

**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN LMS 2790
THE SONESTA**

Held on Tuesday, April 11, 2006 at 7:00 p.m.
Within Unit 306 – 1989 Dunbar Street, Vancouver, BC

COUNCIL IN ATTENDANCE:	Duane Thompson	President
	Lisa Dillon	Treasurer
	Pasquale Di Salvo	Commercial
	Chrystal Rae	
	Mike Mahony	
PROPERTY MANAGER	Ken Dahl	Crosby Property Management Ltd.

Council President, Duane Thompson, called the meeting to order at 7:05 p.m.

APPROVAL OF COUNCIL MEETING MINUTES

It was moved/seconded to approve the minutes of the January 18, 2006 Council Meeting, as circulated.
CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

It was moved/seconded to approve the January, February and March 2006 financial statements, as presented.
CARRIED.

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.

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

P1 Parking Level Floor Crack Repairs

Inline Projects have completed repairs to the floor cracks on the P1 parking level at a cost of \$789.00 + GST.

Power Washing P2 Parking Level

Champion Window and Pressure Cleaning Services have been asked to schedule the power washing of the P2 parking level including the parking ramp for May. The scheduled date will be delivered to each owner as all vehicles will need to be removed from the P2 level during the scheduled power washing time.

P1 Pedestrian Door

Crosby advised Council that Rudy Fehr has been requested to submit a quote for a new metal door to replace the P1 door leading to the P1 elevator lobby.

Annual Fire Testing

The annual testing of the fire safety equipment was completed in January 2006. A second testing date for all

Minutes of the Council Meeting
The Owners Strata Plan LMS 2790
Held on Tuesday, April 11, 2006

the missed in-suite safety devices from the initial visit was completed on February 20, 2006 along with all deficiency repairs identified in the Fire Code Plus report. Any units that were missed on the second visit will need to contact Fire Code Plus and arrange to have their in-suite devices tested at their own expense and submit proof of testing to Crosby.

Unlicensed Vehicle in Parking Garage

Crosby reports that a letter was sent to the owner of an unlicensed vehicle parked on the P1 level. The owner had previously requested additional time to remove his vehicle as he was attempting to sell it. The additional time has passed. The owner has been advised that he has until April 15, 2006 to submit a copy of proof of storage and liability insurance to Crosby or remove the vehicle from the parking garage. If the vehicle is not removed by that date, Council will have the vehicle towed at the owner's expense.

39. Parking

39.1 *Only vehicles with current registration and insurance in force, or appropriate storage insurance, with a minimum of \$2,000,000.00 third party liability shall be allowed in the lower level, secure resident parking area, except with special permission of the Council. Parking of vehicles, other than those owned or leased by a resident or their house guest is prohibited in the lower level, secure resident parking area.*

39.3 *A resident must not store unlicensed or uninsured vehicles on the common, limited common property or on land that is a common asset.*

CORRESPONDENCE

There was no correspondence received.

NEW BUSINESS

2006/2007 Draft Budget

Crosby submitted a draft budget to Council for the 2006/2007 fiscal year for review. Following review, Council directed Crosby to make some budget adjustments and submit the adjusted budget to Council for review. The final budget will be submitted to the owners for approval at the Annual General Meeting.

AGM Date

The Annual General Meeting for the owners of Strata Plan LMS-2790, Sonesta is scheduled for Wednesday, June 28, 2006 in the P2 level of the underground parking garage. The meeting will be held at 7:00 p.m. with registration beginning at 6:45 p.m. Please bring your own chairs. Formal notice will follow in due course.

There being no further business, the meeting was adjourned at 8:15 p.m. The next meeting will be the Annual General Meeting.

Ken Dahl
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 <i>Strata Property Act</i>, will be assessed for replacement copies.
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**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN LMS 2790
THE SONESTA**

Held on Monday, June 5, 2006 at 7:30 p.m.
Within Unit 312 – 1989 Dunbar Street, Vancouver, BC

COUNCIL IN ATTENDANCE:	Duane Thompson	President
	Lisa Dillon	Treasurer
	Pasquale Di Salvo	Commercial
	Mike Mahony	
REGRETS:	Chrystal Rae	
PROPERTY MANAGER	Fernanda Mendo	Crosby Property Management Ltd.

Council President, Duane Thompson, called the meeting to order at 7:30 p.m.

APPROVAL OF COUNCIL MEETING MINUTES

There being no errors or omissions, it was moved/seconded to approve the minutes of the April 11, 2006 Council Meeting, as circulated. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

It was moved/seconded to approve the April 2006 financial statements, as presented. CARRIED.

- 1) **Draft Budget** - The Treasurer reviewed with Council the draft Budget for the fiscal year commencing June 1, 2006. Changes were considered and the final draft will be presented to the ownership at the Annual General 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.

