

The Owners' Strata Corporation LMS 1866 Commercial

288-970 Burrard Street, Vancouver, BC V6Z 2R4

COMMERCIAL COUNCIL MEETING May 26th, 2011 - DRAFT MINUTES

Present: John Davies, President
Keith Hyde, Director
Mark Bentz, Vice-President

Guests: Peter Morgan
Alan Davis, Building Manager
Simon Chan
Tony Lum

Meeting was called to order at 11:20 AM by John Davies. Quorum was present

1. Review of financials not approved at previous meetings. Tabled, to be reviewed later.
2. Discussions with ~~Tony Lum~~AEBC- regarding ~~its proposal as required by the BC Safety Authority and industry practice for a system to exhaust refrigerant safely should its HVAC-Lieberts air-conditioning emergency-equipment malfunction, exhaust.~~ Peter Morgan gave ~~a the project's presentation on behalf of AEBC and offered motions to Council.~~

Lieberts Motions

Motion 1: The Council approves of the use by AE Electronics and its related companies of Council's common property for AEBC's requirement by the BC Safety Authority for a refrigerant relief pathway as long as the use and property are generally as ~~gener~~described in AEBC's accompanying request for permissions that was presented at ~~this today's~~ meeting.

Motion 1 Mark Bentz. Second Keith Hyde. Carried.

Motion 2: The Council approves of AEBC's use of the following consultants to supervise the project and its development and to do the piping, as well as the methods generally described in today's presentation:

Flow Consulting Group as project manager and co-ordinator, for hiring trades as required, to ensure appropriate structural approvals and directions for the coring are achieved, for engineering as required, for approvals of the BC Safety Authority, and a letter of comfort for Commercial Council from a fire-safety consultant that the passage of the pipe along the specific stairwell will not compromise fire-escape movement.

Solaire Mechanical, for permitting aspects during specific stages of the project as discussed in the accompanying AEBC memo.

Motion 2 Keith Hyde. Second Mark Bentz. Carried (as amended adjusted).

Motion 3: ~~We~~Council agrees to instruct the Electra's Building management staff to assist AEBC or its project management consultant with any letters of comfort the project manager might require while the project is underway, and to assist with the use of Electra access, parking, loading bays, notice locations or other things that may be temporarily required for the efficient and timely construction and installation portion of the project.

Motion 3 Mark Bentz. Second Keith Hyde. Carried.

Motion 4: That a working liaison between an AEBC representative and the President of Commercial and the Strata be established for the duration of the project to ensure any adjustments or expectations to the process be readily communicated to each other, so long as a conflict-of-interest is not created.

Motion 4 Keith Hyde. Second Mark Bentz. Carried.

Motion 5: That a second engineer within the Flow Consulting Group provide a letter of comfort to Council that the project engineer's engineering and installation plans will substantially achieve the goals and assurances stated in this presentation, and further that the letter generated by the checking engineer be shared with the Strata Council, should that Council require the letter- to make its decision to approve its portion of the project.

Motion 5 Mark Bentz. Second Keith Hyde. Carried (adjusted).

3. Discussions with AEBC regarding its 'Genset' proposal to tie in its two stand-by generators to the Electra Commercial's electrical system, and make other refuelling, exhaust and air-flow connections or upgrades as proposed, and, as part of the proposal, to work with the Electra's councils to provide stand-by power as available when Hydro power is offline for maintenance or other reasons. Peter Morgan gave the project's presentation on behalf of AEBC.

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Genset Motions

Motion 1: The Council approves the use by AE Electronics of the following Strata-Commercial common property and assets for its Genset Project as long as the use and property are as generally described in AEBC's request for permissions presented at this meeting:

Electrical:

i. The use of the pathway through Commercial storage room B-17 as well as the transformers as described in today's presentation materials and technical package

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Exhaust:

i. The use of the exhaust-pipe pathway through Commercial storage room B-17 as described in today's presentation materials and technical package

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Refueling:

i. A three-inch diameter hole through the concrete wall between the Strata property chiller room and the Commercial loading bay, with approval only by this Council for the portion of the hole passing through the Commercial's half of the wall for the refueling pipe and access to the pipe using the loading bay by an appropriate truck for normal fuelling purposes.

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ii. Passage through Commercial properties per the technical drawings and presentation for the fuelling pipe.

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Air Supply and Venting:

i. Unfettered fresh air passage from the open vent window next to the Strata's loading bay into AEBC's B-16 room, with engineer-required enhancements to the fan assembly in this pathway as required.

