

MINUTES OF THE MEETING OF THE EXECUTIVE COUNCIL OF THE OWNERS, STRATA PLAN LMS 1866, COMMERCIAL SECTION, EXECUTIVE COUNCIL (“EXECUTIVE COUNCIL”), HELD ON TUESDAY, FEBRUARY 26, 2013, AT 9:30 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:

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 9:35

NON-REGISTERED GUEST: Peter Morgan and Volker were present

GUEST: A representative from AEBC was present to make a request to add mag locks to a couple of the common area doors, council will go forward with adding of the mag locks to the doors and tie into the fire alarm system as requested, at the owners pre-paid cost.

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 January 22, 2013. **CARRIED**

FINANCIAL REPORT

Operating Statements

It was **MOVED/SECONDED** to accept the financial statements up to January 31, 2013 **CARRIED**

It was **MOVED/SECONDED** to move \$30,000.00 from the operating account into the CRF **CARRIED**

BUILDING REPORTS

Basement Committee
No report this month

On-Site Managers Report:

1. Broken skylights on Hornby Street: There are now two broken skylights on Hornby Street, it was **MOVED/SECONDED** to have these replaced in conjunction with the skylight repairs in the boardroom. **CARRIED**
2. Leaking skylights boardroom: The skylights in the board room are still leaking as the moisture level is still too high to do the repair. It was tentatively scheduled for this week but the rain started again sooner than expected.

3. Toilets on first and second floor: One toilet on the first floor and two toilets on the second floor are having issues with the bowls going dry and allowing sewer gas to enter the room. Extensive work was done on them to try to alleviate this. Two of them were very badly plugged in the rear of the bowl. It was necessary to remove the toilet completely from the wall to unblock them. The problem is still ongoing but not as severe. It has now been determined that they are not getting enough water to flush properly and the flush valves will need to be replaced. Mr. Keith Hyde will work with Alan to have appropriate signage placed in the various washrooms.
4. Urinals in stairway and basement: One urinal in the East stairway and one in the basement have each had a small leak and both have been repaired. It was also discovered that someone had cut a vent pipe in the rear of the stairway urinal and this was allowing sewer gas to enter the room. This has been repaired.
5. 970 entrance door decals: The arrow decals on the sliding doors at the 970 entrance had developed cracks. New decals have been ordered.
6. 970 entrance inner door threshold: A metal threshold matching the outer one has been installed in the doorway of the inner doors at the 970 entrance.
7. LM Elevator lobby: The threshold in this area has been replaced.
8. Loading bay floor: The Commercial loading bay floor has had a small amount of concrete was re-floated to make getting carts in and out of the room easier.
9. Lobby planter: The local designer that we have used before in the building has been contacted to give us ideas about what to do with the planter.
10. Security cameras power supplies have been failing, replacement parts have been ordered and are in stock.

BUSINESS ARISING FROM PREVIOUS MEETING

FOB AUDIT UPDATE

A procedure will be discussed in order to properly implement the FOB Audit; signage will be in place prior.

TOILET SEAT COVER UPDATE

On order and will be installed shortly.

LOBBY PLANTER UPDATE

Council will be meeting with an interior designer to get quotes.

PRIVACY ACT UPDATE

The council has been in touch with the BC and Federal Privacy Act Commissionaire's offices. Both were very helpful. While neither has a clearly defined passage that speaks to this request, they both concurred that the board is best to err on the side of caution.

If this was a private conversation, it could only be recorded with a clear and tacit understanding by both parties that it was acceptable. It's also understood that said recording would only be for their use and not to be replayed for a 3rd party. In the case of a organization, they can permit recording of meetings if the said recording is endorsed by the org. and that it's made VERY CLEAR to all participants that the meeting will be recorded. It's also then the responsibility of the org. to then ensure that this recorded is protected and secure as it CANNOT be allowed into the public domain.

In our case, it's an individual owner that's asking to record the session and the strata has no control as to who would have access to this following the session.

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.

CORRESPONDENCE

	Letters Received	Responses Sent
1		
2	1-One email from a commercial owner	

In-Camera: it was **MOVED/SECONDED** that the a section of commercial glass will be restored to it's original condition, at the sections expense, after hours so not to inconvenience anyone **CARRIED**

NEW BUSINESS

SGM

The council went over some of the procedures of the upcoming Strata SGM

ALTIMA CONTRACT

Has been signed

SIGNAGE RULES

Council will be seeking a committee of owners at the AGM to look into the current signage rules.

ADJOURNMENT

The meeting was adjourned at 11:20 p.m. The next Commercial Executive meeting scheduled is March 26, 2013 at 1:00pm a PRE-AGM Meeting; the AGM Package will be mailed April 22, 2013.

The Strata Council Monthly Meeting Schedule 2012/13:

See attached

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	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	