

MINUTES OF THE MEETING OF THE EXECUTIVE COUNCIL OF THE OWNERS, STRATA PLAN LMS 1866, COMMERCIAL SECTION, EXECUTIVE COUNCIL (“EXECUTIVE COUNCIL”), HELD ON TUESDAY, JANUARY 22, 2013, 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
Simon Chan	Commercial Bookkeeper
Alan Davis	On-Site Manager

REGRETS: Mr. Gene Cherneski Director - Resigned

AGENT: Kenneth Bro Property Manager
ColyVan Pacific Real Estate Management Services Ltd.

CALL TO ORDER: The commercial section president called the meeting to order at 1:04

GUEST: A representative from Palagon Ventures was present to ask for permission to replace a wall with a glass insert, permission was granted

COMMERCIAL RULES: Please note the following rule which was adopted at the November 20, 2012 Commercial Council Meeting:

An owner, tenant, occupant or visitor must not use a strata lot, the common property or common assets in a way that causes a nuisance.

Only registered guest(s) appearing before council may sit at the council table and address council within the timeframe set out prior to the start of the item on the agenda to be discussed. All other observers must sit at the side of the room designated by council and not address council at any time.

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 November 20, 2012. **CARRIED**

FINANCIAL REPORT
Operating Statements

It was **MOVED/SECONDED** to accept the financial statements up to December 31, 2012 **CARRIED**

BUILDING REPORTS

Basement Committee

The committee is conducting an ongoing investigation and will prepare a report for further discussion by the council by next month

On-Site Managers Report:

Heating and Cooling Valves – Are being replaced as need.

Skylights – Is still leaking, the trades are waiting for two days above 4 degrees and dry before final repairs can be made.

Belts in Cooling Tower – A lose belt has been tightened.

Door Closers – Parts are on the way for the door closers in Patterson School.

Computer – The accounting computer has been replaced as the current one permanently crashed.

Sprinklers in Lower Main – Replacement program is almost complete.

Lower Main Painting – Has been completed.

BUSINESS ARISING FROM PREVIOUS MEETING

FOB AUDIT UPDATE

As there are issues with the current location of the system is located council is exploring its options before proceeding.

DEPRECIATION REPORT

Will be part of the upcoming AGM.

CORRESPONDENCE

	Letters Received	Responses Sent
1	1 – Bylaw follow-up	Construction Agreement
2	1-One email from a commercial owner	

The agent was directed to send a letter to an owner to remove the extra frosting from their window.
The agent was directed to send a letter to an owner regarding the request about painting and floor waxing.
The agent was directed to send a letter to an owner directing the removal of their furniture from common area

NEW BUSINESS

TOILET SEAT COVERS

A test dispenser will be installed on a trail bases in one of the stalls.

ENTERPHONE LOWER MAIN

Will be added to the AGM Agenda.

LOBBY PLANTER

Council will be engaging a consultant to fill the planter with silk plants.

CEMENT STEPS LOADING BAY

Will be repaired.

BATHROOM SIGN VANDALISM

Vandalism has been occurring in the washrooms if caught bylaw fines will be issued.

ELECTRONIC RECORDING OF MEETINGS Criminal Code of Canada – on recording without permission - Interception of Communications

Interception

- **184.** (1) Everyone who, by means of any electro-magnetic, acoustic, mechanical or other device, wilfully intercepts a private communication is guilty of an indictable offence and liable to imprisonment for a term not exceeding five years.

RETAIL ELECTRIC BILL

The commercial section will ask the strata to look at hiring of a consultant to determine the way the current metering splits between the sections and proper allocation of costs.

Light Bulb Inventory

The site-manager was asked to check the inventory and order as needed.

TOWNHALL MEETING/SGM

There will be a Townhall meeting on January 28, 2013 with an SGM to follow on February 26, 2013.

ADJOURNMENT

The meeting was adjourned at 2:07 p.m. and moved to the Residential Section Boardroom due to a scheduling conflict with the Commercial Boardroom. The meeting was adjourned at 3:00 p.m. The next Commercial Executive meeting scheduled is February 26, 2013 at 9:30am

The Strata Council Monthly Meeting Schedule 2012/13:

See attached

Per Kenneth Bro Property Manager, 604-683-8301 Ext. 232 - Email: kbro@collyvanpacific.com

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.

The Electra - LMS 1866 Residential/Commercial/Strata Council Monthly Meeting Schedule 2013

No meetings in April or September, Vacation Months

Strata	February 25, 2013 @ 4:00	
Residential	February 25, 2013 @ 6:30	
Commercial	February 26, 2013 @ 9:30am	
Strata	March 25, 2013 @ 4:00	
Residential	March 25, 2013 @ 6:30	PRE-AGM
Commercial	March 26, 2013 @ 1:00	PRE-AGM
Residential	April 15, 2013 @ 6:30	AGM PREP
Strata	May 13, 2013 @ 4:00	
Residential	May 13, 2013 @ 6:30	AGM
Commercial	May 29, 2013 @ 5:00	AGM
Strata	June 17, 2013 @ 4:00	
Residential	June 17, 2013 @ 6:30	Post AGM
Commercial	June 18, 2013 @ 1:00	
Strata	July 22, 2013 @ 4:00	
Residential	July 22, 2013 @ 6:30	
Commercial	July 23, 2013 @ 1:00	
Strata	August 19, 2013 @ 4:00	
Residential	August 19, 2013 @ 6:30	
Commercial	August 20, 2013 @ 1:00	
Residential	September 16, 2013 @ 6:30	
Strata	October 21, 2013 @ 4:00	
Residential	October 21, 2013 @ 6:30	
Commercial	October 22, 2013 @ 1:00	
Strata	November 18, 2013 @ 4:00	
Residential	November 18, 2013 @ 6:30	
Commercial	November 19, 2013 @ 1:00	
Strata	December 9, 2013 @ 4:00	
Residential	December 9, 2013 @ 6:30	
Commercial	December 10, 2013 @ 1:00	