

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

Monday, June 13, 2005
In #3502 – 1088 Burrard Street- South Tower

| | | | |
|----------------------|--|-----------------------------|------------|
| PRESENT: | Gary Moe Shamin Lalani | Phillip Jhin Bruce Gleig | Dan Wilson |
| REGRETS: | Nell Dragovan | Harvey Pepper | |
| GUEST: | Shelley Baigent, Ascent Real Estate Management Corporation | | |
| STRATA AGENT: | Rick Dickson, President Michele Campbell, Executive Assistant <i>Ascent Real Estate Management Corporation</i> | | |

CALL TO ORDER

The meeting was called to order at 8:05 a.m.

MINUTES OF THE PREVIOUS MEETING

It was moved and seconded to approve the minutes of the council meeting held April 25, 2005.

MOTION CARRIED.

BUSINESS ARISING:

1. **Windows:** Dan Wilson reported he still waiting for the report from Visionwall.
2. **Window Cleaning:** Dan Wilson reported the window cleaning will commence this week.
3. **Window Film:** The Strata Council is not qualified to comment on the technical strengths or weaknesses or possible impact on the windows of the use of film for purposes of reducing ultra violet emissions, glare or heat buildup or any other purpose. However, if an owner wishes to install film on the inside of the exterior windows of the owner's suite, then in order to maintain a uniform exterior appearance, the Strata Council requires the use of the Huber Optik "Sech" window film. If any owner installs the Huber Optik "Sech" window film, then the Strata Corporation shall remain responsible for the exterior windows as part of the common property, but the owner shall be responsible for any repair or replacement of the film, regardless of the cause of the repair or replacement.

Similarly, the Strata Corporation shall also remain responsible for the exterior windows as common property where other types of window films have already been installed by owners since the first occupation of the building to date, provided such owners promptly register with the Strata Council, their names, suite numbers, date of installation and details of type of window film. The Strata Council will not be responsible for any repair or replacement of such *grandfathered* window films, regardless of the cause of repair or replacement.

4. **Minor Roof Leak:** Dan Wilson reported the roof flashings are being fabricated and anticipates installation in early July, weather permitting.
5. **Stairwell Door:** The doors have been ordered, the hardware has been received and Dan Wilson anticipates the doors being installed before June 30, 2005.

It was moved and seconded to send a letter to the Developer indicating the strata corporation takes responsibility of the removal of the stairwell doors in the event of receiving an order to remove the stairwell door.

MOTION CARRIED.

6. **Lobby Baseboard Damage:** The minor windowsill leak has been repaired. Final interior baseboards will be installed soon.

It was also noted two doors in the lobby area require restraining. The doors will have to be removed and taken off site for restraining. Temporary doors will be installed.

7. **CRF Study:** Phillip Jhin was provided explanations from RDH and Halsall with respect to scope of work outlined in their quotes. Phillip Jhin and Rick Dickson, strata agent, will meet with Halsall to review the quote and explanations.

It was moved and seconded to authorize Phillip Jhin make the final decision after meeting with one or both parties with the strata agent.

MOTION CARRIED.

8. **Deficiencies:** Dan Wilson will send Bruce Gleig an email outlining the developer's proposal as well as using National Home Warranty as an independent arbitrator in order to resolve the outstanding deficiencies.

Council will advise the developer of their decision regarding the developer's proposal regarding deficiencies.

CORRESPONDENCE

1. The council requested the agent send a letter to unit 3703 and 3803 advising the council has given them permission to install window film as well as a copy of the policies regarding window film.

FINANCIAL

1. It was moved and seconded to accept the financial statements for May 2005.

MOTION CARRIED

NEW BUSINESS

1. **Climb the Wall:** It was moved and seconded to approve the 2006 Climb the Wall Event. Shamin Lalani and Bruce Gleig will liaise with the Lung Association with respect to next year's event.

MOTION CARRIED.

2. It was moved and seconded to approve the Construction/Remodeling/Moving/Window Film rules, as presented.

MOTION CARRIED.

The rules are attached to these minutes for owner reference.

3. Shamin Lalani is actively following up with several web design firms regarding the proposed web site.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:30 a.m.

