

**MINUTES OF THE STRATA COUNCIL MEETING OF THE OWNERS, STRATA CORPORATION
LMS 4383, THE MONDRIAN, HELD ON WEDNESDAY MAY 28TH, 2003 WITHIN THE LOUNGE at
989 RICHARDS STREET, VANCOUVER, B.C.**

COUNCIL IN ATTENDANCE: Gillian McKenzie - President
Ed Fontana - Finance Officer
Dennis Kelli
Tracey Kulchyski
Stephen Elliott
Bruno Foti

PROPERTY MANAGER: Joan Bird ColyVan Pacific

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

GUEST BUSINESS

Dave Mander from Imperial Security was introduced to Council. Dave provided the Council with a verbal and written presentation for security guard services at The Mondrian. Dave presented several different options for security patrol services to combat the on going break and enters to vehicles, lockers and vandalism in the parkade. The Property Manager informed Council that Imperial Security is currently providing on-site security services at 1000 Beach Ave and have been successful in reducing the break and enters in the building.

Following the discussion of security and the presentation by Dave Mander, it was a unanimous decision by Council to hire Imperial Security on a trial basis to see if this will help to reduce the break and enters and vandalism to the property.

The security guards are uniformed, licensed, trained, bonded and insured. Each guard is provided with a cellular phone for emergency purposes as well as the Guard Tour System and 24/7 website access. The Property Manager and Administrator will be provided security reports on a daily basis. The guards will be on-site 7 days a week, Monday to Thursday for an 8 hour shift per day which will be staggered hours and from Friday to Sunday with 12 hours per day, staggered hours. **Security guard patrol will commence June 11th, 2003.**

Council has received several requests from owners of The Mondrian to hire on-site security to combat the problems. The security guards will be responsible for reporting any "rowdy" individuals or parties in the building during the late hours as well as patrol the **Hot Tub and Steam Room** area for any inappropriate conduct of residents. Any inappropriate conduct in this area will be reported immediately to the Police to be dealt with and those persons will have their privileges removed from the amenities in the Mondrian.

Please do not be offended if you are approached by the security guard if you happen to be in common areas of the building during the late hours or early morning hours.

Council thanked Mr. Mander for attending the meeting and his presentation.

ADMINISTRATOR'S REPORT

Due to a personal commitment, Eddy was unable to attend tonight's meeting, however, he did provide a detailed written report for the month of May to Council prior to the meeting. Eddy informed Council and the Property Manager that he received the resignation of Irene Morales, the on-site office administrator. The reasons for her resignation were provided to Council and the owners will be receiving a letter from the Council as to why Irene left her position at the Mondrian. Due to her short notice, Eddy has hired Randy to take over Irene's position and we ask for the owner's patience while Randy becomes familiar with the Mondrian systems. As reminder to all residents the on-site staff are to be treated with respect and are not to be verbally abused. They have been

instructed to report any kind of abuse to the Property Manager immediately. Randy will be providing the Council with a daily report on the activities of the Mondrian.

Remote Transmitters/Key Fobs - Reminder

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.

If you have not reported your Key Fob number or Garage Gate Remote number to Randy, please do so as soon as possible for security reasons.

APPROVAL OF APRIL 22ND, 2003 COUNCIL MEETING MINUTES

It was moved by Stephen Elliott, Seconded by Dennis Kelli to approve the minutes dated April 22nd, 2003.

Motion Carried

FINANCIAL REPORT

Ed reported he will e-mail his financial report to the Property Manager and Council following the council meeting.

Arrears Report - Reminder

The Property Manager reported that there are still several owners who have not paid the operating budget shortfall. Fines are now being assessed against those owners strata lots and will continue to be fined every month they remain in arrears. Notification of lien letters have been sent to those owners who are in arrears of 3 months or more of their strata fees owing as well as those who have not paid the budget shortfall owing. All costs for placing a lien against an owners strata lot will be assessed the costs for placing the lien and will become part of the amount owing.