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) **Painting** - Two quotations were presented to Council including labour and materials to paint the walls and ceiling of the 2nd, 3rd and 4th floor, baseboard repairs and painting on all floors as well as the door frames.
- 2) **Carpet Replacement** – Council was informed that quotations have not yet been received to replace the buildings carpeting.
- 3) **P1 Pedestrian Door** – Council advised that this door seems to be working fine but will continue to be monitored.
- 4) **Window** – Included with the Allstar Waterproof & Restoration Systems Report.

CORRESPONDENCE

There was no correspondence received.

NEW BUSINESS

- 1) **Deck Membrane Replacement** – Council reviewed a quotation from Allstar Waterproof & Restoration Systems for necessary repairs to deck membranes replacements as per the recommendation on the Morrison Hershfield report of August 6, 2004.

There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting is the **Annual General Meeting** scheduled for **June 28, 2006 at 7:00 pm** – Registration to commence at 6:30 pm. A notice package will be sent to every owner in advance of the meeting.

Fernanda Mendo
Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office: (604) 683-8900 (24 Hours)
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**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN LMS 2790
THE SONESTA**

Held on Thursday, October 19, 2006 at 7:00 pm
Within Unit 312 – 1989 Dunbar Street, Vancouver, BC

COUNCIL IN ATTENDANCE:	Duane Thompson	President
	Lisa Dillon	Treasurer
	Pasquale Di Salvo	Commercial
	Joan Evans	
	Chrystal Rae	
REGRETS:	Mike Mahony	
PROPERTY MANAGER	Fernanda Mendo	Crosby Property Management Ltd.

Council President, Duane Thompson, called the meeting to order at 7:10 pm.

COUNCIL APPOINTMENTS

The following appointments were agreed to:

Duane Thompson	President
Mike Mahony	Treasurer
Pasquale Di Salvo	Commercial Representative

APPROVAL OF FINANCIAL STATEMENTS

Duane Thompson introduced the financial statements for July and August 2006 advising that all accounts were in order and recommended acceptance.

It was moved/seconded to accept the July and August 2006 financial statements as recommended.
CARRIED.

- 1) **Arrears Review** - Council was provided with updated information regarding accounts in arrears. Discussion then took place regarding the special levy and that fines will not be assessed to the strata lot accounts. If the special levy remains outstanding on December 1, 2006 a fine of \$100.00 will be assessed to the strata lot and a subsequent fine on the first of each month following, until paid in full.
- 2) A request was received from three separate owners to waive the levy fines. Council agreed to have the amounts reversed.

- 3) Council was provided with an up to date of owners and tenants listing. It was noted that some of the information for the rental suites may not be accurate, correspondence will be sent to the owners requesting updated information of their tenants. Please be reminded that it is a requirement of the Strata Bylaws that a Form K be signed by each incoming tenant to ensure that renters have been shown and understand the Bylaws of the Strata Corporation. The Form K should be forwarded to Crosby Property Management so that accurate records can be maintained.

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.

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 ANNUAL GENERAL MINUTES

- 1) **Emergency Procedures** – Information regarding building and emergency procedures will be posted on the bulletin board (copy attached to these Minutes).

CORRESPONDENCE

The Strata Council then reviewed several items of correspondence sent to or received to the date of the meeting and the Property Manager received instructions to follow up with the appropriate response.

NEW BUSINESS

- 1) **Leak** – The owner of the commercial space at #3619 has reported a leak originating from one of the upper suites. The building's plumber was contacted to investigate the source, however the location of the leak has not been determined, access to the suites above the commercial space may be necessary, we believe that this leak could be from a dishwasher or washing machine, since its not a continuous leak.
- 2) **Break-ins** – Someone attempted to pry open the pedestrian gate. The pedestrian door is no longer accessible from the outside and entry to the underground parking must be done by using the fob system.
- 3) **Dryer Vent** – The dryer vents are due for cleaning and quotes will be obtained.
- 4) **Carpet Cleaning** – A quotation was received from Dutch Maintenance to clean all common areas including the stairs. The Property Manager will contact other companies for quotes.
- 5) **Housekeeping** - Discussion centred on the overall cleanliness of the complex and how to improve it. Other companies will be contacted for quotes.
- 6) **DMS Report** – During the recent preventive maintenance service the technician noted that the MUA located on the roof - the pulley is worn and needs to be replaced, it is causing the belts to wear out faster than they should. DMS is recommending that the pulley and belt be replaced. It will take approximately six to seven hours to repair, the cost of \$79.50 per hour plus \$200.00 for materials.

