
MINUTES OF THE COUNCIL MEETING
STRATA PLAN LMS 1866 – ELECTRA COMMERCIAL SECTION
HELD: TUESDAY, NOVEMBER 29, 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
Luc Bouliane – Administration 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 1:20 p.m. A quorum was established.

(2) ADOPTION OF PREVIOUS MINUTES

It was MOVED/SECONDED to approve the Minutes of the October 25, 2016 Council Meeting, as circulated.

CARRIED

(3) ON-SITE MANAGER REPORT

Hornby Awning Glass Breakage

An awning glass panel shattered in November, a custom shatterproof glass order was placed and the glass has been installed.

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 Men's Washroom

One of the toilets required a new vacuum breaker and flushing cartridge.

Supply Fan

A fan which supplies fresh air to some basement areas required bearing repairs.

Common Electrical Vault Cleaning

BC Hydro and our contractor have confirmed a shutdown date of Friday, December 9, 2016 starting at 11:00 PM and continuing until Saturday, December 10, 2016 at about 6:00 AM for the vault cleaning. During this time elevators will be functioning, there will be emergency lighting only in hallways, and there will be no electricity in any Strata Lots.

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Loading Bay Door

The large spring that keeps the roll up door to the loading bay balanced broke and has had a temporary repair done to it. The service company recommends that the spring be replaced as there is no way of determining how long the repair will last.

Without the spring the door is extremely difficult to open.

Sump High Water Alarm

On Saturday November 19, Monday November 21 and Tuesday November 22 there were instances of the basement sump high water alarm being triggered. This resulted in myself and Elafor having to make unscheduled trips to the building to determine if there was an emergency flooding situation happening and what to do if there was. The issue was eventually traced to faulty wiring and possibly faulty floats in the sump. The problems have been corrected. The water level was never at any time above the level of the sump.

Stairway Top Doors

The two doors in the main stairwells between the 21st and 22nd floors have been installed. The locks will be installed next week.

Fire Alarm

On Tuesday October 25 at 2:22 AM I received a call from Vancouver Fire and Radius Security that a fire alarm signal had been received and that the fire department had been dispatched.

I arrived at approximately 2:40 to find that the fire department had silenced and reset the alarm. They told me that someone had activated a pull station on the 6th floor but there was no evidence of fire. They allowed me to reset the elevators and the lobby was clear of residents within 15 minutes.

Window Washing

Window washing has been completed. There were deficiencies noted that have been reported to the contractor.

(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; The appointment in front of the City Council has been scheduled for December 16th.

4.2 Continuation of building fob implementation

It was noted that the small loading dock is not fobbed from the hallway. A quote was reviewed, a second quote was requested.

4.3 Washroom uncleanliness

In regards to previous complaints regarding the usage of the women's washrooms and the resulting uncleanliness, signage examples were reviewed. None of the examples fully cover off the issues, additional signage examples will be sourced.

(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.

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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

BALANCE SHEET SUMMARY – OCTOBER 31, 2016	
Operating Account	\$ 198,159.70
Contingency Fund	\$ 120,113.29
Accounts Receivable	\$ 3,306.19
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 – Mediation is 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 None received at this time.

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.

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(7) **STRATA BUSINESS**

7.1 Building Envelope project

Phase 2, high priority area repairs are underway; targeted problem units are requiring more extensive repairs, while the non-problematic units are addressed in a routine manner.

7.2 Exterior landscaping contract renewal

Following a review of the exterior landscaping scope, two quotes were received and reviewed by Council. It was **MOVED/SECONDED** in conjunction with the Residential Section to approve the existing landscaping contractor's revised proposal.

CARRIED

7.3 Exterior painting project

The painting of the plaza ceiling has been completed.

(8) **NEW BUSINESS**

8.1 Elevator carpet replacement

As the elevator carpet is in need of immediate replacement Council reviewed a quote and samples. It was **MOVED/SECONDED** to proceed with the purchase and installation of carpet tiles. **CARRIED**
Extra tiles will be purchased for future replacement or damaged tiles.

(9) **TERMINATION**

There being no further business to discuss, the meeting was terminated at 3:00 p.m.

The next scheduled meeting of Council will be held on Tuesday, January 31, 2017 at 1:00 p.m. within the boardroom.

Wendy McKenzie
Strata Manager

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.

This notice contains important information which may affect you. Please ask someone to translate it for you.

此通告刊載有可能影響閣下的重要資料。請找人為你翻譯。

ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

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