

**DOMUS
STRATA CORPORATION BCS528
1055 HOMER STREET
VANCOUVER, B.C.**

**MINUTES OF THE STRATA COUNCIL MEETING OF THE OWNERS OF STRATA
PLAN BCS528, "DOMUS," HELD IN THE LOUNGE AREA, 2nd FLOOR, 1055 HOMER
STREET, VANCOUVER, B.C., ON MONDAY, FEBRUARY 23, 2009 AT 7:00 P.M.**

PRESENT:

Charles Bilash - President

Niknaz Kahnamoui

Noel Evans – Vice President, Treasurer

Peter Skinner

Lucinda Iglesias

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

Joseph Tsang, Senior Strata Agent

Mike Elliott, Junior Strata Agent

GUESTS:

Bree Erin & Tyson March (Unit 304)

1. **CALL TO ORDER**

There being a quorum present, the meeting was officially called to order at 7:03 p.m.

2. **PREVIOUS MEETING MINUTES**

There being no errors or omissions, Council adopted the previous Meeting Minutes of January 12, 2009, as presented.

3. **RESIDENT MANAGER'S REPORT**

Dave Lam, the Resident Manager, briefed Council on the building's operations since the last Council Meeting. The following issues were discussed in detail:

a) **Graffiti in the Fire Exit Stairways:**

It was noted that some minor graffiti was found on several wall-mounted signs in the fire stairwells. The graffiti was removed by the Cleaning staff.

b) **Stolen Mail:**

There was a report of mail possibly stolen from a Domus mailbox. Canada Post will be asked to upgrade the crown locks to a higher-security type. A notice will be posted in the mailroom advising Residents of the recent theft.

c) **Unit #1602 Water Damage:**

A sink overflowed in Suite #1602. Damage was restricted to the one unit, with expected repair costs in excess of \$4,000. Phoenix Restoration has been on-site to perform the emergency work and all costs, including the remedial repair work, will be charged back to the unit Owner.

3. **RESIDENT MANAGER’S REPORT CONT’D**

d) **Guest Suite Door:**

During a recent rental, the door to the Guest Suite was damaged. A replacement has been ordered, and is expected to be delivered approximately March 23, 2009. All lost Guest Suite rental revenue during this time will be charged back to the Owner who was responsible for the Suite at the time of the damage.

e) **Parkade Update:**

The Resident Manager has completed pressure washing of the entire parkade. Carbon Monoxide sensors were recently calibrated and are all in working order. And the iron grate on P1 has been removed due to the reoccurrence of noise issues reported in last month’s minutes.

f) **Generator:**

Simpson Maxwell was recently on site to perform the annual maintenance of the generator and everything was in working order.

4. **COMMITTEE REPORTS**

a) **Landscaping Committee:**

The landscaping representative, Nicki Kahnamoui, recently met with Para Space Landscaping to discuss our 2009 service. Ms. Kahnamoui outlined the full year plan, and Council agreed to Ms. Kahnamoui’s recommendations. Council further decided that, since no spring bulbs were planted last fall, we would forgo spring flowers, and wait until the summer planting scheduled for the end of March.

The idea of installing artificial grass in front of the building was also discussed. There is a high upfront cost, but no annual cost to re-turf. Due to budgetary constraints, Council chose to re-turf the lawn this year, instead of investing in artificial grass.

5. **FINANCIAL REPORT**

The Treasurer informed Council that he has reviewed the January financial statements and noted that the utilities were over budget, but that this was most likely a function of the accrual process instead of higher actual usage. The Treasurer asked that Rancho Management Office automatically provide him with copies of all utility bills in the future.

a) **Arrears**

The Accounts Receivable as of February 11, 2009 was reviewed. It was observed that only one Owner is in arrears. The Strata Agent has issued a lien warning letter to this Owner and will follow up with lien registration if necessary.

b) **Loan From Contingency**

Rancho provided the Treasurer with a statement for the Contingency Reserve Fund in regards to the repayment of the loan for the insurance premium. The Treasurer reviewed the information and was satisfied that full repayment was made for the money used to pay for the 2007 insurance premium.