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

R. S. (Rick) Dickson
Strata Agent

RSD/mc

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REQUEST TO RENOVATE

Before a resident or owner commences a repair or renovation to a Residential suite at One Wall Centre which repair or renovation requires a building permit or which may create noise, disrupt other residents, change the floor plan, or affect any building system, the resident or owner must obtain the approval of the Strata Council and pay a damage security of \$200.00. If the strata council approves the repair or renovation, then this form must be posted on the bulletin boards for at least 7 days prior to and during the work.

Suite # _____ Start Date _____ Completion Date _____

Brief description of the work to be done (attach other info as necessary):

The suite owner must ensure that all permits, approvals, and inspections required by the City of Vancouver are obtained. The suite owner must also ensure that the Contractor carries a minimum of \$2,000,000 in comprehensive general liability insurance and has Workers Compensation insurance for all employees and sub-trades. The suite owner must also ensure that the Contractor complies with the Rules and Bylaws of One Wall Centre Strata Corporation as well as the attached Contractor Rules which must also be signed by the owner and the contractor.

Agreed by:

Strata Lot Owner(s) _____ Signature(s) _____

Approved by:

Building Committee _____ Signature _____
(Strata Council Member)

Strata Council President _____ Signature _____

*Or Strata Council Vice President _____ Signature _____

CONTRACTOR RULES

1. The contractor shall carry a minimum of \$2,000,000 in comprehensive general liability insurance.
2. The contractor shall have Workers Compensation Board coverage for all employees and sub-trades.
3. The suite owner shall present a copy of Contractor's insurance policy and also evidence of Workers Compensation Board coverage to the concierge, if so requested by the Strata Council.
4. Construction may occur only between the hours of 8:00 am and 5:00 pm on weekdays, not including statutory holidays.
5. No construction materials, debris, cigarettes, food and drink or their containers shall be thrown on the premises including common areas.
6. No construction work shall be carried out in residential lobbies or any common property.
7. All materials shall be delivered to residential suites by use of padded and protected elevators only from the parking levels.
8. The Building Maintenance staff or Concierge shall be informed a minimum of 48 hours in advance of any construction related deliveries in order to pad the appropriate elevator. If notice has not been made of a delivery and the elevator has not been padded, the elevator must not be used.
9. The Strata Council must be informed prior to construction if excessive noise may be a factor (e.g. removal of floor tiles). The Contractor shall use as many employees as necessary to keep any excessive noise to a minimum and shall provide a time frame for completion to the Strata Council.
10. Should the Contractor fail to abide by the conditions of these Contractor Rules, One Wall Centre Rules for Common and Limited Common Property, and applicable Bylaws, the Strata Council reserves the right to demand that the Contractor cease work until the Strata Council is satisfied that any such infractions have been corrected and will not occur again.
11. The Strata Council reserves the right to fine an owner in accordance with the Bylaws of the Strata Corporation for any repeated infractions by the Contractor.

I/We have reviewed copies of all the applicable Rules and Bylaws referenced above, and agree to accept and abide by them.

