

COUNCIL MEETING
Monday June 16, 2008
1st Floor Conference Room
DRAFT MINUTES

Present: John Davies, President
Mark Bentz, Director

Guests: Terry Irving, Building Administrator
Erik Graff, Owner Unit 237
Candace McRae, Coast Mental Health
Steve Storrey, BFL Canada Insurance Services Inc.

Absent: Tony Lum, Vice-President

Meeting called to order at 3:10pm

1. Insurance Coverage
25-Year Maintenance Plan - Steve Storrey met with the Council regarding renewing our insurance coverage on July 22, 2008.
2. Early Morning Cleaning Staff – Candace McRae presented a proposal to the Council to hire two employees from Coast Mental Health to provide early morning cleanup around the property.
MOVED and CARRIED
3. Garden Plaza Update - TABLED
4. Financials
to accept financials as presented
MOVED and CARRIED.
A second letter will be sent to Facilitech regarding shared invoices.
5. HVAC
Major Pipe Cleaning Update – TABLED
6. Steam
Repair Update – TABLED
7. Chiller
Savings Update – TABLED
8. Promote the Electra Discussion - TABLED

9. Information Package for New Tenants and Owners Update
Martha Welsh and Susan Debeck are currently working on a new information package
10. Green Plan Update
Susan Debeck and Martha Welsh are currently canvassing owners regarding instituting a green plan
11. July Insurance Invoice
Owners are reminded that the final Special Assessment from the 2008 Annual General Meeting will be included with the, and is due and payable on, July 1, 2008, invoicing.
12. Audit Facilitate's Prepaid Shared Invoices Claims
Invoices will be sent back to Facilitate for proper clarification and contractors will be advised to split invoices.
13. Elevator Service
Vertech Elevator Services has submitted an Inspection Report for our elevators. John Davies will arrange a meeting with Vertech and Otis to correct the service concerns
14. Camera Warning Signs Update
Closed Circuit TV signs have been installed around the commercial common areas.
15. No Smoking Signs Update
No Smoking signs have been erected at every entry for the building. Owners and tenants are reminded that this is a NO SMOKING building and environment.
16. No Trespassing Signs - TABLED
17. Council Member Resigns
It is with regret that the Council has accepted the resignation of Martha Welsh as Treasurer effective June 1, 2008.
18. Noise Issues
The owner of Strata Lot 347 has been notified of complaints received regarding the tenant in SL 347. Any further complaints to the council must be in writing and will cause fines to be assessed as per Bylaw 1 (c) (iv).

Meeting Adjourned at 4:40pm