

**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, ABOUT THE CONCIERGE DESK, 111 WEST GEORGIA ST, VANCOUVER, B.C., ON WEDNESDAY, MAY 27, 2009 AT 6:30 P.M.

IN ATTENDANCE

Fiona Burke – President	Ana Knight – Vice President
Pasha Pourfallah – Treasurer	Paula Toby - Landscaping
Curtis Morrison – "Club Ozone" Representative	Gregory Newlands

REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD

Joseph Tsang – Strata Agent

REGRET

Hamideh Riseh

GUESTS

Sean Rafati (Leasing Agent from Easy Rent)

1. **CALL TO ORDER**

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

2. **GUEST PRESENTATION**

Mr. Sean Rafati was in attendance to dispute fines being assessed against two (2) of the rental suites in which he is the rental agent and requested Strata explain to him the process of how the fines are being levied. Mr. Rafati was then given fifteen (15) minutes to argue his case and was told that in accordance with section 135 of the *Strata Property Act*, every Resident of Spectrum I and II are issued a warning letter for the first violation and that subsequent repeat violations will result in a fine of \$200 being assessed. In the case of balcony storage and oil stains on parking salls, the \$200 fine is levied every seven (7) days until compliance. Council thanked Mr. Rafati for attending the meeting and advised that a letter will be issued to him with the Council's decision.

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

3. **COMMITTEE REPORT**

a) **“Club Ozone”/Parkade:**

Council was informed that Mr. Curtis Morrison was able to get in touch with the Club Representative from Spectrum III but was told that he is no longer on Council. Mr. Morrison was also unable to have any meaningful discussion with the representative from Spectrum IV since that person is not familiar with the Club Ozone setup. He then asked that he be given the proper contact information for the Club Ozone Representatives from Spectrum III and IV so that a proper meeting could be arranged in an effort to have a meaningful discussion with respect to future proposed improvements planned for the Club.

The Strata Agent then informed Council that additional hooks, floor mats, benches, and double-sided tape for the shower curtains have all been implemented since the last Council Meeting. In addition, Ms. Ana Knight has purchased a set of plastic chairs and tables for the pool deck.

i. **Compressor Failure:**

Council was informed that one (1) of the compressors which services the ventilation for the pool area has failed, and that the replacement cost is approximately \$7,500. Unfortunately, the warranty for the original compressor was only for one (1) year. However, the warranty for the building mechanical system does not expire until September 14, 2009, Council requested that a letter be issued to both the builder as well as the third party warranty provider requesting that the failed compressor be replaced.

ii. **Club Ozone Concierge Staff:**

Council was informed that the two (2) Concierge Staff who are considered sub-par performers have been spoken to by the owner operator. However, one (1) of the Concierge staff continued to exhibit poor judgement and service toward Spectrum Towers Residents. A motion was then **MOVED, SECONDED, and CARRIED** unanimously to have for this particular Concierge Staff to be replaced immediately.

b) **Landscaping:**

Paula Toby informed Council that the newly planted trees along the boulevard on Citadel Parade as well as the ones planted in front of the townhouses are dying and requested that the Strata Agent write to the Vancouver Parks Board requesting that these trees be replaced. Ms. Toby a report from the Strata's gardener for recommendation on possible replacement trees along with the cost. Finally, Council was told that some of the plant material on the townhouse patio, which are considered limited common property, have shown signs of distress and infestation, and she will be asking the Strata gardener for a price for spraying.

3. **COMMITTEE REPORT - CONT'D**

c) **Bylaw Infraction:**

Letters sent out to Owner/Residents who are in violation of the Strata's bylaw were presented to Council for review and instructions were given on which suites should be assessed fines.

4. **FINANCIAL REPORT**

The Treasurer informed Council that he has reviewed the latest financial statements as of April 30th, 2009, and is pleased to inform Council that the Strata has incurred an operating surplus. It was noted that Strata has made some headwind with respect to collecting Strata fees but there remain a handful of Owners who are in arrears of strata fees as of tonight's Meeting and that liens have already been registered against the respective Strata Lots.

There being no questions or discussion it was **MOVED, SECONDED, and CARRIED** to approve the financial statements for the period ended April 30th, 2009 as presented.

