

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

Held on Thursday, November 10, 2011 at 6:30 p.m.
Within the 2nd Floor Meeting Room

COUNCIL IN ATTENDANCE:	Gordon Hilliker	President
	David Ashby	Vice President
	Gary Chow	Treasurer
	Cheri Eklund	Secretary
	Amy Li	
	Gurjivan Mattu	
REGRETS:	Camilo Salamanca	
GUESTS:	Roger Haddow	Resident Manager
SENIOR STRATA MANAGER:	Sue Matthews	Crosby Property Management Ltd.

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

CARETAKER BUSINESS

Rodger Haddow was in attendance for this portion of the evening's meeting to provide the summary of the activities occurring within the building over the past month, the highlights of which are as follows:

Incidents:

- Oct 12th – Fire alarm sounded at 1:05 p.m. – Janitors used old vacuums and bag leaked setting of smoke detector.
- Nov 3rd – Panel trouble – 20th floor ground fault (possibly from over current problem).

Info & Updates:

- Oct 11th – Spider started parkade power washing.
- Oct 13th – Cleaners gave a list of suites sweeping debris into the hallways.
- Oct 14th – Spider Holdings power washed front entrances, still not clean - needs painting.
- Oct 14th – Rudolph Fehr measured lobby for front desk.
- Oct 17th – BOSA made complaint of resident vehicles speeding dangerously through parkade.
- Oct 17th – Service master started carpet cleaning. Focused on many stains. Did a good job this time.
- Oct 17th – Fitness fixations in to check treadmill noise – Said they are aging, 7000 miles of the 10000 mile belt life span, and noise is to be expected and will escalate – will need new belts to stop noise.
- Oct 18th – Spider repairing window in theatre stairwell – repelling from the roof.
- Oct 19th – Contacted Jen at Smithrite to arrange compactor removal and an outside bin drop off to accommodate garbage room painting.

**Minutes of the Strata Council Meeting
The Owners Strata Plan BCS 1433
Held on November 10, 2011**

- Oct 22nd – Resident came in to complain about constant clicking sound from his in suite fire alarm speakers. Chubb Edwards acknowledged problem, but did not fix. In the past the problem in other suites was fixed with a filter, but these have caused false fire alarm, causing an over current problem – more expensive modulator recommended.
- Oct 22nd – Canada border service officer visited the 17th floor.
- Oct 25th – Crosby's parent company CEO Jay came to inspect the building and gave two recommendations. 1) Try to incorporate a dog run. 2) Set up an area for electric scooter charging.
- Oct 26th & 27th – Fire testing of suites not available in the summer. 27 still left, of which 3 were not done for the last 2 years, 2 more for the last 3 years, and 1 for 4 years, letters are being sent out.
- Oct 26th – Ian from Vana Carpets came to repair carpet damage – Did a good job.
- Oct 28th – IHN called to ask about camera system.
- Nov 1st - Moved all bins and recyclables containers into the loading zone. Moved a number of extras to PO.
- Nov 1st – 6th – B & B Painting, painted out garbage room floors and walls. Painting began late due to Smithrite not taking the compactor out until later in the day.
- Nov 3rd – 7th – Chubb Edwards replaced expired fire extinguishers with recharged ones.

Mechanical/Electrical:

- Oct 7th – Elevator 2 stuck 11th floor – Milena got it going. 5pm entrapment at 11th floor, Thyssen called. Oct 8th 12 p.m. another entrapment, elevator shut down for weekend – serviced Oct 11.
- Oct 13th – Thyssen called for elevator #3 confirmation # 175
- Oct 14th – University sprinklers did winterizing sprinkler system.
- Oct 26th – Thyssen look at cab 5 – it started having problems shortly after, stopping on main with doors closed. Oct 27th Chris checked it again, but again after he left we had 3 separate entrapments (Milena and I released them) we shut elevator down & Thyssen called ref # 2601. Oct 28th -Cab 5 was still having same problem so Chris worked on it again. Oct 30th – cab 5 entrapment, shut it down – used only for moves. Oct 31st – Thyssen called to repair cab 5 ref # 188. Came in Nov 1st to do monthly maintenance and checked cab 5 again has been working well since.
- Nov 1st – National brought new heat exchanger to the building – soon found changes needed to the system, have to put new exchanger where present one is and will need to replace damaged one with present one. It will entail hot water shut down for 2 hours. Work set for Nov 14th.
- Nov 1st – Troy Sprinklers winterized dry sprinkler system.
- Nov 3rd – Chris from Thyssen informed me that elevator # 2 is having cable problems and needs to be shut down indefinitely until a cable crew can be brought in to repair damaged cables.

APPROVAL OF STRATA COUNCIL MEETING MINUTES

It was MOVED/SECONDED (Ashby/Eklund) to approve the Minutes of the Strata Council Meeting held on October 6, 2011 as circulated. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

It was MOVED/SECONDED (Hilliker/Mattu) to approve the financial statements for September 2011 as prepared by Crosby Property Management. CARRIED.

Minutes of the Strata Council Meeting
The Owners Strata Plan BCS 1433
Held on November 10, 2011

REVIEW OF ACCOUNTS RECEIVABLE

Council reviewed the accounts receivable. No new liens were approved at this Council Meeting.

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. Directives to the Strata Manager

Strata Manager provided Council with a list of directives from the previous Council Meetings. Any work in progress items will be dealt with under Business Arising from the previous minutes.

2. Heat Exchanger Replacement - Update

Council noted that additional work was required to prepare for the installation of the new heat exchanger, at an estimated cost of approximately \$5000.00. It was MOVED/SECONDED (Chow/Hilliker) to approve the additional cost. CARRIED. National Hydronics has been given a go ahead to complete the installation at their earliest convenience.

