

**MINUTES OF THE MEETING OF THE EXECUTIVE COUNCIL OF STRATA PLAN LMS 1866,
COMMERCIAL SECTION, HELD ON TUESDAY, MARCH 18, 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
Ms Shirley Song Accountant

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

OBSERVER: Mr Peter Morgan Owner

CALL TO ORDER

The Council President, John Davies called the meeting to order at 1:10 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 February 18, 2014 as circulated, with the noted amendment under Financial Report; "Council detected an error with the Fin Light project invoicing; the company was informed and it has subsequently been rectified."

CARRIED

FINANCIAL REPORT

Operating Statements

Shirley Song, Commercial Section Accountant presented the financial statements as of February 28, 2014, recapping the financial position.

It was **MOVED/SECONDED** to approve the financial statements to February 28, 2014.

CARRIED

It was noted that the Board is pursuing collection of the Residential Section outstanding invoicing.

ON-SITE MANAGER'S REPORT:

- a) The pipe in the lobby ceiling of Pattison High School has been re-insulated
- b) The chiller and cooling tower have had their annual service and maintenance. No issues were found with the cooling tower. A small oil leak was found on the chiller. The oil leak is being repaired March 19. The safety relief valves are being replaced at the same time.
- c) Window washing was completed on schedule and there were no complaints

REVIEW OF ONGOING ISSUES AND INITIATIVES

Legal action

There is no update at this time regarding the legal action with unit #101 naming the Strata and Commercial Section.

Electrical upgrade

The original electrical capacity for the office units was designed for a single owner operator. The demand is far exceeding capacity in some units. This item will be brought to the Annual General Meeting for discussion.

NEW BUSINESS

Lighting upgrade

Information was brought forward pertaining to a company that upgrades the existing interior lighting to energy efficient standards. This upgrade could save up to 70% in energy costs. The company will be approached to request a site visit to procure a proposal.

Annual General Meeting

The 2014 Annual General Meeting has been scheduled for Thursday, May 29, 2014.

STRATA COUNCIL UPDATES

Commercial elevator: emergency power system

There is no update from the Strata Council at this time regarding emergency power to a commercial elevator.

IN-CAMERA

The council went in-camera from 2:25 to the conclusion of the meeting.

COMMITTEE REPORTS

Basement

The committee is in the process of finalizing the report.

CORRESPONDENCE

-A new owner has requested to have the move-in fee waived due to the fact that the existing tenant is remaining in place. Council **MOVED/SECONDED**; to approve this request. **CARRIED**

-Subsequent complaints have been received regarding a restaurant unit that continues to keep their back door open for ventilation, allowing food odors to permeate the common hallways. It was **MOVED/SECONDED**; to issue a bylaw infraction fine to this unit. **CARRIED**

ADJOURNMENT

The meeting was adjourned at 3:10 p.m.
The next meeting is scheduled for Tuesday, April 15, 2014.

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.