

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

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Held on Thursday, October 14, 2010 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 Patrick Wendt Gary Chow Amy Li David Ashby Gordon Hilliker Camilo Salamanca	President Vice President Treasurer
<b>GUEST:</b>	Ken McPherson	Resident Manager
<b>SENIOR STRATA MANAGER:</b>	Eric Chua	Crosby Property Management Ltd.

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The meeting was called to order at 6:35 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:

- September 4<sup>th</sup> – Security reported that someone damaged an elevator lobby window on P4 South. I will get it replaced.
- September 4<sup>th</sup> – A suite dropped their keyset down Cab 2 shaft on the weekend; have requested elevator company to retrieve it when possible.
- September 10<sup>th</sup> – Repaired the broken picture from the Lounge and re-hung it.
- September 10<sup>th</sup> – Spread more grass seed to sparse spots on the 11<sup>th</sup> floor garden.
- September 13<sup>th</sup> – It seems that yesterday's pickup of the recycle bins including someone's propane canisters. Since this is mentioned as being a substance that is not allowed and is not a normal container.
- September 13<sup>th</sup> – Thyssen here by 9:00 am repairing cab 3. It was repaired by 11:00 am approximately.
- September 15<sup>th</sup> – Several paint cans in recycling this morning.
- September 15<sup>th</sup> – Sides of parkade walls have been cleaned up of carbon dirt.
- September 15<sup>th</sup> – A hallway ceiling leak is being caused by a copper joint that needs repairing. The mechanical company dispatched and they reported that they feel they have solved the leak, but will hold off on ceiling repair for one week just in case it is not.
- September 16<sup>th</sup> – All temps down on loops in building; just 10 or so degrees C, but suspect second heat exchanger is not kicking in or PRV partially clogged. The former turned out to be correct; the second one was not helping out for extra demand of hot water. It has been partially fixed at this point and a spare part is on order.

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- September 17<sup>th</sup> – Fire Alarm at neighboring building, commercial involved, building was supposedly evacuated. Shut all the windows by South elevators and windows on far south of tower's hallways.
- September 20<sup>th</sup> – F6 Fan on P5 is noisy, contact the mechanical company.
- September 22<sup>nd</sup> – F9 Fan on P4 is noisy, shut if off and contacted the mechanical company to investigate.
- September 23<sup>rd</sup> – Contractor on-site to repair electrical outlet cover and will replace the lobby panel above the stairwell door with a larger one.
- September 24<sup>th</sup> – At about 10:00 pm, RCMP was in the building to investigate an incident with regards to a tenant and police was escorted to the suite by security.
- September 26<sup>th</sup> – Cab #1 out of order, contacted the elevator company for Monday service.
- September 27<sup>th</sup> – Elevator company indicated that the drive for Cab #1 needs to be replaced and could take several days.
- September 27<sup>th</sup> – Mechanical company provided a revised quote for the ceiling fan.
- September 28<sup>th</sup> – Junk pickup of accumulated stuff.
- September 28<sup>th</sup> – Exercise equipment company dispatched to check on the treadmill as reported and they fixed it the next day.
- September 28<sup>th</sup> – Electrical company came in to take care of several bad ballasts scattered around, including the Gym. They returned on October 4<sup>th</sup> to wrap up electrical repairs.
- October 4<sup>th</sup> – Elevator company continuing work on Cab #1's drive unit.
- October 4<sup>th</sup> – Another fan in parkade, F16 on P3, noisy, contacted mechanical company to attend.
- October 5<sup>th</sup> – Cab #1 working by 10:15 today; it will be a bit jumpy while it gets used to running again and it will be fine-tuned over a number of days.
- October 5<sup>th</sup> – I shut down Cab #5 due to noise in the shaft around 4:10 – ref. #530. Technician thinks the cables are throwing off lubricant and need brushes installed. Technicians came back on the 8<sup>th</sup> and said they would not be able to get the elevator running before following Tuesday.
- October 12<sup>th</sup> – Contractor was in to replace the panel above the Hornby stairwell door.

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 16, 2010 as circulated. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

The Treasurer updated the Council with regards to the financial statements and the proposed budget for the new fiscal year. Information with regards to fees increase for other stratas was obtained for comparison purposes. Items of accrual and projects intended for the new fiscal years were discussed. The Treasurer will finalize the proposed budget for 2011 taking into consideration all the items discussed.