3. Fob Registration - Update

Owners not in compliance for any remaining details on their fob audit will be provided with correspondence from Council and another copy of the fob audit form to complete and return at their earliest convenience. Any fobs that haven't been audited will be deactivated in due course.

4. Garage Gate Damage Insurance Claim - Update

Council reviewed correspondence from the insurer regarding the status of the claim. To date, Council also reviewed correspondence from an owner seeking strata's reimbursement for their deductible, as they believe that the Strata should be responsible for the payment. Council discussed this at length and do not agree. If the Strata Corporation had been negligent, there would have been some validity to the claim. Council is not prepared to set a precedent in this regard. Consequently the request for the reimbursement of the \$350.00 deductible was denied. The Council asked the Strata Manager to inform the owner.

Minutes of the Strata Council Meeting
The Owners Strata Plan BCS 1433
Held on November 10, 2011

5. Elevator Upgrade – Voice Announcers

Council reviewed a quote prepared by ThyssenKrupp Elevator to supply and install Voice Announcers in all of the elevator cabs. Due to the enormity of the cost (approximately \$60,000.00) to do this work, Council is not prepared to contemplate the upgrade at this time. They noted that the elevators are already equipped with brail and it is anticipated that the current equipment will hopefully meet the needs of a vision impaired individual. There were no further discussions on the topic. The Strata Manager will correspond with the owner involved.

6. Annual General Meeting Planning

Council reviewed various quotes in preparation for the upcoming Annual General Meeting. Council revisited discussion on new security cameras, noting that the current security system has room for six more cameras. Council reviewed the proposed budget prepared by Gary Chow. It was agreed that it would be presented to the owners for majority vote approval at the upcoming Annual General Meeting.

7. Patio Damage - 23rd Floor

Council reviewed a quote by Rite Handyman to do the restoration repairs to a patio which was damaged by tree roots. It was MOVED/SECONDED (Chow/Hilliker) to approve the expense. CARRIED. The trade will be requested to make the repairs at their earliest convenience.

8. Gym Floor Refinishing

Council had requested a 3rd quote for comparison purposes. The Strata Manager informed them that Remdal Painting's quote was unavailable for the meeting. Further discussion was tabled to the next Council Meeting.

9. Garbage Room Floor Finishing

Council was informed that this work was completed satisfactorily by B & B Painting. More preparation will be done in advance for this work the next time it is required in the room. Smithrite was not as cooperative as had been hoped and there was some additional prep work that, in hindsight, should have been performed prior to B & B beginning their work.

10. Security Desk

Council reviewed the quote prepared by Rudy Fehr to build and install a security desk (formerly known as the Concierge Desk). The Strata Manager was also asked to obtain a quote to install a new glass door into the Resident Manager's office, to afford some privacy there. Once all this information is gathered it will be provided to the Council for their discussion at the December Council Meeting, in preparation for the Annual General Meeting.

Minutes of the Strata Council Meeting
The Owners Strata Plan BCS 1433
Held on November 10, 2011

11. Fire Safety Inspection – Revisited

Council noted that a 3rd visit is required as there are still a number of suites that were not accessible for the Fire Safety Inspection. This visit is being coordinated with Chubb and the owners involved will be given written notice to provide access. The Council is reviewing the entire process for Fire Safety Inspection and are planning on proposing new bylaws to make this mandatory. These bylaws may be presented for the owner's approval at the Annual General Meeting.

CORRESPONDENCE

Several pieces of correspondence were reviewed.

- A maintenance suggestion was made by an owner that involves cleaning the building ledges on the exterior. The Strata Manager will obtain a quote for budget purposes.
- Oversized trucks are becoming an issue in the parkade. It still is proving a point that oversized trucks are becoming a problem in the parkade. There are no bylaws forbidding oversized vehicles but the Strata Council will take this under advisement for future consideration.
- Reversal of late fees requests were made by owners, Council denied all requests each on their own merit.
- Renovation requests were approved. Correspondence will be going out to the owners in due course.
- One owner with a dumping fine had requested to view the Strata records. They were granted permission to do so. No response has followed at this time.
- Dumping violation rebuttals were reviewed but Council is not in agreement with the stand taken by the various owners as the incidents have been corroborated.
- A pet bylaw violation rebuttal was reviewed. A decision was tabled pending Council review.

NEW BUSINESS

1. Penthouse Patio Roof Drain Cleaning

Council was informed this was completed by Rite Handyman.

2. Dryer Vent Cleaning

Council was provided with a quote by Michael A. Smith Duct Cleaning. Council will review the detailed quote for budget purposes and discuss it at the next Council Meeting.

3. Parkade Power Washing

It is noted for the minutes that this was completed satisfactorily by Spider Holdings.

**Minutes of the Strata Council Meeting
The Owners Strata Plan BCS 1433
Held on November 10, 2011**

4. Change in Security Guard Service

Council was informed that Genesis Security has taken over from Paladin. Council is discussing extra hours for budget purposes now that Bosa is cutting back on the security services they have been providing to the building. Gary Chow offered to cost this out for the budget purposes. Further discussion was tabled to the December Council Meeting.

5. Fitness Equipment

A quote was reviewed for maintenance repairs. It was MOVED/SECONDED to approve the expense. CARRIED. The Strata Manager will make the arrangements with Fitness Fixations.

TERMINATION OF MEETING

There being no further business, the meeting was adjourned at 8:50 p.m.

Next meeting will be on December 8, 2011 / 6:30 p.m.

CROSBY PROPERTY MANAGEMENT LTD.

Agent for the Owners

Sue Matthews, Senior Strata Manager

Direct Line: (604) 683-6928

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.