

**STRATA COUNCIL MEETING MINUTES
STRATA PLAN LMS 4456 – “ONE WALL CENTRE”
938 NELSON STREET, VANCOUVER, BC**

Held on Saturday November 10, 2012
At the Hudson Room, 4th Floor of the South Tower, One Wall Centre

PRESENT: Bruce Gleig
Yousef Rastar
Philip Jhin
Jerre Bradt
Mike Constantini
Nell Dragovan (via conference call)

GUEST: Owner Michael Matthews (for part of the meeting)

MANAGING AGENT: Scott Burton, *Strata Agent, Ascent Real Estate Management Corporation*

CALL TO ORDER

The meeting was called to order at 12:30 p.m.

MINUTES

It was **MOVED, SECONDED** and **CARRIED** to approve the minutes of the September 21, 2012, council meeting as previously circulated.

BUSINESS ARISING

1. **New Property Manager:** Council welcomed Scott Burton as our new property manager assigned to our strata by Ascent to replace Derrin Geisheimer. Council also thanked Scott for coming to the meeting on a Saturday and before he had time to read the entire file. Council authorized discretionary spending of up to \$1000 without further Council action.
2. **Window Re-Glazing Program:**
 - a. Kevin Ganzert of RDH Building Engineering Ltd. (RDH) sent an email update of the status of the program:
 - i. The application to replace the residential glazing has been submitted to the City.
 - ii. The City has also received samples of the previously approved glass and the current darker coloured glass similar to the hotel glass.
 - iii. The City is now considering the application.
 - iv. Glastech has replaced many of the previous mock-ups on the fifth floor of the hotel with the darker glass.
 - v. The mock-up has been successfully tested to confirm several technical aspects of the IGU program.

- vi. The accounts of the trade contractors (TCs) have been settled.
 - vii. RDH has had "re-ignition" meetings with the TCs to re-establish focus on the project.
 - viii. RDH is preparing another application to the City to change the clear glass in the notch.
- b. Bruno Wall also sent an email update on the status of the application to the City for the darker glass. He reports that an answer is expected by November 21 which is very tight for the time frame for ordering the glass.
 - c. Council approved the Holdback Agreement drafted by our lawyer, Tim Peters. The Agreement governs how the monies, held back from the TCs pursuant to the Builders Lien Act, will be held and paid out as the re-glazing program proceeds.

3. **Elevators:**

- a. Yousef reported that after the installation of the new drive in R5, both elevators have been functioning properly for 11 days and hopes that the problems we have experienced over the last several months are resolved. (Council decided to wait at least a full month before celebrating.)
- b. Council also considered again a suggestion from some owners that the strata corporation change elevator maintenance companies to Richmond Elevators (RE). Council decided to continue with ThyssenKrupp (TKE), at least for the time being, because it has been unstinting in working to resolve our elevator problems without additional cost to the fixed monthly fee, it is considered to provide superior support than RE especially for our type of elevators, the current TKE contract runs until May, 2013, and early termination would result in a penalty to the strata corporation.
- c. Gunn Consultants issued a report dated October 31, which can be accessed on our website, with further recommendations which council will follow.
- d. The remaining drywall work required by Work Safe BC will recommence on Thursday, November 15.
- e. Now that the elevators seem to be functioning normally, council will investigate the merits and cost of installing cameras in the elevators.

4. **Insurance claim:** Scott will update council on the status of the strata corporation's claim against Lathams for water damage.

5. **Hotel relations:**

- a. Philip reported that now all of the RDH invoices for its work done for Wall Financial on the roof have been paid.
- b. The hotel has not provided council with the original backup information to support the monthly invoice for shared expenses. In the past, Council has canvassed other strata corporations in similar situations in an effort to determine if the invoiced amounts are reasonable, but such information on other buildings is insufficient to properly determine if the hotel is invoicing us in accordance with the agreement. Council instructed the property manager to write the hotel a similar letter to the last letter advising the hotel that

the council is unable to authorize payment of these invoices without the backup information.

6. **Previous leaks and water damage:** Scott will report on the status of these matters. Scott recommended the strata corporation try a water damage clean-up company which has provided this service faster and cheaper than the competitors. Council authorized Scott to contact our concierge and suggest a trial period of use.

FINANCIAL

1. Financial statement:

- a. Council reviewed draft financial statement to September 30, 2012, indicating income was about \$9,000 over budget. Expenses were about \$77,000 below budget, primarily because there have been fewer plumbing and mechanical repairs and no insurance deductible payments.
 - b. Council approved paying about \$20,500 for the new elevator drive out of the Contingency Reserve Fund as it is an unexpected emergency expense that does not usually occur.
2. **Accounts receivable:** Council reviewed the accounts receivable and noted that only one owner was in arrears in paying the special levy, but several owners owed various arrears. Council gave instructions to the new property manager on the arrears.
 3. **Contingency Reserve Fund:** Philip reported that the CRF is now fully repaid the \$150,000 borrowed after the authorizing SGM of June 29, 2012.
 4. **Payment by Wire Transfer:** Scott will investigate if owners may pay their strata expenses by wire transfer.

CORRESPONDENCE

1. Council discussed how the concierge might warn owners in cases of urgency. Jerre will consider and discuss the matter further with the concierge to determine if the current email system might suffice.
2. Council reviewed recent correspondence from an occupant and decided to wait until council received a reply to council's last reply before taking further action.
3. Council reviewed recent correspondence from our lawyer Paul Mendes to an owner.

NEW BUSINESS

1. **HVAC:** Yousef agreed to follow up with Werner Smith (WS) for the annual HVAC servicing. (Since the council meeting, the strata corporation has contracted with WS to service our HVAC units this winter.)
2. **Climb the Wall:** Council discussed the matter again. Bruce will contact Bruno Wall to further discuss whether mobilization for the re-glazing program will prevent us from participating this year. Yousef will ask TKE if the recent poor performance of the elevators might interfere with this event.

3. **Earthquake Preparedness:** Nell raised the issue of earthquake preparedness for the building and agreed to investigate the matter.
4. **2013 AGM:** Council discussed the next AGM which will be held on January 12, 2013.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:10 p.m.

NEXT MEETING

The next council meeting is scheduled for January 11, 2013 starting at 2 p.m.

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

Scott Burton
Strata Agent

SB/js

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