

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

Wednesday, September 9, 2009
Chartroom – North Tower

PRESENT:	Bruce Gleig Phillip Jhin	Joan Down Nell Dragovan	Michael Mathews
GUESTS:	Brian Hubbs, RDH Engineering	Tim Peters, Lawyer	
REGRETS:	Havana Ulrich		
STRATA AGENTS:	Rick Dickson & Michele Campbell <i>Ascent Real Estate Management Corporation</i>		

CALL TO ORDER

The meeting was called to order at 11:30 a.m.

MINUTES

It was moved and seconded to approve the minutes of the July 20, 2009 council meeting, as presented.

MOTION CARRIED.

BUSINESS ARISING

1. **Windows:** The council reviewed the draft window report with Brian Hubbs of RDH Engineering and attorney Tim Peters. Once the report is finalized, it will be made available to the owners and forwarded to Wall Financial, VisionWall and National Home Warranty for response. Council will meet again in December to review the responses and prepare for the Annual General Meeting planned for January 2010.
2. **Roof Leaks:** RDH Engineering has received authorization from Wall Financial to continue their investigation of the roof leaks.
3. **HVAC Maintenance:** The strata agent advised that it would be in their best interest to propose a bylaw outlining the strata lot owners' responsibility with respect to the HVAC units and the annual contracted servicing by Latham's by the strata corporation on behalf of the owners. A proposed bylaw will be presented to the owners at the January 2010 Annual General Meeting. Once the bylaw has been approved the strata agent will be instructed make the necessary arrangements for the HVAC maintenance with Latham's.

Owners are advised they should continue to schedule HVAC maintenance for their units until the new program commences.
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4. **Abandoned Bikes in Bike Room:** The abandoned bikes have now been removed from the bike room.

5. **Preventative Maintenance Program:** The council is awaiting a quotation from Latham's for performing preventative maintenance on the common area mechanical components of the strata corporation.

FINANCIAL

1. **Statements:** It was moved and seconded to approve the August 2009 financial statements, as presented.

MOTION CARRIED.

2. **Accounts Receivable:** The council reviewed the accounts receivable and noted that the accounts receivable balance has decreased significantly and would like to thank those owners who keep their accounts up to date. The council instructed the strata agent to place a lien against a strata lot that is in arrears.

3. **Elevator Invoice:** The strata agent presented an invoice from ThyssenKrupp in the amount of \$793.33 for repairs to an elevator as a result of what was described as moving pad being stuck in hall door on the 45th floor. After discussion, it was moved and seconded to approve the payment of the invoice for this common use property.

MOTION CARRIED.

Joan Down and the strata agent will further investigate the matter in order to determine if the concierge staff followed the proper procedures in the investigation, follow up and reporting. Council also instructed the strata agent to review the matter with ThyssenKrupp.

4. **Duct Cleaning Invoice:** The strata agent presented an invoice in the amount of \$2,960.32 for dryer duct cleaning. The council approved the payment of the invoice for this common use property, and instructed the strata agent to obtain quotations from other companies for comparison prior to the next service.

MOTION CARRIED.

CORRESPONDENCE

1. The strata council reviewed a letter from an owner disputing noise bylaw fines that have been imposed on their account. As this has been an ongoing issue with the strata lot owner, the strata council has decided not to reverse the fines and requests that the owner in question abide by the bylaws of the strata corporation in order to avoid additional fines.

NEW BUSINESS

1. **Leak:** The strata agent presented council with a report from Latham's for the work performed as a result of a leak. It was decided that further investigation was required in order to determine who is responsible for the payment of this invoice and for the repair of the damages to strata lots.

The strata council approved the scope of work and quotation for the final repairs to the damaged units at a cost of \$14,714.88.

MOTION CARRIED.

2. **Black Water in Kitchen Sink:** The strata council reviewed and approved an invoice from Latham's in the amount of \$2,012.56 to snake out the main sanitary line for the 01 stack.

Latham's provided a quotation to inspect, clean and investigate by camera the remaining three stacks at a cost of \$3,945.00. It was moved and seconded to approve the work and quotation for this common use property.

MOTION CARRIED.

3. **P5 Elevators:** Philip Jhin has been investigating ways to alleviate the problem of having to determine which elevator is coming to the P5 level in advance. He will report back at the next meeting.
4. **Common Air Conditioning:** Council received an email from an owner with respect to the air conditioning in the hallways during the extreme heat wave. Council reported that this was due to the excessive heat and the air units not being able to keep up.
5. **Security Incident:** There have been two security breaches in the past few weeks. Joan Down has volunteered to speak with the concierge staff to ensure all security measures are being adhered to.

<p>Owners are reminded to report all security breaches to the concierge desk immediately and to look through their peepholes before opening their doors to anyone.</p>

6. **Security Cameras:** The strata council approved the purchase of a DVR (digital video recorder) for the strata corporation's security cameras.

MOTION CARRIED.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:15 p.m.

The next meeting of the strata council will be held on Monday, December 7, 2009 at 10:00 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