The Property Manager informed Council that her assistant, Lisa Kaisers went through the list of those persons in arrears and has contacted those person's by telephone (provided they have given us their correct phone number) requesting they forward their payment of arrears to Colyvan. Lisa has cross referenced the owners list with the list provided by the on-site Administrator and corrected any mailing addresses or information from owners. Statements of arrears have been sent to all owners in arrears and any owner who has not paid their arrears, their account has now been forwarded to the lawyer for collection. All legal costs will be assessed against the owners strata lot.

It is imperative that you please notify Lisa if you have changed your address and to contact Susan Marvel in our office if you have changed your banking information if you are on automatic withdrawl.

If you are 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.

Please be reminded that if you are planning on paying your strata fees by automatic debit, you must have your void cheque and signed Pre-authorized form into Colyvan's office no later than the 15th of the month to take affect the following month. **DO NOT LEAVE THIS FORM WITH THE ADMINISTRATOR IN THE MONDRIAN OFFICE AS MAIL IS NOT PICKED UP FROM THE MONDRIAN OFFICE ON A DAILY BASIS. PLEASE MAIL OR DROP OFF AT COLYVAN'S OFFICE. THANK YOU FOR YOUR ATTENTION IN THIS MATTER.**

BUSINESS ARISING

Security/Block Watch Discussion

Dennis reported he has met with the Constable re; the Block Watch programme to discuss the organizing of the committee. An information meeting for the residents of the Mondrian will be arranged in the near future.

Garage Gate - Reminder

Helpful hints to assist in preventing the gates from breaking down, Residents are requested to PLEASE DO NOT ATTEMPT TO OPEN THE GATE WHEN IT IS IN MID-STREAM. WHAT THIS MEANS IS, WHEN THE GATE IS COMING DOWN AFTER A VEHICLE HAS EXITED OR ENTERED THE BUILDING, WAIT FOR THE GATE TO CLOSE COMPLETELY BEFORE ATTEMPTING TO OPEN THE GATE WHEN IT IS HALF OPEN OR HALF CLOSED. By following these instructions, it will help to prevent the gates from jamming.

The Property Manager has ordered signage to be erected on the upper garage gate informing owners to stop and wait for the gate to close completely after exiting and entering the building. **PLEASE BE REMINDED THAT SECURITY IS EVERYBODY'S RESPONSIBILITY!**

Elevator Floor Replacement

This matter is still in progress. The owner who has offered to replace the elevator floor tiles at his cost is currently reviewing tile samples from a flooring company and will provide council with the samples for their review and approval before commencing with the replacement. Several attempts have been made to remove the stains in the tiles without success.

Elevator Notice Holders

Elevator notice holders were erected in all four elevators to post notices and after two days, the notice holders were "pulled" off and vandalized. Council has made every attempt to keep the owners notified of events taking place in The Mondrian and to no avail these attempts have been thwarted by malicious vandalism. Council has instructed the on-site staff to continue posting the notices in the holders when necessary. Hopefully, whoever is removing the holders will eventually tire of this immature behavior.

Elevator Inspection

The Property Manager presented Council with a proposal and quote from Vertech Elevator Engineering & Consulting to inspect the elevators in both buildings. The quote to inspect and provide a detailed written report on the condition of the equipment and quality of the original installation is \$900.00 plus g.s.t. Following discussions, it was agreed by all council to proceed with 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.

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

Council would like to thank the residents who do wait for the gate to close completely after exiting and exiting the building. Council is considering implementing fines against those owners strata lot who do not wait for the gate to close or against those who allow others to tailgate you into the building by way of the front or rear entrances. A reminder that you are on "video" surveillance and your fob and remote is recorded everytime you use it to access the building.

Security Equipment

The Property Manager was requested by Council to arrange an on-site meeting with a representative from Cobra Integrated Security Systems to discuss the current monitoring of the security equipment in the Mondrian and the possibility of adding additional perimeter doors to be monitored or alarmed. Cobra was invited to attend the next Council meeting in June.

