

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

Held on Thursday, June 10, 2010 at 6:30 p.m.
Within the 2nd Floor Meeting Room

COUNCIL IN ATTENDANCE:	Cory Sutton Patrick Wendt Gary Chow Amy Li David Ashby Gordon Hilliker Camilo Salamanca	President Vice President Treasurer
GUEST:	Ken McPherson	Resident Manager
LICENSED STRATA AGENT:	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:

- May 15th – Someone reported residents smoking and drinking on the 19th floor garden at night;
- May 17th – Fire Prevention company started Annual Fire Inspections – continuing with common areas during the first part of the day and in-suites between roughly 2:00 and 8:00 pm for 4 days. Elevator fire response tests morning of May 20th;
- May 18th – Started reviewing the Form K list from Crosby Property Management Ltd.;
- May 18th – Steve clearing out planter weeds again. May 19th – finished all of them. Maybe we'll salt the planters more often; weeds are still just coming back after being pulled;
- May 19th – Mechanical company here for preventive maintenance. Still waiting on approval for fan repair on 2nd floor and a couple of other quotes;
- May 20th – 3:15 pm, called enterphone company and a technician came in; Hornby's lane maglock/sensor has been refusing to release. Enterphone company replaced the whole motion sensor;
- May 20th – Date and time has been set for 1st stage of Electrical Vault Cleaning. Night of July 12th, ie. July 13th from approx. 2:00 am until 8:00 am, no water during shutdown, 2 elevators running, all emergency lighting on, etc. No power in suites. Signs will be prepared and posted;
- May 21st – Someone has again taken the cover of the gym remote (2nd one) and taken the batteries. Bought two remotes and programmed them;
- May 23rd – A TV was left on P5 and two torchieres were left on the 19th inside stair 18, they were not there on Saturday daytime;
- May 25th – Fitness company came to inspect gym equipment. They found that three machine cables needed replacing;
- May 25th – Door company delivered to me some door stain;

Minutes of the Council Meeting
The Owners Strata Plan BCS 1433
Held on Thursday, June 10, 2010

- May 25th – A section of windows on 22nd where soffits were not painted. Spoke to painting company about this;
- May 25th – As part of Annual Fire testing, sprinkler company came in to test the various sprinkler zones;
- May 25th – As part of the electrical vault cleaning work today, infrared scans are being taken off the electrical boxes;
- May 27th – Janitorial company buffed the lobby floors;
- May 27th – Problem with fire alarm bell test; bells didn't ring on all floors of North and again, paging did not work from the Smithe lobby;
- May 30th – Cab 3 entrapped on the 16th and residents got out and I cleaned off the paint from the door edge;
- May 31st – Commercial Rep advised that BC Hydro has denied the proposed electrical vault cleaning (and power shutdown) date; looking for another date for approval;
- May 31st – 14 of 25 recycle bins labeled as contaminated by recycler and not picked up. Steve went through them and cleaned out the next day;
- June 1st – Painters are down to fixing up 13th and 12th floors.
- June 3rd – Entryphone company replaced the office keypad and the panels that communicate alarms with monitoring; it seems there was an issue with this system that would not always send the restoral signals back to the station when the alarm cleared. This should work fine now;
- June 4th – A tenant reported a bed bug problem to the landlord, who in turn informed me;
- June 4th – The trade installed two cedar ball shaped artificial planters at the Smithe lane;
- June 4th – Cleaning off front of mailbox panels;
- June 5th – At 3:12 am, Security called management company after-hours who contacted me regarding Hornby lane door closer won't lock; probably needs replacing. I came down to lock as Security didn't realize they carry the key. Will call trade to repair or replace. Done Tuesday, June 8th;
- June 5th – Plunged 2nd floor men's toilet for cleaners;
- June 5th – About 3 pm, noticed cab 5 stuck on main; called elevator company for service this afternoon. Tech. arrived around 4:20 pm; elevator running around 4:35 pm. It was a "drive fault";
- June 6th – At around 8:25 am, called by monitoring because someone went through a parkade stairwell door setting off the alarm;
- June 7th – Commercial rep mentioned that garbage company would be doing the garbage room door installation on Friday, the 11th;
- June 8th – Junk pickup this morning was postponed until tomorrow due to generator test/elevator problems;
- June 8th – During generator test, 3 elevators would not resume power and cab 6 trapped three persons around 12th floor and they were released by technician and tech. Corrected problem to cabs 3, 5 & 6. As soon as we could, we had stairwell 15 doors between lobby and 11th unlocked with a sign posted. All elevators running around 3:20 pm.
- June 8th – Full generator test with load bank today between 9:00 am and 3:00 pm. Test of all transfer switches. (elevator problem above). Also today and tomorrow, Scotiabank Theatre doing their fire testing;

This concludes Resident Manager's report.

APPROVAL OF COUNCIL MEETING MINUTES

It was MOVED/SECONDED to approve the Minutes of the Council Meeting held May 13, 2010 as circulated. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

The Treasurer updated the Council with regards to the May financial statements. It was noted that the Strata continues to be in a surplus position at the month end of May. The Strata is over budget on three categories; the first is Legal, as the Strata expected, due to the increase of activities and legal opinions obtained. The second is Steam Heat, as warmer weather sets in, the budget will reverse itself. The third is Window Cleaning, where the costs are averaged out over the year and this is not a concern. Consumption of water is an issue as the rate charged by the City went up in January 2010 and consumption has also increased dramatically. The collection of the strata fees and charge back to the developer continues to go well. Currently, there are three forced sales and the management company has taken the necessary actions. We have a gym equipment upgrades quote, which Council will be discussing later.

