

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

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Held on May 19, 2009  
Within 929 Richards Street, Vancouver, B.C.

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<b>COUNCIL IN ATTENDANCE:</b>	Stephen Elliott	President
	David Rowan	Treasurer
	Craig Sinclair	Member at Large
	Susan Fellenz	Member at Large
	Garry Heiman	Member at Large
	Dennis Kelli	Member at Large
<b>REGRETS:</b>	Jacy Lee	Vice President
<b>SENIOR PROPERTY MANAGER:</b>	Marianna Pandy	Crosby Property Management Ltd.

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The meeting was called to order at 6:13pm by Stephen Elliott, Council President.

**RESIDENT MANAGER REPORT**

Various maintenance items tasks from the Resident Manager's report were reviewed and discussed between the Strata Council and Senior Property Manager. All of the items were found to be in order; the Strata Council reviewed and approved several items to be looked after as maintenance item repairs or further information needed as noted. Information will be sent back in writing to the Resident Manager from the Property Manager as directed by the Strata Council. This will be reviewed again at the next Council Meeting.

**RESIGNATION OF RESIDENT MANAGER**

The Strata Council informs the ownership that a resignation has been received from Rusti Assam effective June 4, 2009. The Strata Council thanks Rusti for his work in the past 3 years.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Council Meeting held April 21, 2009 as circulated. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

It was moved/seconded to approve the March & April, 2009 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 a list of directives provided to the Property Manager, Resident Manager or Strata Council and have concluded that all items have been completed satisfactorily. New items or pending items resulting from this meeting will be added and progress reviewed at the next meeting.
2. Regular Building Maintenance
  - a. *Common Hallway Touch-Up Painting*  
The Strata Council discussed that they would like to have a change of plans in terms of how the hallway touch-up painting will be done. Their plan is to involve the on site janitorial staff in identifying the worst areas to be done. The Property Manager advised that a list of all areas needing touch up painting has already been provided by the Resident Manager and that, specifically, this was not included in the scope of services for the janitorial staff. However, should the Strata Council offer this job; it will be paid as an extra to the janitors. This will be discussed further at the next Council meeting.
  - b. *Powerwashing*  
Powerwashing has been completed by Rite Handyman and the Strata Council is satisfied.
  - c. *Carpet Repairs*  
Carpet repairs have been done by Coit Carpet Cleaning as approved by the Strata Council in the amount of \$500.00.
3. Bemco Special Project  
The Property Manager provided an update from Bemco and noted that she has been attending the site regularly to meet with Bemco to overview the project. The report to follow from Bemco and to be inserted into the minutes. If any owners have questions with respect to the project, please contact Senior Property Manager Marianna Pandy at 689-6946.
4. Rubber/Water Hose Replacement Within Strata Lot  
The Strata Council is still looking into this matter and further quotations are to follow. The Senior Property Manager requested that Allied Mechanical provide a quotation. This item will be reviewed at the next Council Meeting.

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5. Dryer Vent Cleaning  
AIR VAC has completed the Dryer Vent Cleaning. This is a correction to a previous statement in the April minutes as it was not National Air Technologies, but AIR VAC who had performed the service.
6. Town Home Roof Area Repairs  
Town home roof area repairs have been completed by Rite Handyman. Interior of the unit will be responsible to repair by the owner. The owner has been informed in writing by the Strata Council and no further response received. The Strata Council considers this matter closed.
7. Quotation from Paraspace Landscaping  
Previously, the Strata Council approved 2 items on this proposal and deferred the 3<sup>rd</sup> option. The Strata Council has decided, upon further review, that they will not be proceeding with this quotation. However, the Strata Council noted that there are several areas of landscaping which they are concerned about. The Property Manager will be arranging a walk around with Paraspace Landscaping with a list of items as forwarded by the Strata Council. Some of these will be;
  - The grass on the Nelson and Richards side
  - The hedges on Richards
  - Overall game plan for the springInstalling of plants should go ahead as this is not an expensive issue and overall the Strata Council would like to see the property to be kept up to a better standard with more colours. This will be reviewed at the next Council Meeting.
8. Allied Investigation – Loud Ticking in Wall within a strata lot.  
The Strata Council received a report from Allied Plumbing and Heating that upon accessing of units and their investigation, it was concluded that they have not found any leaks from pipes and at the time of their investigation there was no loud ticking noise and no dampness or coldness in the wall. Considering their report, the Strata Council considers this matter closed. The Owner will be informed in writing.
9. Investigation in 5<sup>th</sup> and 6<sup>th</sup> Floor – Possible Insuite Related Water Seepage  
The Strata Council approved that Allied Mechanical proceed in their investigation. The Property Manager has been in touch with both owners and investigations have been arranged for later next week. The reports from Allied will be forwarded to the Strata Council for their review at the next Council meeting and they will determine as to who's responsibility it will be to repair and maintain. If it is insuite related (i.e. leaking from a pipe that only serves 1 or 2 Strata lots and/or dishwasher and appliances) it will be individual owners who will repair as previously advised. Should the leak, however, be from a main common pipe, the Strata Corporation will be responsible. This will be reviewed at the next Council meeting.
10. Scanning Charges for Agendas and Council Packages  
The Senior Property Manager confirmed that the scanning charges will be adjusted and noted that the charge will be recorded as a one time only. Going forward the charges will be noted as one package only. CARRIED.

