

DRAFT 1.0

COMMERCIAL COUNCIL MEETING May 4, 2012 - DRAFT MINUTES

Present: John Davies, President
Keith Hyde, Vice-President
Amanda Lu, Treasurer
Gene Cherneski, Director

Regrets:

Guests: Alan Davis, Building Manager
Peter Morgan
Simon Chan
David Benson
Vollker Henning
Brian Carleton

1. Call to order: meeting was called to order at 11:18 AM by Mr. Davies, President and Chair who declared a quorum.
2. Guests: Brian Carleton

Mr. Carleton who is the General Manager of ColyVan Pacific talked about the advantages of using ColyVan Pacific for managing both the Commercial Section and the Strata Corporation. There was also a question and answer period.

3. Review of meeting minutes as follows:

Commercial Strata Meeting April 3, 2012.

Motion by Amanda Lu to approve minutes as presented. Seconded by Gene Cherneski. **Carried.**

4. Treasurer's report: financials:

- i. Review and approve financials from prior meetings

Motion to approve March 2012 financials by Keith Hyde. Second by Amanda Lu. **Carried.**

- ii. Simon was directed to provide more details in the financials

- iii David Benson talked about the status of the HST registration

iv. Invoices review and approval, GlassPro.

The building manager was instructed to go over the latest GlassPro invoice in more detail before submitting it for approval

5. Report from Gene Cherneski regarding a general review of major projects by the basement tenant:

Gene Cherneski reported that nothing has been heard yet from the elevator inspector yet regarding the Lower Main to Basement elevator that was installed by AE Electronics.

He also reported that the COV building inspector had been called in to examine the elevator in the previous paragraph and the hole made in the Basement Mechanical Room by AE Electronics. He was advised by the inspector not to fill in the hole until the inspector had a chance to review possible permits by AE Electronics.

6. Status of AEBC current major projects

The building manager reported that he was not aware of any major projects starting or continuing.

7. Status of terrazzo repair and expected timelines.

The building manager reported that the terrazzo was expected to be poured on Monday May 7 and the project should be completed by the end of May, barring complications.

8. Report from John and/or Gene regarding the relevant business from the main strata council.

- i. New Generator. Gene reported that all contracts for the purchase, installation of the new generator and disposal of the old generator have been awarded. The new generator is expected to be on site the last week of May
- ii. The COV ordered building anti backflow device on the domestic water system has been installed. Inspection is expected next week.

9. Building managers report:

The building manager reported that a slow leak that has been in the chilled water system for months has been located. The control valve that was leaking has been changed.

The electric hand dryers that were approved at the last meeting have arrived. Quotes will be obtained to have them installed

10. New business:

There was a request to have the carpet in the rear hallway of the main lobby cleaned. There was a motion to the above by Keith Hyde, second by Gene Cherneski. **Carried**

The building manager presented a quote for pipe insulation. This insulation was for the second phase of the hot water pipe replacement project. A motion to approve the request and take the money from the special levy by Keith Hyde, second by Gene Cherneski. **Carried.**

11. Adjournment: The meeting was adjourned at 12:45 PM