It was MOVED/SECONDED to accept the financial statements for the month of April and May 2010 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

1. Smithe Lobby HVAC
Await the quote from a mechanical company to repair/replace the Smithe lobby's HVAC. Once received, it would be forwarded to the Council for consideration.
2. Smithe Lobby Water Damage
The confirmation report from the mechanical company with regards to who is responsible for the leaky pipe has not been received. Council discussed and agreed that in order not to prolong this issue, an engineering company would be engaged for assistance.
3. New Heat Exchanger
Mechanical company is waiting for the shipment. Once the new heat exchanger is in, it will be installed.
4. Hornby Lobby Wall Protector
The trade had been contacted and pending an installation date.

Minutes of the Council Meeting
The Owners Strata Plan BCS 1433
Held on Thursday, June 10, 2010

5. Elevator Tile Grout Replacement
The contractor had been contacted and will be rectifying elevator cab 5 and 6 where the tile grout was not properly applied.
6. Garbage Room Doors Replacement
The commercial representative advised that the doors will be installed this coming Friday.
7. Entrance Planters
The two ball shaped artificial planters have since been replaced.
8. Glass & Stainless Steel Repairs
The contractor is re-quoting on the project as additional work is needed. This item is still in progress.
9. 5-Year Warranty Review
Halsall & Associates has provided the survey form, which will be mailed to the owners to request for submission. ***As this review is an integral part of the building maintenance program, owners must submit the survey form preferably on-line, if not by hardcopy.*** Should you have any further question regarding this issue, kindly contact the Strata Agent, Eric Chua directly at 604-689-6970.
10. Garbage Room Floor
This item is pending the Commercial's schedule.
11. Storage Locker Rentals
This item is still in progress.
12. Backup Compressor Replacement
The part is on order. Once received, it will be installed.
13. Hallway Corner Guard
This item is pending the revised quote.
14. Breezeway Speed Bump
This item is pending the Commercial's schedule.
15. Brass Caps Replacement
The mechanical company has received the shipment and installation will be carried out on Monday, June 14, 2010 as scheduled.
16. 11th Floor Cherry Tree Replacement and Treatment
The landscaper is in the process of attending to this.
17. Annual Fire Inspection
This item had since been completed. The Strata Agent is waiting for the deficiency report. Council President mentioned that the technician reported the building has the best ever turned out rate for the in-suites inspection.

**Minutes of the Council Meeting
The Owners Strata Plan BCS 1433
Held on Thursday, June 10, 2010**

But, unfortunately, a few suites still did not provide the access and the owners will be advised accordingly. Council thanks the owners/residents for their co-operation and assistance on this matter.

18. Interior Painting Project
This item is progressing as planned and near completion. Minor deficiencies noted as splatters on the windows and frames will be forwarded to the painting company to be rectified.
19. Inaccessible Window Cleaning
This item had since been completed.
20. Form K and Short Term Rental
This item is ongoing and continues to be monitored.

CORRESPONDENCE

Several warning letters and letters including fines were issued to the offending parties with regards to bylaw contraventions, specifically for No Form K, Items on Balcony, Smoking on Balcony, Noise Disturbance, Dogs on Courtyard, 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 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).**
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. **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).**

5. NO ANIMALS ARE ALLOWED ON THE GARDEN PATIOS AS PER THE RULES OF THE STRATA CORPORATION.
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. Exercise Equipment Upgrades
Council reviewed the revised quote from the exercise company in terms of upgrading the Treadmill and the addition of an Elliptical. Council deliberated, voted, and agreed that three (3) Treadmills and one (1) Elliptical would be purchased.
2. Power Washing of 11th, 19th, & 23rd Planter Areas
A quote was provided to the Council for review. Council discussed this and one more quote will be obtained for cost comparison.
3. Recycling
Residents disposing of inappropriate materials (e.g. household waste, lamp, kitty litter, etc) into the recycling bins were brought up for discussion. This is a frustrating issue for the Strata as the contaminated bins will not be picked up and unnecessary time and costs will be incurred to have them properly sorted out and picked up again. Just last week, we had 14 out of 25 of the blue recycling bins contaminated and they would not be picked up.

Owners/Residents are reminded to please sort your recyclables properly and please do not dump any inappropriate materials into the recycling bins. Please see the notice, memo, and painted wording on the walls inside the garbage room for proper recycling. For further information, please visit the Vancouver Website: Vancouver.ca/recycle, and click on Apartment Recycling Program.

**Minutes of the Council Meeting
The Owners Strata Plan BCS 1433
Held on Thursday, June 10, 2010**

4. High Water Consumption

Council deliberated on this issue and agreed that a quote be obtained from an engineering company to have this issue properly investigated.

5. Smoking on Balcony

Owners/Residents are reminded of the bylaws of the Strata Corporation with regard to smoking on Limited Common Areas (e.g. Balcony, Patio, etc.) as warmer weathers set in, please be mindful of lit cigarettes, which is a fire hazard. 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!

6. Amenity Usage by Commercial Tenants

Council discussed the restrictions of amenity usage by the commercial tenants. This item will be further discussed.

7. Inappropriate Action

It was brought to the attention of the Council that someone is continuing to spit on the 19th floor. Such action is unhygienic and it is totally unacceptable. Anyone who has any information is requested to contact the Strata Agent or the Resident Managers directly.

Please take pride in your building and keep the common area clean and have respect for your neighbors by picking up after yourself.

There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting will be on Thursday, July 15, 2010.



Eric Chua
Licensed Senior Strata Agent
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.