

**STRATA COUNCIL MEETING MINUTES
OWNERS' STRATA PLAN LMS 4456
"ONE WALL CENTRE"
938 NELSON STREET
VANCOUVER, BC**

Monday, July 20, 2009
Columbia Room – South Tower

PRESENT: Joan Down Michael Mathews
Phillip Jhin Havana Ulrich

VIA CONFERENCE CALL: Bruce Gleig

GUESTS: Brian Hubbs, RDH Engineering
Tim Peters, Lawyer
Jerre Bradt, Owner

REGRETS: Nell Dragovan

STRATA AGENTS: Rick Dickson & Michele Campbell *Ascent Real Estate Management Corporation*

CALL TO ORDER

The meeting was called to order at 10:01 a.m.

MINUTES

It was moved and seconded to approve the minutes of the May 11, 2009 council meeting, as presented.

MOTION CARRIED.

BUSINESS ARISING

1. **Windows:** Brian Hubbs of RDH Engineering met with council and stated that the draft report will be ready for council's review at the end of August. Council will review and finalize the report at their September meeting, with additional review by Tim Peters. Once the report has been finalized, Tim Peters will provide copies to Wall Financial, VisionWall and National Home Warranty for their review and response. Council will meet again in December to review the responses and prepare for the Annual General Meeting to be held January 2010.
2. **Roof Leaks:** RDH Engineering will contact Wall Financial to obtain their permission to continue their investigation of the roof leaks. Once permission has been received, RDH will perform smoke tests into a void area in the roof in order to identify the path of the water ingress into our strata.

Once the water ingress has been positively identified RDH Engineering will offer to arrange to make the necessary repairs to Wall Financial.

3. **HVAC Maintenance:** The strata corporation reviewed a preventative maintenance quotation from Latham's Plumbing and Heating for the all in-suite HVAC units at a cost of \$4,286.00 per year, which works out to approximately \$60.00 plus G.S.T per unit. It was noted by council that the average cost for servicing with a private company is approximately \$150.00. As noted in the May 2009 minutes the maintenance of these units is the strata lot owner's responsibility and it was further noted that numerous owners were not having this necessary maintenance performed on a yearly basis; some units have never been serviced. **Lack of proper maintenance greatly increases each owner's risk of water damage and financial expense, not to mention the water damage caused to their neighbours homes and possessions.** The council has agreed to contract this work on a once per year basis paid by the strata corporation. Any repairs to the HVAC units over and above the contracted service program will be the responsibility of each strata lot owner.
4. **Abandoned Bikes in Bike Room:** The concierge staff has indentified four bikes that have not been claimed. Notices were posted on the website and on the bikes in question, as the bikes have not been claimed the bikes will be disposed of at the end of July 2009.
5. **Locker Rooms:** The P4 and P5 locker room blowers have been serviced and minor repairs were completed. The agent was directed to obtain a quotation from Latham's for a preventative maintenance program on all mechanical equipment owned and servicing the strata corporation which is not shared by the hotel.

FINANCIAL

1. **Statements:** It was moved and seconded to approve the June 2009 financial statements, subject to receiving satisfactory answers to two questions.

MOTION CARRIED.
2. **Accounts Receivable:** The council reviewed the accounts receivable and instructed the strata agent to place a lien on the strata lots that are in significant arrears.
3. **Term Deposit:** The strata agent advised that \$300,000.00 from the CRF has been invested in a term deposit at an interest rate of 1.650% for one year.
4. **Invoice:** The strata agent presented an invoice from Latham's in the amount of \$396.02 for the repairs to a shower head in an owner's strata lot. As the repairs were to a component exclusive to the use of the strata lot, the council instructed the strata agent to charge the expense back to the strata lot in question.
5. **Bank Fees:** The strata council reviewed a letter from Vancity noting an increase in the monthly bank service charge. Currently the strata corporation is paying \$6.00 per month and will be increased to \$21.00 per month. The increase is based on the number of sub-accounts each strata corporation has.
6. **Hotel Invoice:** The strata agent presented an invoice from the hotel in the amount of \$937.27 for emergency repairs to the re-circulating water pump and the laundry air duct. Council approved the payment of the invoice.

CORRESPONDENCE

1. The strata agent advised a charge back letter had been sent to Wall Financial requesting payment of an RDH Engineering invoice for the investigation of the roof leak. Wall Financial has confirmed that payment will be forth coming.

NEW BUSINESS

1. **Bylaw Infractions:** There were no new infractions to report
2. **Concierge Computer Protection:** Joan Down advised council that an external hard drive had been installed on the concierge computer at a cost of \$150.00 plus G.S.T. The external hard drive is programmed to perform an auto back up every morning at 8:00 a.m., which will reduce the risk of loss of data in the future.
3. **Pager:** Joan Down advised that the concierge pager needs to be replaced. Michele from Ascent is to investigate replacement options.
- 4.

GARBAGE ROOM

The council wishes to remind owners not to place large items in the garbage room. If they are in working condition, please contact the Salvation Army and they would be happy to come to the building and pick it up. If they are no longer working, please take the items to an appropriate recycling depot.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:05 p.m.

The next meeting of the strata council will be held on Wednesday, September 9, 2009 at 9:30 a.m. Venue to be announced.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of Owners' Strata Plan LMS 4456

R.S. (Rick) Dickson
Strata Agent

RSD/mc