

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

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Held on Wednesday, February 20, 2008  
Within Penthouse 2-989 Richards Street  
Vancouver, B.C.

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**COUNCIL IN ATTENDANCE:**      Ross Allen                      President  
                                         Stephen Elliot                  Vice-President  
                                         David Rowan                    Treasurer  
                                         Shirley DeBons  
                                         Jacy Lee  
                                         Dennis Kelli

**REGRETS:**                              Craig Sinclair

**SENIOR PROPERTY MANAGER:**    Marianna Pandy                      Crosby Property Management Ltd.

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The meeting was called to order at 5:50 p.m. by Ross Allen.

**ELECTION OF COUNCIL POSITIONS:**

It was moved/seconded to assign the following positions:

President:                              Ross Allen  
Vice President:                      Stephen Elliot  
Treasurer:                             David Rowan

THE MONDRIAN MISSION STATEMENT (for more information, visit [www.mondriandowntown.com](http://www.mondriandowntown.com) )

*“The Mondrian Strata Council is committed to the preservation of a first-class property, safe community and homeowners' equity.”*

Council meets these commitments through diligent fiscal control, proactive facilities management and by nurturing close relationships with our Property Manager, Resident Manager and Mondrian residents.

**GUEST BUSINESS:**

Allison Andrachuk, representative of the Contemporary Art Gallery, attended the meeting as per the request of the Strata Council. The Strata Council is interested in working together as a community to ensure that upgrades and beautification of the Nelson Street side of the building is a joint venture. Allison will look into having a permanent art display/sculpture for the Nelson Street and contact the City of Vancouver to inquire regarding joint spending. This will be reviewed at the next meeting.

**RESIDENT MANAGER'S REPORT:**

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

1. 2 Units on the 20<sup>th</sup> Floor of M1 balcony soffit have water condensation issues and will be sagging down. Bemco Maintenance was approved by council to repair.
2. Pavement on CAG area is sagging down on the track of former water pipe repairs. Council will arrange for repairs in March 2008.
3. All five entercoms in M1 and M2 are outdated. Chubb Security proposed a modern connection of all intercoms with the office computer which will allow back-ups, updates and restoring names via internet more efficiently. Council is awaiting quotes from Chubb and Acme Security.
4. Intercom in M1 rear entry has the camera blurred by vandals. Council will obtain a quote.
5. Creative Doors fixed the pulling chain of the visitor parking gate that was initially assessed on December 28, 2007.
6. Roof anchor annual inspection completed by Atlas Anchors
7. Three security flood lights damaged by Nesters Market trucks in the rear of M2 garden – back lane. This is in addition to other light fixtures broken in the past in the same area and replaced by the electricians. Rite Handyman replaced two light fixtures and left the cracked one as it was. The two light fixtures broke again and were later fixed by Rite Handyman.
8. Rear loading zone of M1 – slabs wobbling and this is an injury hazard for the residents. Water washed away the sand underneath and moving trucks broke some of the slabs. Safe Guard performed the job as approved by council.
9. Garage gate visitor parking pulling chain was worn out and needed replacement. Done by Overhead Door.
10. Residential garage gate (lower one) motor's solenoid was broken. Overhead Doors replaced the solenoid with a new one.
11. Novus Cable and Shaw Cable changed their security camera channels on higher numbers and made technical changes in the electronic equipment rooms. Some residents who are having old TV sets are affected and some others having digital receivers need to make some changes, particular issues should be addressed with these providers. Both providers gave the Resident Manager notices which were posted for a reasonable time in the elevators and lobbies.
12. Hot tub jets were broken while the Resident Manager was on vacation. Imperial Paddock Pool found burnt out electrical cables in one of the relays and fixed it.
13. Residents of suites between 3<sup>rd</sup> and 7<sup>th</sup> floors in M2 complaining about hot water delays. The issue was related to two sets of PRV's located at 2<sup>nd</sup> level in locker room. Latham's Plumbing had recirculation lines shut off on January 19 due to worn out PRV's at the 2<sup>nd</sup> level.
14. GE Fire Alarm and Security completed repairs/replacements of sprinkler heads found outdated on the 2007 inspection. Troy from GE Security fixed the problem.
15. Underground Parkade break ins. Provident Security was hired by the strata council to patrol on weekends. No more break ins reported since then.
16. Universal gym machine broken. Resident Manager fixed it.

17. Sump pit in P3 cleaned by Latham's after it was postponed two more times due to a car sitting on the pit access and the owner of the car is not in the country for a long time. The car sitting in 317 for longer than 3 months was towed away and placed back by using strata's petty cash. Latham's performed sump pit cleaning with roto-cleaner.

#### **APPROVAL OF COUNCIL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Council Meeting held December 19, 2007 as circulated. CARRIED.

#### **APPROVAL OF FINANCIAL STATEMENTS**

It was moved/seconded to approve the December 2007 and January 2008 financial statements. CARRIED.

#### **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 Strata Manager and/or Resident Manager and concluded that items completed were satisfactory. Pending items will be reviewed at the next Council meeting.

