

STRATA CORPORATION LMS 3440 *The SPOT*  
The Minutes of the COUNCIL MEETING  
held on Tuesday, April 11, 2006, - 6 p.m. In the Amenity Room

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**Council Members Present:** Chris Chong-Ping  
Andy Agnesini  
David Thill  
Cherilyn Swanson

**Management Present:** John G. Peccia, Property Manager  
PACIFIC QUORUM PROPERTIES INC.

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**1. CALL TO ORDER**

The meeting was called to order at 6:00 p.m.

**2. ADOPTION OF PREVIOUS MINUTES**

It was:

***MOVED/SECONDED*** (Thill/Agnesini)

To adopt the minutes of the March 8, 2006, as presented  
***CARRIED***

**3. BUSINESS ARISING**

**a. Flashing and Window Cleaning**

The Property Manager confirmed that the PO has been issued for the flashing and window washing to be accomplished this spring, with the scheduling of this project awaited.

**b. Traffic Membrane**

Council reviewed the updated quote submitted by Polycrete, noting that their pricing is most competitive in this regard.

It was therefore:

***MOVED/SECONDED*** (Agnesini/Chong-Ping)

To approve the Polycrete quote in the amount of \$16,310.00 +GST for the repairs to the visitor parking parkade membrane, and to schedule this work for September.

***CARRIED***

**It was noted that the parkade will be closed for two days during this project. It was agreed that notice will be mailed to all owners one month in advance as well as being posted, advising that residents must make alternate parking arrangements during this period.**

**c. Rental Secure Bike Storage**

It was noted that there has been no response to the notices placed in the last two meeting minutes with regards to secure bike storage. It was therefore agreed that this matter will not be pursued any further.

**d. Front Boulevard**

The suggested improvements for the front boulevard area are awaited from Mike Cox.

**e. Hot Water Tank Maintenance**

Council was briefed by the Property Manager about information provided by Lathams regarding the annual maintenance performed on the hot water tanks.

It was noted that various maintenance aspects were being performed and that the tanks were being flushed annually. It was further noted that very little can be done to prolong the life of these tanks. Given the water conditions the life span of hot water tanks at the Spot was not out of line when compared to other buildings in the Greater Vancouver area.

**f. Landscape Maintenance**

There was a review of the Sasha Landscaping quote.

It was:

***MOVED/SECONDED*** (Thill/Agnesini)

To approve the bi-weekly service quote provided by Sasha Landscaping in the amount of \$400.00 +GST for the period of May 1 to Nov 30, 2006.

***CARRIED***

**g. Elevator Notice Boards**

Replacement elevator notice boards are on order.

**h. Front Railing Glass**

Replacement of the cracked front railing glass is pending the glass being on order.

**i. Annual Envelope Maintenance**

It was noted that Bemco has completed the annual envelope maintenance inspection, and the report is awaited.

**j. Window Leaks @ 1001**

It was noted that the application of sealant to rectify the window leak problems at this unit has been completed.

**k. Leak @412**

It was confirmed that the excavation of 5<sup>th</sup> floor planter is scheduled to commence in the following week in order to locate and repair the leaks to unit 412 below.

Pricing for the deck planter option within these 5<sup>th</sup> floor planters is being investigated and will be obtained.

**4. FINANCE**

Recent finances were reviewed and discussed noting that the Corporation was under budget by \$12,874 as of February 2006.

It was:

***MOVED/SECONDED*** (Agnesini/Swanson)

To adopt the February 2006 financial statement.

***CARRIED***

**5. CORRESPONDENCE**

- a. Email Received** recommending that the Caretaker emergency number be posted at the front door. It was agreed to attend to this request.

**6. NEW BUSINESS**

**a. Toilet Back Up from 416**

There was discussion regarding this matter, noting that this incident caused flooding into unit 317. Once the exact cause of the back up has been determined, a decision will be made regarding the applicable insurance deductible being charged back to unit 416.

At this point the emergency response cost was \$628.00 and the related interior repairs \$2,835.00.

