

MINUTES
OF THE STRATA COUNCIL MEETING
THE OWNERS STRATA PLAN BCS 2756
ELAN

Held on Tuesday, September 18, 2012 at 6:30 pm
Within the Meeting Room
Ground Floor, 1255 Seymour Street, Vancouver, B.C.

COUNCIL IN ATTENDANCE:	Brian Mathae	President
	Imad Abu Jebara	Treasurer
	Herbert Lachelt	Member
	Laura Skosnik	Member
REGRETS:	Nigel Fisher	Vice-President
	Michael Wilcox	Member
	Nima Tousi	Member
STRATA MANAGER:	Sean Ingraham	Crosby Property Management Ltd.

There was a motion from the floor for the Strata Manager, Sean Ingraham, to chair the meeting. It was MOVED/SECONDED and CARRIED.

The meeting was called to order at 6:32 pm.

RESIDENT MANAGER REPORT

The Resident Manager's Report is as follows:

Aug.1 - University Sprinklers testing front zone for pressure
Aug.7 - Vault Cleaning by Power Pro at 9 pm
Aug.15 - Lindel Painting did painting touch ups
Aug.21 - Action Glass measuring broken canopies
Aug.27 - Latham's attending possible failing PVR valve on the 16th floor
Aug.30 - CLD new cleaner, Tanveer, did a 3 hr. training session with Arnold
Sept.3 - Trotter & Morton quote on PVR rebuilding or replacement
Sept.4 - Arrow Security & Solar Film measuring yoga room
Sept.4 - Annual gas sensor testing
Sept.6 - Rudy Fehr fixing two outdoor gates
Sept.9 - Action Glass replacing all the broken canopies

APPROVAL OF STRATA COUNCIL MEETING MINUTES

A Council Member noted that the minutes did not get uploaded to Connect as they should have been. Council has, therefore, tabled the approval of the Strata Council Meeting minutes of July 31, 2012 until the next Council Meeting.

APPROVAL OF FINANCIAL STATEMENTS

It was MOVED/SECONDED to approve the May, June and July 2012 financial statements. CARRIED.

REVIEW OF ACCOUNTS RECEIVABLE

The Strata Council reviewed the amounts owed by owners to the Strata Corporation. In general, the accounts receivable is in good order with a few exceptions that the Strata Manager will be addressing with those owners.

REPORT ON UNAPPROVED EXPENDITURES

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

REPORT ON LITIGATION

To the best of our knowledge there is no litigation to report. The Strata Property Act requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.

BUSINESS ARISING FROM PREVIOUS MINUTES

1) **Directives to Strata Manager**

Council reviewed a detailed listing of the directives to the Strata Manager that were created from the previous Council meeting. It was MOVED/SECONDED to approve these directives. CARRIED.

2) **Pressure Reducing Valves**

The Strata has eleven pressure reducing valves (PRV) within the building. The mechanical contractor, Latham's Heating & Plumbing Ltd., has quoted on either rebuilding or replacing four PRVs in the building. Council is concerned with the high number of PRVs that are failing and has asked the Strata Manager to arrange a meeting between a representative of Latham's Heating & Plumbing Ltd. and Council to discuss the matter.

3) **Frosting of the Yoga Room**

Council reviewed a quote for the frosting of the yoga room. They have approved the quote and the film will be installed in the near future.

4) **Pressure Washing**

Council reviewed the exterior appearance of the building, noting that pressure washing is needed. They have directed the Strata Manager to organize the Strata's staff to pressure wash the exterior walkways. Additionally, they have directed the Strata Manager to organize the Strata's staff to stain the exterior courtyard bricks, as the original stain is beginning to fade.

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5) Make-Up Air Unit

The make-up air unit supplies fresh air to the hallways of the Strata. Council has noted that they feel that the air quality needs to be reviewed. They will bring this to Latham's attention when they meet with them in the future to discuss the PRVs.

CORRESPONDENCE

There were various items of correspondence. The Strata Council has resolved to levy fines to residents in circumstances where residents have been given the opportunity, but failed, to satisfactorily answer the complaint against them.

The Strata Council reviewed the correspondence received from and sent to residents. The Strata Council instructed the Strata Manager to respond to any additional correspondence as required.

NEW BUSINESS

1) Site Visit Report

The Council and the Strata Manager discussed site visits, which will be carried out on a quarterly basis and archived.

2) Lighting Audit

Council reviewed a quote from Commercial Lighting in regards to BC Hydro rebates for the installation of more energy saving lighting. Council has requested that the trade send the Strata their detailed spread sheet so that more investigation can be done.

3) Tiling of the Front Stairs Sides

The Strata Council reviewed a quote for the tiling of part of the front stairs that lead into the main lobby. Drywall on the vertical surface is routinely damaged and needs to be touched up on a regular basis by painters. Council has approved the installation of a tile "kick plate" along the sides as a long term cost saving measure. This will also increase the aesthetics of the building.

TERMINATION OF MEETING

There being no further business, the meeting was adjourned at 7:58 pm.

The next meeting is scheduled for October 23, 2012.

CROSBY PROPERTY MANAGEMENT LTD.

Agent for the Owners

Strata Manager Sean Ingraham

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Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.

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✓ Account balance & history	✓ Owner's profile update
✓ Meeting minutes	✓ Bylaws and rules
✓ Building notices & announcements	✓ Insurance summary of coverage
✓ Other strata documents such as engineering report, depreciation report, homeowner's manual, etc.)	✓ Event calendars

It also allows your Strata Manager to send you emergency alerts via the contact numbers as indicated in your registered profile.

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