

**MINUTES OF THE STRATA COUNCIL MEETING OF THE OWNERS, STRATA CORPORATION
LMS 4383, THE MONDRIAN PHASE I, HELD ON WEDNESDAY, JANUARY 8, 2003 AT THE
LOUNGE at 989 RICHARDS STREET, VANCOUVER, B.C.**

COUNCIL IN ATTENDANCE: Gillian McKenzie
Ed Fontana
Paul. Butler
Dennis Kelli
Tracy Kulchyski

REGRETS: Stephen Elliot

PROPERTY MANAGER: Joan Bird

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

ADMINISTRATOR'S REPORT

Eddy Jalbert and Irene attended the meeting and provided Council with a list of items completed and in progress. Eddy informed Council he has met on-site with the locksmith at the request of the Property Manager to install security plates on additional common area doors. Following the recent break-in to the locker room/bike room, Council requested Eddy arrange with the locksmith to change all locks on the locker room doors and record all lockers that are exclusive to those rooms and issue keys to those individual owners who have lockers located in the specific locker room. Eddy and Irene have been providing the Property Manager with a weekly report on the day to day operations of the Mondrian. A monthly report will be provided to Council prior to each scheduled Council Meeting.

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

At the time of the meeting, the December financial statements were not available for review. Ed reported he has not met with the Controller at Colyvan as yet due to the holiday season. He will be meeting with the Controller within the next two weeks to discuss the preparation of the financial statements and the outstanding arrears report.

Arrears Report

The Property Manager provided the Council with an updated list of owners who are in arrears of their Strata Fee payments. Reminders have been sent to all owners in arrears requesting payment. There are currently still several owners in Mondrian 1 who have not paid their special assessment. Letters have been sent to those owners requesting payment. Any owner who is in arrears of their special assessment or strata fees will be fined \$25.00 per month for each month they are in arrears. The Property Manager reported that Foreclosure Procedures are now in progress with respect to an owner who is in serious arrears of their strata fee payment and special assessment payment. All efforts to collect the outstanding monies has been made by Colyvan Pacific and the lawyer to collect the arrears prior to commencing with Foreclosure. The owners of the particular unit has not responded to any of correspondence sent.

Owners 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 extension 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 Concerns

Council Member, Paul Butler informed the Council he recently confronted intruders in the underground parkade. The Police were called to the building and during the encounter, it was discovered the intruders were in possession of a stolen vehicle in the underground parking. The vehicle was full of stolen bikes and miscellaneous items. One of the intruders was found to be in possession of a stolen remote transmitter (which was deleted immediately from the system). There was no sign of forced entry to the building at the time these people were caught in the underground parking.

The Police informed the Property Manager that break and enters are on the increase in the downtown area and in the lower mainland in general and stressed the importance of all residents to be vigilant where the buildings security is concerned. Please report any suspicious activity around the building to the Police immediately.

Council has implemented upgrades to several of the common area doors and have approved a quote from Cobra Securities to install additional cameras for the back entrance of Mondrian 1 and 2 for added security. The cost for the additional security upgrades in this area is \$3,290.00 plus tax.

Elevator Floor Lock-off Quote

Several owners have inquired about the possibility of having the access to each floor in Mondrian 1 and 2 secured by providing access only to their specific floor. Cobra Security has provided Council with a quote (assuming all relays for the elevator are already provided in Mondrian 1). The cost to supply and install this equipment is \$23,800.00 plus g.s.t.

As these funds are not available in the current operating budget, this proposal would have to be presented at a General Meeting of all owners for discussion and a method of funding such an upgrade.

Block Watch Program

Council Member, Paul Butler and Dennis Kelli are asking for volunteers to form a Block Watch Committee in conjunction with the Strata Corporation, The Savoy (located across the street on Richards Street). **If you are** interested in volunteering, please contact Paul at 669-9309 or Dennis at 633-9770. Leave your name and phone number.

Rules for the Spa/Courtyard/Lounges/Guest Suite

Council is in the process of updating the Rules for use of the Spa, Courtyard, Lounge and Guest Suite in Phase 1 and Phase 2. The Rules will be distributed in the near future. Please note, the Council can make Rules from time to time. Rules are guidelines which people are required to follow. Any changes to Rules through the year must be ratified at the next Annual General Meeting. The Council does not require the owners permission to change the Rules from time to time. Any changes to Bylaws must be presented at a Special or Annual General Meeting to be voted on by the owners.

Bylaw Meeting

Council President, Gillian McKenzie will be arranging a meeting of the Bylaw Committee to review the sample Bylaws provided by the Property Manager. During this meeting it is the responsibility of the Bylaw Committee to draft a set of Bylaws that are in compliance with the Strata Property Act and that are suitable for the day to day living and operations of The Mondrian. Once the committee has formulated a draft set of Bylaws, they will be reviewed by all Council Members for their input. The Council will then call a meeting of all owners to present the proposed Bylaws to be voted on.

Miscellaneous Repairs/Maintenance

The Property Manager will have miscellaneous repairs attended to by a qualified contractor as per Council's request.

Elevator Floor – Mondrian 1

The Property Manager will follow-up regarding the elevator flooring in the Mondrian 1 building as per Council's request.

Common Area Deficiencies – Phase 2

The Property Manager met with representatives of Bosa on-site to conduct a walkthrough of the common areas. A list of deficiencies was compiled and forwarded to the Council for their review. Council will respond to the deficiency list.

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

The annual fire inspection of Phase one owners will be conducted in January. All residents will be provided with proper notice of the date and time for the inspection to your unit. It is a requirement of the B.C. Fire Code that all in-suite smoke detectors and heat sensors be inspected one a year for safety reasons. Your co-operation in providing access to your unit is appreciated.

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.

Mechanical Maintenance Service

The Property Manager provided Council with quotations for the quarterly mechanical maintenance service. The Property Manager informed Council she reviewed the quotes from two other companies and it was noted that the current contractor is missing some of the equipment on their list for inspection. The hourly rate with the current contractor is also more than the two other quotes. Paul requested that all equipment should be tagged and dated when inspected and a log book kept in the mechanical room. Following the discussion, it was moved by Dennis Kelli, seconded by Paul Butler to terminate the current contractors service agreement and enter into a new service contract with Draulico Mechanical Systems. A vote was taken resulting in All in favour, 0 opposed. Motion Carried.

Visitor Parking Violators

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 1 (Mondrian 2 Guest Suite is currently not available for rent until such time the Strata Corporation passes the Special Resolution to purchase the Guest Suite from the Developer) 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. The rental charge for Mondrian 1 guest suite is \$40.00 per day. You will be required to provide a deposit when booking 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 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.

Dog Problems

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.

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 neighbors, 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

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. The Property Manager will write to the resident instructing them to remove the Satellite Dish.