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ii. Unfettered exit-air passage through to the same open vent window as used by the exhaust pipe.

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Motion 1 Keith Hyde. Second Mark Bentz. Carried.

Motion 2: The Council approves AEBC's use of the following consultants to supervise the project and its development, as well as the methods generally described in today's presentation, including:

1. The Flow Consulting Group as project manager, for electrical design
2. Pioneer Consultants for fire, life-safety issues
3. Read Jones Christopherson Consulting Engineers for structural

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Motion 2 Mark Bentz. Second Keith Hyde. Carried.

Motion 3: The Council agrees to instruct the Electra's Building management staff to assist the project manager on the use of Electra access, parking, loading bays, notice locations or other things that may be temporarily required for the construction and installation portion of the project.

Motion 3 Keith Hyde. Second Mark Bentz. Carried.

Motion 4: That a working liaison between an AEBC representative and the President of Commercial and the Strata be established for the duration of the project to ensure any adjustments or expectations to the process be readily communicated to each other, so long as no conflict-of-interest is created.

Motion 4 Keith Hyde. Second Mark Bentz. Carried.

4. Discussions with AEBC regarding its Water-Based Back-up Cooling System proposal to be used when the Electra Commercial's main cooling system is offline for maintenance or other reasons. Peter Morgan gave the project's presentation on behalf of AEBC.

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Standby Water Systems Motions

Electra Commercial Council Motions for AEBC's Water-Based Back-up Cooling System as presented and unanimously approved at the May 26, 2011 meeting of council

1. **Motion:** The Council approves of the use by AE Electronics of Council's common property for AEBC's standby water-based cooling system as long as the use and property are generally as ~~generally~~ described in AEBC's accompanying request for permissions presented at this today's meeting.

Motion 1 Keith Hyde. Second Mark Bentz. Carried.

Motion 2: The Council approves of AEBC's use of the following consultants to supervise the project and its development and to ensure the plumbing is properly done by a certified trade, as well as the methods generally described in today's presentation:

Flow Consulting Group: to fully manage the project, hire the appropriate trades contractors and ensure they have proper credentials, insurance and WCB documentation. Its role is also to include achieving the project's various regulatory approvals and certifications during and after the project is completed, and deciding on the appropriate time frames for the work. It will also decide what on-site supervision and by whom is required, independently of AEBC, and will provide Council all necessary project documentation and regulatory documentation as required for Council's project file.

Motion 2 Mark Bentz. Second Keith Hyde. Carried.

Motion 3: The Council agrees to issue in a timely way separate letters of comfort for AEBC to approach the City of Vancouver and the BC Safety Authority for the permits necessary to proceed with this project.

Motion 3 Keith Hyde. Second Mark Bentz. Carried.

Motion 4: ~~We agree~~ Council agrees to instruct the Electra's Building management staff to assist AEBC or its project management consultant with any letters of comfort the project manager might require while the project is underway, and to assist with the use of Electra access, parking, loading bays, notice locations or other things that may be temporarily required for the efficient and timely construction and installation portion of the project.

Motion 4: Mark Bentz. Second : Keith Hyde. Carried.

Motion 5: That a working liaison between an AEBC representative and the President(s) of Commercial and the Strata be established for the duration of the project to ensure any adjustments or expectations to the process be readily communicated to each other, so long as a conflict-of-interest is not created.

Motion 5: Keith Hyde. Second : Mark Bentz. Carried.

Motion 6: The Council agrees to support this project as necessary when it's before the other Electra Councils, as long as it's described in a similar way as to this presentation today.

Motion 6: Mark Bentz. Second : Keith Hyde. Carried.

~~2.5.~~ There was discussion about the purchase of new high-speed air hand dryers, and it was decided to purchase two for the retail washrooms as a ~~trial~~ pilot project.

Motion Keith Hyde Second Mark Bentz Carried.

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~~4.6.~~ **Insurance Update.** The project is still ongoing. It is expected the next step, the filling in of the holes over the voids, will be completed soon. The latest cheque received from the insurance companies was for \$7500 ~~00~~.

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5.7. **Chiller Testing.** A report was received from the company that tested the internal cooling tubes of the chillier. It indicated that the tubes were in virtually perfect condition.

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Meeting Minutes. Approval of meeting minutes prior to April 2011 were tabled. Minutes of the April 19 meeting were approved Previous minutes tabled.

Motion Keith Hyde Second Mark Bentz Carried.

Motion to adjourn meeting. Motion John Davies, Seconded Keith Hyde. Meeting adjourned 1:20 PM.