

STRATA CORPORATION BCS2478
SPECTRUM "I & II"
111 WEST GEORGIA STREET
668 CITADEL PARADE
VANCOUVER, BC

MINUTES OF THE STRATA COUNCIL MEETING OF THE OWNERS OF STRATA PLAN BCS2478 SPECTRUM "I & II", HELD IN THE SECOND FLOOR MEETING ROOM, 111 WEST GEORGIA ST, VANCOUVER, B.C., ON WEDNESDAY, FEBRUARY 25, 2009 AT 6:30 P.M.

IN ATTENDANCE

Fiona Burke – President

Pasha Pourfallah – Treasurer

Curtis Morrison – "Club Ozone" Representative

Ana Knight – Vice President

Gregory Newlands

Hamideh Riseh

REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD

Joseph Tsang – Strata Agent

REGRETS

Paula Tobey – Landscaping Committee

GUESTS

Behzed Homaic (son of Giv Homaic – Owner of Unit #3001, T2)

1. **CALL TO ORDER**

There being a quorum present, the meeting was officially called to order at 6:33 p.m.

2. **GUEST PRESENTATION**

Mr. Behzed Homaic (son of the Owner of Unit #3001, T2) was in attendance to appeal to Council that fines assessed against his father's unit for having personal items stored on the balcony be waived. Council listened to Mr. Homaic's argument and advised that a formal letter with the Council decision will be sent out to him.

Owners are reminded that if they wish to appear before Council to dispute any fines or discuss their concern, to put them in writing at least five (5) business days before the scheduled meeting. Owners simply showing up at the meeting will be asked to leave.

3. **COMMITTEE REPORT**

a) **"Club Ozone"/Parkade:**

Council was advised that the new Rules and Regulations governing the visitor parking stalls usage has produced the desired result in that there has been more space available for visitors to park. However, it was suggested that yellow lines be stencilled on either side of the visitor parking stalls area to ensure that it would accommodate up to five (5) vehicles. as vehicles are seen sparsely parked.

3. **COMMITTEE REPORT – CONT'D:**

b) **Security Camera:**

A second quote was obtained for the extra security camera on the second level of “Club Ozone” and has since been installed at half the cost of the first quotation. This camera will allow the Strata the ability to enforce Rules and Regulations, especially pertaining to the multi-purpose room usage.

c) **Dog Signage:**

Council was informed that the new signage restricting dogs on common property and lawn area has been ordered and will be installed throughout the grounds of Spectrum I and II. A Council Member then brought to the Council’s attention that she has recently witnessed several incidents involving Residents allowing their dogs to congregate in the lobby of Tower II and without the dogs being leashed. The Strata Agent was then asked to obtain a quote to install a security camera in that area of the lobby in Tower II, as well as posting a notice in the elevator monitor reminding Residents that pets should be leashed at all times when on common property.

d) **Free Weights:**

The Strata Agent informed Council that a new eight rack, as well as the additional free weights have been ordered, and are expected to arrive within weeks.

e) **Pool Hours:**

A suggestion was made to extend the closing time of the swimming pool until 1 a.m., as there appears to be a high percentage of Residents using the pool between 11 p.m. to 12 a.m. A discussion ensued and it was decided that Spectrum III and IV should be consulted. In addition, the Strata Agent was asked to post a notice in the elevator monitor advising Residents to provide their feedback in regards to extending the pool closing time until 1 a.m.

f) **Changing Room Lockers:**

The Strata Agent was asked to cut all padlocks on those lockers, which remain overnight in the men’s and ladies rooms, as Council has observed there have been regular occurrences of Residents using the lockers overnight and for their own use.

g) **Landscaping:**

Paula Tobey has recently met with the Strata’s Gardener and will be providing a report at the next Council Meeting. Council was then presented with two (2) quotes for installing pavers on the lawn, along Regiment Square on the Spectrum I and II side. Given that the cost is estimated around \$5,000, it was decided to TABLE this expenditure for the time being.

h) **Bylaw Infraction:**

Copies of Bylaw Infraction letters were presented to Council for review. In reviewing the huge volume of infraction letters sent to the Owner, a suggestion was made to offer the Owner/Resident the option to clean up their oil stains, or

3. **COMMITTEE REPORT – CONT'D:**

h) **Bylaw Infraction – Cont'd:**

the Strata will have the oil stain cleaned, along with a \$75 clean-up fee charged back to the unit Owner, as well as a \$200 fine for not complying with the Strata's Bylaws when the initial warning letter was sent

4. **FINANCIAL REPORT**

The Treasurer advised Council that he has reviewed the January, 2009, financials and noted that the Strata has incurred an operating surplus of approximately \$46,000. One area of concern is the accounts receivable, which stands at approximately \$25,000 as of tonight's meeting. Council instructed the Strata Agent to continue issuing lien warning letters, which are to be followed by lien registrations against those Owners who do not pay their strata fees on the first of each month, and to ensure that their access to “Club Ozone” be denied.

