

**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN LMS 4383
THE MONDRIAN**

Held on Monday August 16, 2004 at 5:30 pm
Within Unit #2503 – 969 Richards Street
Vancouver, BC

COUNCIL IN ATTENDANCE:	Jack Wolman Ross Allen Ed Fontana Dennis Kelli Dave McCurrach	President Vice President Treasurer
GUEST:	Mr. Eddie Jalbert	Dutch Ethical Building Maintenance
REGRETS:	Craig Sinclair Shelley Prince	
SENIOR PROPERTY MANAGER:	Kevin D. Green	Crosby Property Management Ltd.

The meeting was called to order by the Strata Council President Mr. Jack Wolman at 5:31 pm.

GUEST BUSINESS

There was no Guest Business.

CARETAKER BUSINESS

Mr. Eddie Jalbert, the owner of Dutch Building Maintenance then appeared before the Strata Council upon request and as previously arranged, to discuss various issues regarding the building and janitorial services being provided.

Mr. Jalbert's report made reference to the upcoming changeover in office administration staff, move-in and move-out configurations, Petty Cash Reports, problems with dogs being observed being off of leashes and roaming throughout the building, mechanical maintenance requirements, work being done by Draulico Maintenance and other issues of this type.

The Strata Council were then referred to correspondence as previously supplied via the Property Manager from Dutch by way of a written fax report.

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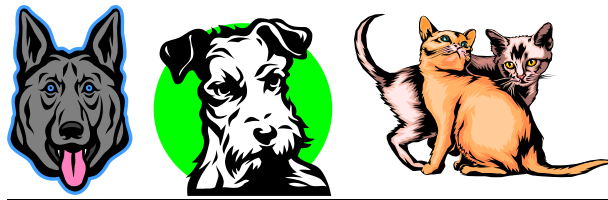
The report itself was reviewed in detail and a few minor maintenance items were then relayed to Dutch and to the Property Manager as required. At the end of this process, Mr. Jalbert then thanked the Strata Council and respectively left the meeting.

The Strata Council at this time entered into a lengthy discussion regarding their previous decision to conclude the services of Dutch only in the administration office portion of their contract and employ the services of a resident caretaker and/or resident caretaker couple.

The Property Manager confirmed that he had interviewed several persons with respect to this position and had a short list, both of which was a resident caretaker couple and also some single individuals, which was believed by the Property Manager to be another option which could work very well.

The roles, responsibilities and duties along with the possible re-staffing reconfiguration was discussed in detail by the Strata Council, paying specific attention to budget restraints and other issues of this type.

In further review, it was agreed that Strata Council would still attempt to make this change effective for September 1st and the Property Manager was kindly asked to schedule interviews as soon as possible during the next week so an informed decision could be made.



Residents are kindly reminded that problems are still occurring with pets being left off of leashes, roaming throughout the building and also not being cleaned up after. Residents respect to your neighbour's is greatly requested by all pet Owners and further again all residents within the building are kindly asked to ensure they comply with all the Pet Rules and Bylaws of the Strata Corporation and all other Bylaws with respect to cleanliness at all times.

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APPROVAL OF THE MINUTES OF JULY 5, 2004

There being no errors and omissions, it was then moved and seconded to approve the Minutes of the Meeting of the Strata Council held on July 5, 2004 as previously circulated. MOTION CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

A) Financial Statements

The Treasurer, Mr. Ed Fontana then addressed the Strata Council and provided a detailed financial report. The Report itself made reference to the financial statements for the months up to and including June 30, 2004 as previously distributed.

Mr. Fontana noted he had attended to the offices of Crosby Property Management Ltd., and met with the Property Manager, Controller and other staff and reviewed many financial procedures, invoice approval procedures, the financial statements, production, financial policies and noted that at this time all was in order and the meeting itself had been very good.

It was also confirmed that all documents and financial matters had been concluded with Colyvan regarding the changeover to Crosby.

Mr. Fontana then provided a detailed verbal and written report to the Strata Council regarding the above-noted financial statements, advised he had found them to be all in order and recommended approval. There being no additional discussion, it was then moved and seconded to adopt the financial statements for the month up to and including June 30, 2004 as previously distributed. MOTION CARRIED.

B) Invoice Approval

The Property Manager then referred the Strata Council to invoices contained within the Agenda requiring review. The Treasurer also provided the Strata Council with invoices above the \$1,000.00 amount as agreed, which required Council review and approval. Instruction was then given to the Property Manager regarding the invoices themselves for payment and further investigation.

C) Second Mortgages

The Strata Council were then referred to documentation contained within the Agenda regarding the second mortgages on the three units owned by the Strata Corporation of which the 2nd mortgages themselves were currently held by Bosa, in addition to the first mortgages on the same three units held by Van City.

In review of the above, it was agreed that no action at this time would be taken, but this matter would undoubtedly have to be reviewed at a future General Meeting with many possibilities such as paying out the second mortgages to Bosa by way of a $\frac{3}{4}$ vote of the Owners, selling of one of the suites owned by the Strata Corporation and/or possible amalgamation or reconfiguration of the mortgages in their entirety with some other type of financial vehicle.

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D) Arrears

The Treasurer further concluded his report by paying specific attention to the Corporation's arrears on strata fees and it was noted that a more harsh approach would be taken in the immediate future for any and all Owners who are behind in their monthly strata fees.

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

A. Directives

The Property Manager then introduced the Directives resulting from the Minutes of the Strata Council Meeting held on June 30, 2004. The Directives were also then cross-referenced with the Strata Council's Action List and it was agreed that all items to be attended to by the Property Manager and all tasks had been completed or were currently in progress.

