

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

MINUTES OF THE STRATA COUNCIL MEETING OF THE OWNERS OF STRATA PLAN BCS1964, “ICON”, HELD IN THE MEETING ROOM, 3RD FLOOR, 633 KINGHORNE MEWS VANCOUVER, B.C., ON WEDNESDAY, FEBRUARY 16, 2011 AT 7:00 P.M.

PRESENT:

Leo Verlaan – President/Treasurer
Mark Herfert – Co-Club Oasis

Keith Brown – Club Oasis
Leila Eslamboli

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

Joseph Tsang – Senior Strata Agent

REGRETS:

Christina Laing – Vice President/Co-Treasurer

Tony Darvazeban

1. **CALL TO ORDER**

There being a quorum present, the meeting was officially called to order at 7:05 p.m.

2. **COUNCIL COMPILATION**

Council was informed that Ms. Leila Eslamboli had recently sold her suite and thus she would no longer be eligible to serve on the Council.

3. **APPROVAL OF PREVIOUS MEETING MINUTES**

There being no errors or omissions, it was then **MOVED, SECONDED, and CARRIED** to adopt the minutes of the Council Meeting held on January 19, 2011 as presented.

4. **COMMITTEE REPORT**

a) **Club Oasis:**

The tiles on the pool deck were recently cleaned and a sealant will be applied shortly. The delay of sealant application has to do with the contractor waiting for the commercial quality sealant product to arrive. Council was satisfied with the tile work results.

4. **COMMITTEE REPORT – CONT'D**

b) **Meeting Room Table:**

The table in the meeting room of "ICON I" was reported to have broken due to poor workmanship. Keith Brown volunteered to work with the Building Manager to see if the table could be repaired and if not, will have it disposed.

c) **Lobby Beautification:**

Council was informed that the 2011 operating budget could only absorb the cost for the tiling work on the two (2) pillars in the lobby of "ICON II". Leo Verlaan informed Council that he is currently in the process of sourcing a supplier for the tile as well as a contractor to carry out the work. The installation of the wall mirror opposite the elevators in the lobby areas will be done in 2012 if the budget allows.

d) **Landscaping:**

The Landscaping Committee did not have the opportunity to meet and to discuss the landscaping issues since the last Council Meeting. It is expected that the Committee will be meeting in the coming weeks and another meeting will be arranged afterwards with the strata's landscaper to have the work implemented.

e) **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*.

5. **FINANCIAL REPORT**

Leo Verlaan informed Council that he has reviewed the January financials and was pleased to inform Council that as of January 31st, 2011, Strata has incurred an operating surplus of approximately \$9,500. A concern was raised with respect to the sewage expenditure being \$3,000 over the budgeted amount, and suggested that a memo be posted in the building to advise Residents to pay attention to things such as running toilets in order to conserve water.

Arrears:

The accounts receivable as of February 9, 2011 was reviewed and it was noted that only one (1) Owner is in arrears. Lien warning letters have already been issued to the respective strata lot, and if the Owner continues to be in arrears after the due date stated on the lien warning letter, a lien will be registered which will result in the Owner having to incur another \$400 in order to have the lien removed.

5. **FINANCIAL REPORT – CONT'D**

There being no further discussion or questions, it was then **MOVED, SECONDED, and CARRIED** to approve the financial statements for the month of January 2011 as presented.

6. **BUSINESS ARISING FROM PREVIOUS MEETING**

a) **Cleaning Services:**

A meeting was held with the management team from the cleaning company on January 25, 2011 to discuss the required overall cleaning service. Since that meeting, Strata has noticed a drastic improvement in the cleaning services. Council will continue to monitor the cleaning service and take the appropriate actions needed.

b) **Braided Hose Installation:**

As of tonight's meeting, braided hose installations for ICON I are almost complete with the exception of another 12 units left to be done. ICON II's hose replacement project will commence in early March.

c) **Unauthorized Renovation:**

Since the last council meeting held on January 19, 2011, fines totalling \$1,400 have been assessed against the Owner of strata lot 60 for installing hardwood floor without prior approval from Strata. The Owner's agent advised that the hardwood floor was already installed when the current Owner purchased the unit from the previous Owner. The Strata Agent was asked to issue another letter requesting the unit Owner to provide a copy of the purchase and sale agreement between the original Owner and the Developer confirming that hardwood floor was installed by the Developer. If not, fines of \$200 per week will be assessed until compliance.

d) **Floor Crack on Parkade P3:**

Council was informed that the crack on level P3 of the parkade has been repaired.

e) **Storage Locker:**

As discussed at the January 19, 2011 Council meeting, a memo dated January 21, 2011 has been posted in the elevator cab and the bulletin board in the mail box areas reminding all Resident(s) that items stored in the storage lockers should be confined to the lockers themselves, and that any items left outside the storage locker by March 31, 2011 will be removed and disposed. Signs with similar wordings have also been posted in the storage locker rooms.

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

f) **HVAC Repair:**

Council was presented with a list of the required preventative maintenance items noted by the Strata's mechanical contractor during their recent quarterly preventative maintenance inspection. The Council President has reviewed and approved those items on the list which require immediate repairs.

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 josephsang@ranchogroup.com.

8. **NEW BUSINESS**

a) **Spring Social:**

A Spring wine and cheese social event has been tentatively planned for May 12, 2011. The Strata Agent was asked to post a memo in the elevator cab one (1) month prior to the scheduled event.

9. **NEXT MEETING**

The next meeting will be a Strata Council Meeting and has been scheduled for **Wednesday, March 16, 2011 at 7:00 p.m.** in the meeting room, 3rd 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 8:12 p.m.

Respectfully Submitted,

Joseph Tsang, Strata Agent
Rancho Management Services (B.C.) Ltd.
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STRATA FEES/PRE-AUTHORIZED DEBIT

Should you ever have any questions regarding your strata account, please feel free to contact our Strata Accounts Receivables Department at: 604 331-4257. Owners who are not yet on Pre-Authorized Debit (P.A.D.) Program, our preferred payment option, should contact the same number to obtain a form. The P.A.D. Program is a convenient payment method whereby we can debit your account with your monthly strata fees on the first of every month.