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

**REVIEW OF ACCOUNTS RECEIVABLE**

Council noted that currently there is one forced sales and three units had been Lien, 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  
This item had since been completed.
2. Smithe Lobby Water Damage  
A reply from the Commercial representative was presented to the Council for review. It was noted that the Scotia Theatre (tenant) is in the process of attending to this issue.
3. Elevator Tile Grout Replacement  
Quote from another company has been solicited and it is forthcoming.
4. 5-Year Warranty Review  
A copy of the developer's reply was presented to the Council for review. Council deliberated and agreed that a quote be obtained from the engineering company for such work.
5. Garbage Room Floor  
A quote was obtained to cover the garbage room floor with water tight, air tight surface covering. Council discussed and this item will be tabled for now.
6. Hallway Corner Guard  
Another quote will be obtained for cost comparison.
7. Interior Touch Up Painting  
Council reviewed the quote from a painting company for the interior touch up work and selected the Gold Maintenance Program as quoted.
8. Power Washing of 11<sup>th</sup>, 19<sup>th</sup>, & 23<sup>rd</sup> Planter Areas  
This item is still in progress.
9. Annual Fire Inspection Deficiency  
The Strata Manager is waiting for a confirmation of the dates.

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10. Storage Locker Rental Agreement  
The document is completed and is in the process of being vetted by the lawyer. Council thanks Council Member, Gordon Hilliker for coordinating the agreement.
11. Landscaping – 19<sup>th</sup> Floor Oversized Ornamental Grass  
Council thanks the Vice President, Patrick Wendt, and his friend for removing the oversized ornamental grass on the 19<sup>th</sup> Floor.
12. Garbage Room Double Door Replacement  
This project will be tabled for now pending the garbage room floor being completed.
13. Elevator Camera & Screens Repair  
This item is still in progress.
14. Hornby Lobby's Seat  
Due to damage and vandalism to the wall, Council decided to have the Hornby lobby's seat removed.
15. Various Signage  
This item is still in progress.
16. Landscaping – 4<sup>th</sup> Floor Garden Bug Treatment  
This item had since been completed.

**CORRESPONDENCE**

Council reviewed two requests to reverse the fine assessed for late payment of strata fees and noise violation. Council deliberated and voted and agreed that the fine stays. The Strata Manager was requested to reply to the owners accordingly.

Another letter with details was received by Council with regards to water seepage from the roof planter area to a suite. This item had since been attended to by the developer.

Several warning letters and letters including fines were issued to the offending parties with regards to Bylaw contraventions, specifically for Unscheduled Moving, Oil Leak at Parking Stall, Smoking on Balcony, Oversized Vehicle, Noise Disturbance, Use of Lounge, 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. **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).**
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. **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 \$200.00 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, CAUSES UNREASONABLE NOISE, UNREASONABLY INTERFERES WITH THE RIGHT OF OTHER PERSONS TO USE AND ENJOY THE COMMON PROPERTY, COMMON ASSETS OR ANOTHER STRATA LOT, AS PER BYLAW 3(1) (A) (B) & (C).**
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**

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. Concrete Repairs Around P4 Door  
Council approved the quote as presented.
2. Film on Storage Locker Windows  
Two quotes were obtained with regards to applying frosted film on the windows located in the storage locker rooms. Council reviewed and this project was set aside.
3. Building's Name Change  
This concern arose due to our neighboring problem. Council discussed and this item was deemed unwarranted.
4. Lounge Kitchen's Enclosure  
A quote was proposed to have the lounge's kitchen enclosed. This item will be further investigated.
5. Assistant Manager Resignation  
The Assistant Manager is moving on and tendered his resignation. The Assistant Manager is willing to work part time on an hourly basis until a suitable candidate is sourced.

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6. Annual General Meeting

Council agreed that the Annual General Meeting is tentatively scheduled for Thursday, December 9, 2010 at 7:00 p.m. The Strata manager noted that formal notice would be mailed to the owners to inform them about the date, time and place of the Annual General Meeting once everything is confirmed. (Please see the coming notice in the mail.)

There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting will be the Annual General Meeting.



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Eric Chua  
Senior Strata Manager  
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.**