

**MINUTES OF THE MEETING OF THE EXECUTIVE COUNCIL OF STRATA PLAN LMS 1866,
COMMERCIAL SECTION, HELD ON TUESDAY, JUNE 23, 2015, AT 1:00 P.M., AT THE
ELECTRA COMMERCIAL BOARDROOM, VANCOUVER, B.C.**

PRESENT:	Mr. John Davies	President
	Mr. Keith Hyde	Vice-President
	Mr. Gene Cherneski	Treasurer
	Mr. Mark Bentz	Director
	Mr. Alan Davis	On-Site Manager
AGENT:	Ms. Wendy McKenzie	Strata Manager
	ColyVan Pacific Real Estate Management Services Ltd.	
GUEST:	Mr. Michael Sanderson	Owner Representative

CALL TO ORDER

The meeting was called to order at 1:05 p.m.

GUEST

Mr. Michael Sanderson provided an overview of the venting issues the unit has been experiencing for a lengthy period of time. The issue was deemed to be resolved after ducting work was completed in what was believed the source of the issue. It is now believed that there are several possible sources; a controlled test for each possible source will be undergone until the issue is resolved.

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 April 21, 2015 and June 3, 2015 as circulated.

CARRIED

ON-SITE MANAGER'S REPORT:

- On Tuesday May 5 after releasing a trapped person in elevator 5 the Thyssen tech informed me that the main valve body was leaking and would have to rebuilt. The elevator was out of service until May 22.
- All the hallways on the first and second floor have had the carpets repaired. Carpet has been replaced in elevator 5, and I am scheduling replacement in elevator 4.
- The cooling valve for one of the second floor fan coils has been replaced as it was non-functional.
- The west wall of Pattison School has had LED lighting installed.

- The correct replacement flush valves for the first and second floor toilets have arrived; all toilets in the Commercial Section are now functioning.
- The request to exit device on Hornby St was malfunctioning; a wiring problem was discovered and has been corrected.

FINANCIAL REPORT

Operating Statements

A review of the financial statements to April 30, 2015 was undertaken with questions and clarification given.

It was **MOVED/SECONDED** to approve the financial statements to April 30, 2015.

CARRIED

GST Recovery

This project is underway.

REVIEW OF ONGOING ISSUES AND INITIATIVES

Unit #101 legal action

A settlement was reached by the Strata's insurance company; the exact amount can be given to any owner upon request. It was **MOVED/SECONDED** by the Commercial Section to approve the settlement amount.

CARRIED

Exterior signage

A letter was delivered to owners/tenants regarding the proposal to replace the cube sign and possible scenarios for advertising. Owners/tenants are asked to email Keith Hyde at bc104@postnet.ca expressing their interest and/or ideas regarding the sign.

Washroom tiling

Necessary tiling repairs will be undertaken now that accessible, affordable tiles have been sourced. In a proactive measure to reduce future costs a quote will be obtained to remove the tiling and replace with painted walls.

HVAC issues

As previously noted a unit reported issues with the HVAC system. Elafor Mechanical performed a thorough investigation and presented a report to the Council. The HVAC system is running appropriately for the building's originally designated unit configuration. Due to changes in configuration the system can't adequately perform. Upgrades to the HVAC system in this case would be the responsibility of the owner.

Website conversion

A quote to convert the existing website was reviewed and found to be cost prohibitive and unnecessary. The minutes will continue to be posted on the website at the nominal cost.

NEW BUSINESS

Energy efficient lighting upgrade

Council reviewed a quote from BC Electrical Services to supply and install 27 LED fixtures to replace the existing halide fixtures in the board room and lobby. The contractor will be asked to investigate the

possibility of obtaining a BC Hydro rebate. It was **MOVED/SECONDED** to proceed with the installation of LED fixtures.

CARRIED

Building repairs/maintenance/upgrades

-In continuing with the upgrading and enhancement of the common areas additional wall art will be investigated, within the budget limits.

-The lobby chairs are nearing the end of useful life, as they are not leather they can't be repaired. Replacement for these chairs will be investigated.

Improper use of common utilities

It has been brought to Council's attention that a unit is using potable City water to run an air conditioning unit. The City bylaws will be investigated; in addition it was **MOVED/SECONDED** to issue a warning letter to cease the use of common utilities in this unacceptable manner.

CARRIED

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
- 3) Residential Section Strata lot 43 has filed a civil claim naming Strata Plan LMS 1866, which was received on May 28, 2015.

Depreciation Report

RDH Engineering has responded to the committees' queries and suggestions. The committee will review the information and respond to RDH to finalize the report.

Driveway replacement & Exterior terrazzo tile repairs

This item will be discussed at the Strata meeting later today.

Composting of food scraps

The organic waste bin has been delivered; owners and tenants are asked to please utilize.

CORRESPONDENCE

-Council reviewed a request to waive a move-in fee as the tenant is relocating from down the hall into a furnished unit. It was **MOVED/SECONDED** to approve the waiving of the move-in fee contingent on the move taking place during the mandated moving hours.

CARRIED

ADJOURNMENT

The meeting was adjourned at 3:01 p.m.

The next meeting is scheduled for Tuesday, July 21, 2015.

Attention

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.