

**MINUTES OF THE STRATA COUNCIL MEETING OF THE OWNERS, STRATA CORPORATION
LMS 4383, THE MONDRIAN PHASE I, HELD ON TUESDAY, FEBRUARY 11, 2003 AT THE
LOUNGE at 989 RICHARDS STREET, VANCOUVER, B.C.**

COUNCIL IN ATTENDANCE: Gillian McKenzie
Ed Fontana
Paul Butler
Dennis Kelli
Tracey Kulchyski
Stephen Elliot

REGRETS:

PROPERTY MANAGER: Joan Bird ColyVan Pacific

The meeting was called to order at 5:30 p.m.

ADMINISTRATOR'S REPORT

Eddy Jalbert and Irene attended the meeting and reviewed the detailed list of items completed and in progress since the last Council Meeting. Eddy informed Council he is monitoring the Visitors Parking on a regular basis. Temporary parking passes are being given out from the Mondrian office in 989 Richards for Visitors. Eddy reported that he has received proposals from 3 of the towing companies, Busters Towing, Drake Towing, and Unitow with the services they provide for strata corporations. Additional towing signs will be posted once Council has decided on which towing companies services would be most appropriate for the property. Currently, Drake towing is authorized to tow vehicles in areas where their signage has been posted.

Residents are reminded "Do not Park your Vehicles in the Driveway at the Rear of 989 or 969 entrances. You will be towed if your vehicle is parked in this area.

Garbage/Cardboard Recycling

Residents are requested to PLEASE take the time to recycle properly and to dispose of your household garbage in a proper manner. Double bag your garbage prior to disposing of it in the bins. It is not the Janitor's job to clean-up the excess garbage and cardboard left behind by residents who do not take the time to recycle properly. It has also been observed there are residents who are allowing "street people" into the recycle room to take away recycle items. If you are one of these people, please STAY with the person until they are finished. DO NOT LEAVE ANY "STREET PEOPLE" IN THE GARBAGE ROOM UNATTENDED AT ANYTIME AS YOU WILL BE BREACHING THE BUILDING'S SECURITY!

Remote Transmitters/Key Fobs

A reminder to all residents to PLEASE, DO NOT LEAVE YOUR GARAGE REMOTE OR YOUR KEY FOB in your vehicle at anytime. If you have lost or have had your key fob or remote transmitter stolen, please report this to the Administrator @ 604-669-1879 immediately or report to the Property Manager at Colyvan Pacific @604-683-8399 ext.246. Please leave your name and phone number where you can be reached.

FINANCIAL REPORT

Shiraz Hassanali, Controller for Colyvan Pacific attended the meeting briefly to answer any questions regarding the financial statements. Treasurer, Ed Fontana informed the Council he met with President, Allan Landa, Shiraz Hassanali and the Joan Bird, Property Manager to discuss the Financial Statements and the overall financial status of the Mondrian and following the meeting his questions were answered satisfactorily.

The Property Manager reported that the Mortgages are now in place for the Caretaker's suite and the Mondrian 1 Guest Suite. The financing for the Mortgage for the Guest Suite in Mondrian 2 is also in place with Van City

Savings pending approval of the Special Resolution for the Strata Corporation to purchase the Guest Suite as per the agreement set out in the Disclosure Statement. This information is in the Notice of Special General Meeting package. (Meeting to be held March 3rd, 2003 at 4:00 p.m.)

Arrears Report

The Property Manager reported that the owner who was in serious arrears of their strata fees has now paid a substantial portion of the arrears owing. There are still several owners in Mondrian 1 who have not paid their special assessment and owners overall who are not paying their strata fees on a timely basis.

Colyvan will continue pursuing collection of the outstanding arrears with the assistance of the lawyer if necessary. Please be advised that should it be necessary to have the lawyer send you a demand letter, the owner in arrears is responsible for the costs to send the letter. These costs are assessed against the owners account.

