

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

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Monday, May 11, 2009  
Columbia Room – South Tower

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<b>PRESENT:</b>	Bruce Gleig Phillip Jhin	Joan Down	Michael Mathews
<b>REGRETS:</b>	Nell Dragovan	Havana Ulrich	
<b>STRATA AGENTS:</b>	Rick Dickson & Michele Campbell <i>Ascent Real Estate Management Corporation</i>		

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**CALL TO ORDER**

The meeting was called to order at 9:40 a.m.

**MINUTES**

It was moved and seconded to approve the minutes of the March 2, 2009 council meeting, as presented.

**MOTION CARRIED.**

**BUSINESS ARISING**

1. **Roof Update:** The roof leak is being investigated by Wall Financial with the assistance of RDH Engineering.
2. **Windows:** RDH reported they have finished their investigation and a report is being drafted.
3. **Swing Stage Ropes:** The strata agent was instructed to write a letter to the owner of a unit with respect to the swing stage ropes. Furthermore, the strata agent was instructed to establish a procedure to make sure that all inquiries from owners are responded to in writing in a timely manner.
4. **Elevator & BC Lung Association:** Joan Down will review an owner's email with the Lung Association with respect to elevator issues.

Thyssen Krupp Elevators confirmed that there is less wear on the elevators when keeping the passenger load at no more than 10 persons per trip.

Council also noted that since Thyssen Krupp has taken over the maintenance of the elevators, there have been fewer break downs.

Council further reviewed the Lung Association's request to hold the event in March 2010. The council approved this request. Joan will convey the approval to the BC Lung Association.

5. **Refurbishing of Janitor Closet:** This work has been completed at a minimal cost of approximately \$500.00 for new paint, faucets and shelves.

6. **Concierge Desk Equipment:** The strata agent confirmed that the equipment for the concierge desk (3 in 1 printer, digital camera and key box) has been delivered at a cost of approximately \$400.00.

## **FINANCIAL**

1. It was moved and seconded to approve the March and April 2009 financial statements as presented.  
**MOTION CARRIED.**
2. **Accounts Receivable:** The council reviewed the accounts receivable and instructed the strata agent to write to owners who are delinquent in paying their strata fees.
3. **T1044 - Non Profit Organization Information Report:** Philip Jhin, strata council treasurer signed the T1044. The strata agent will file the T1044 with Canada Customs and Revenue.
4. The strata council reviewed alternative investment rates and instructed the strata agent to invest \$300,000.00 for one year in a guaranteed account.

## **NEW BUSINESS**

1. **Air Conditioning & Heat Pump Maintenance:** The strata council reviewed a letter from an owner with respect to the maintenance of air conditioning and heat pump units.

"Each suite has at least one freestanding heat pump inside of a closet, and/or may also have a heat pump inside of the ceiling usually in a bathroom or in the hallway. Most of you may not even know that these units exist inside your ceilings as they are hidden behind large panels. Now that the building is nearing eight years old, these units may begin experiencing problems as they are meant to be serviced once per year or every two at the latest. In order to service them, they may need to be taken down as the space they occupy may be too small for tools to access. Only changing the air filters on these units is insufficient as a form of preventative maintenance."

In light of the above, council will source some heating service companies for pricing and provide this to the owners at the next meeting.

2. The strata agent was instructed to contact Latham's Plumbing and Heating to provide maintenance for the blowers in the locker rooms of P4 and P5.
3. Joan Down will provide the concierge staff with the strata agent's emergency phone number as well as the preferred company names and phone numbers to contact in the event of a building emergency.
4. The strata agent provided the council with a brief outline with respect to the leak from unit 3402. The agent will contact Latham's to request further clarification in order to determine if the owner or the strata corporation are responsible for the repairs.
5. The council reviewed and approved a quotation from Phoenix Restoration for the repairs to unit 3402 and 3302 due to the water leak.
6. **Bylaw Infractions:** The council reviewed the list of bylaw infractions and instructed the agent to write a bylaw fine letter to a unit.

7. 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.
8. **Bike Room:** The strata council requests that all owners that have a bike stored in the bike room to please identify their bike(s). Any unidentified bike(s) will be removed after 60 days.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 11:25 a.m.

The next meeting of the strata council will be held on Monday, July 20, 2009 at 10:00 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