

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

Held on Thursday, May 13, 2010 at 6:30 p.m.
Within the 2nd Floor Meeting Room

COUNCIL IN ATTENDANCE:	Cory Sutton Gary Chow Amy Li Gordon Hilliker Camilo Salamanca	President Treasurer
REGRETS:	Patrick Wendt David Ashby	Vice President
GUESTS:	Terry Walker Cheryl Arnold Ken McPherson	Owner Owner Resident Manager
LICENSED STRATA AGENT:	Eric Chua	Crosby Property Management Ltd.

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

GUESTS BUSINESS

An owner attended the meeting to discuss with Council regarding the fine assessed for the disposal of personal item inside the garbage room. (Please see New BUSINESS – Bylaw Violation for more detail information).

An owner attended the meeting to discuss with Council regarding the unscheduled moving fine assessed. (Please see NEW BUSINESS – Unscheduled Moving 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 month, the highlights being:

- April 15th – Steve painted up P3 elevator 5 door;
- April 17th – Cameras in Elevators 1, 2 & 6 not working; notified the company;
- April 21st – Elevator cab 6 returned to service after re-grouting is completed;
- April 22nd – Around 3:30 pm, electrical problem in office blew out power and the old PC. Took it into Staples for repair. Electrical company found problem with plugs and a whole new breaker that governs the office;
- April 28th – Remdal has begun painting. Starting on 23rd with the ceilings;
- April 28th – At noon, Fire alarm triggered due to painting on 23rd floor south corridor, smoke detector set off by dust. All clear 12:10 pm;

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- April 30th – Around 4:30 pm, booster pumps on P1 have sprung a leak. Mechanical company has been called. Water may be down for a short while for the repair;
- May 3rd – Evening, after-hours call, there was a unit that lost power. They were working on their electrical on their own without shutting off the breakers and blew out the main breaker. Reset it for them;
- May 3rd – Carpet company performing their regular service today;
- May 5th – Irrigation system started up; a bit late this spring, but we've saved the water;
- May 4th – Annual Fire Inspection & In-suites set up for May 17th - May 28th. In-suites from 2 pm until 8 pm from May 17th to May 20th;
- Window cleaning scheduled for May 10th – 14th.

This concludes Resident Manager's report.

APPROVAL OF COUNCIL MEETING MINUTES

It was MOVED/SECONDED to approve the Minutes of the Council Meeting held April 15, 2010 as circulated. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

The Treasurer updated the Council with regards to the preliminary May financial statements. It was noted that there is a surplus at month end of April, but some of the bills have not been accounted for. It was further noted that there is over budget on the Legal as more complex issues needed legal opinions. The budget for legal might have to be adjusted upwards for next fiscal year. There were also the steam heat and water, which are slightly over budget as expected, as this normally happens in the winter season. The Treasurer mentioned that the surplus noted is misleading because of the upcoming HST. Some of the repair and maintenance items that had been approved would be carried out as planned.

It was MOVED/SECONDED to accept the financial statements for the month of March 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 Water Damage

The restoration company has provided their final repair quote. The mechanical company is to confirm whether the pipe that is leaking is a shared pipe or the responsibility of the commercial. This item is still in progress.

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2. Hornby Lobby Wall Protector
Council reviewed the revised quote as well as the blue colour samples provided. The appropriate blue colour was selected (code 4746-60) and the contractor would be advised to proceed forward.
3. Elevator Tile Grout Replacement
It was noted that two of the elevators' grout were not properly applied. The contractor would be advised to have the deficiencies rectified.
4. Garbage Room Doors Replacement
Council is still waiting for confirmation from the Commercial. This item is still in progress.
5. Entrance Planters Updates
The contractor advised that the two ball shape artificial planters are on order and most likely arrive in early June. This item is still in progress.
6. Glass & Stainless Steel Repairs
The contractor has been contacted and the work is in scheduled.
7. 5-Year Warranty Review
Halsall & Associates had been notified and a date would be scheduled to have the 5-Year Building Envelope Warranty review conducted.
8. Interior Painting Project
The selected painting company, Remdal, has started the project. A copy of the interim inspection report from MPDA was also presented to the Council for review. Council expressed their satisfaction in terms of the work completed so far. This project would be completed prior to the commencement of the HST.
9. Relocation of Exhaust Pipe
A copy of the legal opinion was presented to the Council for review. It was noted that the Council President and the Strata Agent had an informal meeting with a representative from BC Hydro to discuss the relocation of the exhaust pipe. A few alternatives were discussed and BC Hydro would explore them further.
10. Storage Locker – Indemnity Agreement
Council is in the process of revising the Indemnity Agreement pertaining to the rental of the additional storage locker. Once the details are finalized, owners would be advised accordingly.
11. Inaccessible Window Cleaning
This item had since been completed.
12. Ground Level Lobby Window Cleaning
This item has since been completed.