Minutes of the Council Meeting
The Owners Strata Plan LMS 2790
Held on Thursday, October 19, 2006

- 7) The Strata Council was provided with a meeting schedule.
- 8) Long time resident, Barbara Joan Muir recently passed away. On behalf of all the owners, the Strata Council would like to convey their sympathy to her family and friends. Barbara Joan will be sadly missed by all who knew her.

There being no further business, the meeting was adjourned at 8:35 p.m. The next meeting is scheduled for January 17, 2007 at 7:00 pm.

Fernanda Mendo
Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office: (604) 683-8900 (24 Hours)
www.crosbypm.com

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**MINUTES
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THE OWNERS STRATA PLAN LMS 2790
THE SONESTA**

Held on Wednesday, January 17, 2007 at 7:00 pm
Within Unit 312 – 1989 Dunbar Street, Vancouver, BC

COUNCIL IN ATTENDANCE:	Duane Thompson	President
	Mike Mahony	
	Pasquale Di Salvo	Commercial
REGRETS:	Chrystal Rae	
	Joan Evans	
	Lisa Dillon	Treasurer
PROPERTY MANAGER	Fernanda Mendo	Crosby Property Management Ltd.

Council President, Duane Thompson, called the meeting to order at 7:10 pm.

APPROVAL OF THE MINUTES (October 19, 2006)

There being no errors or omissions, it was moved/seconded to approved the minutes of October 19, 2006 as distributed. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

Duane Thompson introduced the financial statements for September, October and November 2006 advising that all accounts were in order and recommended acceptance.

It was moved/seconded to accept the September, October and November 2006 financial statements as recommended. CARRIED.

- 1) **Arrears Review** - Council was provided with updated information regarding accounts in arrears. The Property Manager was directed to reverse all fines pertaining to the special levy.
- 2) **Special Levy Payment** – The Strata Council was advised that payment has been received from all Strata lots.

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.

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) **Housekeeping** – After discussion, it was agreed to engage the services of Bar-El Building Maintenance and terminate the present company.
- 2) **Dryer Vent** – The dryer vent cleaning is scheduled for January 22, 2007, suite access is not required.
- 3) **Carpet Cleaning** – Pro Carpet has completed the cleaning in all common areas of the building.

CORRESPONDENCE

The Strata Council then reviewed several items of correspondence sent to or received to the date of the meeting and the Property Manager received instructions to follow up with the appropriate response.

NEW BUSINESS

- 1) **Hot Water Tanks** – During the November 2006 inspection the technician from DMS informed that it was necessary to turn off one of the hot water tanks due to leakage, the second one was also showing signs of leakage and the third tank has a faulty vent damper. The tanks are all from 1997. A decision was made by the Strata Council to replace two hot water tanks, the cost \$8,990.00 plus GST.
- 2) **Fire Safety Inspection** – Fire Code Plus will be conducting the annual fire safety inspection on February 6, 2007 of all common areas from 11:00 am to 5:00 pm and in-suites from 5:30 pm onwards. Under the Fire Code Regulations all in-suite fire safety devices must be checked annually, if access is denied, a locksmith will be called in order to open the door and the cost for this will be charged back to the owner's strata lot account. It is anticipated that the testing will take approximately 7 minutes per suite. The deficiencies encountered during the inspection will be repaired on the same day.
- 3) **Garbage** – There has been an increased incident of residents leaving unwanted furniture items in the garbage bin. All recycled material should be placed in the appropriate bin. Cardboard must be folded flat and placed in the cardboard bin located inside the Commercial area. Household garbage must not be placed in the recycle bins. It has been noted that residents continue to ignore this request. Effective immediately. There is a cost associated with the removal of furniture items, any individuals found disposing anything that is not acceptable in the bins will be fined the amount equal to the removal charge. We appreciate your co-operation in our efforts to reduce the expense of maintaining our building, which ultimately is reflected in all our strata fees.
- 4) **Deck Membrane Repairs** – The Property Manager was directed to contact Allstar to proceed with the deck repairs. A landscaper will be contacted to properly remove all plants from the affected decks.

There being no further business, the meeting was adjourned at 8:10 p.m. The next meeting is scheduled for February 21, 2007 at 7:00 pm.

Fernanda Mendo, Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office: (604) 683-8900 (24 Hours) www.crosbypm.com

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**MINUTES
OF THE COUNCIL MEETING
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THE SONESTA**

Held on Wednesday, March 14, 2007 at 7:00 pm
Within Unit 312 – 1989 Dunbar Street, Vancouver, BC

COUNCIL IN ATTENDANCE:	Duane Thompson Joan Evans Pasquale Di Salvo	President Commercial
REGRETS:	Mike Mahony Lisa Dillon	Treasurer
PROPERTY MANAGER	Donna Simian	Crosby Property Management Ltd.

