

# EL<sup>The</sup>ECTRA

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**MINUTES OF THE COUNCIL MEETING  
STRATA PLAN LMS 1866 – THE ELECTRA  
HELD: TUESDAY, SEPTEMBER 27, 2016 – 4:00 P.M.  
LOCATION: 989 NELSON ST., VANCOUVER, BC – WITHIN THE SOCIAL CLUB BOARDROOM**

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**PRESENT:** John Davies - President  
Hesham Ibrahim – At Large  
Mark Bentz – At Large

Alan Davis – Operations Manager

Wendy McKenzie, Colyvan Pacific Real Estate Management Services Ltd.

**GUEST:** Gayle Nesbit – Residential Section Council

**REGRETS:** Adam Bugden – Vice President

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**(1) CALLING THE MEETING TO ORDER**

The Council President called the meeting to order at 4:00 p.m. A quorum was established.

**(2) ADOPTION OF PREVIOUS MINUTES**

It was MOVED/SECONDED to approve the Minutes of the July 26, 2016 Council Meeting, as circulated.

**CARRIED**

**(3) ON-SITE MANAGER REPORT**

The On-Site Manager presented his Activity Report. A few noted items from the report were as follows:

Pest Control

In an effort to eradicate mice, pest control is now visiting the building bi-weekly rather than monthly until further notice.

Pest control visited August 24<sup>th</sup>, there was little evidence of activity as there was only a small amount of bait consumed in various areas of the building.

Pest Control visited again on September 27 and found very little activity.

Sump Pumps

It was discovered that sump pump #2 had tripped an overload. At Elafon's recommendation the pump and motor have been sent out for servicing. It was also discovered that the small sump pump in the dry pit had failed. That pump has been repaired and a high water alarm will be installed in the pit.

Common Electrical Vault Cleaning

Every 3.5 years it is necessary to shut down all electricity in the building to clean and maintain the main electrical vault that is common to the whole building. The first of two shutdowns is scheduled for Tuesday, November 1

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starting at 11:00 PM and gong until approximately 6:00 AM on Wednesday, November 2.  
The second shutdown for the additional circuit has not been scheduled yet.

**(4) BUSINESS ARISING FROM PREVIOUS MINUTES**

**4.1 Depreciation Report**

RDH Engineering provided the finalized Deprecation Report; upon review it was MOVED/SECONDED to approve the finalized report. **CARRIED**

The report will be posted on the Residential and Commercial websites and will be available through email from the Strata Manager.

**4.2 Building Envelope project**

BC Building Science provided the mock-up phase, swing stage and high priority repair phase quotes; following a review the Council via email approved the three quotes. **CARRIED**

The report from phase one, mock-up/testing was very positive, phase two, high priority repairs has now commenced.

**4.3 2015 building re-key: Mountain Fire cost charge-back**

Following a lengthy period the Strata's fire protection contractor, Mountain Fire has failed to make good on the outstanding amount owed to the Strata. This amount owing originated from the loss of the Strata's keys by the contractor and the subsequent rekeying of the building.

It was therefore MOVED/SECONDED to terminate Mountain Fire as the Strata's fire protection contractor.

**CARRIED**

**4.4 Roof maintenance**

Council reviewed two reports on the condition of the roof crown membrane. Both reports observed the roof crown is in stable condition with spots starting to delaminate; which is expected. The observations were conclusive noting the membrane will require recoating within the next two years. At this point in time the recoating will be deferred until the appropriate time; the area will continue to be monitored.

**4.5 Driveway refurbishment**

B.C. Building Science was asked to inspect the driveway condition. A two part proposal was received; part one: project development services and part two: project field review services. The Council MOVED/SECONDED to proceed with part one: project development services. **CARRIED**

B.C Building Science will provide an analysis of the driveway condition including design expectations, implications for the integrity of the building, site and its generally public location and use. A report will prepared with opinions, conclusions and recommendations. Based on the initial findings and discussions they will explore suitable restoration measures including consultation with various manufactures, contractors, and other related to this particular field of restoration.

The Council is hopeful a simple, less-costly solution will be found to address the driveway restoration.

**4.6 Terrazzo tile repairs**

Repairs will be underway within the week to address the lifted and broken terrazzo in the courtyard.

**(5) FINANCIAL REPORT**

**5.1 Financial Statements**

Not applicable at this time.

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## 5.2 Accounts Receivable

Not applicable at this time.

## 5.3 Report on Unapproved Expenditure

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

## 5.4 Report on Litigation

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

- AE Electronics Corp. and AEBC Internet Corp. vs. Owners of Strata Plan LMS 1866 – on-going.
- Strata Lot 43 legal action vs. Owners of Strata Plan LMS 1866 and others – on-going.

## (6) CORRESPONDENCE

The Strata Council reviewed the correspondence received and where deemed necessary the Strata Manager was directed to correspond directly with the authors. Others will have their concerns addressed in the Minutes or be contacted directly by a member of Council.

-There was no correspondence received.

*Correspondence must be received in writing at least seven (7) days prior to Council meetings. All correspondence must contain your name and unit number in order to be considered.*

## (7) NEW BUSINESS

### 7.1 Roof access issue

There has been three reported unauthorized roof access incidents from non-residents. This access is a safety concern but also a security concern for the building and equipment located on the roof. The most recent incident was attended to by the Police and the intruders were apprehended. The roof access hatch is chained but continues to be breached. It was MOVED/SECONDED to proceed with a quote to install on the 22<sup>nd</sup> floor; fire rated doors, frames with metal panels with high security locks.

**CARRIED**

### 7.2 Sanitary line pump repairs

As noted in the On-Site Manager report, via email the Council MOVED/SECONDED the mandatory repairs to the sump pump.

**CARRIED**

### 7.3 Emergency generator & Fire Pump annual maintenance

Upon review it was MOVED/SECONDED to approve the Cummins agreement for the emergency generator and fire pump annual maintenance.

**CARRIED**

### 7.4 Plaza ceiling re-paint

Council reviewed a quote to re-paint the exterior plaza ceiling; it was MOVED/SECONDED to approve Wolfgang Painters prep/prime/painting quote.

**CARRIED**

### 7.5 Fire Protection contractor

Extensive research into fire protection contractors and procurement of proposals was undergone earlier in the year in preparation of the possible necessity to replace the current contractor. As noted above the current contractor's

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engagement with the Strata will be terminated. It was therefore MOVED/SECONDED to proceed with the engagement of Vancouver Fire to provide the fire protection services for the Strata.

**CARRIED**

**(8) TERMINATION**

There being no further business to discuss, the meeting was terminated at 5:15 p.m.

The next scheduled meeting of Council will be held on October 25, 2016 at 4:00 p.m. within the Social Club Boardroom.

Wendy McKenzie  
Strata Manager

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ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲਥਾ ਕਰਨ ਲਈ ਆਖੋ।

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