**7. ADJOURNMENT**

There being no further business, this meeting was adjourned at 7:30 p.m.

**THE NEXT COUNCIL MEETING IS SCHEDULED FOR MAY 30, 2006, 6:00 p.m.**

Submitted by:

**PACIFIC QUORUM PROPERTIES INC.**

#1051 - 409 Granville Street

Vancouver, BC V6C 1T2

Telephone: (604) 685-3828 / Fax: (604) 685-3845

e-mail: john.pacificquorum@telus.net

**STRATA CORPORATION LMS 3440 *The SPOT***  
**The Minutes of the COUNCIL MEETING**  
**held on Monday, July 17, 2006, - 6 p.m. In the Amenity Room**

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**Council Members Present:** Chris Chong-Ping  
Andy Agnesini  
David Thill

**Management Present:** John G. Peccia, Property Manager  
**PACIFIC QUORUM PROPERTIES INC.**

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**1. CALL TO ORDER**

The meeting was called to order at 6:00 p.m.

**2. ADOPTION OF PREVIOUS MINUTES**

It was:

***MOVED/SECONDED*** (Thill/Agnesini)

To adopt the minutes of April 11, 2006, as presented

***CARRIED***

**3. BUSINESS ARISING**

**a. Flashing and Window Cleaning**

It was noted that the flashing/window cleaning project is now complete.

The iron work cleaning was deleted from this project, given that the pressure washing would peel off the paint and create the necessity to re-paint this iron work sooner than contemplated.

It was therefore noted that the painting of the iron work will be put together with the spot painting scope to be prepared for pricing proposals.

It was:

***MOVED/SECONDED*** (Chong-Ping/Agnesini)

To pay the invoice associated with this project.

***CARRIED***

**b. Traffic Membrane**

The traffic membrane repairs have been scheduled for the September time frame.

Notices will be mailed to all units one month in advance advising that the parkade will be closed for three days during this project.

**c. Front Boulevard**

There was information presented by Mike Cox which was reviewed by Council, regarding the installation of an artificial grass that looks considerably real in appearance. There was some information yet to be obtained in this regard, noting that a final decision regarding the improvement of the boulevard was tabled for consideration when all members of Council are present.

**d. Landscape Maintenance**

It was noted that the landscape maintenance contract is in place and is operating well.

**e. Elevator Notice Board**

The previously discussed new notice boards are now in place, noting an improvement in posting of building notices.

**f. Front Railing Glass**

The cracked front railing glass has been replaced as previously discussed.

- g. Leak @412**  
The previously discussed leak at 412 has been completed and tested as per the Bemco quote of \$6,000.00, which included the excavation of the 5<sup>th</sup> floor planters to access the source of this leak.  
It was then:  
**MOVED/SECONDED** (Chong-Ping/Thill)  
To approve payment of the Bemco bill in this regard.  
**CARRIED**
- h. Annual Envelope Maintenance**  
There was discussion regarding the annual building envelope maintenance report prepared by Bemco, noting that no major problems were observed.  
  
The report indicated maintenance items which required attention totalling \$10,450.00.  
  
After discussion,  
It was :  
**MOVED/SECONDED** (Agnessini/Thill)  
To proceed with the repairs as per the Bemco report and quote in the amount of \$10,450.00 +taxes.  
**CARRIED**  
  
Copy of the Bemco report was provided to Council for their review.
- i. Flood @416 into 317**  
Repairs at these units have been completed as required.
- j. 5<sup>th</sup> Floor Planter**  
In follow up to previous discussions, it was noted that preliminary pricing was obtained for the conversion of the 5<sup>th</sup> floor planters into decked areas that would have planters installed on top, for easier and less expensive access to the membrane below, if required.  
  
This matter was discussed further with it being tabled for consideration while other options are investigated.

