

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

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Monday, August 20, 2007  
Columbia Room – South Tower

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**PRESENT:** Phillip Jhin                      Davie Myers                      Joan Down  
                 Michael Mathews                      Jason Wong

**VIA CONFERENCE CALL:** Nicole Pelletier

**REGRETS:** Nell Dragovan                      Rick Dickson, Strata Agent

**STRATA AGENT:** Michele Campbell, Strata Agent *Ascent Real Estate Management Corporation*

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**CALL TO ORDER**

The meeting was called to order at 9:29 a.m.

**MINUTES OF THE PREVIOUS MEETING**

It was moved and seconded to approve the minutes of the council meeting held June 23, 2007, as circulated.

**MOTION CARRIED UNANIMOUSLY.**

**BUSINESS ARISING:**

1. Carla Beston has resumed her responsibilities as head concierge at One Wall Centre. We all welcome her back.
2. The strata agent confirmed that the human resources department of the hotel received the information regarding concierge pay increases.
3. **Move In & Out Procedures:** The strata council discussed the move in and out procedures at length and instructed the strata agent to include a separate attachment to these minutes reiterating the move in and out procedures.
4. **Bylaw Infraction:** The strata council discussed bylaw infractions relating to the possibility of a business being run from a suite. It was moved and seconded to have Tim Peters, strata corporation lawyer, begin talks with the owner's lawyer in order to resolve this situation in a favourable manner.  
**MOTION CARRIED UNANIMOUSLY.**
5. **Mechanical Equipment Maintenance Agreement:** The strata council reviewed the mechanical equipment maintenance agreement and what equipment is covered under this agreement. As there have been personnel changes in the hotel's engineering department, the council requested the strata agent send a letter to the engineering department as well as Wall Financial reiterating the details of this agreement.
6. **Richmond Elevator:** The strata council discussed previous letters sent to Richmond Elevator and requested the strata agent follow up. The strata agent will arrange for the lock on the elevator mechanical room door will be changed.

7. **Windows:** Philip Jhin reported on the progress of the test windows. Three test windows were received but unfortunately, one window was broken during shipping.

Tim Peters, Brian Hubbs of RDH and representatives from Visionwall and Wall Financial will be meeting on August 23, 2007 with respect to the test windows. Visionwall would like to look at two suites with respect to the installation of the test windows, Nell Dragovan and Jason Wong have agreed to provide access.

Philip also advised the Action that was approved at the June SGM, has now been served on Wall Financial.

8. **Window Replacement Committee:** The strata council is looking for volunteers to sit on a future committee to spearhead efforts to address the window problems. The committee will report to, and take direction from, the strata council. The committee will liaise with our window consultant, Brian Hubbs, P. Eng. and legal counsel, Tim Peters. Committee members may be called on, from time to time, to meet with representatives of the developer group, the window manufacturer and the third party warranty provider. No expertise is required only a willingness to get involved. Interested owners may contact Michele Campbell at 604-293-2410 or [mcampbell@ascentpm.com](mailto:mcampbell@ascentpm.com).

## CORRESPONDENCE

1. Council reviewed a letter from Family Services of Greater Vancouver asking the strata corporation to join their advisory committee. The council requested the strata agent write back to inform Family Services that they decline their invitation.
2. Please find attached a copy of the valet parking regulations.

## FINANCIAL

1. It was moved and seconded to approve the financial statements for the seven (7) month ending July 31, 2007.

**MOTION CARRIED.**

2. Philip Jhin, treasurer, requested the strata agent ask their accounting department to breakdown the 3080 account into separate accounts on the financial statements.

3. **RDH Invoice:** It was moved and seconded to approve the payment of an RDH Invoice in the amount of \$9,083.38.

**MOTION CARRIED.**

## NEW BUSINESS

1. **Soap Suds Back-Up:** The strata agent advised that Latham's Plumbing and Heating are investigating the soap suds back up.
2. **Bylaw Review:** The strata council is looking at reviewing the renovation bylaws.
3. **Insurance:** The strata agent advised the strata council that the Master Insurance Policy was renewed on August 1, 2007 at a cost of \$50,157.00 with a savings of \$8,446.00 over what would have been the cost without the master policy.
4. Philip Jhin has asked a contractor for a quote to replace the existing worn carpet with carpet tile on the P4 and P5 elevator foyer.
5. Joan Down is reviewing a performance review sheet that will be used for review of the concierge staff.

6. **Business Centre:** The business centre is strictly for the use of hotel guests. Residential owners are not entitled to use.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:42 a.m.

The next strata council meeting will be held on Thursday, November 8, 2007 at 9:30 a.m. venue to TBA.

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

Michele Campbell  
Strata Agent

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