

**“ICON”  
STRATA CORPORATION BCS1964  
638 BEACH CRESCENT  
633 KINGHORNE MEWS  
VANCOUVER, B.C.**

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**MINUTES OF THE STRATA COUNCIL MEETING OF THE OWNERS OF STRATA PLAN  
BCS1964, “ICON”, HELD IN THE MEETING ROOM, 3<sup>RD</sup> FLOOR, 633 KINGHORNE MEWS  
VANCOUVER, B.C., ON WEDNESDAY, APRIL 20, 2011 AT 7:00 P.M.**

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**PRESENT:**

Leo Verlaan – President/Treasurer  
Keith Brown – Club Oasis  
Alexis LaBonte

Mark Herfert – Co-Club Oasis  
Tony Darvazeban

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

Joseph Tsang – Senior Strata Agent

**REGRETS:**

Christina Laing – Vice President/Co-Treasurer

1. **CALL TO ORDER**

There being a quorum present, the meeting was officially called to order at 7:00 p.m.

2. **OWNER HEARING**

The Owner of Strata Lot 60 was in attendance along with her Real Estate Agent to discuss the hardwood flooring installed in her strata lot. All parties agreed that the hardwood floor was installed without Strata’s permission by the previous Owner. It is the Council’s opinion that the current Owner should have known or ought to have known that the hardwood floor was installed without Strata’s prior approval. Furthermore, if such information was not disclosed in the Property Disclosure Statement, the current Owner could have potentially recourse against the former Owner, as the Strata’s relationship is with the current Owner and not with the former Owner. The Owner of Strata Lot 60 was told that this issue came to Council’s attention because the Owner of Strata Lot 54 had asked Strata to look into whether or not the hardwood floor installed in Strata Lot 60 had used the proper sound absorption material due to noise disturbances experienced by the Owner of Strata Lot 54. The Trader representing the Owner of Strata Lot 60 was advised to ask the agent of the former Owner for a copy of the invoice showing that the specifications of the underlay material used when the hardwood floor was installed has complied with the Strata’s bylaws, then the Strata Council would consider waiving the fines assessed since March 1, 2011. Council thanked the Owner of Strata Lot 60 and her agent for taking the time to attend the Council Meeting and address this issue, along with her agent, and excused them from the Meeting at 7:20 p.m.

3. **APPROVAL OF PREVIOUS MEETING MINUTES**

There being no errors or omissions, Council adopted the minutes of the previous Council Meeting held on March 16, 2011, as presented.

4. **COMMITTEE REPORT**

a) **Club Oasis:**

There is no new activity to report.

b) **Bylaw Committee:**

Letters sent out to Owners/Residents who are in violation of the Strata's bylaws were presented to Council for review and instructions were given on how to respond, including decisions on those Owners who are disputing fines and who should be fined in accordance with section 135 of the *Strata Property Act*.

c) **Lobby Beautification:**

A discussion was held with respect to the overall improvement plan put together by the original interior designer (Ledingham Design) and that the necessary funding should be proposed to the Owners at the next Annual General Meeting in the form of a special levy, so that Strata Council can have everything done at the same time rather than in piecemeal. It was also suggested that the construction of a Concierge Desk in the lobby of Icon I should be part of the same resolution along with the costs of having a Concierge to man the desk for a period determined by the Strata Council.

d) **Landscaping:**

It was brought to Council's attention that the Owner of Strata Lot 173 has recently removed all the plant materials on the planter adjacent to her balcony without Strata's approval. The Strata Agent was asked to issue a letter informing the unit Owner that Council will have the Strata's gardener replace the plant materials and that all associated costs will be charged back to the unit Owner.

i) **Interior Plant Maintenance:**

Council was presented with a proposal from Ambius for the maintenance services of the interior plants. Given that the monthly cost for each building is around \$30, the Strata Agent was asked to proceed with the services.

5. **FINANCIAL REPORT**

Mr. Leo Verlaan informed Council that he has reviewed the March financials and that everything is in order. As of March 31, 2011, the year-to-date operating surplus stood at around \$6,400.

5. **FINANCIAL REPORT – CONT'D**

**Arrears:**

The accounts receivable list as of April 12, 2011 was reviewed. Council was pleased to see that there are only two (2) Owners who are in arrears.

There being no further discussion or questions, it was then **MOVED, SECONDED, and CARRIED** to approve the financial statements for the period ending March 31, 2011 as presented.

6. **BUSINESS ARISING FROM PREVIOUS MEETING**

a) **Icon 1 Lobby Washroom:**

Council was informed that it will cost approximately \$2,000 to install a fob reader along with an electrical door strike on the washroom door in the Icon 1 lobby. It was decided that the Building Manager should keep track of how often this particular washroom is being abused and when such information is presented to Council, Council will then re-consider whether or not to install a fob reader.

7. **CORRESPONDENCE**

Owners are encouraged to write Strata Council via Rancho Management Services on any Strata related matter. Correspondence can be mailed to Rancho's office at 600-1190 Hornby St., Vancouver, BC., V6Z 2K5, by fax to 604-684-1956 or by email to [josephtsang@ranchogroup.com](mailto:josephtsang@ranchogroup.com).

8. **NEW BUSINESS**

a) **Dryer Vent Cleaning:**

Council requested that arrangements be made to have the dryer vents cleaned this summer.

b) **Balcony Drain:**

The Strata Agent was asked to consult with the Strata's mechanical contractor to see if the balcony drains are in need of cleaning. This is due to concerns that if some of the balcony drains have not been properly cleaned, it could lead to water pooling and compromise the lifespan of the waterproofing membrane.

9. **NEXT MEETING**

The next meeting will be a Strata Council Meeting and has been scheduled for **Wednesday, May 18, 2011 at 7:00 p.m.** in the meeting room, 3<sup>rd</sup> floor, 633 Kinghorne Mews, Vancouver, BC.

10. **TERMINATION**

There being no further business to discuss, it was **MOVED, SECONDED, and CARRIED** to terminate the meeting at 8:50 p.m.

Respectfully Submitted,



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Joseph Tsang, Strata Agent  
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**INSURANCE**

Please be reminded that the Strata's policy only covers the original fixtures installed in the Strata lot by the Developer (i.e. hardwood floors installed by the Developers are covered by the Strata's insurance policy, but hardwood floors installed by an Owner after the time of purchase are not covered by the Strata's insurance policy). As per the Act, Owners are required to have insurance for their contents, improvements and betterments, liability, and insurance deductible. Owners should consult an insurance agent to ensure that they have proper coverage.