

**MINUTES OF THE MEETING OF THE EXECUTIVE COUNCIL OF STRATA PLAN LMS 1866,  
COMMERCIAL SECTION, HELD ON TUESDAY, MARCH 24, 2015, AT 10:00 A.M., AT THE  
ELECTRA COMMERCIAL BOARDROOM, VANCOUVER, B.C.**

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**PRESENT:** Mr John Davies President  
Mr Keith Hyde Vice-President  
Mr Mark Bentz Director  
Mr Alan Davis On-Site Manager

**REGRETS:** Ms Amanda Lu Treasurer

**AGENT:** Ms Wendy McKenzie, Strata Manager  
ColyVan Pacific Real Estate Management Services Ltd.

**GUEST:** Mr. Tony Lum Owner

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**CALL TO ORDER**

The meeting was called to order at 10:07 a.m.

**GUEST**

Mr. Tony Lum discussed with the Council an issue a mandated City work order which affected his units. Clarification was given and an agreement was reached on how to resolve the outstanding matter.

\*John Davies excused himself from this discussion as per legal advice.

**APPROVAL OF AGENDA**

It was **MOVED/SECONDED** to approve the agenda with noted changes/additions.

**CARRIED**

**APPROVAL OF PREVIOUS MEETING MINUTES**

It was **MOVED/SECONDED** to approve the minutes of February 17, 2015 & February 26, 2015 as circulated.

**CARRIED**

**ON-SITE MANAGER'S REPORT:**

- One flushing cartridge was replaced in the first floor women's washroom.
- A flushing valve was ordered for the second floor women's washroom. The manufacture supplied the wrong size pedal valve; the correct size has been ordered.
- A fan motor which supplies lobby heating/cooling previously stopped functioning. The electrician has to run a new power source as the original 1957 source couldn't be located.

## FINANCIAL REPORT

### Operating Statements

A review of the February financial statements was undertaken with questions and clarification given. It was noted that a BC Hydro invoice was incorrectly coded in Oct. 2014, which has been corrected. To ease the readability of the financial statements it was requested the chart of account names be converted to the previous fiscal year listing.

It was **MOVED/SECONDED** to approve the financial statements to February 28, 2015.

**CARRIED**

### GST Recovery

An update was not available at this time.

## REVIEW OF ONGOING ISSUES AND INITIATIVES

### Unit #101 legal action

Proceeding.

### Exterior signage

As there has been no communication received from the owner whose tenant currently utilizes the exterior signage, planning will move forward. The next step in the implementation of new exterior signage will be to approach the commercial owners to gauge level of interest.

### Exterior LED lighting

Council reviewed two quotes to provide the labour to install LED lighting around the perimeter of the building without lights. It was **MOVED/SECONDED** to proceed with the referred electrical contractor with the lower quote.

**CARRIED**

### Re-routing of electrical power

Update: Before proceeding with the previously approved quote from the long standing Strata electrical contractor a second quote was obtained. The new quote is from a referred contractor who was able to offer lower costing with additional manpower. It was therefore **MOVED/SECONDED** to proceed with the new lower quote.

**CARRIED**

### Washroom tiling

It was reported that three contractors are scheduled to inspect the tiling situation in the applicable washrooms. Recommendations and quotes will be reviewed once received.

## NEW BUSINESS

### Re-piping

As per the approved AGM  $\frac{3}{4}$  resolution Elafon provided a quote to upgrade a section of the common commercial section hot water copper piping; work has commenced.

### **Building destination signage**

Due to an immanent safety issue the Strata Section **MOVED/SECONDED** to proceed with immediate removal of an exterior building sign.

**CARRIED**

### **Domestic Water Booster package installation**

A BC Hydro rebate of \$7,479 was received for the May 2014 installation of the booster pump.

## **STRATA BUISNESS**

### **Notice of Civil Claims**

The following legal civil claims naming the Strata have been received and forwarded to the Strata insurance provider;

- 1) True North Concrete Lifting vs. Owners of Strata Plan LMS 1866 and others. - A segment of this claim has been settled; the Strata was refunded 80% of the insurance deductible previously paid.
- 2) AE Electronics Corp. and AEBC Internet Corp. vs. Owners of Strata Plan LMS 1866 – On-going

### **Depreciation Report**

The committee has scheduled a meeting for March 25<sup>th</sup> to conclude findings.

### **Driveway replacement & Exterior terrazzo tile repairs**

A meeting was undertaken with the City Heritage Dept. regarding implementation of a new driveway surface and reconfiguring the broken terrazzo tile area surrounding the trees. The following requirements are required;

- 1) Heritage consultant proposal
- 2) Topographical survey
- 3) Structural engineer report to determine situation under the driveway

Council will move forward to obtain quotes on the costs involved to obtain these reports.

### **Composting of food scraps**

The dimensions for the composting bin has been received and will take up the space of three recycling bins. Once the composting is underway the frequency of the recycling pick-up may have to be increased. Notices will be posted regarding the composting implementation.

### **Building re-key**

The scheduled dates for Residential key pick-ups have been completed; re-keying of the rooms will commence this week.

## **CORRESPONDENCE**

-Council reviewed a renovation request regarding alteration to a common property wall and various interior alterations. Further clarification will be required before approval can be considered.

-An owner submitted a request to install a glass panel on a common property unit wall. It was **MOVED/SECONDED** to approve the glass panel installation with the caveat that a Strata approved contractor complete the work.

**CARRIED**

**ADJOURNMENT**

The meeting was adjourned at 12:00 p.m.

The next meeting is scheduled for Tuesday, April 21, 2015 @ 1:00 p.m.

<b>Attention</b>
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Please keep these Minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either Minutes or Bylaws will be at the owner's expense and not the Strata Corporation's.
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