

MINUTES OF THE MEETING OF THE EXECUTIVE COUNCIL OF THE OWNERS, STRATA PLAN LMS 1866, COMMERCIAL SECTION, EXECUTIVE COUNCIL (“EXECUTIVE COUNCIL”), HELD ON TUESDAY, NOVEMBER 20, 2012, 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 left 11:40
Alan Davis	On-Site Manager

REGRETS: Mr. Gene Cherneski Director - Resigned

AGENT: Kenneth Bro and Brian Carleton Property Managers
ColyVan Pacific Real Estate Management Services Ltd.

CALL TO ORDER

The President chaired the meeting and called it to order at 1:06 p.m. It was **MOVED/SECONDED** to approve the nomination of Mark Bentz to the commercial section council to fill the vacant space as a Director. **CARRIED**

There was an issue with unregistered guest (observer) at the council table; the President asked them to move away from the council table to the visitor’s gallery. The observer could receive a letter/fine from the Directors about their conduct at meetings based on the new rules passed at this meeting.

The use of recording devices is prohibited under the privacy act, unless all persons present allow the recording of the proceedings, as confirm my Brian, General Manager of ColyVan, and that an unregistered guest was directed to stop any recordings and that they confirmed that they turned off the recording device

COMMERCIAL RULES: It was **MOVED/SECONDED** to adopt the following rules. **CARRIED**

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.

GUESTS: No guests were registered.

APPROVAL OF AGENDA

It was **MOVED/SECONDED** to approve the agenda with noted changes. **CARRIED**

APPROVAL OF PREVIOUS MEETING MINUTES

It was **MOVED/SECONDED** to approve the minutes of the August 21, 2012. **CARRIED**

FINANCIAL REPORT

Operating Statements

It was **MOVED/SECONDED** to accept the financial statements up to October 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.

On-Site Managers Report

Heating and Cooling Valves – Are being replaced as need.

Skylights – Two skylights have been replaced by Extreme Glass with one more broken one to be done. It was **MOVED/SECONDED** to approve to spend up to \$3,000.00 to have the skylight in the boardroom recaulked. **CARRIED**

Gutter Cleaning – Has been completed.

Floor Polishing and Spot Carpet Cleaning – Has been completed.

Art Work – New artwork has been installed in various areas.

Fire Tests – The testing of LMS 1866 for 2012 is complete with close to 100% compliance.

Fire Pump & Generator – The testing of the systems are complete and repairs needed to the fire pump have been completed.

Water Ingress – RDH has attended to two incidents of water ingress on the SE corner, the ingress is the result of wind driven rain and are typical in their findings and report to the strata. The building committee is scheduling a follow-up meeting with RDH in the near future.

BUSINESS ARISING FROM PREVIOUS MEETING

No previous business was discussed

CORRESPONDENCE

	Letters Received	Responses Sent
1	Various emails from the lawyer	Various emails responding to the lawyer representing
2	One email from a Residential Owner	2-Bylaw Violation fines

Council wishes to advise there was a letter from a residential section owner (which has been responded to previously) alleging conflicts of interest between a strata member (his company) and his service on council. There is no conflict of interest by virtue of the fact that his company is listed as a trade on ColyVan Pacific's website as an industry supplier. All trades are invited to advertise their services on ColyVan's website, individual strata corporations choose which trades they enter into contract. Council members are aware of their duty to act for the sole benefit of the ownership and to avoid conflicts of interest. Council members are required to report conflicts when they occur to council, to refrain from discussions and leave the room when the vote occurs.

NEW BUSINESS

FOB AUDIT

Keith Hyde and Alan Davis will work together to come with a plan to do a comprehensive FOB Audit.

HAND DRYERS

Have been replaced in the common washrooms

Lobby Terrazzo

Council will be looking into alternate to replace the missing terrazzo outside a doorway

Plants On Outside Terrazzo

Will be brought up at the upcoming AGM

Lobby Washrooms Renovations

Has been completed.

2013 Meeting Schedule Attached

The agent brought forward a meeting schedule for LMS 1866

ADJOURNMENT

The meeting was adjourned at 1:07 p.m. and moved to the Residential Section Boardroom due to a scheduling conflict with the Commercial Boardroom. The meeting was adjourned at 1:27 p.m. The next Commercial Executive meeting scheduled is January 21, 2013 at 1:00pm

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	January 21, 2013 @ 4:00	
Residential	January 21, 2013 @ 6:30	
Commercial	January 22, 2013 @ 1:00	
Strata	February 25, 2013 @ 4:00	
Residential	February 25, 2013 @ 6:30	
Commercial	February 26, 2013 @ 1:00	
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	