5. **BUSINESS ARISING FROM PREVIOUS MEETING**

a) **Garbage Room Security:**

A fob reader and a camera have been installed in the respective garbage room. Council requested that the locks on the respective door be removed to force the Residents to use their fobs for access. Additionally, Council approved the installation of a fob reader outside the man-gate adjacent to the main overhead gate to provide easy access for pedestrian and bicycle users.

b) **Dryer Vent Cleaning:**

Having reviewed the two (2) quotes presented, it was **MOVED, SECONDED, and CARRIED** to retain National Air Technologies to clean the dryer vent from the outside, with a cost of approximately \$9,000.

c) **High Security Bike Room:**

A handful of replies were received from Residents of Spectrum I and II expressing an interest in paying a monthly fee for the privilege to store their bicycles in a more secure area. Given that the cost outweighs the demand, the Strata Agent was asked to consult with Spectrum III and IV to see if they would also be interested in a joint venture as an effort to spread the cost between the three (3) Stratas.

d) **Strata Website:**

Strata Websites Limited presented Council with a revised proposal on setting up a website for Spectrum I and II, including a four (4) month trial period with no cost

5. **BUSINESS ARISING FROM PREVIOUS MEETING – CONT'D**

d) **Strata Website – Cont'd:**

to the Strata Corporation. At the end of the four (4) month trial period, Strata can choose to continue with the website and pay the monthly fee or simply abandon the website and keep the domain name. In reviewing the revised proposal from Strata Websites Limited, Strata was pleased to see that Strata Website Limited will establish a committee to set quantitative goals for Spectrum I and II and Strata felt that the Corporation will have everything to gain and nothing to lose. Therefore, it was unanimously agreed to proceed with the four (4) month trial period.

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) **Elevator Interruption:**

Council was informed that the recent elevator interruption, whereby the elevator was out of commission for several days, was in result to a failed “rope gripper” and that a new “rope gripper” has to be ordered and shipped from the United States. The elevator was shut down over the weekend for safety reasons until the replacement component arrived, a crew of several men from the elevator company to install the new “rope gripper”. A meeting was recently held between management of ThyssenKrupp Elevator and Strata to determine if there are ways to cut down the time that it takes ThyssenKrupp to have the elevator back in service. From the meeting, it was learned that the two (2) incidents which resulted from the elevator being out of commission for several days, are due to major component failures which are very rare and may not happen again in the foreseeable future. Therefore, ordering extra major components on site as an attempt to have replacement parts readily available may not serve the Strata's interest as these parts may never be utilized. ThyssenKrupp also felt that increasing the frequency of their services would not help with the recent elevator shut down because the issue had no direct relation with servicing but rather with the major component failure that rarely happens and that a replacement part must be shipped here from the United States. Following the meeting with management of ThyssenKrupp elevator, the Council President felt much better in that the elevator shut down was not a result of lack of services but rather was out of ThyssenKrupp's control.

7. **NEW BUSINESS – CONT'D**

b) **Moving Hour:**

Council was informed that a large amount of complaints are received every time an elevator is out of commissioned and that the situation is made worse when the only elevator working is tied up with moves. Residents sometimes have to wait up to 30 minutes for the elevator. It was suggested that the 11:00 a.m. to 3:00 p.m. moving time slot for the weekend be abandoned in an effort to free up the elevator. After a lengthy discussion ensued, it was unanimously agreed to immediately implement such suggestion and anyone moving in or out of the building from Mondays to Thursdays between 11:00 a.m. to 3:00 p.m. will be entitled to a \$75 reduction from the standard move in and move out fees.

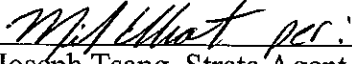
8. **NEXT MEETING**

The next Meeting will be a **Strata Council Meeting**, and has been scheduled for **Wednesday, June 24th, 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 8:25 p.m.

Respectfully submitted by,



Joseph Tsang, Strata Agent
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RANCHO'S INTERNET SITE

Rancho's website has been updated with lots of new features. We invite you to check us out at <http://www.ranchovan.com>. Any questions and comments can be forwarded to us by email at: pmgr@ranchogroup.com, or by calling us at: (604) 684-4508.