

“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, JULY 9th, 2007, AT 7:00 P.M.

PRESENT:

Charles Bilash – President/Treasurer	Tyson March
Carmen Grant – Secretary	Nathan Hall

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

Joseph Tsang, Senior Property Manager
Jeff Gelfer, Junior Property Manager

GUESTS:

Noel Evans – Unit 2103
Christopher Townsend – Unit 403

1. CALL TO ORDER

There being a quorum present, the meeting was officially called to order at 7:08 p.m.

2. ADOPTION OF PREVIOUS MEETING MINUTES

There being no errors or omissions, Council adopted the minutes of the meeting held on May 28th, 2007, as presented.

3. RESIDENT MANAGER’S REPORT

Mr. David Lam, the new Resident Manager, briefed Council on some of the issues that he has been working on. They include the following:

a) **Car Wash Hose Reel:**

A new durable car wash hose has been installed by the car wash area.

b) **Recycling Bags:**

Recycling bags have been ordered and placed in the garbage room.

c) **Lobby:**

Stainless steel corner pieces have been installed in main lobby to protect the wood finish.

d) **Planter Covered:**

A proper piece of plywood has been installed over the excavated planter off the back lobby and the dirt pile has been covered with a tarp.

e) **Landscaping Lights:**

Landscaping lights throughout the building are now all working.

3. **RESIDENT MANAGER'S REPORT – CONT'D**

f) **Fitness Centre:**

A clock and wall mount garbage container has been installed in the gym.

g) **Pressure Washing:**

The front and back of the building have been pressure washed as well as the third and fourth floor breezeways.

h) **Elevator Pads:**

New elevator moving pads have been ordered and have now arrived.

i) **Fire Sprinkler Head Cages:**

Cages have been installed where possible to protect the sprinkler heads in the front lobby.

j) **Tiles:**

The front and back lobby tile floors are scheduled to be polished as well as the P0 and P1 lobbies.

k) **Carpet Cleaning:**

Carpet cleaning throughout the building has started and expected to be done this week.

l) **Lights over Back Gates:**

The Manager requested that we be given permission to install two (2) metal halide cube fixtures over the back gates off the alley to illuminate the dark corners and to dissuade unwanted people from loitering behind the building.

m) **Security Guard:**

Arrangements have been made for security guard to monitor all moves, to ensure that the building's security is not compromised during moves.

n) **Overnight Parking:**

There have been five (5) to six (6) vehicles towed from the visitor's parking spaces for not displaying a visitor tag and for overnight parking without permission.

Council thanked Mr. Lam for his work during the past month and Mr. Lam left the meeting at 7:25 p.m.

4. **PRESENTATION BY AN OWNER**

Mr. Christopher Townsend, of Unit 403 presented a proposal to Council to build a pergola on his balcony deck. Mr. Townsend presented drawings and discussed the materials used and the method of construction. Mr. Townsend was advised that Council would discuss his proposal and advise the results after the Council Meeting. Mr. Townsend left the meeting at 7:40 p.m.

4. **PRESENTATION BY AN OWNER – CONT'D**

Council then decided to put off a decision until the matter could be brought up at the next Annual General Meeting when the Owners have been consulted and a design guideline has been established. This is to ensure that all future similar results must adhere to the same set of guidelines.

5. **COMMITTEE REPORTS**

a) **Deficiency Committee:**

Council has fast tracked the building envelope assessment study in order to immediately address concerns with planter leaks and any other issues that have arisen to date. The inspector from Morris & Hershfield inspected ten (10) units on *July 9th, 2007*. The white stain on the exterior of the building was also viewed. The inspector will be looking at the building drawings to determine the status of the drain holes that were supposed to be installed in the planters.

b) **Bylaw Committee:**

Council proposed a new bylaw for pet registration which will be presented at the next Annual General Meeting. In the meantime, a form will be issued allowing Residents to register due to a number of recent pet related complaints.

c) **Landscaping Committee:**

The Property Manager was asked to confirm the cause of death of one of the maple trees. Council wishes to know if the plant died due to inadequate drainage in the planter, or if it was due to soil conditions, or if it was due to a natural pest, so that preventative measures can be put in place.

Council is waiting for a quote for a matching fence to divide the loading zone from the alley way.

The grass in front of the building has some patches that have died again and needs replacement. Council instructed the Property Manager to get a quote to install an irrigation system for the front grass patches.