Council President, Duane Thompson, called the meeting to order at 7:03pm.

GUEST BUSINESS

Two Commercial Strata Lot owners were present to address the Council. The first owner wished to address the Council regarding excessive cooking odours from a neighbouring unit and also indications of the owners residing in the commercial neighbouring unit.

The second owner addressed the Council advising that he and his family are not residing in the commercial unit.

The Council listened attentively and after the two owners had left the meeting, these issues were discussed at length. Management will attend to these issues based on the instructions of the Council. It was agreed that an inspection of the two commercial units will be conducted by a qualified technician in order to correct the odour penetration problem and to justify the residing or non-residing in the commercial unit.

APPROVAL OF THE MINUTES

There being no errors or omissions, it was moved/seconded to approve the minutes of January 17, 2007 as distributed. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

It was moved/seconded to approve the November, December 2006 financial statements as distributed. CARRIED.

With the Strata Council Treasurer being absent, the Council was in agreement to defer the approval of the January and February 2007 financial statements until the next Council 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.

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) Deck Membrane Replacement

As previously provided to the Council, an updated Deck Membrane Replacement Project Report was discussed. Prior to this meeting, a consulting service quotation from Morrison Hershfield Limited for deck waterproofing membrane replacement was approved by Strata Council. The scope of work will consist of design detail drawings, review of material specifications of used construction materials and accessories, periodic review of the work, 12 site visits and reports, confirm the appropriate material specifications as required, conduct field testing, repair an outstanding deficiency list and review the contract warranties. For the scope of work outlined and for overseeing the additional waterproofing at the base of the building was proposed and accepted by Strata Council at a fixed fee of \$6,500 plus GST.

Allstar Waterproof and Restoration System revised their quotation as per Morrison Hershfield recommendations to apply the two-play torch on system SBS modified bitumen membrane system for an additional price of \$3,450.00. Strata Council approved to spend a little extra and get a better product. Total cost for north elevation level two; all decks and deck planters will be \$59,550.00 plus GST and for the north side of the townhouses, north concrete walkway between the wall and the planters plus three planters the cost will be \$16,540.00 plus GST. The deck membrane work is tentatively scheduled to commence in the second week of April 2007.

2) Landscaping

The Strata Council, in order to keep a positive exterior appearance for the common area, then discussed the possibility of purchasing all the plants for the decks and planters. All residents are advised that the patio furniture removal and storage is scheduled for March 30, 2007. A contractor will be on site in order to help, at Strata's cost, the removal of furniture from the second floor units affected by deck membrane work. Please contact Joan Evans at: 604-734-2634 regarding the above.

3) Fire Safety Equipment Inspection

The Property Manager confirmed that Fire Code Plus Engineering had recently completed the annual fire safety equipment inspection and further, had returned to the site for a second visit to conduct in-suite inspections for one unit that had been missed during the first inspection. Deficiencies as reported by Fire Code Plus Engineering were reviewed and approved by the Council prior to this meeting. It was agreed to proceed with the repairs.

CORRESPONDENCE

The Council reviewed a few items of a correspondence. The majority of correspondence dealt with past issues from 2005. It was noted by Strata Council that the majority of items had been resolved. The Council recommended an inspection of the commercial units. The Property Manager will coordinate accordingly.

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NEW BUSINESS

1) Irrigation System

The Property Manager suggested to Council that quotations should be obtained for the irrigation system installation in order to keep the new plants well maintained in planters. The Property Manager will get quotes for this project.

2) Graffiti

Graffiti marks have been observed on the exterior walls of the complex. It was agreed that the Property Manager will contact Goodbye Graffiti in order to remove the graffiti marks.

3) Pressure Washing

The Property Manager advised the Council that a contractor was originally contacted to provide a quote to have the underground parkade and exterior perimeter of the building power washed after the deck membrane project is complete, but the quote was not supplied.

4) Council Member Resignation

To the regret of Council, it was officially noted that Council Member, Lisa Dillon had tendered her resignation to Council for personal reasons.

On behalf of the Strata Corporation, the Council, residents and the Property Manager, Lisa is thanked for her service to the Strata Corporation and wished all the best.

Owners are advised that there is currently a vacancy on the Council and any interested owners wishing to step forward and possibly become a member of the Strata Council are kindly asked to submit their interest in writing to the Property Manager.

There being no further business, the meeting was adjourned at 8:40 p.m. The next meeting is scheduled for May 16, 2007 at 7:00 pm.