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13. Cost Sharing Items with Commercial Section

A copy of the legal opinion was presented to the Council for review. Council discussed numerous cost sharing items brought forward. Council deliberated and agreed with the cost sharing of the re-painting of the membrane for the main parkade ramp, the installation of the speed bumps and the electrical vault cleaning, where cost would be shared equally. Council is not in agreement with the cost sharing of the pigeon netting, loading bay signage and the power washing items discussed.

14. Form K – Amenity Rooms Access

The Strata Agent mentioned that the revised Rules pertaining to the access of Amenity rooms by “Authorized Residents” only had been re-posted on the Website for owners’ reference.

Please note that the Amenity rooms are restricted to Authorized Residents and their guests only. **“Authorized Residents” are owners and tenants for whom a Form K has been provided to the Strata Corporation.**

CORRESPONDENCE

Several warning letters and letters including fines were issued to the offending parties with regards to bylaw contraventions, specifically for Smoking on Balcony, Not Waiting for Parkade Gate to Close, Noise Disturbance, Washing of Balcony, No Form K, Inappropriate Use of Lounge, Unscheduled Moving, Parking Stall Cleanup, 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, AS PER BYLAW 3 (7).**
2. **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).**
3. **EXCESSIVE NOISE FROM THE SUITES IS PROHIBITED, ANY OFFENDER CAUGHT WOULD BE FINED, AS PER BYLAW 3 (1) (B) & (C).**
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. 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).
6. 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).
7. DUMPING OF PERSONAL ITEMS IN THE GARBAGE ROOM IS PROHIBITED, ANY OFFENDER CAUGHT WOULD BE FINED, AS PER BYLAW 3 (2) (K).
8. ALL OWNERS ARE RESPONSIBLE FOR CLEANING OIL SPILLS FROM THEIR PARKING STALLS IMMEDIATELY AND USING PROPER OIL PADS IF REQUIRED, NO CARDBOARD OR OTHER ITEMS ARE PERMITTED, AS PER BYLAW 34 (3).

**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. Bylaw Violation
Council reviewed the documentation at hand and voted on the fine assessed for disposal of personal item inside the garbage room and Council agreed that the fine would stay as per bylaws of the Strata Plan BCS1433 – Electric Avenue, specifically Bylaw 3 (2) (K) as noted under the CORRESPONDENCE section.
2. Unscheduled Moving
Council reviewed the documentations at hand and voted on the unscheduled moving fine assessed and agreed that the fine would stay.
3. Assistant Manager Review
As the Assistant Manager has passed his probation period and Council is very satisfied with his performance to-date. A performance review with the Assistant Manager would be conducted.
4. Form K Issues
Council reviewed and discussed the list prepared with regards to the non-filing of Form K by owners. Letters were addressed to the rental owners requesting that they submit their Form K. This item would continue to be monitored.

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5. Landscaping

Council reviewed a quote to have a dead Cherry Tree on the 11th floor replaced as well as the application of BT (Bacillus Thuringiensis) to control the span worms from chewing on the leaves. Authorization was given to proceed forward.

6. Annual Fire Inspection

The Annual Fire Inspection is scheduled for May 17th – May 28th with the In-Suite inspection starting from May 17th – May 20th. In the past, access to the suites during the annual fire inspection had always been a challenge. To accommodate the situation, Chubb Edwards Fire & Security has agreed to start the In-Suite inspection from 2:00 pm to 8:00 pm on the dates stipulated. Council thanks you for your co-operation and understanding on this important matter.

7. Dryer Vent Cleaning

Council reviewed a quote for the dryer vent cleaning and this would be included into the next fiscal year's budget to have it completed.

8. New Heat Exchanger

Council received a quote from the mechanical company as one of the heat exchanger is in need of replacement. Council discussed and agreed to proceed forward with the quote presented without further delay.

9. Exercise Equipment Upgrades

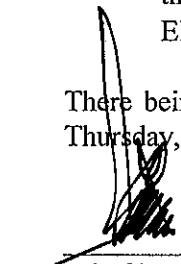
Quotes would be obtained for Council's consideration in terms of upgrading the exercise equipment.

10. Management Company & Strata Websites

The Strata Agent mentioned that Crosby Property Management Ltd., has recently revamped it's website to make it more user friendly. The Website now included all Crosby's services, answers to some FAQs, the Form section where residents could fill out essential forms (e.g. hardwood, setting up of strata fees, complaints, etc.) online, and much more. Please take the time to visit the Crosby's new Website at: <http://www.crosbypm.com>

The President mentioned that a former Council Member has agreed to assist the Strata in updating the Strata's Website, where pertinent information could be located. Owners are also advised of the Electric Avenue Strata Website, which is: <http://www.electricavenue.info>.

There being no further business, the meeting was adjourned at 8:15 p.m. The next meeting will be on Thursday, June 10, 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.