5. **BUSINESS ARISING FROM PREVIOUS MEETING**

a) **Elevator Maintenance Services Contract:**

The Maintenance Services Contract for the elevator was recently renewed with Thyssen Krupp Elevators for a five-year term, which includes 24/7 coverage, as well as Thyssen Krupp's promise to have all the dirt cleaned for the elevator buttons inside the cabs.

b) **Vandalism:**

ICBC recently sent a cheque for the Strata costs incurred to repair the fire sprinkler pipe on level P1, which was damaged by one of their insured vehicles, after they were provided with a written statement from a Resident, who had witnessed the incident, as well as an official letter threatening ICBC that the Strata will sue for punitive damages, if they do not reimburse the Strata for the repair costs.

c) **Pest Control Services:**

A Pest Control Services Contract was awarded to Advance Pest Control, following the receipt of two (2) bids. Advance Pest Control was asked to seek out all potential entry-points for mice in one of the townhouses, which had reported seeing mice droppings, and plugged up the holes. They also were asked to set up bait stations throughout the grounds in front of the townhouses.

d) **Cigarette Butts:**

A memo was recently posted in the elevator monitor, as well as a letter sent to the individuals of “03” Suites in Tower I & II. In addition, a fine of \$200 was assessed against a Resident in Unit #703 who was observed flicking lit cigarette butts off his balcony.

6. **CORRESPONDENCE**

Owners are encouraged to write Strata Council, via Rancho Management Services on any Strata related matters (i.e. suggestions, concerns, etc). Correspondence can be sent to Rancho's office at 701-1190 Hornby Street, Vancouver, B.C., V6Z 2K5, or by fax to 604-684-1956 or by e-mail to josephs@ranchogroup.com.

Correspondence received from Owners was presented to Council for review and instruction was given to the Strata Agent on how to respond, including decision on the appeal of fines, etc.

7. **NEW BUSINESS**

a) **Bicycle Room Damage:**

Council was informed that there was a recent incident involving a bike being stolen from bicycle room #5, located on level one. The culprit gained access by cutting the steel fence. A metal plate has since replaced the cut fence section to prevent further tampering. It was then suggested that Council should consider converting one of the existing bicycle storage rooms into a “high security bicycle storage room” and assess a user fee for those who want to store their expensive bicycles in the “high security bicycle storage room”. The Strata Agent was asked to obtain a price to secure bicycle room #2 on level P1, as well as the cost to secure a motorcycle/scooter storage room also on level P1.

b) **Garbage Room:**

A discussion was held in regards to the increased infractions of Residents improperly disposing their household garbage in the respective garbage room. The Strata Agent was asked to obtain a quote to install a camera in the garbage rooms, as well as having the cardboard recycle container locked to ensure that the corrugated boxes are properly flattened and put through the slot. In addition, Council asked that a sign be ordered and installed on the garbage containers located outside the respective lobby to remind Residents that household garbage is not to be disposed in such containers, as they are meant for pet excrement and small disposable items.

c) **Carwash Area:**

The Strata Agent was asked to obtain a quote to install a coin-operated vacuum in the proposed carwash area for Council's consideration at the next Meeting.

d) **Trailer Site:**

Council asked that a letter be sent to Concord Pacific to have them clean up the trailer site, as it is an eye sore.

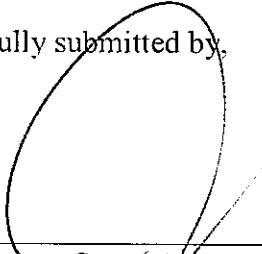
8. **NEXT MEETING**

The next Meeting will be a **Strata Council Meeting**, and has been scheduled for **Wednesday, March 24, 2009, at 6:30 p.m.** The meeting will be held in the **Meeting Room, Second Level**, at **111 West Georgia Street, Vancouver, B.C.**

9. **TERMINATION**

There being no other business to discuss, it was **MOVED, SECONDED, and CARRIED** to terminate the meeting at 8:40 p.m.

Respectfully submitted by,



Joseph Tsang, Strata Agent
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STRATA FEES/PRE-AUTHORIZED PAYMENT

Should you ever have any questions regarding your strata account, please feel free to contact our Strata Accounts Receivables Department at: 604 331-4257. Owners who are not yet on Pre-Authorized Payment (P.A.P.) Program, our preferred payment option, should contact the same number to obtain a form. The P.A.P. Program is a convenient payment method whereby we can debit your account with your monthly strata fees on the first of every month.