

**MINUTES OF THE MEETING OF THE EXECUTIVE COUNCIL OF STRATA PLAN LMS 1866,
COMMERCIAL SECTION, HELD ON TUESDAY, OCTOBER 21, 2014, AT 1:00 P.M., AT THE
ELECTRA COMMERCIAL BOARDROOM, VANCOUVER, B.C.**

PRESENT:

Mr John Davies	President
Mr Keith Hyde	Vice-President
Ms Amanda Lu	Treasurer
Mr Mark Bentz	Director
Mr Alan Davis	On-Site Manager

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

CALL TO ORDER

The Strata Manager called the meeting to order at 1:05 p.m.

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 the September 23, 2014 as circulated.

CARRIED

ON-SITE MANAGER'S REPORT:

- a) A fire alarm on Oct. 14th was a result of cement dust from a residential unit's floor renovation triggering the hallway detector.
- b) An issue with cooking odors from a residential unit were entering a commercial unit via vent ducting has been addressed by rerouting the ducting.
- c) A new type of HVAC outlet grill has been installed in a first floor unit; initial results do not show a lessening of noise.

FINANCIAL REPORT

Operating Statements

Due to timing of the accounting contract transfer reconciliation is ongoing between the previous accounting company's documents and implementation into the ColyVan Pacific system. Preliminary September 30, 2014 financial statements were presented but require additional clarification before they can be reviewed or approved.

REVIEW OF ONGOING ISSUES AND INITIATIVES

Unit #101 legal action

No update at this time.

Ventilation issues

A report from McCuaig & Associates Engineering on the findings and options for addressing the ventilation issues was previously reviewed. One option was tested and the results were found inclusive; a second option will be tested.

Exterior LED lighting

Quotes for the labor to install LED lighting along the building on the Nelson Street side was not available for the meeting.

NEW BUSINESS

Exterior signage

Preliminary investigation regarding updating of the exterior signage including financial considerations is underway. The City has been contracted regarding signage guidelines and Heritage building approval. In addition a Sign contractor was approached and has submitted proofs for different signage options; quotes are forthcoming.

Strata/Owner/Tenant communication protocols

A discussion took place regarding forwarding a letter to owners and tenant outlining the Strata communication protocols, i.e., bylaw warnings & fines, communicating with the board, etc. It was **MOVED/SECONDED** to proceed with drafting and distributing this letter.

CARRIED

Washroom tile replacement

The women's washroom requires tile replacement where they have fallen off the wall; the men's washroom have tiles that are starting to delaminate. It was noted that the original tile in the washrooms is unavailable. A tiling contractor will be brought in to access the situation.

STRATA BUSINESS

Notice of Civil Claims

The following legal civil claims naming the Strata have been received and forwarded to the Strata insurer; there is no update at this time.

- 1) True North Concrete Lifting vs. Owners of Strata Plan LMS 1866 and others
- 2) AE Electronics Corp. and AEBC Internet Corp. vs. Owners of Strata Plan LMS 1866

Depreciation Report

The committee has held two meetings; a date will be set to present their finds to Council. RDH Engineering will provide a presentation at their earliest available date which will be in December.

Driveway resurfacing

A Strata Council member has undertaken investigating different options for the driveway resurfacing. Proposals and quotes for several options will be presented at the November Strata Council meeting.

CORRESPONDENCE

-Council reviewed an owner's concerns regarding the 30-minute limit on the bike rack at the front of the building. It was noted that short term bicycle parking is a standard practice in downtown Vancouver. As well there is long term bicycle parking around the corner of the building.

-Questions regarding a recent charge-back for plumbing repairs were reviewed by the Council; the Strata Manager will convey the responses to the owner.

ADJOURNMENT

The meeting was adjourned at 3:00 p.m.

The next meeting is scheduled for Tuesday, November 18, 2014 @1:00 pm.

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.