Donna Simian
Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office: (604) 683-8900 (24 Hours)
www.crosbypm.com

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**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN LMS 2790
THE SONESTA**

Held on Wednesday, May 16, 2007 at 7:00 pm
Within Unit 312 – 1989 Dunbar Street, Vancouver, BC

COUNCIL IN ATTENDANCE:	Duane Thompson Mike Mahony Pasquale Di Salvo Joan Evans	President Treasurer Commercial
REGRETS:	None	
PROPERTY MANAGER:	Donna Simian	Crosby Property Management Ltd.

Council President, Duane Thompson, called the meeting to order at 7:00 pm.

GUEST BUSINESS

There was no guest business.

APPROVAL OF THE MINUTES

There being no errors or omissions, it was moved/seconded to approve the minutes of March 14, 2007 as distributed. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

The Treasurer, Mr. Mike Mahony, presented the Strata Council with a detailed verbal report noting that he has no concerns at this time with the financial statements and recommended approval.

It was agreed to withdraw money from the Contingency Reserve Fund to cover emergency expenditure for the Hot Water tanks replacement in the amount of \$10,023.36.

It was moved/seconded to approve the January, February, March and April, 2007 financial statements as distributed. CARRIED.

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.

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) Deck Membrane Replacement

Council was informed that the project started and Morrison Hershfield Engineering submitted 3 reports. After a brief review of the site reports and All Star quotation the Strata Council approved the installation of three new drains on the structural concrete slab, labour and materials for a cost of \$3,500.00.

The Council was presented with a quotation from All Star and a recommendation from Morrison Hershfield regarding a balcony support post structural modification. Estimated cost for upgrade to one post is \$4,000.00. The Council approved to upgrade the only one post.

Second floor deck re sloping, MH Engineering has recommended modification to the slab for a cost of \$1,000.00 for labour and materials. The Council approved the second floor deck re sloping.

Landscaping cost was considered by the Council as well; a Council member will provide more details and appropriate cost for this.

After a brief review of the deck membrane replacement project it was concluded that unexpected expenditures occurred and Council will present at the upcoming Annual General Meeting a 3/4 Vote Resolution Special levy to cover the extra cost for the project.

2) Landscaping

This was covered under the Deck Membrane Replacement.

3) Irrigation System

The Strata Council was presented with a quotation from University Sprinklers to install a new irrigation system. The Council decided not to raise any additional money and have owners watering by hands or a practical installation of soaker hoses.

4) Commercial Units

After an inspection conducted in to one of the commercial unit it was reported that there are no strata concerns at this time.

CORRESPONDENCE

There was no correspondence sent or received at this time.

NEW BUSINESS

Insurance and Property Appraisal

The Council was informed that an Insurance Appraisal Update of Strata Plan LMS 2790, The Sonesta, has been performed. The total insurable cost is stated as follows:

Minutes of the Council Meeting
The Owners Strata Plan LMS 2790
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Building Construction:	\$ 7,537,000
Yard Improvements:	\$ 42,000
Demolition and debris Removal:	\$ 194,000
Appliances:	\$ 272,000
Total Insurable Cost:	\$ 8,045,000

The premium is established on the basis of an appraised value, which sets out the cost of replacement. This means that if all or part of the building is damaged, it will be returned to an “as-build” condition. The appraised value of the building is \$8,045,000.

Management Contract Review

After reviewing the management contract Council agreed to renew the contract with Crosby Property Management Ltd. For the upcoming year there will be a fee increase due to the continual and rapid increase in the cost of providing strata management services.

Rental Waiting List

The Property Manager was instructed to update the rental list. The Strata Council would like to inform the owners that every time before entering in a tenancy agreement an owner should apply and get Strata Council approval.

The Strata Corporation Rental Bylaws, section 138, states:

138.1 An Owner who wishes to lease a Strata Lot or have a change in occupancy or tenancy shall first obtain approval from the Strata Council. The Owner shall deliver to the Strata Council or the Property Manager employed by the Strata Corporation a written request for a lease Permit together with the following:

- a) The name, occupation and address of each tenant or person who will occupy the Strata Lot during the term of the proposed lease;*
- b) Where applicable, the business telephone number of the tenant or tenants;*
- c) The address and telephone number of the Owner which will apply after the commencement of the lease;*
- d) The commencement date and term of the lease;*
- e) If requested by the Strata Council, a security deposit in an amount not to exceed \$400.00 to be held by the Strata Corporation for the purposes set forth in this Bylaw.*

138.2 a) The Strata Corporation may limit the number of Strata Lots within the Strata Plan that may be leased by owners;

Minutes of the Council Meeting
The Owners Strata Plan LMS 2790
Held on Wednesday, May 16, 2007

- b) *The maximum number of Strata Lots that may be leased by the owners shall be 10;*
- c) *should the number of Strata Lots presently leased not equal or exceed the limitation established by the Strata Corporation pursuant to Clause 138.2(b), Strata Lots may be permitted to be leased until such time as the said limitation is reached.*

Proposed Budget for Fiscal 2007/2008

The proposed fiscal 2007/2008 budget was reviewed and revised based on the final 2006/2007 financial results. Full details of the proposed 2007/2008 budget are being provided to owners in the Annual General Meeting information package.

