

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

Held on Thursday, March 18, 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	
	David Ashby	
	Gordon Hilliker	
	Camilo Salamanca	
GUEST:	Sarah Mamoser	Owner
	Tomas Garcia	Owner
	Manuel Yngson Jr.	Owner
	Marc Rinfret	Tenant
	Ken McPherson	Resident Manager
LICENSED STRATA AGENT:	Eric Chua	Crosby Property Management Ltd.

The meeting was called to order at 6:31 p.m. by the President.

COUNCIL POSITION

The Council positions were designated at the brief meeting after the Annual General Meeting of January 21, 2010. The positions are listed below for reference:

Cory Sutton	–	President
Mike Coric	–	Vice President
Gary Chow	–	Treasurer

GUESTS BUSINESS

An owner attended tonight's meeting to express concerns regarding the noise disturbance generated by another resident (Council would gather the information and assess this situation further).

Another owner attended the meeting to discuss with Council regarding the waiving of the move in fees assessed. (Please see NEW BUSINESS – Move In Fees for more detail information).

Another owner attended the meeting with his tenant to discuss with Council regarding the waiving of the noise disturbance bylaw fine assessed. (Please see NEW BUSINESS – Noise Violation Fines for more detail information).

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 months, the highlights being:

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- December 3rd – Around 9:15 am, the hot water was down, due to compressor failure. Mechanical company was dispatched and posted notice by elevators. Hot water was restored around 1 pm;
- January 20th – At around 1:10 pm, there were host of problems caused by a resident's toilet flooding. We learned about it primarily by our leak detection system in 11th floor crawlspace being activated, then found water in 13th floor hallway. Locksmith engaged to enter the suite for emergency and found layer of water in suite. Mechanical company was on-site to stop the leak and Steve vacuumed up some of the suite's water. Left messages to owner and other suites affected. Restoration company later attended. Fire panel module on 11th South is affected. Called the Fire Prevention company to attend;
- January 15th – Around noon found 5 bags of garbage in stair 15 on 12th floor. Posted notice on 13, 12 & 11th stairwell doors to remind the residents;
- January 21st – Fire Prevention company came in to investigate 11th floor modules. Several or all on the floor will have to be replaced due to the flood;
- January 20th – Mechanical company had a representative to look at Heat exchanger that is leaking;
- January 23rd – Cleaned up vomit behind elevator 5 pad and on elevator wall;
- January 24th – Posted signs advising of the scheduled painting of our exterior entrance walls starting on the 25th;
- January 22nd – Electric company was in to repair a ballast on P5, two electrical outlets (on 7th and 2nd) and fix a light fixture up in 24th South elevator machine room;
- January 22nd – Evening, elevator 5 reported stuck on P3; Security didn't know whether to call it in. I attended and unstuck the doors;
- January 26th – Smithe Lane entryphone not functioning and would not reset. Suspect water penetration due to power washing of walls by the painters. Called and left message with entryphone company for service;
- January 28th – Steve repaired three light bollards on the 24th and 19th floor gardens;
- January 29th – Maintenance company was in and cleaned out the top floor balcony drain;
- January 30th – After painting the exterior entrances mid-week, painting company was back today to clean up paint spots on the ground;
- January 30th – Someone still letting their dog "do its business" on 19th hallway. We cleaned up some stains tracked down the North corridor today;
- February 1st – Steve starting through 1st round of tower hallway repairs and touch-ups. I've started going through tower checking for issues and also dusting, etc.;
- February 1st – Routine maintenance on HVAC was done today;
- February 3rd – Carpet cleaning company on-site for quarterly carpet maintenance;
- February 3rd – Replaced 4 trashcans with 1 spare and 3 new ones. Some old ones were in bad shape;
- February 5th – Elevator cab#1 was stuck on a floor; Steve called elevator company in for service;
- February 8th – Maintenance check of vault was done;
- February 9th – At around 2:15 pm, a fire alarm of P2 Stair 17 pull station was triggered. All back in order at 2:30 pm;
- February 8th – Exercise equipment company was in today for routine check of equipment;
- February 9th – Met with the representative of Phoenix Restoration and issued a Trade fob in preparation for them to attend to any emergency during the Olympic;
- February 12th – Entryphone company was in to repair a relay in elevator 3 that was preventing anyone from being able to get access to 21st floor;
- February 17th – A 17th floor south east hallway radiator had been vandalized twice;
- February 20th – Several scratches were found in elevator cab#1 panel, two blue Smithe lobby glass panels and a window by Smithe Street entryphone (vandalism);
- February 23rd – At around 5:15 pm, fire alarm for P2 Stair 17 pull station was triggered and all reset at 5:30 pm;