Form K's and Emergency Information - Reminder

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 Janitors responsibility to clean your parking stall.

Storage/Parking Stalls - Reminder

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 - Reminder

Owners who wish to rent the Guest Suite in Mondrian 1 and Mondrian 2 are requested to contact Randy 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.

Please be advised that the Strata will no longer be supplying towels and sheets for the Guest Suites due to residents who are not washing them after renting the Guest Suites. Owners/tenants who book the Guest Suites will now have to provide sheets, towels and pillow cases to their Guests when renting the Guest Suites.

All questions or concerns regarding this matter should be directed to the Property Manager at Colyvan's office.

Draft Bylaws

The Bylaw committee is continuing to formulate bylaws and reviewing samples of bylaws from other strata corporations similar in size and amenities as the Mondrian for comparison. This is quite a time consuming process.

Abuse of On-site Staff

Council Member, Ed Fontana is drafting a letter to all owners regarding the verbal abuse and intimidation of the some of the on-site staff in the Mondrian by owners/tenants.

Dryer Duct Cleaning

This matter was deferred to the August Council Meeting for further review and discussion.

Landscape Improvements

Council received a request from an owner to have the landscapers plant flowers in the courtyard to give it some colour. The landscapers have indicated that they will be attending to this in June.

Watering of Plants on Balconies

As the warm weather has arrived, please do not over water your plants and allow excess water overflow onto your neighbor below you. When washing your balcony deck, please do not allow the water to overflow onto your neighbor below.

CORRESPONDENCE

The Property Manager will be meeting with the Council President to review the correspondence received from owners. The Property Manager reported she has responded to owners e-mail's and letters regarding complaints, concerns, and requests.

Please put any requests, concerns or complaints in writing and forward to the Property Manager. Your correspondence will be discussed at the next council meeting and responded to as per Council's instructions.

NEW BUSINESS

Recreation Facilities – Reminder

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

Please be reminded that the Hot Tub area and use of the recreation facilities is to be respected and if you have the need to act in an inappropriate manner while using the hot tub, steam room, etc., please do so in the privacy of your own home. This is a public area and you are requested to respect the use of the facilities. Council does have the right to remove any owner/tenants access to use of the recreation facilities if you are found to be abusing the use of the facilities.

Your key fob access to this area can be deleted.

Preventative Maintenance Reminders

Owners/tenants are reminded, if you are planning on being away from your unit for any length of time ie; vacation (long term/short term), please turn off the water supply to your dishwashers, washing machine, bathroom sink, kitchen sink and toilet. These measures will help to prevent any unnecessary flooding in your unit should any appliance malfunction or your toilet tank breaks unexpectedly while you are away. This will also help to prevent unnecessary damage to your unit and insurance claims that may arise as a result of a flood.

Satellite Provider Option

Allan Landa will be meeting with the strata council to present a proposal for satellite/internet services for Mondrian 1 and Mondrian 2. Currently, Mondrian 1 has the option of Shaw or Star Choice (which is one of the same) and Mondrian 2 only has the service of Shaw. Once Council has had an opportunity to review the proposal for optional services the owners will then be informed of the proposal and the services provided.

Fire Evacuation Signage – Vandalism

Several of the fire evacuation signs in the buildings have been vandalised and a quote has been received to replace the signs. Two options were proposed to replace the signs, however, at this time, there are no funds in the operating budget to undertake this expense and there is no guarantee that the signs will not be vandalised again. Council has elected not to replace the signs at this time and will consider replacing them in the future should the vandalism in the buildings common areas decrease.

Painting of Hallways – Mondrian 1

It has been observed that some of the hallways and elevator vestibules in Mondrian 1 are in need of painting. Mondrian 1 is approximately 3 years old now and the wear and tear is showing. The Property Manager is in the process of obtaining quotes for the painting of the hallways that are in worse shape than others. Due to limited funds in the operating budget, the painting will have to be done in stages.

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 Monday, June 6th, 2003 @ 5:30p.m.

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.

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.