Owners are kindly asked to please review the proposed Operating Budget and other information in the Annual General Meeting Notice in order to facilitate discussion at the AGM.

Annual General Meeting

Owners are advised that the Annual General Meeting has been scheduled for July 18, 2007. A separate Annual General Meeting Notice containing the Operating Budget will be sent out prior to the meeting to all owners.

Owners are kindly encouraged to attend the Annual General Meeting in order to ensure a quorum is achieved and so that they may offer their input on the everyday dealings of the Strata Corporation.

There being no further business, the meeting was adjourned at 8:22 p.m. The next meeting will be an Annual General Meeting held on July 18, 2007 at 7:00 pm in the P2 Parking area.

Donna Simian
Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office: (604) 683-8900 (24 Hours)
www.crosbypm.com

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**MINUTES
OF THE COUNCIL MEETING
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THE SONESTA**

Held on Wednesday September 13, 2007 at 7:00 pm
Within Unit #409– 1989 Dunbar Street, Vancouver, BC

COUNCIL IN ATTENDANCE: Philip McCartney
Mike Mahony
Pasquale Di Salvo
Joan Evans

REGRETS: Duane Thompson
Flavia Fowler
Gary McDonald

PROPERTY MANAGER: Donna Simian Crosby Property Management Ltd.

Council Member, Mike Mahony, called the meeting to order at 7:06 pm.

ELECTION OF OFFICERS

The Property Manager explained that the first order of business following an Annual General Meeting is the election of officers for the following fiscal year.

A brief discussion ensued regarding the officer positions available and the commitment level required throughout the year of serving on the Strata Council.

The floor was open for discussions and for volunteered officer positions. Several Council Members expressed their interest for various positions; therefore it was MOVED, SECONDED and CARRIED to elect officers by way of election.

The following Council Members were elected to the following positions:

POSITION	MEMBERS NAME
President	Duane Thompson
Vice – President	Philip McCartney
Treasurer	Mike Mahony
Commercial Committee	Pasquale Di Salvo
Maintenance Committee	Flavia Fowler
Landscaping Committee	Joan Evans

The Property Manager explained that all matters reviewed at the Council meetings are confidential and that the right to privacy of residents of the building will be respected in the Minutes.

Decisions made on behalf of the Strata Corporation are made by the Strata Council as a whole, that no one member of Strata is empowered to make decisions on behalf of the Strata Corporation. Matters are reviewed by Council at the meetings and it is at these meetings where decisions of Council are determined.

Minutes of the Council Meeting
The Owners Strata Plan LMS 2790
Held on Wednesday, September 13, 2007

APPROVAL OF THE MINUTES

There being no errors or omissions, it was moved/seconded to approve the minutes of May 16, 2007 as distributed. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

The Treasurer, Mr. Mike Mahony, presented the Strata Council with a detailed verbal report noting that he has no concerns at this time with the financial statements and recommended approval.

To balance the special levy it was recommended to recode a few invoices for the landscaping work.

It was moved/seconded to approve the May, June, and July, 2007 financial statements as distributed. CARRIED.

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.

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. Deck Membrane Replacement
The deck membrane project has been completed to the Strata Council's satisfaction.
2. Landscaping
The landscaping project has been completed to the Strata Council's satisfaction.
3. Parkade Power Washing
The parkade power washing project has also been completed.

CORRESPONDENCE

Council received correspondence from residents about the following.

1. A request from a commercial owner to provide him with a key for access for a side exit door was received. A request from the same owner to have the hallway by his commercial unit cleaned up was received, as well. Prior to tonight's meeting those items were dealt with and the commercial owner canceled his request to attend the tonight meeting.
2. An owner provided Strata Council with a proposal for landscaping improvements in front of her unit. The Strata Council approved the expenditure, subject to maintenance provided by the respective owner.

Minutes of the Council Meeting
The Owners Strata Plan LMS 2790
Held on Wednesday, September 13, 2007

3. A proposal was received from an owner to improve the Strata Corporation's communications. Strata Council will follow up with this.
4. An owner requested permission to install hard surface flooring in his unit. This request was approved.

NEW BUSINESS

1. Building Envelope Maintenance Plan

The Council was informed that a building envelope review is recommended. It was agreed to provide quotations and recommendations regarding the followings: Roof, Exterior Siding, Balconies, Windows and Caulking. Property Manager was directed to provide Council with two quotations

2. Intercom

After experiencing malfunctioning problems with the Intercom buzzer board, Strata Council decided to use a different maintenance contractor and to update the entry code for each unit. The Property Manager will follow up with this.

