

**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 MEETING ROOM, SECOND FLOOR OF CLUB OZONE, 111 WEST GEORGIA STREET, VANCOUVER, B.C. ON WEDNESDAY, AUGUST 27th, 2008 AT 6:30 P.M.

IN ATTENDANCE

Pasha Pourfallah – Treasurer
Ana Knight

Curtis Morrison – Club Ozone Representative

REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD

Joseph Tsang – Strata Agent

REGRETS

Fiona Burke – President
Amita Gill

Tom Mah – Vice President

1. CALL TO ORDER

There being a quorum present, the meeting was officially called to order at 6:35 p.m.

2. PREVIOUS MEETING MINUTES

There being no errors or omissions, Council adopted the minutes of the previous Council meeting held on July 23rd, 2008 as presented.

3. COMMITTEE REPORT

a) "Club Ozone/Parkade":

Council was informed that the motors on the existing treadmills which are currently in the gym are burnt out and replacement costs would run at \$800 for each motor and will only last for anywhere from one to two months. From the meeting that Mr. Curtis Morrison had with the representatives from "Spectrum 3 & 4", a decision was made to purchase two (2) new commercial quality treadmills along with one (1) elliptical trainer from Life Fitness with the expected delivery date of three to six weeks at a cost of approximately \$13,502.89 including taxes. At the same meeting, the Committee also authorized the installation of a door at the Concierge desk and extending the Concierge desk's height to restrict Residents' access behind the desk area, due to concern with respect to Residents' personal information being tampered unnecessarily.

3. **COMMITTEE REPORT CONT'D**

a) **“Club Ozone/Parkade” – Cont’d:**

The Committee also approved the installation of a FOB reader on the glass door separating “Club Ozone” from “Spectrum 1” on the ground level to allow the “Club Ozone’s” ability to restrict access from “Spectrum 1”.

Council was also informed that the Committee also agreed to convert the curb parking areas on Regiment Square into Visitor parking for Residents of “Spectrum” Towers. The Strata Agent was asked to provide Strata Council with suggestion on Rules and Regulations to govern the Visitor parking usage, before proceeding with ordering the necessary signage.

b) **Bylaws:**

Copies of bylaw infraction letters sent to Owners/Residents were presented to Council for review. Council also entertained appeal requests from Owners on the following issues:

- i) **Portable Air Conditioning Unit:** Council decided not to waive the \$200 fine assessed against the tenant for having a portable air conditioning unit without first obtaining Strata’s approval and another \$200 fine for allowing the water to drip from the portable air conditioning unit to other suites below.
- ii) **Move In/Out Fees:** Council decided to reduce the move-out fee from \$200 to \$100 for a furnished rental unit but decided that the \$200 fine assessed against the unit Owner for the tenant moving in and out of the building without first notifying the Concierge staff should stay.
- iii) **Noise Complaint:** As usual, there continues to be a large number complaint with respect to noise disturbances. Residents are reminded to notify the Concierge staff on duty of all noise disturbances, especially if they occurred pass 11:00 p.m. which is considered quiet hours so that the nature of the complaint could be verified and reported to Rancho’s office in order that relevant letters and fines be issued. Emailing the Strata Agent about noise disturbances is not the proper protocol as the nature of the complaints can not be verified.

4. **FINANCIAL REPORT**

The Treasurer informed Council that he has reviewed the July’s financials and that everything is in order with the Strata still operating at a sizable surplus. The accounts receivable as of tonight’s meeting was then reviewed and it was noted that it has improved tremendously from the prior month but there are still Owners who are in arrears and the Strata Agent was asked to continue issuing lien warning letter as well as register lien against those Owners who are in arrears.

4. **FINANCIAL REPORT CONT'D**

There being no other questions or discussion, it was **MOVED, SECONDED**, and **CARRIED** to approve the financial statements for the period ending July 31st, 2008 as presented.

5. **BUSINESS ARISING FROM PREVIOUS MEETING**

a) **Form K:**

The individual who has leased about a dozen of suites at “Spectrum 1 & 2” and subsequently sub-leased these suites have been served with an eviction notice to terminate the tenancy on or before August 31st, 2008 by Rancho’s office as instructed by the Strata Council. The Strata Agent will follow through with applying for hearing at the Residential Branch in effort to obtain an Order of possession to evict this individual.

b) **Pets Off Grass Signage:**

The “Pets off Grass” signage was ordered from the internet has not arrived despite of several phone calls being made to the website by the Building Maintenance staff. The Strata Agent was asked to contact a different vendor for such signs.

Council was informed that there have been about three (3) complaints received with respect to the restriction imposed on Residents to allow dog on the courtyard level, as well as limiting access from 11:00 p.m. to 8:00 a.m.

6. **CORRESPONDENCE**

Owners are invited to write Strata Council, via Rancho Management Services on any Strata related matters and send them to Rancho’s office at 701-1190 Hornby Street, Vancouver, BC, V6Z 2K5, or by fax to 604-684-1956 or by e-mail to josephsang@ranchogroup.com

Correspondence received from Owners was presented to Council for review and instruction was given to the Strata Agent on how to respond.

7. **NEW BUSINESS**

a) **Fire Alarm System Inspection:**

As required by the City of Vancouver Fire Department Regulations, the building’s fire alarm system must be inspected once a year to ensure that all fire safety devices both on common property as well as inside individual suites are operating properly. Such testing has been scheduled for September 15th, 2008 for Spectrum I and the week of September 22nd, 2008 for Spectrum II respectively.

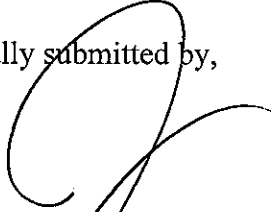
8. **NEXT MEETING**

The next Council Meeting has been scheduled for **Wednesday, August 27th, 2008 at 6:30 p.m.** the meeting will be held in the Meeting Room on the Second floor of Club Ozone, 111 West Georgia Street, Vancouver BC.

9. **TERMINATION**

There being no other business to discuss, it was **MOVED, SECONDED** and **CARRIED** to terminate the meeting at 8:15 p.m.

Respectfully submitted by,



Joseph Tsang, Strata Agent
Rancho Management Services (B.C.) Ltd.
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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 Receivable department at: **(604) 331-4258**. 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 (1st) of every month.