Strata Lot Owner(s) _____ Signature _____

Contractor Name _____ Signature _____

Dated at Vancouver, B.C. _____

**Rules for Events
at One Wall Centre (Strata Plan LMS 4456)**

1. Residents seeking to hold private functions in the building during which more than 25 people are expected to attend and public functions of any size (an "Event") must first obtain written approval from the Strata Council and agree to abide by these Rules for Events. Public function is defined as one for which the attendee pays admission or a fee or a function advertised to the public (either the public at large or a sub-group).
2. The host resident must complete the appended application and deliver it to the concierge (who will deliver it to the strata council) at least 30 days prior to the Event. Within 14 days of receiving the application, the strata council will consider the application and may reject it or approve it or approve it with conditions. The strata council will advise the host resident (the "Convenor") and the concierge of the decision.
3. If the application is approved, the concierge shall take action as necessary and suitable to protect the common property and facilitate the orderly management of the Event. Such action shall include protecting a designated elevator to be used for the Event, noting any common area damage before and after the Event, and arranging for an additional concierge be scheduled at the desk if the anticipated numbers of guests are high.
4. The Convenor shall co-operate with the head concierge and supply all contact and other required event information prior to the Event.
5. The Convenor, or a deputy approved by the Strata Council, must be on-site for the duration of the function.
6. If the Convenor intends to distribute written materials to the guests, then the Convenor must also provide a desk or table and chair on which to place their materials and must not use the concierge desk. The desk or table and chair must be located away from the immediate vicinity of the concierge desk.
7. The Convenor shall be responsible for the guests at all times and may be required by the strata council to employ and pay for additional security personnel stationed for the duration of the function in secure areas such as the stairwell doors, the floor landings, the lower lobby, and the elevator.
8. The Convenor must manage the Event to comply with all the strata corporation's by-laws and rules, not disturb the other residents or cause damage to the common property. Any noise complaints shall be forwarded to and dealt with by the strata council.
9. The strata council must approve any outside signage or advertising prior to its use. The strata council may insist that the strata corporation's contribution to the Event be acknowledged in any signage or advertising.
10. After the Event, the Convenor must immediately remove signage and any other associated materials and clean up of the common areas used for the Event.
11. The Concierge shall provide a post-event report to the Strata Council.
12. The Convenor shall pay for any and all additional cost incurred by the strata corporation resulting from the Event including any additional concierge salaries and security monitoring costs.
13. The Convenor shall pay for any damage to common areas caused by the host resident or the guests at the Event.

APPLICATION FOR EVENT AUTHORIZATION

TO: THE STRATA COUNCIL OF STRATA PLAN LMS 4456

APPLICANT (CONVENOR): _____

SUITE NO. _____

DATE OF THE EVENT _____

START AND FINISH TIMES OF THE EVENT _____

DESCRIBE THE EVENT _____

PLEASE ATTACH ANY PUBLISHED LITERATURE AND ANY ADVERTISED SCHEDULE FOR THE EVENT.

NUMBER OF PEOPLE EXPECTED _____

WILL ALCOHOL BE SERVED? _____YES _____NO

WILL SECURITY PERSONNEL BE RETAINED? _____YES _____NO

IF SO, HOW MANY RETAINED? _____

WHAT IS THE NAME OF THE SECURITY FIRM? _____

WHAT IS THE CONTACT INFORMATION FOR THE SECURITY FIRM?

WILL VOLUNTEERS BE USED FOR CROWD MANAGEMENT: _____YES _____NO

IF SO, HOW MANY PLANNED TO BE USED: _____

WHAT ARE THE NAMES AND CONTACT INFORMATION FOR THE VOLUNTEERS?

HOW HAVE YOU PLANNED TO THE ARRIVALS AND DEPARTURES OF YOUR GUESTS?

DO YOU AGREE TO ABIDE BY THE BY-LAWS OF THE STRATA CORPORATION AND THE RULES FOR EVENTS ESTABLISHED BY THE STRATA COUNCIL SET OUT ABOVE AND TO INDEMNIFY THE STRATA CORPORATION FOR ANY DAMAGE CAUSED BY YOU OR YOUR GUESTS DURING THE EVENT? _____YES _____NO

DOES YOUR INSURANCE POLICY COVER ANY DAMAGE CAUSED DURING THE EVENT?

_____YES

_____NO

PROVIDE YOUR CREDIT CARD INFORMATION WHICH WILL BE KEPT AS DAMAGE SECURITY AND USED IF DAMAGE OCCURS DURING THE EVENT:

CARD NAME: _____

CARD NUMBER: _____

CARD EXPIRY DATE: _____

ARE YOU WILLING TO PAY THE COST OF ADDITIONAL CONCIERGE AND SECURITY SERVICES IF REQUIRED?

_____YES

_____NO

DATE: _____

CONVENOR'S SIGNATURE _____

EVENT IS _____APPROVED _____REJECTED OR REJECTED FOR THE FOLLOWING REASONS:

SIGNATURE OF TWO STRATA COUNCIL MEMBERS:

(NAME)

(SIGNATURE)

(NAME)

(SIGNATURE)