3. Balcony Cleaning

Owners and residents are asked to ensure that when cleaning the balconies do not dump waste water from the balcony without notice or warning to the people below.

4. Big Brother Donations

Owners and residents are asked to ensure that if donation bags are not taken in the scheduled day, please remove the bags to avoid junk collecting at the front of the building.

5. Commercial Loading Zone

It was suggested to have the commercial loading zone clear to have trucks parking there during loading process. It was noted that trucks do not have sufficient room there, and if Commercial owners are not parking in the loading zone someone else will park there.

6. Garbage Room

The Property Manager was directed to have a contractor fix the aluminum sill on the right hand door of the cardboard recycling room.

The Commercial garbage room will be cleaned up, a Council member graciously volunteered to coordinate the cleaning project with the commercial stuff.

7. Recycle Process

An owner volunteered to take over the recycling issue and will post notes in the bulletin board in the lobby indicating cardboard to cardboard room.

8. Due Date Special Levy

The Strata Council, after learning that owners are in arrears with the Special Levy, decided to extend the due date payable by October 15, 2007. After this date a \$100.00 fine will be applied to the outstanding accounts.

Minutes of the Council Meeting
The Owners Strata Plan LMS 2790
Held on Wednesday, September 13, 2007

There being no further business, the meeting was adjourned at 8:02 p.m. The next meeting will be a Council Meeting held on November 8, 2007.

Donna Simian
Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office: (604) 683-8900 (24 Hours)
www.crosbypm.com

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**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN LMS 2790
THE SONESTA**

Held on Monday December 3, 2007 at 7:00 pm
Within Unit #209 – 1989 Dunbar Street, Vancouver, BC

COUNCIL IN ATTENDANCE:	Philip McCartney	Vice-President
	Mike Mahony	Treasurer
	Pasquale Di Salvo	Commercial
	Joan Evans	Landscaping
REGRETS:	Duane Thompson	President
	Flavia Fowler	Maintenance
	Gary McDonald	
PROPERTY MANAGER:	Donna Simian, Crosby Property Management Ltd.	

The Property Manager Donna Simian called the meeting to order at 7:15pm.

APPROVAL OF THE MINUTES

There being no errors or omissions, it was moved/seconded to approve the minutes of September 13, 2007 as distributed. CARRIED.

The previous scheduled meeting was to be held on November 8, and due to a lack of quorum the meeting was rescheduled for tonight.

APPROVAL OF FINANCIAL STATEMENTS

The Treasurer, Mr. Mike Mahony, presented the Strata Council with a detailed verbal report noting that he has no concerns at this time with the financial statements and recommended approval.

It was moved/seconded to approve the August, September, October, 2007 financial statements as distributed. CARRIED.

The Strata Council then briefly reviewed the current arrears for owners, the monthly Strata fees owing and the recent special levy. The Property Manager was kindly asked to review the above and see whether some action could be taken with respect to appropriate collection.

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.

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. **Landscaping Improvements**

The Strata Council reviewed a previous landscaping improvement request received with an additional quotation from a first floor owner. It was again discussed and agreed that Strata Council would be in favour to spend the owners' money for this improvement as a condition to have the respective owner maintain the plants. It was mentioned that for this fiscal year there are no funds budgeted for Landscaping Improvements. Being an unapproved expenditure this project was recommended to be presented at the next AGM for owner's approval.

2. **Building Maintenance**

The Strata Council was presented with a quotation and recommendations for the exterior building maintenance, pressure washing, caulking and painting. After a lengthy discussion Council was in agreement to table this expenditure for the next financial fiscal year as the expenditure was not budgeted for this fiscal year.

3. **Carpet Cleaning**

The carpet cleaning project has been completed.

4. **Water leak from a Residential Unit in the Restaurant**

This project has also been completed. A discussion took place regarding a charge back the to an owner's strata lot account for the plumbing expenses as the leak occurred due to lack of maintenance of his/her bathroom. After the plumbing report is provided, a letter will be mailed out accordingly.

5. **Winterization - Dry Sprinkler System**

The project has also been completed.

6. **Latham's Preventative Maintenance Proposal**

The Strata Council was presented with Latham's proposal for the preventative maintenance. A scope of work for quarterly visits was presented. Council decided to approve this proposal subject to the Strata Council President's approval. As he was absent, this was tabled for a later time.

CORRESPONDENCE

Council received correspondence from residents about the following.

1. A commercial owner reported that a commercial tenant is storing garbage bags in the hallways. Council instructed the Property Manager on how to answer to the respective tenant.

