

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

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Held on Thursday, March 10, 2011 at 6:30 pm  
Within the 2<sup>nd</sup> Floor Meeting Room

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<b>COUNCIL IN ATTENDANCE:</b>	Gordon Hilliker Gary Chow Cheri Eklund Gurjivan Mattu Camilo Salamanca	President Treasurer Secretary
<b>REGRETS:</b>	David Ashby Amy Li	Vice President
<b>GUEST:</b>	Roger Haddow	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 pm by the Council President.

**RESIDENT MANAGER BUSINESS**

Roger Haddow 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:

- February 16<sup>th</sup> – Residents on the 5<sup>th</sup> floor have been complaining that cab 6 stops on 4<sup>th</sup> floor first before going to the 5<sup>th</sup> floor when the 4<sup>th</sup> floor button was not pushed;
- February 17<sup>th</sup> – Mechanical did parkade maintenance. They also adjusted the water temperature to help solve problem of some residents having to wait for water to get warm;
- February 17<sup>th</sup> – A suite was receiving run-off from the deck washing from above;
- February 18<sup>th</sup> – Exercise company worked on the gym equipment;
- February 19<sup>th</sup> – Hot water was cold – Repaired air pump had failed again –Mechanical replaced the pump and restored the hot water temperature by 10am;
- February 20<sup>th</sup> – Found a leaky pipe in P4 steam meter room. Called Mechanical for Monday the 21<sup>st</sup> service;
- February 20<sup>th</sup> – Smithe's entryphone needed to be reset;
- February 23<sup>rd</sup> – Cab 3 stuck on 23<sup>rd</sup> floor – called elevator technician for service;
- February 23<sup>rd</sup> – 2 elevator contractors replaced the escape hatch in cab 6. When by 2pm the regular repair had not fixed cab 3, the second contractor got it going. Said cab 2 cables need to be looked at;
- February 23<sup>rd</sup> – Security company was in to replace faulty electronic latch in P3 Hornby and to fix the new camera system that was not recording. They also repaired the old camera system that was constantly crashing;
- February 24<sup>th</sup> – Mechanical company was in to repair leaky pipe. Fire system put on test from 10 am to 11am. They also insulated the pipe on 11<sup>th</sup> floor;
- February 26<sup>th</sup> – Cab 6 stuck on 10<sup>th</sup> floor Feb 25<sup>th</sup> at around 5:40pm. At 9am with a number of moves going on Eli called elevator company (Ref. # 128). They never showed up that day so I got it going at

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- 7:30pm. Technician phoned about 2:30pm Feb 27<sup>th</sup> to see if we still needed someone to be on-site:
- February 28<sup>th</sup> – A suite on the 11<sup>th</sup> floor reported a leak in the in-suite storage room. Mechanical company found the water bumper for the lower loop (2<sup>nd</sup> to 10<sup>th</sup> floors) was located in the suite and had a cracked brass nut. Restoration attended and found damage in several other suites;
  - March 2<sup>nd</sup> – Elevator technician fixed noise in cab 3 and problem of cab 6 stopping on the 4<sup>th</sup> floor when 5<sup>th</sup> floor button pushed. (Mar 1- cab 3 ref # 568 and cab 6 ref # 569);
  - March 2<sup>nd</sup> – Roof Anchor scheduled for Monday, March 14<sup>th</sup> to be serviced;
  - March 2<sup>nd</sup> – A suite on the 5<sup>th</sup> floor reported water staining on ceiling and in kitchen, bedroom, and closets. I met the agent of the 6<sup>th</sup> floor suite who knew there was a leak under the kitchen sink and there was standing water on the floor. Restoration found also a suite on the 4<sup>th</sup> floor was affected;
  - March 2<sup>nd</sup> – Cleaner buffed gym floors for a third time. They are definitely better but still need proper sealing and refinishing. He also buffed the two lobbies and elevators 1, 2 & 3;
  - March 3<sup>rd</sup> – Entryphone company delivered 20 fobs for office distribution;
  - March 6<sup>th</sup> – Someone broke a liquor bottle in the Hornby lobby narrowly missing the window and a decorative blue panel;
  - March 8<sup>th</sup> – Cab 5 stuck on main floor with doors closed Ref# 287. Technician repaired later that morning;
  - March 8<sup>th</sup> – Developer scheduled fire pump repairs for Mar 10, 8am.

This concludes Resident Manager's report.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was MOVED/SECONDED to approve the Minutes of the Council Meeting held February 17, 2010 as circulated. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

The Treasurer updated the Council with regards to the financial statements. The Treasurer mentioned that there is small improvement over last month, but rising energy costs are a concern. We are over the budget on mechanical maintenance due to heat exchanger repairs. Most likely we will not have a surplus at this year-end. Excess cash has been invested in four guaranteed investment certificates.