#### **4. FINANCE**

Recent finances were reviewed and discussed noting that the Corporation was under budget by \$15,356 as of May 31, 2006.  
It was:  
**MOVED/SECONDED** (Chong-Ping/Agnesini)  
To adopt the March - May 2006 financial statements.  
**CARRIED**

#### **5. NEW BUSINESS**

- a. Carpet Cleaning**  
After review of quotes,  
It was:  
**MOVED/SECONDED** (Agnessini/Chong-Ping)  
To proceed with the Watts carpet cleaning quote of \$1,770.00+taxes for the cleaning of all common area carpets.  
**CARRIED**
- b. Insurance Renewal**  
The Property Manager briefed Council, noting that the renewal terms for the insurance policy, which expires August 28, were received from BFL, the incumbent broker, and a second quote has been requested from Coastal Insurance.

Once this quote is received and has been evaluated the insurance placement decision will be made.

c. **Spot Painting**

It was agreed that a scope of work will be prepared in order that pricing may be obtained for spot painting required throughout the exterior of the property.

While the entire exterior does not require full re paint there are several isolated areas which do require painting, including certain wall sections, decorative iron work and other isolated areas. Once this scope has been prepared quotes will be obtained in order that this project may be considered in conjunction with the budget process.

6. **ADJOURNMENT**

There being no further business, this meeting was adjourned at 7:20 p.m.

**THE NEXT COUNCIL MEETING IS SCHEDULED FOR SEPTEMBER 11, 2006, 6:00 p.m.**

Submitted by:

**PACIFIC QUORUM PROPERTIES INC.**

#1051 - 409 Granville Street

Vancouver, BC V6C 1T2

Telephone: (604) 685-3828 / Fax: (604) 685-3845

e-mail: john.pacificquorum@telus.net

**STRATA CORPORATION LMS 3440 *The SPOT***  
**The Minutes of the COUNCIL MEETING**  
**held on Thursday, October 26, 2006, - 6 p.m. In the Amenity Room**

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**Council Members Present:** Edwin Lockefer  
Cherilyn Swanson  
Chris Chong-Ping

**Management Present:** John G. Peccia, Property Manager  
**PACIFIC QUORUM PROPERTIES INC.**

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**1. CALL TO ORDER**

The meeting was called to order at 6:00 p.m.

**2. ADOPTION OF PREVIOUS MINUTES**

It was:

***MOVED/SECONDED*** (Swanson/Lockefer)

To adopt the minutes of July 17, 2006. as presented

***CARRIED***

**3. BUSINESS ARISING**

**a. Traffic Membrane**

It was noted that the Visitor Parkade traffic membrane project has been completed and was completed on budget.

It was:

***MOVED/SECONDED*** (Lockefer/Chong-Ping)

To approve payment for this project as per the Poly Crete quote of \$16 310 plus taxes.

***CARRIED***

**b. Front Boulevard**

It was noted that investigation into the final scope of work for this project is ongoing, however, it was agreed to allocate the balance of the levy funds from this year, subject to ratification by resolution at the annual general meeting, towards the upgrade of the front boulevard area, which is anticipated to be completed in the spring 2007 time frame.

**c. Annual Envelope Maintenance**

It was noted that the completion of the annual envelope maintenance deficiency items was pending contractor availability, however, expected to be completed by mid-December.

**d. Insurance Renewal**

The Property Manager briefed Council noting that the Strata's insurance policy had been quoted and was subsequently renewed with BFL Insurance on August 28, 2006, at a premium of \$28 593.

**e. Spot Painting**

After discussion and noting that the Property Manager had compiled a spot painting scope of work for select areas around the exterior of the building, it was agreed to establish a budget of \$30 000 to be expended from the Contingency Reserve Fund subject to approval by way of resolution at the annual general meeting, in order that this work could be completed in the 2007 fiscal year.

**f. Security Guard**

In follow up to previous discussions it was noted that the Property Manager obtained pricing for the placement of a security guard in the late evening and night hours on the weekends, to minimize damage and abuse of the building, which has occurred as of late and appears to be on the increase.

It was noted that the costing was approximately \$14 000 per year for two days of coverage at 8 hours per day, with it anticipated that coverage would be Friday and Saturday nights.

After considerable discussion it was agreed to present this at the annual general meeting as a budget option for ownership consideration.