Minutes of the Council Meeting
The Owners Strata Plan LMS 2790
Held on Monday, December 3, 2007

NEW BUSINESS

1. Emergency Contact List Update

The Strata Council is collecting information from all residents that may be helpful to keep the building secure and that might be vital in an emergency. The information will be on a need to know basis for emergency use available only to members of the Council and to the Property Manager. It will not be shared with other residents.

Please find enclosed an Emergency contact sheet along with a stamped envelope, please fill in the emergency contact sheet and return to Crosby Property Management.

There being no further business, the meeting was adjourned at 8:18 p.m. The next meeting will be a Council Meeting held on Thursday, February 28, 2008.

Donna Simian
Property Manager
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**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN LMS 2790
THE SONESTA**

Held on Thursday, April 3, 2008 at 7:00 pm
Within Unit #209 – 1989 Dunbar Street, Vancouver, BC

COUNCIL IN ATTENDANCE:	Duane Thompson	President
	Philip McCartney	Vice-President
	Mike Mahony	Treasurer
	Pasquale Di Salvo	Commercial
	Joan Evans	Landscaping
REGRETS:	Flavia Fowler	Maintenance
	Gary McDonald	
PROPERTY MANAGER:	Donna Simian, Crosby Property Management Ltd.	

The Strata Council President Duane Thompson called the meeting to order at 7:02 pm.

APPROVAL OF THE MINUTES

There being no errors or omissions, it was moved/seconded to approve the minutes of December 3, 2007 as distributed. CARRIED.

The previous scheduled meeting was to be held on February 28, 2008, and due to a lack of quorum the meeting was rescheduled for tonight.

APPROVAL OF FINANCIAL STATEMENTS

The Treasurer, Mr. Mike Mahony, presented the Strata Council with a detailed verbal report noting that he has no concerns at this time with the financial statements and recommended approval.

It was moved/seconded to approve the November, December, 2007 and January, February, 2008 financial statements as distributed. CARRIED.

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.

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. Landscaping Improvements

The Strata Council reviewed very carefully again a landscaping improvement proposal which was pending from the last Council meeting. It was agreed to approve the landscaping improvements work as was presented. Strata Council noted that financial situation is permitting to have this landscaping expenditure.

2. Exterior/Interior Building Maintenance

The Strata Council was in agreement to prepare details for the Building Maintenance Plan. It was agreed to present at the upcoming Annual General Meeting a maintenance plan with total cost estimates. The following list of projects would be presented to the owners.

- interior painting
- new carpeting
- roof area all fascia boards painting
- window trims and balcony fascia boards painting
- caulking around all exterior windows and doors

The Strata Council would like to encourage owners who may wish to comment on the proposed projects with respect to the common property, submit comments and/or suggestions to the Council or Property Manager over the next few months.

3. Fan Repairs

The fan in the elevator room was fixed by DMS mechanical.

4. Annual Fire Inspection

The project has been completed.

5. Preventative Maintenance Contract

Latham's is the new contractor in charge with the quarterly preventative maintenance for the mechanical equipment.

6. Graffiti Contract

The Strata Council cancelled the monthly contract with Goodbye Graffiti, any future graffiti will be cleaned by the janitor.

CORRESPONDENCE

The Strata Council reviewed several items of correspondence sent or received to the date of the meeting. All items have been addressed by the Strata Council and appropriate letters have been sent out.

NEW BUSINESS

1. Washing Machine

Strata Council would like to remind owners/residents to check the functions of their appliances, as there was reported water damage from an overloaded washing machine.

Minutes of the Council Meeting
The Owners Strata Plan LMS 2790
Held on Thursday, April 3, 2008

2. Bike Room

The Strata Council would like to kindly ask all owners/residents to remove all stored items from the bike room and to tag their bikes. Non-tagged bikes or any stored items will be removed from the bike room after the Annual General Meeting, which is tentatively scheduled for August 14, 2008.

3. Carpet Cleaning

A spring-cleaning was determined, and request for a carpet cleaning and stretching quotation was suggested. The Property Manager was directed to obtain a steam carpet cleaning quotation.

4. Insurance Appraisal

In accordance with the Strata Property Act, the Strata Corporation is required to maintain full replacement value coverage for the building and may require added additional coverage for liability, Council errors and/or omissions, etc.

The premium is established on the basis of an appraised value, which sets out the cost of replacement (new). This means that if all or part of the building is damaged, it will be returned to an "as-built" condition. The appraised value of the building is \$9,155,200.00.

There being no further business, the meeting was adjourned at 8:10 p.m. The next meeting will be a Budget Meeting held on Thursday, July 3, 2008.

Donna Simian
Property Manager
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