

**MINUTES  
OF THE COUNCIL MEETING  
THE OWNERS STRATA PLAN LMS 869  
PACIFIC PLACE LANDMARK I**

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Held on Monday, April 28, 2008  
Within the Meeting Room 950 Cambie Street  
Vancouver, BC

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| <b>COUNCIL IN ATTENDANCE:</b>  | Jim Malick<br>Susan Lerch<br>Nicola Cadwell<br>Tanja Radovic | President<br><br>Treasurer      |
| <b>REGRETS:</b>                | Tanja Boesche<br>Riaz Kassam                                 | Vice-President                  |
| <b>RESIDENT ADMINISTRATOR:</b> | Joe Romero   | Richstate Services              |
| <b>PROPERTY MANAGER:</b>       | James Sullivan   | Crosby Property Management Ltd. |

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The meeting was called to order at 6:30 p.m.

**CARETAKER/RSS REPORT**

Rich State Services reported they had a meeting with a Property Manager and some concerns were noted. Communication concerns were especially discussed. Their concerns were reviewed and the Property Manager, Council, and Rich State Services came to an agreement on which would be the best way to handle some of those concerns.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Council Meeting held March 26, 2008 as circulated. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

It was moved/seconded to approve the February 2008 financial statements. CARRIED. The approval of the March 2008 financial statements were tabled until the next meeting.

**REPORT ON UNAPPROVED EXPENDITURES**

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

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**REPORT ON LITIGATION**

To the best of our knowledge there is no litigation to report. The Strata Property Act requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.

**BUSINESS ARISING FROM PREVIOUS MINUTES**

1. Fire Pro Fire Panel

Council questioned if there would be a warranty on the work that had just been completed. The Property Manager was directed to contact Fire Pro to find out what kind of warranty was in place. It was pointed out by Council that work had been going on since June of last year and it was finally finished. A question came up from Council as to whether Fire Pro was invoicing for onsite visits while the work was still in progress.

Fire Pro contacted the Property Manager and the Property Manager brought forward to Council that the work is now completely done and up to date. It was reported by Council to the Property Manager that damage had been done to the fire panel cover. The Property Manager was directed to have the cover replaced and to charge the cost back to the resident who had done the damage.

2. Morrison Hershfield Windows Project

At this time, there is no new update. We are moving forward with the project within the next few weeks.

3. Caretaker Concerns

Several owners had expressed concerns at the Annual General Meeting regarding the caretaker. It was explained that they felt that the hours posted on the door were inaccurate and that often times Joe, the caretaker, was called away during those hours. A discussion ensued between Rich State Services, the Property Manager, and Council. It was decided that better communication would take place and that the caretaker would be more readily available to the owners.

**CORRESPONDENCE**

1. One of the owners had challenged a late fine.
2. A unit was in a dispute with the Council as to fines.
3. Another unit was in dispute over a bylaw fine.
4. One of the owners contacted Council regarding the windows project.
5. An owner contacted Council regarding the suite inspection that was supposed to take place.
6. An owner contacted Council with three noise complaint letters.

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7. An owner contacted Council and the Property Manager regarding a noise complaint-warning letter that had been sent out.
8. Another noise complaint was addressed.
9. Another owner questioned when the windows project would start. Morrison Hershfield will be requiring suite access next week.

**NEW BUSINESS**

1. Pets

It has been reported that there are owners and/or residents in the building with pets. This is strictly a no pets building. According to bylaw 5 - Pets and Animals, a resident or visitor must not keep any pets on a strata lot, limited common property, common property or on land that is a common asset. A resident or visitor must not feed birds, rodents or wild animals from any strata lot, limited common property, common property or land in common property.

Bylaw 5 strictly forbids pets on the property. The Property Manager was directed to have "No Pets" permanent signs made for the front door, the back door, and elevator lobby.

2. Pool Lights

It was observed that the lights in the pool were on too long. Joe will check the timer and correct this problem.

3. Light Fixtures

Brite Pool was contacted to come in and change the light fixtures of the lights that need replacing in the pool. However, it was found that there are special seals needed for these lights, they have to be ordered, and there may be a week's delay.

4. Planter

The membrane of the planter along the walkway next to the fountain will have to be repaired. There is some water ingress into the electrical room and it is likely caused by the planter membrane being faulty.

The Property Manager was directed to find a company to investigate this issue.

5. Re-soiling Planter

The Property Manager was directed to have the planter box re-soiled after the work was done.

6. Rich State Services

The additional services from Rich State Services are to include security and the proposal from Rich State Services will include an additional 24 hours per week. There was a motion by Council to add 24 hours for Rich State Services for security. Council member Susan Lerch will write out instructions for security for the camera and it was requested by Council that security always carry a cell phone.

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7. Invoices

There have been concerns expressed from 930 Cambie Street regarding the invoices and how they are handled by Crosby. It was asked if the Property Manager had looked into this and taken care of this yet. It was Council's understanding this had been done. However, there seems to be some areas of dispute and the Property Manager explained to Council that he will come back with an explanation from the accounting department of Crosby.

The Property Manager was directed to detail a break down of the actual costs of the recreation pool area etc., electrical, water and insurance are and how much they cost for those areas.

In addition, the Honeywell contract is to be reviewed concerning the recreation area.

8. Signage

The Property Manager was directed to have a sign made or to improve the existing signage reminding people they must shower before entering the pool.

9. Special General Meeting

It was proposed by Council to have a Special General Meeting in the fall. This meeting will deal with the new bylaws and the renovation of the changing rooms.

10. Drainage Project

The drain project is to proceed as approval of the budget had been done at the Annual General Meeting. The Property Manager was directed to call Quadra Pacific and work out the schedule.

11. Window Washing

The window washing was to be ordered up by the Property Manager. The request was to have the windows washed in May and October. The Property Manager mentioned that it was possible to get a 5-year contract from Champion and he will obtain a quote based on that.

12. Rules

Council discussed the need to revise the rules for the building and the recreation area. This will be reviewed by one of the Council members.

13. Loud Music

A complaint was received with regards to loud music on a regular basis between two units and the Property Manager was asked to rectify this.

14. Pressure Release Valves

The pressure release valves currently need to be serviced and maintained on an annual basis. Council directed the Property Manager to see if this was included in the Honeywell Contract and it determined that it is not included in their contract. Therefore, the Property Manager was directed to contact Honeywell and have a report done to determine when the last time the pressure release valves had been serviced.

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There being no further business, the meeting was adjourned at 8:37 p.m. The next meeting is scheduled for May 26, 2008 at 6:30 pm in the meeting room on the ground floor.

  
James Sullivan  
Property Manager  
CROSBY PROPERTY MANAGEMENT LTD.  
General Office # (604) 683-8900 (24 Hours)  
www.crosbypm.com

**Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.**