

MINUTES OF THE MEETING OF THE EXECUTIVE COUNCIL OF THE OWNERS, STRATA PLAN LMS 1866, COMMERCIAL SECTION, EXECUTIVE COUNCIL (“EXECUTIVE COUNCIL”), HELD ON TUESDAY, JULY 23, 2013, AT 1:00 P.M., AT THE ELECTRA COMMERCIAL BOARDROOM, VANCOUVER, B.C.

PRESENT:

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

REGRETS: Donna Lee Accountant

AGENT: Kenneth Bro Property Manager & Brian Carleton GM
ColyVan Pacific Real Estate Management Services Ltd.

CALL TO ORDER: The commercial section president called the meeting to order at 1:03.

GUEST: Non-registered

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 June 18, 2013 as circulated. **CARRIED**

FINANCIAL REPORT

Operating Statements

Differed until the next scheduled council meeting – Donna Lee is the new accountant

BUILDING REPORTS

Basement Committee - No report this month

On-Site Managers Report:

1. Elafon Mechanical is currently investigating the most economical and efficient way to remove the asbestos insulation prior to changing the basement hot water pipes. The agent will work with Alan and Elafon to identify the appropriate trade to use to remove the insulation.
2. All restaurants in the Retail Section are now off of common hot water.
3. A quote has been received to continue upgrades to the Commercial side of the DDC system. After a lengthy discussion this item was tabled until next month when Elafon will be invited to attend the meeting to discuss this item.
4. There has been various cleaning, greasing of fans, tightening of belts in fans rooms in the Commercial section.
5. One of the floats in the sump failed and as a result the high water alarm sounded. The float has been replaced. Elafon is arranging for Control Solutions to come in and look into setting up an alarm other than just the audible one outside the Titanic room. As this is a strata item, Gordon Forest from the strata council will work with Elafon to identify the best repair/approach to fixing this issue.

6. The landscaping has been mostly completed with the landscaping committee will have a walkthrough with the landscaper to address any final issues before approving final payment(s).

BUSINESS ARISING FROM PREVIOUS MEETING

DEPRECIATION REPORT

The strata have decided to go with RDH to prepare the depreciation report for LMS 1866 and the two sections.

CORRESPONDENCE

Letters Received		Responses Sent
1	Cunningham Lindsey – Commercial Glass Claim	1 – Access to unit
2		
3		
4		

Strata Council Updates:

The strata council is in receipt of various quotes to repairing the driveway as well as replacing the current fixtures in the fin lights from fluorescence to LED’s will be finalized in August at the strata meeting.

NEW BUSINESS

Hot Water Pipe Replacement

Covered in the manager’s report

DDC Upgrade/Expansion

Covered in the manager’s report

Site Manager

The agent will be working with the on-site manager to come up with a list of projects underway and or overdue and a plan of action to complete the tasks.

In-Camera

The council went in-camera for a discussion at 1:55 and the in-camera portion of the meeting ended when the meeting was adjourned: It was **MOVED/SECONDED** to have the section council president to contact a lawyer in respect to the removal of glazing in a units window and have the lawyer send a letter to the owner of the strata lot with the commercial section’s next step(s). **CARRIED**

ADJOURNMENT

The meeting was adjourned at 2:45 p.m. The next meeting scheduled is for Tuesday August 20, 2013.

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