6. **BUSINESS ARISING FROM PREVIOUS MEETING**

a) **Resident Handbook:**

The initial draft of a new Resident Handbook was developed and distributed to Council. Further discussion was TABLED until the next Meeting.

b) **Boiler Update:**

Council has decided to replace the existing hot water tanks with a single boiler at a cost of \$42,000. The contract has been awarded to Keith Plumbing & Heating (KPH). KPH has requested that Council provide them with two (2) parking stalls so that a temporary shed could be built to store their tools and supplies, while the works is being done. The work is expected to commence on March 2, 2009. Per Resolution III approved at the last AGM, the costs will be assessed to all Owners, with the assessment taking place probably in April.

c) **Exterior/Window Cleaning:**

Champion Window Cleaning will be on-site to clean the windows during the month of March. Council asked that all the ledges should also be cleaned at the same time.

d) **Dryer Vent Cleaning:**

The dryer vent cleaning will be performed by National Air Technologies and will begin the first week of March, starting from inside the suites followed by cleaning the outsides via Bosun's chair. The Strata Agent was asked to have National Air Technologies perform an inventory of the number of booster fans in the suites, as well as ask them if the size of existing booster fans already in the building are adequate for their current application. A notice will also be issued to all suites to ensure that keys are left with the Resident Manager so as to have access to clean the insides of the dryer vent.

e) **Envelope Maintenance:**

Per Resolution IV approved at the AGM, Council agreed to move forward with an inspection of the exterior of the building, and the subsequent recaulking of any cracks found. It was noted that the recaulking would have minimal impact on the aesthetics of the building, since the likely area of any potential cracking would be in the reveals near windows, which are not very visible from the street. Work is expected to take place in August. The Strata Agent will continue to bid this project in an attempt to lower the cost.

f) **Mortgage Renewal:**

Mr. Charles Bilash informed Council that CIBC has not been receptive in regards to the mortgage renewal and has decided to move forward with Royal Bank for the refinancing for the guest suite and the Resident Manager Suite.

g) **Pest Control Contract:**

It was decided that a contract for Pest Control is currently not in the budget and will be put on hold for the time being.

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

h) **Elevator #2:**

Council discussed the ongoing elevator issues. A recent inspection noted the need for some additional maintenance items to be addressed. Council and the Strata Agent will continue to follow-up.

i) **Townhouse #1061 Leak:**

An independent engineering firm (Morrison Herschfield) was on-site to investigate a water issue reported above the patio door of Townhouse #1061. The investigator concluded that the issue is related to condensation, not water intrusion. In conjunction with the upcoming Dryer Vent Cleaning, the Strata Agent will instruct National Air Technologies to use a camera to inspect the dryer vent duct to see if there is a pinch or a clog that could be generating this moisture.

7. **CORRESPONDENCE**

Owners are encouraged to write Strata Council, via Rancho Management Services, on any strata related matter (*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 Email to josephtsang@ranchogroup.com.

a) **Cigarette Butts:**

Another letter has been received by Council regarding cigarette butts being thrown off the balcony. Council will be issuing a notice to all Residents on the North-East elevation of the building advising that cigarette butts are not to be thrown off the balconies.

8. **NEW BUSINESS**

a) **Olympic Rentals:**

Bree and Tyson Marsh were in attendance to share their idea of leasing out multiple Domus suites through a Rental Agency during the 2010 Olympics. It was noted that using a single Rental Agent to lease multiple suites would help control access to the building, lessen security issues, and provide a single-point of contact for collecting fees. Owners who are considering leasing their Suites during the Olympics are encouraged to contact Bree at bree.march@shaw.ca

It was decided that Lucinda Iglesias will be the Council Representative for all Olympic-related activity. Lucinda will contact Bree to discuss how Council can support her efforts, and also to discuss including the Guest Suite in the pool of units being marketed.

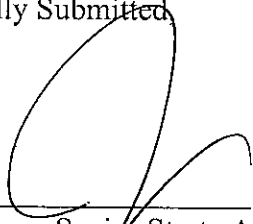
9. **NEXT MEETING**

The next meeting will be a Strata Council Meeting which will be held on **Monday, April 6, 2009 at 7:00 p.m.**

10. **TERMINATION OF MEETING**

There being no other business to discuss, the meeting was terminated at 8:58 p.m.

Respectfully Submitted,



Joseph Tsang, Senior Strata Agent
Rancho Management Services (B.C.) Ltd.
701-1190 Hornby Street, Vancouver, BC, V6Z 2K5
Phone: 684-4508 (24 HOUR EMERGENCY SERVICES)
Direct Line: (604) 331-4253
E-mail: josephtsang@ranchogroup.com

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: 604 331-4279. 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.