It was MOVED/SECONDED to accept the financial statements for the month of February 2011 as circulated. CARRIED.

**REVIEW OF ACCOUNTS RECEIVABLE**

Council noted that currently there is one forced sales and two 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. 5 Year Warranty Review  
Halsall had been contacted and await their reply.
2. Contingency Reserve Fund Study  
A letter was addressed to the engineering company requesting that the Contingency Reserve Fund study be updated with a more realistic interest rate assumption.
3. Parkade Cleaning Issue  
Resident Manager would attempt to hose down the ramp first, and if needed the contractor would be engaged to have it powered sweep.
4. Elevator Tile Grouting  
Council discussed and agreed to table this item for future consideration.
5. Review and Approval of Privacy Policy  
Council approved the final draft of the privacy policy and this would be posted on the website for owners' reference.
6. Elevator Camera and Screens Repair  
The Resident Manager and the Strata Manager met the security company technician on-site to review the elevator cameras. The technician would assess the situation and present a proposal for Council's review.
7. Touch Up Painting  
The painter is in the process of touching up the common area.

**CORRESPONDENCE**

Council reviewed a request to reverse a move in fees. Council deliberated, and agreed that since furniture was not involved in the move, the move in fees would be reversed as per bylaws of the strata corporation.

Several warning letters and letters including fines were issued to the offending parties with regards to Bylaw contraventions, specifically for Washing of Balcony, Noise Disturbance, and Uninsured Vehicle.

**OWNERS/RESIDENTS ARE REMINDED THAT:**

1. 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).
2. VEHICLES MUST BE INSURED AND HAVE PROOF OF STORAGE INSURANCE VISIBLE ON DASHBOARD AS PER BYLAW 34 (2).

**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, BCS 1433, Electric Avenue are strictly adhered to.

**NEW BUSINESS**

1. Water Consumption Updates  
Council Member, Mr. Mattu updated the Council with regards to the water consumption issue. Council Member, Mr. Salamanca would coordinate with Mr. Mattu to obtain quotes for detail study for Council's review.
2. Concrete Repairs Around P4 Door  
The Strata Manager mentioned that when the painter is on-site doing the touch up of the common area, this item would be attended to the same time.
3. Dryer Vent Cleaning Quote  
Further quote would be obtained for cost comparison. To improve the efficiency of the dryer as well as to cut down the energy cost, owners/residents are encouraged to vacuum the lint accumulated on the outside of the grill located on their balcony regularly.
4. Window Cleaning  
It was noted that when the windows were cleaned, dirty water normally accumulate on the sills. This would be investigated with the cleaner to see if the cleaning of the sills could be added into the quote.
5. Gate Timer  
It was brought to the Council's attention that the gate is taking too long to close. Gate company would be contacted to see if the duration could be properly adjusted and shortened.

6. Treadmill Squeaking  
It was noted that one of the treadmills is making a squeaking noise. This will be attended to.
7. Weights for the Gym  
It was noted that some residents have been dropping the weights quite heavily. Not only this disturbed the others in the gym, it will also damage the machine tremendously. Residents are encouraged to exercise some degrees of consideration when using the weights in the gym by releasing it gently. Council thanks you for your considerations and co-operations.
8. Throwing of Cigarette Butts Over Balcony  
Residents are reminded of Bylaw 3 (2) (p):  
"An owner shall not 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".
9. Short Term Rental  
Owners are reminded that as per bylaw 10.21 on Dwelling Units from the City of Vancouver, short term rental is prohibited by the City's bylaw.

**Council requested that owners who have rented out their units to submit their FORM K immediately and promptly or risk being fined as per Bylaw 37 of the Strata Corporation.**

**OWNERS ARE REMINDED OF CITY OF VANCOUVER BYLAW 10.21 – DWELLING UNITS:**

- (6) NO PERSON SHALL USE OR PERMIT TO BE USE ANY DWELLING UNIT FOR A PERIOD OF LESS THAN ONE MONTH UNLESS SUCH UNIT FORMS PART OF A HOTEL OR IS USED FOR BED AND BREAKFAST ACCOMMODATION.

**OWNERS ARE REMINDED OF BYLAW 37 OF ELECTRIC AVENUE:**

**LEASING REQUIREMENTS – AN OWNER MUST:**

- (A) PROVIDE THE STRATA CORPORATION WITH A TRUE AND COMPLETE COPY OF EVERY WRITTEN TENANCY AGREEMENT (AS DEFINED IN THE RESIDENTIAL TENANCY ACT (BRITISH COLUMBIA) AS AMENDED OR REPLACED); AND
- (B) 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.

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There being no further business, the meeting was adjourned at 8:30 pm. The next meeting will be on Thursday, April 14, 2011.



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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.**