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- February 26th – Fire prevention company was on-site to fix a problem with a loose wire, which was the cause of the intermittent 7th floor paging troubles;
- February 28th – Two suites left a ton of personal stuff in the garbage room today; a 3rd one left several bags of garbage, which I threw into the compactor;
- March 1st – A private disposal company picked up all the junk in the afternoon;
- March 1st – Mechanical company was in this morning, checked the upper loop hot water situation and noted the top floor hallway valve was closed and one of the diverters was full of sand;
- March 2nd – MPDA did a site tour to quote for interior painting;
- March 2nd – Continuing with our project of elevator track cleaning and emptying out the parkade store-rooms;
- March 3rd – A trade person from Central Heat was on site to check on things in the heat exchanger room;
- March 6th – There was a Fire Supervisory Trouble alert, the panel is read: Dry Systems – Low Air Pressure. Called Fire Prevention company and they took care of the situation, which was caused by a breaker being tripped by the compressor in the sprinkler room on P2;
- March 6th – A resident caused some damage in the kitchen and left the lounge and washroom extremely filthy when reserved the place for use. The resident agreed to use the security damage cheque provided as payment to repair the damage;
- March 9th – Received the quote from glass company to fix the damage in the lobby caused by vandalism;
- March 8th – Electric company on-site to install a new heater on the 17th floor;
- March 12th – Security informed at around 11:30pm about dripping water in the Smithe lobby by doors on the street-side. Scotia Theatre was not aware of any problem they are having, but they are mopping up at this time. Mechanical company was advised to attend to the problem;
- March 16th – Screen of Cab#3 was out a few days and cameras still not accessing in elevator 1, 5, & 6, still no update from the monitor company;
- March 16th – Emptied out P2 N and P4 N elevator lobby storage rooms;
- March 17th – Changed all scent cans in garbage room and Hornby lobby and emptied out another storeroom.

This concludes Resident Manager's report.

APPROVAL OF COUNCIL MEETING MINUTES

It was moved/seconded to approve the Minutes of the Council Meeting held November 19, 2009 as circulated. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

The Treasurer updated the Council with regards to the preliminary February 2010 financial statements. It was noted that the strata is in the surplus position and additional expenses anticipated would bring the surplus down slightly by month end. The strata is currently over the budget in two areas, the steam heat, which is expected, as this normally happens in the Winter season and the water, where the City had approved a 10% fee increase in late December 2009, well after the budget was prepared. The Treasurer noted that the Repair & Maintenance projects approved and charged to the prior year accounts are all in progress.

It was moved/seconded to accept the financial statements for the month of November & December 2009, and January 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.

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REPORT ON LITIGATION

The Strata Agent mentioned to Council that the Trial for the small claim with regards to the dishwasher leaking case that was scheduled for December 2, 2009 had been completed. The judge that presided over the case had dismissed the claim brought forward by the plaintiff. Several Council members also attended the hearing during the Trial. This item is now concluded.

BUSINESS ARISING FROM PREVIOUS MINUTES

1. Residential Manager Office HVAC
Another quote was provided to Council for consideration. Council discussed and would like to table this to the next meeting.
2. Smithe Lobby Water Damage
The mechanical and the restoration company had been contacted and await their reports. The Commercial representative had also been advised. This item is still in progress.
3. Olympic Security
The Olympic security patrol went as planned and smoothly. The security patrol invoice would be shared equally between the Commercial and the Residential section.
4. Pigeon Mesh
The quotes for the installation of the pigeon mesh were presented to the Council for consideration. Council discussed and would like to investigate this item in more details as majority of the Council Members are new.
5. Hornby Lobby Wall Protector
Council reviewed the quote for the installation of Hornby lobby wall protector. Two options were presented and Council agreed to proceed with Option#1 as discussed.
6. Elevator Tile Grout Replacement
This project was originally scheduled for March 18, but to material shipment issue, it has been delayed for two weeks. Once the date is confirmed, this would be attended to.
7. Garbage Room Doors Replacement
Council reviewed the quotes for the replacement of the garbage room doors (where the compactor is being pulled out) and agreed to proceed with the understanding that the garbage company paid for 50% of the cost and the other 50% to be shared equally among the Commercial and the Residential section. It was noted that the other doors where the recycling bins are being pulled out also needed replacement. This would be brought up to the attention of the garbage company as well as the Commercial Representative.
8. Re-Painting of Lobby Entrances.
This item had since been completed.
9. Entrance Planters
Council agreed to proceed with the replacement of the lobby entrance artificial planters with the ball shape figure to minimize the vandalism noted.

CORRESPONDENCE

A request from an owner to install awning was presented to the Council for consideration. Council discussed and to maintain the uniform appearance of the strata, the request was turned down.

Another request from an owner was presented to the Council for consideration regarding the waiving of the move in fee. Council discussed and the request was denied.