Owners of both Mondrian 1 and 2 are requested to please forward your payment for the budget shortfall as soon as possible to avoid late payment fines. **(this applies to those owners who are not on the Pre-authorized Payment Plan only).**

If you are a recently a new owner in the Mondrian and you have not received your Welcome Package from Colyvan, please contact Lisa Kaisers in our office at ext.224.

If you have any questions regarding your strata fee payments or your account balance, please contact Susan Marvel in our office at ext.237.

BUSINESS ARISING

Security/Block Watch Discussion

Council Member, Dennis Kelli has contacted the Police liaison who will be conducting an information meeting with the Block Watch committee volunteers. Once the committee has met with the liaison an information meeting will be called to invite owners/residents to the meeting to discuss preventative measures to assist owners on how to better secure your building and individual residents.

Elevator Floor – Mondrian 1

The Property Manager contacted the owner who has volunteered to replace the elevator tiles in Mondrian 1 at his cost. The owner is preparing samples for the Council's review and consideration.

Common Area Deficiencies

The Council is satisfied that the Developer has remedied the common area deficiencies in accordance with the list prepared. The Council has signed off on the deficiencies and is expecting a cheque from the Developer in the amount of \$15,000.00 which will be put toward the outstanding operating deficit.

Council Member, Paul Butler requested that the Property Manager follow-up with the Developer regarding the Mondrian 2 courtyard lights and if there is was any intention for the Developer to provide lights in this courtyard.

In-Suite Deficiencies

Owners are reminded to submit any outstanding in-suite deficiencies in writing to the developer to be followed up on. You are also reminded to forward a copy of any outstanding deficiencies to the Warranty Provider as per the documents you received when you purchased. It is important that owners read the Warranty documents and follow-up on these directly with the Developer before the expiry date.

Annual Fire Inspection – Phase 1

Edwards Fire Systems will be conducting the Annual Fire Inspection for Phase 1 only on February 24th, 2003. Notice have been posted. Your co-operation is requested during the inspection.

Security Reminder

All residents are reminded to WAIT FOR THE GARAGE GATE TO CLOSE COMPLETELY BEHIND YOU AFTER ENTERING AND EXITING THE PARKADE.

DO NOT ALLOW ANYONE TO FOLLOW YOU INTO THE PARKADE. INSIST THEY USE THEIR GARAGE REMOTE TO OPEN THE GATE.

DO NOT ALLOW ANYONE TO FOLLOW IN BEHIND YOU AT THE FRONT AND REAR ENTRANCE DOORS TO THE BUILDING. YOU HAVE EVERY RIGHT TO INSIST THEY USE THEIR KEY FOB TO ENTER THE BUILDING. DO NOT "BUZZ" ANYONE INTO THE BUILDING UNLESS YOU ARE EXPECTING A VISITOR OR A PERSONAL DELIVERY.

These are just some of the ways you can help to ensure that you are doing your part as a resident of The Mondrian when it come to security.

It was reported to Council by two owners, on two separate occasions, when entering the parkade, they stopped and waited for the garage gate to close behind them and prevented another vehicle from "tailgating" them into the parkade. One owner drove up to the Residents gate (second gate) and proceeded to do the same when a male occupant in the vehicle behind them got out of their vehicle and approached the owner's vehicle and proceeded to "scream profanities at them because he was prevented from "tailgating" the owner into the building and proceeded to threaten them if they did not move their vehicle so they could enter the parkade. This person continued to harass the owners in the parkade.

The second complaint was from another owner in the building regarding a separate incident whereby a resident was trying to also "tailgate" them into the building without waiting for the gate to close and using their remote transmitter to gain access. This owner was also abused verbally by the occupant of the vehicle attempting to "tailgate".

Residents are instructed to please call the Police immediately should you be "harassed" or threatened in anyway by another resident when trying to assist with the security of the building.

Visitor Parking Violators Reminder

It has been reported to the Property Manager there are some residents who are repeatedly using the visitor parking spaces as a permanent parking space. The same vehicles have been observed parked in the Visitor Parking overnight for days at a time. Residents are reminded that the Visitor Parking is for Visitors and not to be used by Residents. Council has instructed the Administrator to strictly enforce the Visitor Parking Rules. If you are parking your vehicle in the Visitor Parking, you will be given one warning and any repeated offences will result in your vehicle being towed at the vehicle owner's expense.

