

**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, JULY 23rd, 2008 AT 6:30 P.M.

IN ATTENDANCE

Fiona Burke – President

Curtis Morrison – Club Ozone Representative

Pasha Pourfallah – Treasurer

Ana Knight

REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD.

Joseph Tsang, Senior Property Manager

REGRETS

Tom Mah – Vice President

Amita Gill

1. **CALL TO ORDER**

There being a quorum present, the meeting was officially called to order at 6:40 p.m.

2. **GUEST PRESENTATION**

Melanie Ounjian (3102 – Tower 2) was in attendance to request Strata assist in evicting her tenant when she received the letter from Strata advising that her tenant is the one who is leasing about sixteen (16) suites at Spectrum I & II. Upon further investigation Ms. Ounjian learned that the same individual has been in and out of jail previously and also holds a criminal record. A thirty-day (30) notice eviction has been served to this individual and Ms. Ounjian requested that Strata provide her with sufficient proof in order for her to obtain an Order of Possession from the Residential Tenancy Branch if a hearing is held. Council thanked Ms. Ounjian for attending and taking the necessary measures to evict the fault tenant and excused her from the meeting at 7:50 p.m.

Note: Council requests that any Owners who wish to be present at Council Meeting to discuss issues pertaining to their own suite are requested to provide Rancho's office with written submission at least five (5) business days prior to the scheduled Council Meeting. This is to ensure that Council has sufficient time to review the materials that the Owner(s) wish to discuss. Owners who fail to comply with such request will be turned away.
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3. **PREVIOUS MEETING MINUTES**

There being no errors or omissions, Council adopted the minutes of the previous meeting held on June 25th, 2008 as presented.

4. **COMMITTEE REPORT**

a) **“Club Ozone/Parkade”:**

Curtis Morrison informed Council that he will be meeting with representatives from Spectrum III & IV in early August to discuss the following improvements:

- Replacement and addition of cardio equipment
- Converting the second level Meeting Room into an extension of the Gym by replacing the existing carpet with rubber flooring and adding wall mirrors as well as additional pieces of cardio equipment such as elliptical trainers, treadmills, and a television set, etc.

Mr. Morrison also informed Council that he was given an estimate for extending the height of the Concierge desk as well as adding a door to provide added security and to prevent Residents from going behind the Concierge desk and going through the Concierge desk. Finally, he will be discussing with the representative of Spectrum III & IV to have the curb lane parking on Regiment Square converted into Visitor Parking for all Four Spectrum towers Residents with a maximum limit of four (4) hours and that the Concierge staff will be asked to monitor and tow away any violators.

b) **Bylaws:**

Copies of bylaw infraction letters sent to Owners/Residents were presented to Council for review.

- i) **Proposed Bylaw Package:** Council reviewed the proposed bylaw package put together by the Bylaw committee and made relevant changes. This document is now ready to be presented to the Owner(s) at the next Annual General Meeting (AGM) for adoption.

5. **FINANCIAL REPORT**

The Treasurer informed Council that he has reviewed the Financial Statements for the period ending on June 30th, 2008 and that everything is in order. The Strata has incurred an operating surplus of approximately \$120,000. The accounts receivable was reviewed and it was observed that the outstanding amount has gone down with some of the larger arrears recently being collected. Council asked that the Property Manager continue to issue lien warning letters and follow with lien registration against those Owners who are in arrears in their Strata Fee payments.

There being no other questions or discussion, it was **MOVED, SECONDED, and CARRIED** to approve the financial statements for the period ending June 30th, 2008 as presented.

6. **BUSINESS ARISING FROM PREVIOUS MEETING**

a) **Form K:**

In order to assist those Strata lot Owners who have been defrauded by the individual who is sub-leasing their units, the Property Manager was asked to issue another letter to these Owners providing copies of Form K proving that he is the same tenant in all sixteen (16) units so that all Owners will have sufficient evidence to obtain an Order of Possession from the Residential Tenancy Branch. For those Owners who have not complied with the Strata's request to evict this tenant, the Property Manager was asked to issue a one-month eviction notice to evict this tenant on or before August 31st, 2008 and all associated costs charged back to the respective Strata lot Owner(s).

b) **Pets Off Grass Signage:**

The “Keep Off Grass” signage has been ordered and the building maintenance staff will consult with Mr. Curtis Morrison before installation to see where the sign should go up and at the relevant locations. A discussion was held with respect to the large number of complaints against Residents who allow their pet to roam freely in the courtyard area and who do not clean up after their pet. In addition, Residents have been observed to have loud gatherings in the Courtyard past the 11 p.m. City of Vancouver noise restriction deadline. It was **MOVED, SECONDED**, and **CARRIED** to have a deadbolt installed on the two doors leading to the courtyard in order to restrict access from 11 p.m. to 8 a.m. and to ban all dogs from the courtyard area. Council requested that a memo be posted in the elevator cab to inform resident of the new rules.

7. **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 Property Manager on how to respond.

8. **NEW BUSINESS**

a) **Meeting Room Booking:**

A potential problem was brought to Council's attention in that some Residents are regularly booking the Meeting Room on a regular basis. There is currently no Strata Bylaw Rules or Regulations to prevent such practice. It was **MOVED, SECONDED**, and **CARRIED** unanimously to limit each booking of the meeting room to a maximum time slot of three (3) hours and that the booking must be made at least one (1) day before the actual usage. The booking can only be extended on the same day if there are no other bookings.

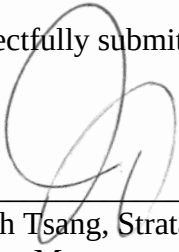
9. **NEXT MEETING**

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.

10. **TERMINATION**

There being no other business to discuss, it was **MOVED, SECONDED** and **CARRIED** to terminate the meeting at 8:05 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.