Several warning letters and letters including fines were issued to the offending parties with regards to bylaw contraventions, specifically for Damage to Common Area, Noise Disturbance, Smoking on Balcony, Not waiting for Parkade Gate to Close, Unscheduled Moving, Vehicle without Storage Insurance, 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, TENANT, OCCUPANT OR VISITOR MUST NOT CAUSE DAMAGE, OTHER THAN REASONABLE WEAR AND TEAR, TO THE COMMON PROPERTY, COMMON ASSETS OR THOSE PARTS OF A STRATA LOT WHICH THE STRATA CORPORATION MUST REPAIR AND MAINTAIN UNDER THESE BYLAWS OR INSURE UNDER SECTION 149 OF THE ACT AS PER BYALW 3 (3)**
- 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. 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 BYALW 34 (4).**
- 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. VEHICLES MUST BE INSURED AND HAVE PROOF OF STORAGE INSURANCE VISIBLE ON DASHBOARD AS PER BYLAW 34 (2).**
- 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 COOPERATION.

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. Water Damage Claim
An insurance claim was filed due to the overflowing of a water closet in a suite that affected several units. The insurance deductible for the claim has been charged back to the strata lot that initiated the loss.
2. Glass & Stainless Steel Repairs
Three quotes were presented to the Council for review with regards to the glass and stainless steel that were vandalized. Council discussed and approved one of the quotes as presented.
3. 5-Year Warranty Review
Quotes would be obtained for the 5-Year Warranty review. This item is in progress.
4. Interior Painting Project
Council noted that MPDA was engaged to prepare the specifications for the interior painting project.

Five companies submitted their bids for consideration. Council would review the bids in details and the work would be awarded to the best company selected.
5. Hallways Corner Guard
A quote was presented to the Council for review. The number of corner guards needed for all of the hallways would be counted so a budgetary figure could be realized.
6. New Backup Compressor
As the current backup compressor had been utilized, a quote is forthcoming from the mechanical company for a new backup (better quality). Once received it would be forwarded to the Council for consideration.
7. Relocation of Exhaust Pipe
The Commercial section has been approached by BC Hydro to relocate one of the exhaust pipes, which is located on the common area to a higher ground. This issue is still in progress pending legal opinion.
8. Additional Storage Locker
A quote was presented to the Council with regards to the number of storage lockers that could be created for rental. Once the lockers are available for rental and the cost agreed upon by Council, owners would be advised accordingly.
9. Breezeway Speed Bump
A quote was presented to the Council for review. Council discussed and would like to hold off on this item, pending further investigation.

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10. Inaccessible Window Cleaning
This item is in the process of being scheduled and notices would be posted to remind the residents accordingly.
11. Ground Level Lobby Window Cleaning
This item is in the process of being scheduled.
12. Parkade Power Washing
This item is in the process of being scheduled and notices would be posted to remind the residents accordingly. Residents are required to remove their vehicles during the dates when the parkade is being power washed. Strata Corporation is not liable for any damage caused to the vehicles remained in the parkade during the cleaning.
13. Concrete Cleaning
This item would be included during the 5-Year building envelope review.
14. Washroom Floors Scrubbing
The quote from the cleaning company for scrubbing the washroom floors was presented to the Council for review. Council discussed and authorization was given to proceed forward.
15. Cost Sharing Items with Commercial Section
Several cost sharing items with the Commercial section were brought up to the attention of the Council. Council would review the items further.
16. Move In Fees
The owner who attended the meeting presented the special circumstances of his rental situation to the Council for consideration. Council deliberated and noted that the bylaws indicated the necessary move in fees and this fee could be assessed back to the tenant(s) when the leasing took place. Council further noted that by waiving of the move in fees would also set a precedent for the Strata. In view of the above, Council agreed unanimously that the move in fees would stay.
17. Noise Violation Fines
The owner who attended the meeting with his tenant presented to Council the reasons for requesting the reversal of the noise bylaw fines assessed to his strata lot. Council noted that the bylaw fines could probably be prevented should the proper Form K be submitted to the office as per Section 146 of the Strata Property Act when the tenancy took place. The Strata Agent was requested to reply back to the owner accordingly.

OWNERS ARE REMINDED:

AS PER SECTION 146 OF THE STRATA PROPERTY ACT OF BRITISH COLUMBIA:

IF AN OWNER WITHIN A STRATA CORPORATION WISHES TO RENT HIS/HER UNIT, THE OWNER MUST PROVIDE THE STRATA CORPORATION WITH THE COMPLETED NOTICE OF TENANT'S RESPONSIBILITIES (FORM K), WITHIN TWO (2) WEEKS OF RENTING.

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IT IS THE OWNER'S RESPONSIBILITY TO SEND IN A NEW FORM K WHEN TENANCY CHANGES. FAILURE TO SEND IN A FORM K WHERE REQUIRED COULD RESULT IN FINES BEING LEVIED IF APPLICABLE IN THE STRATA CORPORATION'S BYLAWS.

IN ADDITION, IT IS A REQUIREMENT OF THE ACT THAT YOU PROVIDE YOUR TENANT WITH THE BYLAWS GOVERNING YOUR STRATA CORPORATION, TOGETHER WITH OTHER RULES TO ENSURE THAT YOUR TENANT IS AWARE OF HIS/HER RIGHTS AND OBLIGATIONS.

STRATA COUNCIL THANKS YOU FOR YOUR CO-OPERATION.

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


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.