Form K's and Emergency Information

All non-resident owners who are currently renting or leasing their unit, you are reminded to forward a copy of the required Form K with the names and phone numbers of your tenants. If you do not have a Form K, please contact Lisa Kaisers at (604)683-8399 ext.224 and she will either mail or fax you this Form. You are required to keep a copy of the Form K for your files. Please note; you are required to fill out a new Form K whenever you change tenancy.

All owners are reminded to fill out the Emergency Information Form providing the Management Company with an emergency contact person in the event there is a possible water leak or fire or other emergency which may affect your suite and you are not home at the time to provide access to your suite.

Vehicle Oil/Fluid Leaks Reminder

Residents are reminded to please, DO NOT USE CARDBOARD AND/OR CARPET to soak up any oil/fluid leaks in your parking stall. This is a FIRE HAZARD. There are proper Foil Trays you can purchase at Canadian Tire that can be used to collect oil/fluid leaks. Please be reminded that your parking stall is for your specific use and you/or your tenant are responsible to keep your parking stall clean at all times and are responsible to clean-up any oil or fluid stains in your stall. It is not the Resident Manager or Janitors responsibility to clean your parking stall.

Storage/Parking Stalls

Residents are reminded that no storage of items is allowed in your parking stall(s). Your parking stall is for parking your vehicle only. If your vehicle is being stored in your parking stall, you are required to provide the Strata Corporation with a copy of your Proof of Storage Insurance (which has property damage and public liability coverage). No derelict vehicles are allowed to be parked in the underground parkade.

Guest Suite Rental

Owners who wish to rent the Guest Suite in Mondrian and Mondrian 2 are requested to contact Irene in the Manager's Office at Mondrian 1 @604-669-1879. Please leave your name, suite number and phone number and the dates you wish to rent the Guest Suite. You will be required to provide a deposit when booking the Guest Suite. If you decide to cancel your reservation of the Guest Suite(s), please ensure you have provided at least 72 hours notice of cancellation so the next person on the list may be contacted in the event they wish to book the Guest Suite.

It has been reported by the Administrator that the guests of owners who rent the guest suite are not cleaning the suite after use. Council will be implementing a new Policy for the use of the Guest Suite(s) in the very near future.

It is each Owner/Tenants responsibility to ensure that your Guest/Visitor has left the Guest Suite clean after use and to make sure that the bedding has been washed, towels washed and the washroom has been left sanitary for the next guest. This is not currently being done by several Owners/Tenants and as a result, the cleaning contractor has had to clean the guest suite. It is not the cleaning contractors responsibility to clean-up after each Guest.

Rules Regarding Dogs

Council has received complaints from owners with regard to dog owners allowing their pet to urinate and defecate in the courtyard area. Residents are also allowing their dog to run around loose on the limited and common property (including the lobby of both buildings).

Residents are reminded that all Dogs must be kept on a leash when on the limited or common property. This includes when taking your dog out of the building or entering the building. This also includes any visitors who bring dogs into the building. Council is in receipt of complaints from residents with regard to dogs being "allowed" to jump up on other residents who are frightened by dogs.

It is every pet owners responsibility to be in control of their pet at all times and to not allow your dog to run freely or jump up on others.

The Strata Council passed a Rule at the Council Meeting on June 21st, 2001 that disallows dogs access to the courtyard. In the past there was severe damage done to the lawn in the courtyard and owners who were allowing their dog to defecate on the lawn and were not picking up after the dog. The gardeners were refusing to maintain the lawn due to the dog defecation.

Consideration of Your Neighbours re: Noise Complaints

Council is in receipt of letters from owners regarding other residents who are causing a disturbance to their peace and quiet enjoyment in the building. Because of the close proximity of your neighbours, your activities will more directly affect your neighbours than in an individual dwelling. For this reason, it is necessary that you exercise a greater degree of care and consideration for your neighbour in conducting your activities than would be normal in an ordinary house. Your co-operation in complying with this request will help to maintain desirable living conditions for all residents and make your home a quiet, respectable place in which to live.

