

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

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Held on Thursday, October 6, 2011 at 6:30 p.m.  
Within the 2<sup>nd</sup> Floor Meeting Room

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

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The meeting was called to order at 6:40 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 a summary of the activities occurring within the building over the past month, the highlights of which are as follows:

- Bosa will be doing a parkade ramp repair off of the drive aisle into the parkade. This is to correct water ingress in the parkade that is damaging the membrane coating.
- A balcony on the 23<sup>rd</sup> floor has been damaged by root growth. Rite Handyman will be doing a membrane repair. Para Space removed the plant material.
- The fob audit is coming along. There are a number of owners who have not submitted their fob registration forms. These owners will be communicated with directly to avoid having their fobs deactivated.
- Junk disposal is becoming an issue with discarded items piling up in the garbage room. Arrangements for a pick up day were discussed. The junk is currently being removed on a regular basis and fines are being levied against people who are caught leaving junk in the garbage room.

**APPROVAL OF STRATA COUNCIL MEETING MINUTES**

It was MOVED/SECONDED (Chow/Eklund) to approve the Minutes of the Strata Council Meeting held September 8, 2011 as circulated. CARRIED.

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**APPROVAL OF FINANCIAL STATEMENTS**

There were no new financial statements available at this time. No further discussion was required.

**REVIEW OF ACCOUNTS RECEIVABLE**

Council reviewed the accounts receivable list. 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.

Items completed are as follows:

- The repair and maintenance GL was reviewed with the Treasurer, Gary Chow.
- Council is being sent an updated directives list weekly.
- Abell Pest Control was responded to regarding their rate increase request.
- The Smithrite contract was signed and returned to the trade.
- An owner on the 21<sup>st</sup> floor was charged back with the cost of glass replacement deemed to be their responsibility.

2. Heat Exchanger Replacement - Update

Council discussed the heat exchanger replacement. National has the parts on order and according to Roger Haddow, it is hoped that the installation will be completed by the end of October.

3. Fob Registration - Update

Roger Haddow informed Council that several owners are still not in compliance with the fob audit. Council discussed their recourse. Any unclaimed fobs will be deleted from the system. Fobs belonging to resident tenants will have to be audited in the office. Any non-resident owner with a fob that has not been audited may find that their fob has been deactivated, at which point they will have to come to the office to have it reactivated.

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Council reviewed a legal opinion on the validity of requesting mandatory provision of a copy an owner's Tenancy Agreement. Council will no longer press for this item, even though it is a bylaw for Strata Plan BCS 1433. It is not an enforceable bylaw according to Clark Wilson.

4. Janitorial Contract - Update

Council discussed a request by Everyday Allstar to add additional hours to their contract. Now that they are working in the building regularly, they realize that it takes more hours than originally anticipated to keep the building in a good state of cleanliness.

Council in agreement with their request for the extra hours, it was MOVED/SECONDED (Eklund/Hilliker) to approve the request. Council will ensure that these extra hours will be accounted for in presenting the proposed budget for the next fiscal year to the owners at the upcoming Annual General Meeting.

5. Garage Gate Damage Insurance Claim - Update

The Strata Manager informed Council that this is a work in progress item. A copy of correspondence from the insurer was provided as an update. No discussion was required at this time.

6. Elevator Upgrade – Voice Announcers

The Strata Manager informed Council that Cobra say they do not provide this kind of equipment. ThyssenKrupp Elevator will be providing a quote for this upgrade at their earliest convenience. It will be provided to Council for their review and discussion at the next Council Meeting in November.

7. Annual General Meeting Planning

Gary Chow informed Council that he will be meeting with the accounting staff at Crosby on October 28<sup>th</sup>, 2011 in anticipation of the Budget Meeting with Council in November.

8. Patio Damage - 23<sup>rd</sup> Floor

This was discussed under Caretaker Business earlier in the meeting.

Para Space had been requested to look into the root growth that could have been damaging the membrane on a patio on the 23<sup>rd</sup> floor. As this growth has gone unchecked for quite some time, the pavers were pulled and the roots cleared away. Rite Handyman is being asked to do a membrane repair to ensure that there are no water ingress issues to the area below the patio. Owners are reminded of their responsibility to keep their patios/balconies clean and free of debris. That would include removal of errant plant seedlings that could damage the membrane under the pavers, before it becomes an urgent issue.

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9. Gym Floor Refinishing Quotes

Council reviewed quotes from B & B Painting and Prostar Painting to refinish the gym floor. Council requested one more quote to be provided for comparison purposes. There was also discussion on the most durable surface finish that would be appropriate for this maintenance item. The information will be provided to Council for their next Council Meeting in November.

10. Garbage Room Floor Finishing Quotes

Council reviewed quotes by B & B Painting and Prostar Painting to refinish the garbage room floor which is in badly in need of it. It was MOVED/SECONDED (Mattu/Eklund) to approve the quote from B & B Painting.

B & B will also be painting the wall surfaces in the garbage room. Strata Manager will sign off on their quote and provide it to the trade with a request that the work be scheduled at the trade's earliest convenience.

**CORRESPONDENCE**

Council reviewed several pieces of correspondence.

It was agreed that bylaw contravention correspondence where no response or rebuttal has been received from the owner will result in a fine being levied.

Items of correspondence requiring Council's review included a rebuttal regarding improper disposal of debris in the garbage room. Council did not agree with the owner and feel that the bylaw contravention correspondence sent was appropriate.

Council was asked to reverse fines, and upon review by Council, they agreed that the fine was legitimate and it was unanimously agreed that it will not be reversed.

Council requested the original complaint be reviewed regarding a pet bylaw violation. Should there be any error in the information (contents of the letter), it will be reissued to the owner involved.

**NEW BUSINESS**

1. Concierge Desk

Council discussed the addition of a concierge desk in the lobby of 938 Smithe. The Strata Manager had met with Rudy Fehr Repairs to discuss a custom built concierge desk. The quote was unavailable for the Council Meeting, but should be available for the November meeting. This would be an Annual General Meeting item for consideration. There are other avenues to investigate, such as furniture pieces and other concierge work station models that can be retrofitted for this purpose. Further discussion was tabled to the next Council Meeting.

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2. Flood Damage 24<sup>th</sup> Floor to 25<sup>th</sup> Floor – No Claim

The Strata Manager noted that the damage from an overflow is below the insurance deductible. This will consequently be an owner's responsibility. Pertinent correspondence has already been sent to the owners involved.

3. Fedex Issues

Council discussed the fact that Fedex tends to park too many vehicles side by side in the drive aisle at the same time, thereby impeding traffic flow in that area. As Council sees that this is a safety issue, they requested the Strata Manager to correspond with Fedex, with a copy to Bosa, in this regard. Fedex must cease from parking their vehicles in such a manner.

**TERMINATION OF MEETING**

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

Next meeting will be on November 10, 2011 / 6:30 p.m. This will be the Budget Meeting for the Strata Corporation in anticipation of a January Annual General Meeting.

CROSBY PROPERTY MANAGEMENT LTD.

Agent for the Owners

Sue Matthews, Senior Strata Manager

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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.**