2. Town-home #9 – Electrical Problems, Latest Update

The repairs have been completed satisfactorily by Houle Electric. The Strata Council was in receipt of a pro bono report from an electrical engineer who volunteered his expertise, advising that the problem was not warranty related and confirmed it was a common area related problem. Rudy Fehr completed repairs related to the coring and drilling work. This expense will be part of the repairs and paid for by the Strata Corporation.

3. Interior Touch Up Painting

The Strata Council requested a second quotation from another source (ProStar Painting) to review at the next meeting.

4. Exterior Painting-Remdal-deficiencies

Any deficiencies related to this project will be addressed by Remdal in the spring of 2008.

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5. Fob Audit

Forms have been sent out to all residents and dates set for registration on site, during the day and the evenings. For those owners that are unable to attend, please contact the Resident Manager, Rusti Assan, at 604-669-1879 to make arrangements outside of the set hours. For fobs which no longer have serial numbers on them due to wear, please contact the Resident Manager. The fob number will be retrieved from the system, by a swipe and the number will be registered and given to the owner.

6. Stolen Paintings from lobby

Shirley DeBons provided the Strata Council with a selection of artists she had obtained. The Strata Council thanked Shirley for the job well done in selecting a great local artist. It was moved/seconded to purchase two pieces of art up to but not exceeding \$1500.00, including the framing work, installation and ensuring they are mounted and well secured. CARRIED.

7. Exterior Light Fixtures

Damaged fixtures were special ordered and installed by Rite Handyman. Council is satisfied with the work performed.

8. Back Alley/Courtyard Fence Repair

Repair has been authorized to be performed by Rite Handyman. Repairs completed.

9. Bemco Quotation for miscellaneous exterior repairs- M1-989 Richards Street

It was moved and seconded to approve soffit repairs on a balcony. This is related to general building maintenance. The quote was approved pending clarification from Bemco, whether the solution they are proposing will in fact solve the design flaw. This will be reviewed at the next Council meeting and repairs to proceed as soon as weather allows.

10. Building Exterior Repairs-Spratt Emanuel Engineering Review-M2-969 Richards Street

Bemco Building Envelope Maintenance provided the Strata Council with a quotation to perform repairs on Mondrian 2, 969 Richards, as outlined in the engineering report. As this is a capital expenditure, the Strata Council requested that a second quotation is obtained. This will be further discussed at the next Strata Council meeting.

**CORRESPONDENCE**

The Strata Council was in receipt of correspondence with regards to the following:

- Town-home water billing: They advised the owner that this will be discussed at great length at the council meeting in March 2008.
- Power Pros Electrical requested to be reimbursed for full amount as previously invoiced. As previously decided by Council, the Strata Council has already addressed this matter and the same decision stands. Power Pros have been advised in writing.
- Landscaping Upgrade Suggestion: The Strata Council appreciates all input with respect to this project and thanked the owner for their suggestions.

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- Move in/out bylaw suggestion for next AGM: Council will take into consideration all of the suggestions for the next AGM.

**NEW BUSINESS**

1. Flashing Repair-Th9-Common Property

It was moved/seconded to approve Bemco Building Envelope Maintenance proceed with the flashing repairs as quoted. CARRIED. The Property Manager reminded the Strata Council that all quotations from contractors should indicate the warranty they offer on a given project. Bemco will provide the standard one year labour and material warranty.

2. Janitorial Staff-Decision

After a lengthy discussion, it was determined that the best solution at the present moment is to obtain services of Service Master Janitorial to fill in the duties of one of the janitorial staff. Strata Council agreed to a one year contract effective March 1, 2008 which will remain within the budgeted amount for relief janitorial staff.

3. Cancellation of Services- Al's Cleaning

It was moved/seconded to cancel the temporary agreement with Al's Cleaning effective February 29, 2008. The Strata Council will extend their thanks for carrying out the duties of a cleaner. CARRIED.

4. Bemco Building Exterior Maintenance Review-M2-969 Richards Street.

The Strata Council was in receipt of the report which requested that Bemco provide a quotation. The Strata Council will review further and determine the priority of all upcoming building exterior repairs.

5. Spending Procedures-Quotes

It was moved/seconded that the strata council obtains two or three quotes as determined by Council for any work exceeding \$3,000.00 related to building common area repairs. CARRIED. However, if the repair is urgent or it is an emergency, the work must proceed right away and the protocol for quotes will not apply.

6. Electrical Contractor

It was moved/seconded to find an electrical contractor other than Power Pros to provide services as needed on common property. CARRIED. This will be reviewed at the next Council meeting.


7. Security System Upgrade

As this is a major expense, discussions will continue in sourcing the best product in the market at a price that is reasonable. This will most likely be addressed as a special levy project at the next AGM and will be reviewed at the next council meeting.

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There being no further business, the meeting was adjourned at 7:55 p.m. The next meeting will be held on Tuesday, March 18, 2008 at 5:45 p.m. within Penthouse 2-989 Richards Street, Vancouver, B.C..



Marianna Pandy  
Senior Property Manager  
Direct Line (604) 689-6946  
CROSBY PROPERTY MANAGEMENT LTD.  
General Office # (604) 683-8900 (24 Hours)  
[www.crosbypm.com](http://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.**