**CORRESPONDENCE**

The Strata Council received correspondence with respect to the following:

- **Request to repair ceiling after dryer vent leakage.** The Strata Council approved that AIR VAC Services tends to this. It was reported that AIR VAC has cleaned out the dryer vent from the inside and has reported a large amount of lint which will, possibly, remove the water problem. The owner was asked to monitor the ceiling for approximately 1 or 2 weeks. If the water leak does not return it will appear that the cleaning of the dryer vent has resolved the problem and following whit, the Strata Corporation will arrange for the repairs. The owner will be requested to follow up and the Property Manager will arrange for Rite Handyman to patch up the ceiling.
- **Loud ticking noise in wall.** The Strata Council noted that, upon an investigation from Allied, no ticking, dripping sound, coldness or wetness of wall was reported. Therefore this matter is closed and the owner will be advised in writing.
- **Concerns with Landscaping.** This has been addressed in writing directly to the offending units as well as via notices posted within the building.
- **Throwing cigarette butts and miscellaneous items over balconies.** This has been addressed in writing directly to the offending units as well as via notices posted within the building.
- **Chair washing and painting of each side of the arch entrance.** The Strata council will review this at the next council meeting. A special washing has already been completed for the areas as previously identified by the Strata Council. These items will be looked after in the fall of 2009 as the powerwashing of exterior areas will be on the regular building maintenance plan.
- **Ledge around deck.** This will be forwarded to Bemco to advise on whether they can look after it.
- **Request to reverse late fines.** The Strata Council has reviewed and their final decision is that no late fines will be reversed with respect to the special levies as all owners have been advised in a timely fashion. The owners will be advised in writing.
- **Cracks in ceiling.** The Strata Council noted that this is not a building issue as this is most likely due to settling. It is not a structural and the owner will be advised in writing.
- **Report on bylaw infraction regarding failing to wait for a gate to close before entering the building.** Everyone is reminded to please follow the rules as they are posted in the parkade. You must wait until the gate closes after a vehicle has entered or exited a building. You may then proceed to use your fob and drive in or out of the parkade. You are then asked to please stop and wait for the gate to close. With respect to incidents where 2 owners/residents disagree, this is a civil matter and the Strata will not be involved. The Strata does, however, take security matters seriously and asks that everyone please comply with them.

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- **Previous bylaw infraction noise complaint.** An owner has apologised to the Council in writing for the disturbances caused by the resident. It will not occur again. The Strata thanks this owner for their due diligence.
- **Expressing appreciation of the Resident Manager's work.** An email was received mentioning an appreciation of the Resident Manager's work. The Council acknowledged this and thanks this owner.

**Reminder to Owners Strata Plan**

*Please make sure that you look after regular maintenance within your Strata lot such as, seals around toilets and back-ups as they may cause some minor leakage. Also, you are responsible for your insuite appliances and to ensure that they are not leaking and are operating properly. It is possible that, if you have a garberator, it might be too old and needs to be replaced. The Strata Council thanks everyone for their attention in ensuring that a large water entrance claim is avoided by regular maintenance.*

- **Response from Bemco Pacific Services Maintenance to concern brought to their attention about scaffolding safety and damage during their work.** The Strata Council was satisfied by the responses received and they trust that the work was carried out in a safe manner in accordance with WCB and any damage during the work that was as a result of workmanship will be looked after by Bemco directly. As per notices circulated, the owners have been advised to remove personal items from balconies as during the project, the swing stage has to be moved on a daily basis.

**NEW BUSINESS**

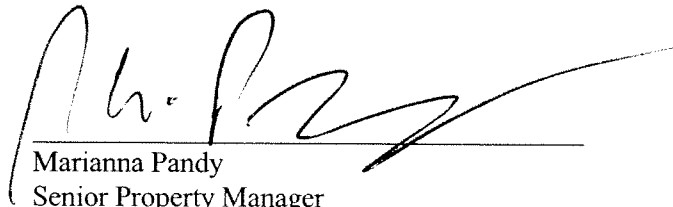
1. **Maintenance Plan**  
The Strata Council was provided samples of regular building maintenance plans by the Senior Property Manager. This will be reviewed and discussed at the next Council meeting.
2. **Clark Wilson Information**  
The Property Manager provided the Strata Council with model Bylaws for future consideration.
3. **Hallway Touch Up Painting**  
Garry Heiman is undertaking this project and this will be discussed at the next Council meeting.
4. **Form K List**  
The Strata Council discussed the way that this listing is updated and the Property Manager clarified a few items.
5. **New Resident Manager**  
With the resignation of the Resident Manager, it is now confirmed that as of July 1<sup>st</sup>, 2009, a new Resident Manager will be resuming the duties of the on site resident caretaker. Ilona Bristow will oversee the day to day operations of the building and supervise the 2 janitorial staff Vince and Paul. An official welcome will be extended to Ilona in July and Strata encourages every resident to welcome her on board.

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For the month of June, Quantum Facility Services will be undertaking the regular day to day operations, caretaking Resident Manager duties for the month of June 2009.

There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting will be held on June 23, 2009 at 6:00pm within the lounge 969 Richards Street.



Marianna Pandy  
Senior Property Manager  
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**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.**