
MINUTES OF THE COUNCIL MEETING
STRATA PLAN LMS 1866 – ELECTRA COMMERCIAL SECTION
HELD: TUESDAY, OCTOBER 25, 2016 – 1:00 P.M.
LOCATION: 970 BURRARD ST., VANCOUVER, BC – WITHIN THE BOARDROOM

PRESENT: John Davies – President
Keith Hyde – Vice President/Co-Treasurer
Gene Cherneski – Co-Treasurer
Mark Bentz - Director

Alan Davis – Operations Manager

Wendy McKenzie, Colyvan Pacific Real Estate Management Services Ltd.

(1) CALLING THE MEETING TO ORDER

The Council President called the meeting to order at 1:00 p.m. A quorum was established.

(2) ADOPTION OF PREVIOUS MINUTES

It was MOVED/SECONDED to approve the Minutes of the September 27, 2016 Council Meeting, as circulated. **CARRIED**

(3) ON-SITE MANAGER REPORT

HVAC Recalibration

The HVAC recalibration on the mezzanine level is being scheduled.

Drain Flushing

A visual inspection was done of the drain pipes below some of the restaurants on Hornby Street after a complaint of slow drains in another retail shop. No significant build-up of grease was found but flushing will be done to ensure the drains are clear.

1st Floor Women's Washroom

A contractor has inspected the wall tiles and will submit a quote to repair.

Sump Pumps

The motor for the #2 sump pump has been rebuilt. It was discovered during the rebuilding process that the impeller, the metal piece at the end of the pump that basically scoops up whatever is being pumped and feeds it into the pipe to go out had a large hole in it and therefore would not be as effective. The impeller is an original from 1957 and there is no replacement available off the shelf for it. A new one is being cast.

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 Wednesday, November 2 starting at 11:00 PM and gong until approximately 6:00 AM on Thursday, November 3.

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The second shutdown for the additional circuit has not been scheduled yet.

Terrazzo Repairs

The Nelson plaza area has been levelled by removing parts of the tree roots that were pushing it up and the Terrazzo has been put back in place. The fence has been removed as it is no longer needed. The broken stairs have been repaired as well.

Filming

The T.V. series, The Flash filmed at the Electra on Oct. 19th; the day went smoothly with no problems reported.

(4) BUSINESS ARISING FROM PREVIOUS MINUTES AND/OR DISCUSSION

4.1 Exterior signage project

The City didn't approve the signage application due to set-back concerns. A variance has been filed; a January appointment in the front of City Council has been scheduled.

4.2 Piping asbestos removal

A review of the costs to proceed with the different areas of asbestos/re-piping project was undergone. It was MOVED/SECONDED to proceed with the asbestos removal of one bathroom piping chase from basement to 2nd floor.

CARRIED

4.3 Washroom R & M

Due to difficulties in obtaining a contractor willing to do small repairs and the unavailability of matching tiles, last year's quotes to completely re-tile or drywall the necessary washrooms were reviewed. It was MOVED/SECONDED to re-tile the 1st floor women's washroom.

CARRIED

(5) FINANCIAL REPORT

5.1 Financial Statements

The Treasurers presented the financial statements up to September 30, 2016, recapping the Strata Section's financial position.

Following a discussion it was MOVED/SECONDED to approve the financial statements up to September 30, 2016.

CARRIED

-Following the review of the financial statements it was MOVED/SECONDED to transfer the prior year's surpluses to the Contingency Reserve Fund.

CARRIED

-To realize the best available return on the Contingency Reserve Fund account, it was MOVED/SECONDED to invest a portion of the funds into a term deposit.

CARRIED

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BALANCE SHEET SUMMARY – SEPTEMBER 30, 2016	
Operating Account	\$ 191,869.22
Contingency Fund	\$ 111,672.35
Accounts Receivable	\$ 3,209.43
CRF Expenses	\$ 22,250.80

5.2 Accounts Receivable

Council was presented with the accounts receivable report. All owners in arrears will receive the appropriate notice/demand letter for payment.

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 – Court date for mediation scheduled for December 1, 2017.
- Strata Lot 43 legal action vs. Owners of Strata Plan LMS 1866 and others – Settlement conference scheduled for January 6, 2017.

(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.

6.1 Council reviewed an owner's renovation request to install a partition wall. Via email it was MOVED/SECONDED to approve the renovation request. **CARRIED**

6.2 Via email, it was MOVED/SECONDED to grant conditional approval for multiple renovations in once space encompassing four strata lots. **CARRIED**

6.3 Council reviewed a list of complaints regarding the usage of the women's washrooms and the resulting uncleanness. Few options are available to manage this situation, a suggestion to place signage in the washrooms was MOVED/SECONDED for approval. **CARRIED**

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) STRATA BUSINESS

7.1 Building Envelope project

Phase 2, high priority area repairs are well underway, with two drops being completed thus far. One unit has been revisited from the testing stage, additional work will be undergone.

The project is running under budget and on schedule, therefore an additional drop will be completed. BC Building Science is providing outstanding work, communication and reporting.

(8) **NEW BUSINESS**

8.1 Continuation of building fob implementation

It was noted that the small loading dock is not fobbed from the hallway. A quote will be obtained to ascertain what is involved to fob this area and the cost.

(9) **TERMINATION**

There being no further business to discuss, the meeting was terminated at 2:40 p.m.

The next scheduled meeting of Council will be held on Tuesday, November 29, 2016 at 1:00 p.m. within the boardroom.

Wendy McKenzie
 Strata Manager

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