A mechanical contractor has been installing valves in the irrigation system to alleviate problems caused by use during the winter. The process is ongoing and should be completed later this year.

d) **Security Committee:**

Council discussed the security lights mentioned by the Building Manager for the back gates to light the area around the back gates, as it currently dark and vagrants have been found settled here. Council members discussed placing the lights high enough to keep them out of reach while still not being high enough to affect any Owners. Council also discussed the ability to hide the wiring so that is not showing or vulnerable to vandalism.

6. **FINANCIAL REPORT**

The Treasurer provided a cursory review of the financial reports for the period ending on June 30th, 2007. Questions about the payroll, the janitorial, and the maintenance supply line items were asked and answered by the Property Manager. Council discussed the ongoing cost of the building manager and building cleaning areas. Council also instructed Rancho to supply all Council Members with a full accounting package, including the general ledger, to be included in the agenda for future meetings.

Arrears:

Accounts Receivable is in very good shape, with only \$2,166 total in arrears. For a Strata of the size of "Domus", this represents a very low amount in arrears. Thank you to all Owners for keeping up with your Strata payments and charges.

There being no further questions or discussion, it was **MOVED, SECONDED** and **CARRIED** unanimously to accept the June 2007 financial statements, as presented.

7. **BUSINESS ARISING FROM PREVIOUS MEETING**

a) **Resident Manager's Duties:**

Council discussed the various duties of the Building Manager and the new Building Cleaning Contractor. There was concern about the level of cleaning of the building. Currently, the building has the Resident Manager on duty from 12:30 P.M. to 4:30 P.M. Monday through Friday, and has a cleaning contractor from 8 A.M. until 12 P.M. seven (7) days a week. Council Members discussed various ideas on how to maintain the building at the level of cleanliness desired by all Residents without increasing the budget and to ensure a better level of service. Council also noted that the Resident Manager is still settling in to the building and his duties in the building, and will continue to work on improving the building environment.

Council also discussed the security guards now patrolling the parking levels and back gate area on evenings over the weekend, as well as providing security during move-ins. Council agreed that most residents are very pleased with this service and do not wish to make any changes at the present time.

b) **Hallway Painting:**

The Property Manager has reported to Council that a new shade of eggshell finish is being used to paint the hallways. The Resident Manager will be painting one floor per week starting from the top floor of the building moving down.

c) **Signage for Parkade:**

The Property Manager reported that all signs that were ordered have now been installed.

8. **CORRESPONDENCE**

Correspondence received from Owners was presented to Council for review/discussion and instructions were given on how to respond.

9. **NEW BUSINESS**

a) **Additional Bike Space:**

Council discussed various methods of finding more storage space for bicycles. The bicycle rooms are full at present. The Property Manager was asked to contact the original supplier of the bike racks to get suggestions on how to increase the capacity of the bike rooms so that all Residents will have space if needed.

b) **Security Camera Signage:**

Council instructed the Property Manager to put up signs on the front and back doors to indicate that security cameras are present in the building.

c) **Lights in Elevators:**

Some Council Members and Residents have advised that the lights in the elevators are too bright. The Property Manager will instruct the Building Manager to find some "soft white" bulbs to be installed in the elevators.

d) **Back Door Stops:**

Council has noted that the back doors from the upper lobby are propped frequently, creating a security problem. Council instructed the Property Manager to remove the door stops so that the doors can not be propped open.

e) **Front of Building Garbage Can:**

Council discussed bringing back the garbage can and place it on the Boulevard side of the sidewalk next to Canada Post box.

f) **Electrical Outlets in Parking Areas:**

Due to requests from Owners wanting to change their motorcycle batteries, the Property Manager was asked to get quotes for installing proper outlets where needed. Such cost will be billed back to the motorcycle owners.

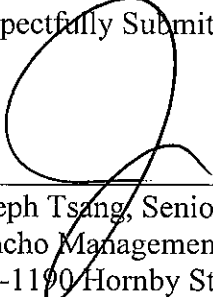
10. **NEXT MEETING**

The next meeting will be a **Strata Council Meeting**. The meeting has been scheduled for **Monday, August 20th, 2007 at 7:00 p.m.** in the lounge at 1055 Homer Street, Vancouver, B.C.

11. **TERMINATION OF MEETING**

There being no other business to discuss, it was **MOVED, SECONDED and CARRIED** to adjourn the meeting at 9:47 p.m.

Respectfully Submitted,



Joseph Tsang, Senior Property Manager
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