for a couple of minutes on the 16th. I locked it off on P1 and put in a service call for the morning; It was running around 12:20 pm;
- July 12th – Due to power outage, a few lights around the building were out; changed 53 on Sunday. A few ballasts have gone too;
- July 13th – Cleaner stripping and waxing Smithe lobby floor today and Hornby tomorrow;
- July 13th – Carpet cleaning and extraction has been set for August 4 & 5th;
- July 15th – Mechanical company will be starting installation of the new heat exchanger – replacing heat exchanger#2. Might be more than a one-day job.

This concludes Resident Manager's report.

APPROVAL OF COUNCIL MEETING MINUTES

It was MOVED/SECONDED to approve the Minutes of the Council Meeting held June 10, 2010 as circulated. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

The Treasurer updated the Council with regards to the June financial statements. It was noted that the surplus for June is down compared to May. The HST, which is coming in July, will be consuming most of the surplus accumulated. The Strata is over budget on several categories. The Fire Equipment Maintenance due to additional charges for deficiencies noted. Legal, as the Strata expected, due to the increase of activities and legal opinions obtained. Steam Heat, but warmer weather is starting to reverse the budget trend. The Window Cleaning, where the costs are averaged out over the year and this is not a concern.

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Consumption of water is way over the budget and strata continues to monitor the situation. The collection of the strata fees and charge back to the developer continues to go well.

It was MOVED/SECONDED to accept the financial statements for the month of June 2010 as circulated. CARRIED.

REVIEW OF ACCOUNTS RECEIVABLE

Council noted that currently, there are three forced sales and the management company has taken the necessary steps to recover the arrears.

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

1. Smithe Lobby HVAC
Council received the quote from another mechanical company to repair the Smithe lobby's HVAC, and after discussion agreed to proceed with it.
2. Smithe Lobby Water Damage
Council President and the Strata Manager met with the Commercial representative in the morning before this meeting to discuss the Smithe Lobby's ceiling repairs. The Commercial representative agreed to have the final repairs expedited.
3. New Heat Exchanger
Mechanical company has scheduled for this work to be completed on July 15, 2010.
4. Hornby Lobby Wall Protector
The trade is fabricating the selected panels and pending installation.
5. Elevator Tile Grout Replacement
It was noted that the elevator tile grout were not completed properly. The contractor would be requested to have all the deficiencies rectified or no payment would be advanced.
6. Garbage Room Doors Replacement
This item had since been completed.
7. Glass & Stainless Steel Repairs
This item had since been completed.

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8. 5-Year Warranty Review
This item is still in progress. A few Council Members were appointed to foresee the process to ensure that the final warranty report is forwarded to the Warranty provider as well as the Developer once completed.
9. Garbage Room Floor
The President and the Strata Manager discussed this item with the Commercial representative and it is pending quotation.
10. Storage Locker Rental Agreement
This item is still in progress.
11. Backup Compressor Replacement
This item had since been completed.
12. Hallway Corner Guard
This item is pending the revised quote.
13. Breezeway Speed Bump
This item was discussed with the Commercial representative and pending further investigation.
14. Brass Caps Replacement
This item had since been completed.
15. 11th Floor Cherry Tree Replacement and Treatment
This item had since been completed
16. Annual Fire Inspection Deficiency
Council discussed the deficiencies after the completion of the Annual Fire Inspection. For safety concerns, Council agreed that the deficiencies noted would be rectified. Council further agreed that suites with fire safety equipment that are wilfully damaged and suites that did not provide the access during the scheduled fire inspection would be charged accordingly.
17. Interior Painting Project
This item had since been completed and majority of the deficiencies noted by the consultant (MPDA) had been rectified. Council President and another Council Member agreed to have a final walkthrough to confirm.
18. Form K and Short Term Rental
This item is ongoing and continues to be monitored.
19. Exercise Equipment
The Exercise Company advised that the equipments are on order and pending installation.
20. Power Washing of 11th, 19th, & 23rd Planter Areas
Council reviewed the quote and agreed to have the quote firmed up. This item is still in progress.

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21. High Water Consumption
Council continues to monitor the high water consumption noted. This item is still in progress.
22. Amenity Usage by Commercial Tenants
This item would be further investigated.

CORRESPONDENCE

Council reviewed several requests to reverse the fine assessed for unscheduled moving, late payment of special levy, noise contravention and installation of hardwood flooring without authorization. Council deliberated and voted and the Strata Manager 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 No Form K, Rental of Suites, Oil Leak at Parking Stall, Items on Balcony, Smoking on Balcony, Unscheduled Moving, Noise Disturbance, Storage of Items at Parking Stalls 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. **AN OWNER MUST CAUSE THE TENANT TO EXECUTE A FORM K – NOTICE OF TENANT’S RESPONSIBILITIES AS PROVIDED IN THE STRATA PROPERTY ACT (BRITISH COLUMBIA), AS AMENDED OR REPLACED, PRIOR TO HIS OR HER OCCUPATION OF THE STRATA LOT, AND PROVIDE THE STRATA CORPORATION WITH A COPY THEREOF, AS PER BYLAW 37 (B).**
2. **AN OWNER SHALL NOT ALLOW OIL LEAKS AND EXHAUST POLLUTION STAINS FROM VEHICLES AND SHALL CLEAN UP SUCH LEAKS AND STAINS FROM THE OWNER’S PARKING STALL(S), AS PER BYLAW 3 (5).**
3. **AN OWNER SHALL NOT PLACE ON THE BALCONY OF THE STRATA LOT BICYCLES, MOTORCYCLES, BOXES, MACHINERY, EQUIPMENT, OR IN ANY WAY USE SUCH BALCONY AS A STORAGE AREA AS PER BYLAW 3 (2) (G).**
4. **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.**
5. **A RESIDENT MUST PROVIDE NOTICE TO THE STRATA CORPORATION OF ALL MOVING ARRANGEMENTS AT LEAST 48 HOURS BEFORE THE MOVING DATE, AS PER BYLAW 32 (2).**

6. **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).**
7. **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 flooring 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. Electrical Vault Cleaning
This item was scheduled for July 10, 2010 and notices were posted well in advance informing residents regarding this event. This item had since been completed.
2. Celebration of Lights
The security company has been contacted to provide the necessary security service with regards to the Celebration of lights on July 21st, 24th, 28th and 31st. Notices would be posted with regards to access to the courtyards during the nights of the fireworks.
3. Landscaping Contract Renewal
Council agreed to the Two (2) years renewal of the landscaping contract, where the cost of the second year remains the same as the first. Council also selected Sticky Banding and Domant Oil Lime Sulphur Spray under the additional optional services to be included with the basic contract. Council further requested that more mulch and dirt to be added for all the garden area.
4. Root Weevil Control
Council noted that more sightings of root weevil bugs on the garden area. The Pest Control company would be contacted to have this attended to.
5. Underground Parkade Gate
Council reviewed a preventive maintenance quote with regards to the underground parkade gate. This would be further review.
6. Building Maintenance Items
Council discussed several building maintenance items and they would be further investigated.
7. Homeless Accessing Garbage Room
A homeless person was noted on numerous occasions entering the garbage room in search of recyclables. Council would discuss with the security guard and the cleaner regarding this issue.

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There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting will be on Thursday, September 16, 2010.



Eric Chua
Senior Strata 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.