Satellite Dishes - Reminder

A reminder to all Residents, NO SATELLITE DISHES ARE TO BE ERECTED ON YOUR BALCONY OR ANY OTHER PART OF THE EXTERIOR OF THE BUILDINGS.

It has been observed that a resident or residents have erected a Satellite Dish on the exterior of the building. The Bylaws for your Strata do not allow any changes or additions to the exterior of the building without written permission from the Strata Council.

Council is currently investigating options for an alternate cable provider for Mondrian 2. Currently, Mondrian 1 has Star Choice as an option for your cable provider.

Dryer Vent Cleaning

The Council reviewed a quote from Air-Vac Services to clean the dryer vents from the exterior and from the interior of the unit. The contractor reviewed the building plans for Phase 1 before providing the strata with their quote. The plans show that the only way to thoroughly clean the in-slab dryer vents is to access each end of these ducts, therefore it would not be beneficial to clean the ducts from the exterior only. There are many contributing factors that cause the in-slab dryer duct to clog up.

For example:

The smaller the dryer, the smaller the fan which in turn provides less exhaust air.

Certain types of dryers use the door as part of the dryer duct and this type will collect lint and create a blockage.

The configuration of the ducts – any change in direction of the duct will cause moisture and lint to collect in the duct. Many in-suite laundry dryers have a dropped ceiling above the dryers. These contain 2 elbows and some horizontal 4 inch round ducts. These off-sets make it difficult to access the in-slab duct from the dryer side and in this case an access panel may have to be installed.

Air-Vac Services provided a quote for cleaning the ducts from the inside and outside for 136 suites in Phase 1 at a cost of \$9,520.00 plus g.s.t. The dryer will be checked and cleaned as required @\$70.00 per unit and it will take approximately 14 days to complete the cleaning, starting from the top of the building and working down.

The other option of cleaning would be from the exterior only at a cost of \$52.25 per unit for the highrise units and \$51.01 per unit for the townhouses. This would take 6 days to complete at a cost of \$6,938.00 plus g.s.t.

One of the Council Members mentioned he pulled his dryer out from the wall and cleaned dryer duct as well as possible and informed the council members that his dryer vent was completely clogged with lint and the was evidence of condensation build-up from the clogged dryer vent.

It is extremely important the dryer vents are cleaned at least every two years to prevent any potential dryer fires from lint build-up and to also prevent condensation problems and moisture problems around the interior of wall of a blocked dryer vent. The cleaning of the dryer vents will also help your dryers perform better.

The funds in the operating budget currently do not cover the complete cost of the dryer vent cleaning. The Council requested the Property Manager obtain a legal opinion as to who's cost and responsibility it is to have the dryer ducts cleaned, the individual owner or the strata corporation. The Property Manager will also consult with the building's insurance company CMW as to how this could affect the building's insurance policy regarding liability should a fire start as a result of a clogged dryer vent.

The Property Manager will report back to the Council as soon as possible regarding this matter.

CORRESPONDENCE

Council discussed various letters from Owners and the Property Manager will respond to those owners as per Council's direction.

Owners are reminded to put any requests, complaints or concerns in writing and forward to the Property Manager. Council will review your correspondence and provide a response as soon as possible.

NEW BUSINESS

Recreation Facilities – Reminder

An owner reported to Council that when returning from an evening walk and returned through the exercise area to Mondrian 1, the lights were on and the fans were turned on at high speed, the spa area was full of steam as a result of someone who left the door open to the steam room with the steam turned on.

Residents are reminded to please turn off the fans, lights, and steam room after use. This is a waste of energy and will result in escalated hydro costs! Your co-operation in this matter would be appreciated.

An owner reported to Council that on the evening of February 9th at approximately 1:00 a.m. they witnessed a couple in the hot tub with their dog (a white Maltese) that was running around the hot tub. The couple in the hot tub were naked and were smoking. The dog had wet fur and it was not clear whether or not the dog had also been in the hot tub.

