

COUNCIL MEETING
Thursday, May 15, 2008
1st Floor Conference Room
DRAFT MINUTES

Present: John Davies, President
Martha Welsh, Treasurer
Mark Bentz, Director
Tony Lum, Vice-President (arrived 3:45pm)
Guests: Terry Irving, Building Administrator
Inn Lin, Owner Unit 222
Peter Morgan, Owner Unit 118 (arrived 3:15pm)

Meeting called to order at 3:10pm

1. Moved and Seconded
Waive April 2008 late fee for SL #267 due to delays with Canada Post.
CARRIED
2. Insurance Coverage
ACTION: Mark Bentz to contact our insurance company regarding tenant insurance requirements as per rules.
3. Garden Plaza Discussion – Fence repair or replacement
Martha Welsh reported she and Tony Lum met with Ken Davies, Amanda Lui, and Sheila. Pattison High School will pay 50% of some improvements considered. Martha met with Cst.J. Campbell Vancouver Police Department and a safety audit of the common exterior areas was conducted. Recommendations regarding the patio design, fencing and lighting submitted.
4. Financials Update
Moved and Seconded
to have steam meter paid out of CRF
CARRIED
Steam meter is equipment asset, not steam expense.
Moved and Seconded
to accept financials as presented.
CARRIED
5. HVAC Discussion
Tony Lum advised there may be a two-day shutdown for repairs.
6. Steam Discussion
Tony Lum advised that the steam can be tested.

7. Chiller
Tony Lum will contact a mechanical engineer to review our Chiller requirements
8. Spring Cleaning
 - a. Pressure washing outside has been completed.
 - b. The council will look into finding a new landscaping contract.
 - c. The janitor will be contacted to remove graffiti and black glue
9. Pest Control
A letter will be sent to the Health Inspector for a report on food handling in the cafes on the lower main level. The office will get quotes for a short-term contract for mouse control.
10. Hydro Chargeback to Owners
John Davies abstained from discussion due to conflict of interest.
The owner of SL #417/418/429/431 installed extra breakers on 13/15/17/21/23/25/38/40/42 on the LR14 power panel on the Lower Main level
Moved and Seconded
Council to request owner to remove these extra breakers on the LR14 power panel within one month.
CARRIED
Moved and Seconded
Owner to be charged back to March 1, 2008, based on the breaker sizes of 40, 50 & 70 amps, unless owner can provide previous authorization documentation for installation.
CARRIED
11. Request from Owner of SL #415/416/420/421/422/423/424/414/413
Moved and Seconded
The request from this owner for a refund of overcharged Hydro since September 2002 is denied. Council will only refund overcharged hydro fees to March 1, 2008.
CARRIED
12. Information Package for New Tenants and Owners
ACTION: Martha Welsh will work with Terry Irving to create a new information package that will include a Green Plan. Susan Debeck volunteered assistance at the AGM
13. Conference Room
The 1st floor Conference Room is for the use of all the owners. Please observe the Conference Room Rules when booking and do not monopolize this room.
ACTION: John Davies will talk to tenant booking too far in advance.
ACTION: Council will remove any signage about conference room usage that has not been authorized by the Council from the conference room area.
14. Washroom Improvements
 - a. John Davies advised that remote electric flushers are not compatible with foot flushers. He is getting quotes on cost to switch to remote electric flushers.
 - b. Quotes are being solicited for touchless soap dispensers.
 - c. The council will research supplying hand sanitizers.

15. Letters from Owners

- a. Acknowledged receipt of letter of complaint from owner of SL #108 & 109. Residential manager to be contacted regarding clean-up of rooftop.
- b. The owner of SL #106 requested correction of February 15, 2008, minutes. These minutes will be updated for review at the June monthly meeting

16. Early Riser

Moved and Seconded

to have a person provide maintenance service around the common areas each workday morning 7-8am.

CARRIED

Martha will contact a Downtown organization which deals with employment.

17. Responsibility for loss of business when fire alarm goes off.

Mark Bentz to contact our insurance company regarding responsibility for loss of business and tenant insurance.

18. CCTV Signs

Closed Circuit TV signs will be installed around the commercial common areas.

Meeting Adjourned at 6:10pm