

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

Held on Wednesday, April 23, 2008
Within Penthouse 2-989 Richards Street
Vancouver, B.C.

COUNCIL IN ATTENDANCE:	Ross Allen Stephen Elliot Jacy Lee Craig Sinclair	President Vice-President
REGRETS:	Dennis Kelli Shirley DeBons David Rowan	Treasurer
SENIOR PROPERTY MANAGER:	Marianna Pandy	Crosby Property Management Ltd.

The meeting was called to order at 6:05 p.m. by Ross Allen, Council President, as there was no quorum prior to this time.

RESIDENT MANAGER'S REPORT

The Strata Council reviewed the Resident Manager's monthly report and noted the following outstanding items requiring Strata Council's attention or authorization:

Council reviewed the following report on items outstanding or pending.

- (a) **Dvac Chubb Phone Lines:** This is in progress and Chubb Security is working on it
- (b) **Intercoms in M1/M2:** This is part of the enter-phone upgrade project, which Council is currently reviewing.
- (c) **Cleaning/janitorial:** The strata council has decided to advertise for an in-house janitorial staff.
- (d) **Heat trace panel in M2 electrical room:** Has failed and will be replaced by Houle Electric.
- (e) **Vandalism/break and enter-dates and details provided for council's review:** The strata council will monitor the matters and discuss closer to next year's budgeting time, whether they will contract with a security company.
- (f) **Key Fob/clicker registration:** Has been completed and a summary for council will follow.
- (g) **Underground parkade epoxy injections:** Weather Seal completed the injections, however they have to return to site to perform testing. Property Manager followed up. There are further problem areas, and council requested that the Resident Manager follow up with Weather Seal. Council agreed that anytime a leak occurs, the Resident Manager can make the service call and report to Property Manager.

- (h) **Dryer Duct:** The council requested that the particular unit be inspected by Air Vac Services and solution be provided to repair. Council would also like a group price for any other suites experiencing condensation problems

OWNERS ARE REMINDED OF THE PREVIOUSLY CIRCULATED NOTICE FOR "DRYER USAGE AND CARE". The strata council must emphasize that dryer vent problems are often caused by usage, where a build up of lint, if not dried, gets lodged in the ducting, thus causing water accumulation and water staining of a strata lot ceiling. Owners must educate their tenants on the care and use of this in-suite equipment. If there is evidence of improper usage, the strata council may decide to charge back the cost of repairs to the owners.

Strata council also reviewed the list of completed items and deemed them as satisfactory.

APPROVAL OF COUNCIL MEETING MINUTES

It was moved/seconded to approve the Minutes of the Council Meeting held March 18, 2008 as circulated. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

The approval of March financial statements has been deferred until the next strata council meeting.

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

1. Review of Directives
The Strata Council reviewed directives given to the Property Manager and/or Resident Manager and concluded that all items have been completed satisfactorily. Pending items will be reviewed again at the next Council meeting.
2. Bemco Quote Pending
The Strata Council received a revised quotation from Bemco and had further questions with respect to the price difference. The Property Manager will follow up and report prior to the next meeting. The Strata Council also requested to obtain a quotation for M1 from Bemco, based on their report. This will be reviewed at the next Strata Council meeting.

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3. Landscaping Progress
The Strata Council President, Ross Allen, reported that a meeting will take place with Paul Whitehead of Greenway Landscape Architects and The Contemporary Art Gallery to discuss the design project and the response from Metro Vancouver. The purpose of this meeting is to discuss the latest design issues from City Hall, develop additional concepts from the Greenway and to engage The Contemporary Art Gallery in the design process.
4. Janitorial Staff/Update
The Strata Council has decided collectively, that the best option will be to hire an on-site janitorial staff as strata employee. The Strata Council requested that the Property Manager place an advertisement and requested that Rusti Asan, Resident Manager, be part of the selection and interview process to ensure that duties are clearly defined. The Property Manager will coordinate and report further in the next Strata Council meeting.
5. Key Fob Registration
The Strata Council reported that the key fob registration has been completed and is awaiting a summary from the Resident Manager. For the most part, the registration was a success. Fobs not registered have been deleted from the system. Updates will follow to the next Strata Council meeting.
6. Security System Upgrade
This item is pending as further quotations are being obtained from Acme, Chubb and CASI Installation. The Strata Council is planning a committee consisting of Dennis Kelli and Stephen Elliot to determine what are the specs, what does the Strata Corporation need and once the specs are determined, it will be circulated to all of the companies which will ensure that everyone quotes on the same spec. This will be further discussed at the next Council meeting.
8. Interior Touch-up Painting
This item is in progress. Craig Sinclair volunteered to undertake a task of the audit of both towers and report on problem areas to the Strata Council at the next meeting.
9. Welcome Package
Deferred until next meeting as Shirley was not present.
10. Window Washing
Is in progress, and Council is satisfied.
11. The Contemporary Art Gallery Sidewalk Pavement
Completed by Safe Guard. Looks great.
12. Resident Manager's Computer Security and Back Up Systems
Will be discussed at the next Council meeting.

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CORRESPONDENCE

The Strata Council reviewed correspondence received with respect to:

- (a) Chargeback;
- (b) Bylaw infractions and noise;

The Strata Council reviewed and will be responding to all owners in writing and in accordance with the bylaws and the Strata Property Act.

NEW BUSINESS

1. Quotation From Latham's Mechanical
It was moved/seconded to approve a quotation from Latham's Mechanical for supply and installation of valves on the 16th floor, 989 Richards Street. CARRIED.
2. Power Washing of courtyard and town-home areas
The Strata Council was in receipt of a quotation from Champion Pressure Cleaning and requested that a 2nd quotation be obtained for the next Strata Council meeting by the Property Manager. This will be reviewed and approved at the next Strata Council meeting.
3. Quote from Rudy Fehr
It was moved/seconded to approve the quotation for work done for an area opened for previous investigation. CARRIED.
4. Annual Fire Inspection of common areas and in-suites
As previously requested by Council, a 2nd quotation from Fire Pro has been obtained. It was moved/seconded to approve the quotation from Fire Pro. Notice will be posted by the Resident Manager. CARRIED.
5. Pest Control
It was moved/seconded to approve Care Pest Control as the contractor for common area treatment effective June 1, 2008. CARRIED.
6. Signs for Gym/Sauna
Craig Sinclair volunteered to laminate signs and Resident Manager will post. This will enhance the overall look of the property and replace less professional looking notice. CARRIED.

There being no further business, the meeting was adjourned at 7:20 p.m. The next meeting will be held on Thursday, May 29, 2008 at 5:45 p.m. at the Lounge-M1.


Marianna Pandy, 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.

Dryer Vent Maintenance Procedures

The Mondrian – LMS 4383

It is important for all owners and residents to perform regular dryer vent maintenance procedures to avoid the cost of repairing condensation damage to your unit or your neighbour's. Repairs for such damage to private or common area property **will be charged back to owners** if evidence is found of lack of care and maintenance. At a minimum, residents should perform the following maintenance procedures:

- Clean dryer vent trap of all lint **before each** drying cycle
- Do not overload your dryer during a drying cycle
- Ensure that your vent booster fan is operational (it turns on automatically during the latter part of a dry cycle and remains on for about 5 minutes after the cycle has finished)
- Once per month, run a dry cycle for 30 minutes **with the dryer empty** to remove any condensation
- Ensure technicians have access to your unit (if required) during regularly scheduled vent cleaning services (these are scheduled twice per year)
- If you have any questions or if staining appears on your or a neighbour's ceiling contact the resident manager immediately for assistance. Your resident manager can be reached by calling:

604 669-1879