B. Action List

The Strata Council along with the Property Manager then reviewed the current Action List, paying attention to the above-noted Directive List on a point-by-point basis.

Many items were adjusted and several of them were closed and it was noted a new Action List would be attended to and created and some direction was given to the Property Manager on individual tasks to be investigated and attended to as required.

C. Carpet Cleaning

The Property Manager then referred the Strata Council to quotations contained within the Agenda for carpet cleaning. Paying specific attention to price and funding available within the Strata Corporation's Operating Budget, it was agreed to table this matter at this time as there was no funding available to proceed.

D. Elevator Flooring Upgrade

The Property Manager then referred the Strata Council to quotations contained within the Agenda as requested for improving the elevator flooring within the Strata Corporation. Paying specific attention to price and again to the Strata Corporation's Operating Budget, it was agreed not to proceed at this time and to table this issue as there, once again, was no funding available within the Budget at this time.

E. Garage Gate

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It was then noted that problems were still occurring with the garage entry gate.

The Property Manager then referred the Strata Council to correspondence contained within the Agenda from an alternate overhead door firm and provided a brief report as to possible causes of the malfunctioning door.

The report itself was very vague and the Property Manager was then advised to review the contract with the current overhead door contractor and make adjustments to it as required and/or employ the services of a different overhead door company in the immediate future, pending contract restraints.

It was agreed that this matter would be looked at future Strata Council Meetings pending available funding.

MINIMIZING WATER DAMAGE AT THE MONDRIAN

As described in your home owners manual, residents are reminded to:

1- Close the hot and coldwater valves to your washing machines when not in use. This is a simple precaution and good practice.

2- If you're going to be away for a few days, close the main hot and coldwater valves to your suite. The Mondrian Resident Manger (604)-669-1879 will be happy to show you where the valves are located, and how to isolate the water supply.

Lastly, please refrain from leaving your suites while you're operating your dishwasher or washing machine. Please monitor your appliances when in use and isolate the water supply anytime a leak is detected. Again, you are encouraged to contact the Resident Manager who can provide assistance.

Your cooperation will help us keep costs in check.

In addition, Owners are advised to review Bylaw #4.4

An owner shall indemnify and save harmless the strata corporation from the expense of any maintenance, repair or replacement rendered necessary to the common property, limited common property, common assets or to any strata lot by the owner's act, omission, negligence or carelessness or by that of an owner's visitors, occupants, guests, employees, agents, tenants or a member of the owner's family, but only to the extent that such expense is not reimbursed from the proceeds received by operation of any insurance policy. In such circumstances, and for the purposes of bylaws 4.1, 4.2 and 4.3, any insurance deductible paid or payable by the Strata Corporation shall be considered an expense not covered by the proceeds received by the strata corporation as insurance coverage and will be charged to the owner.

Owners are advised to ensure that they have "personal content insurance" for their possessions, as this is not a peril covered by the Strata Corporation's Insurance. Liability concerns, Theft and Vandalism Insurance again are all suggestions that are very important for each individual resident to have being either a tenant or an owner, and are greatly encouraged by your Strata Council. The importance of this matter cannot be stated firmly enough and again residents are asked to take special care and ensure they are protected at all times.

CORRESPONDENCE

The Strata Council then reviewed several items of correspondence sent to or received to the date of the meeting.

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The items of correspondence made reference to the garage gate, a couch removal, small claims actions currently in progress, pets, excessive noise, warranty items, insurance, Colyvan Pacific, Concorde Security and other items affecting the security and general maintenance of the common property.

Owners are advised that a resident within the building has recently disposed of a couch next to the garbage area of which was removed by the Strata Corporation and the resident in question was fined and also billed the cost of the removal. Residents, hopefully, know that this type of disposal of furniture and/or other inappropriate items will not be tolerated by the Strata Council.

In review of all the remaining items of correspondence, it was agreed that no additional actions was required at this time.

NEW BUSINESS

A. M2-969 Richards Street – Warranty Review

The Strata Council then confirmed that a recent meeting as previously reported had taken place with several representatives including the Claims Representative from St. Paul's Guarantee, the Warranty provider for the Strata Corporation.

The Strata Council were then referred to a report and decision from St. Paul's Guarantee regarding a number of warranty issues for the above-noted claim, but unfortunately only two of the fourteen items on the list had been responded to favourably by St. Paul's Guarantee and the remaining twelve (12) had been denied.

The Strata Council was dissatisfied with this decision and after further review it was moved and seconded to proceed with appropriate small claims action as needed and/or several actions regarding St. Paul's Guarantee and Bosa in an attempt to recover costs from the denied warranty claims.

B. Envelope Review

As previously agreed and reported, the Property Manager confirmed that via Bosa, the Envelope Review of 969 Richards Street was currently in progress being completed by Spratt. Upon receipt of this Report, the Strata Council will deal directly with Bosa regarding any and all identified deficiencies and further copy St. Paul's Guarantee to ensure any warrantable items were addressed and concluded immediately.

C. Mechanical Maintenance

The Property Manager then referred the Strata Council to correspondence contained within the Agenda from Draulico regarding a possible change to the filters and also the contract currently in place with Draulico.

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The Strata Council then entered into a brief discussion regarding the service being provided to the Strata Corporation for mechanical maintenance by Draulico, noting that they were unhappy and problems had been experienced recently and in the past. The Property Manager noted that he had taken it upon himself to obtain quotations for replacement mechanical maintenance companies of which would be provided to the Strata Council upon receipt so a future informed decision could be made.

There being no further business it was then moved and seconded to adjourn the meeting at 8:45 p.m.

Kevin D. Green
Senior Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office 604-683-8900 (24 Hours)
www.crosbypm.com

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.