The hot tub water has since been cleaned, tested, and inspected and is safe for use.

Residents are reminded that this type of abuse of the facilities will not be tolerated and this type of conduct is distasteful and offensive as well as infringing upon the health and safety of other hot tub users. **DOGS ARE NOT PERMITTED IN THE RECREATION FACILITIES AT ANY TIME!** No alcohol is to be consumed in the Spa area or recreation facilities at anytime!

Should owners witness this type of behaviour or conduct in the spa or recreation facilities, please make every effort to find out who the person or persons are and what unit they live in. This would be most helpful in assisting the Council to take action against the abusers.

As a result of this complaint it may be necessary to install video surveillance in this area.

Lounge Use

A reminder to all Residents, there is **"NO SMOKING ALLOWED"** in either of the lounges. Please smoke outside the lounge and if you must smoke, please take your own ashtray to dispose of your cigarette butts.

Report of Insurance Claim – Insite Water Leak

There was a recent incident in the building whereby an owner left their laundry machine on and went out for a while. While the owner was out, the washing machine malfunctioned causing water to overflow from the machine, which, in turn resulted in water damage to their suite as well as the suite beside them and below them, as well as damage to the ceiling in the lobby of Mondrian 1.

Residents are reminded when doing your laundry or when your dishwasher is running, to please remain in your suite until the laundry or dishwasher has completed the job. Do not leave your appliances running (this includes your dryer) if you are not going to be home. You are requested to please make sure you check your hoses on your washer and your dishwasher to make sure they are connected properly and that they are changed if worn out. It is your responsibility to ensure that your appliances are operating/functioning properly to avoid any water leaks or damage to

your unit as well as other units and the common property. If you are renting your unit, you should remind your tenants to check the appliances on a regular basis to ensure they are operating properly and to not leave the unit when the washing machine and dishwasher are in operation.

Residents are also reminded **Do not leave any taps running or unattended at anytime!**

Owners may be assessed costs for repairs to other units or the common area should it be reported that you have caused a flood as a result of neglect.

Owners and tenants are reminded to carry proper home owners/contents insurance in the event of a flood. If you have made any improvements to your unit from the time you purchased, you are reminded to carry the proper insurance to cover these improvements as the strata's insurance does not cover owner's improvements.

Colyvan's Emergency On Call Procedures

In the event you have an emergency after regular business hours (8:30 a.m. to 5:00 p.m.), (please read the following as to what defines and Emergency) please follow the procedures as follows:

24-HOUR EMERGENCY SERVICES

PLEASE NOTE THAT THIS SERVICE IS FOR BUILDING EMERGENCIES ONLY: IT IS NOT FOR PERSONAL EMERGENCIES. Personal emergencies include lost building or suite access devices (i.e., keys, fobs, IRTs, garage remotes) access to relatives' apartments, inquires about account balances, "someone parked in my stall", neighbours are having a loud party, neighbours' security alarm is going off and similar situations. We are also unable to provide assistance on calls such as "I saw a strange person enter and/or vandalism to your automobiles or suites should be reported to the police department.

Please feel free to report floods, broken water lines, fires, fire alarms, stuck elevators, garage gates not working and other similar building/property issues requiring immediate attention.

The 24-hour answering service is not available for general inquires concerning accounts, council policies and other matters, which are regular administration items.

Clients using Telus Anonymous Call Blocking feature must deactivate this service (*87) to receive return calls from ColyVan Pacific Real Estate Management Services Ltd., after hours. Please note that we will take no action on any emergency unless we have talked first to the person placing the call. If you have placed an emergency call, please keep the phone line clear so that ColyVan Pacific Real Estate Management Services Ltd. can return your call promptly.

ADJOURNMENT

As there was no further business to discuss, the meeting was adjourned at 7:30 p.m.

NEXT MEETING

The next scheduled Council Meeting will be held in April, (date to be announced by Council and posted in both mailrooms).

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.**