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4. **FINANCE**

a. **Financial Statements**

Recent finances were reviewed and discussed noting that the Corporation was under budget by \$14 871 as of September, 2006.

It was:

***MOVED/SECONDED*** (Lockfeer/Swanson)

To adopt the June - August 2006 financial statements.

***CARRIED***

b. **Draft Budget**

At this time the Property Manager presented the draft budget with explanation on a line by line basis.

It was noted that the budget contained a 3 percent increase to Strata Fee rates which would be considered as **Option A** and that **Option B** would be presented, which would include the \$14 000 annual expense for security guard coverage over and above the 3 percent increase.

There was considerable discussion regarding increased management fees with the Property Manager confirming that fees were increased by 8 percent due to additional time taken to deal with contractors with respect to repairs and maintenance on the building, due to a lack of availability of qualified trades in the city at this point in time, as well as constraints related to additional administrative requirements required under the new Real Estate Services Act.

After consideration

It was:

***MOVED/SECONDED*** (Lockfeer/Swanson)

To present both budget options to the owners at the annual general meeting.

***CARRIED***

5. **NEW BUSINESS**

a. **Annual General Meeting**

There was discussion regarding the annual general meeting agenda with the agenda finalized.

6. **ADJOURNMENT**

There being no further business, this meeting was adjourned at 8:10 p.m.

**THE NEXT SCHEDULED MEETING WILL BE  
THE ANNUAL GENERAL MEETING - NOVEMBER 30, 2006, 7:00 p.m.**

**\*\*\* OFFICIAL NOTICE TO FOLLOW \*\*\***

<p><b>Please keep these minutes as an important record of your Strata Corporation business</b></p>
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Submitted by:  
PACIFIC QUORUM PROPERTIES INC.  
#1051 - 409 Granville Street  
Vancouver, BC V6C 1T2  
Telephone: (604) 685-3828 / Fax: (604) 685-3845  
e-mail: [john.pacificquorum@telus.net](mailto:john.pacificquorum@telus.net)

**STRATA CORPORATION LMS 3440 *The SPOT***  
**The Minutes of the ANNUAL GENERAL MEETING**  
**held on Thursday, November 30, 2006, - 7 p.m. Chateau Granville Hotel**

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**Council Members Present:** Chris Chong-Ping  
Edwin Lockefer  
Cherilyn Swanson  
Mike Cox (by proxy)

**Management Present:** John G. Peccia, Property Manager  
**PACIFIC QUORUM PROPERTIES INC.**

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**1. CALL TO ORDER**

The meeting was called to order at 7:30 p.m.

**2. INTRODUCTION**

At this time Chris opened the meeting with introduction of Council and the Property Manager.

**3. INSURANCE**

At this time the Property Manager provided an overview of the Corporation's insurance coverage, explaining areas covered, limits of coverage and deductibles.

All owners were provided a copy of the insurance cover note in their notice of this meeting.

**NOTICE**

Also noted was the fact that owners may be responsible for the Strata's insurance deductible in the event of a claim which emanates from within the owners unit.

Owners should investigate coverage for such deductible charge backs through their individual homeowners insurance broker.

Interior upgrades performed by the current or any previous owner are not covered by the strata's insurance.

It is important for owners to determine the value of any in-suite upgrades, and have coverage for this added to your individual homeowners insurance coverage.

**4. QUORUM**

The Property Manager confirmed that the 180 eligible units were represented by 39 owners, 24 in person and 15 by proxy therefore, no quorum was present. however, given the half hour rule per bylaw #15.4 the meeting was called to order at 7:30 P.M. and was legal to proceed.

**5. CONSIDERATION OF 2006/2007 OPERATING BUDGET**

At this time the Property Manager presented the budget with explanation on a line by line basis noting that the budget contained an approximate increase of 3 percent to strata fee rates, however, the budget had been presented with two options, with the only difference being that Option B contained an additional expense item of \$14 000 for the provision of security coverage two days per week, meant to be Fridays and Saturdays during the overnight hours.

It was felt that security coverage would assist in addressing behavioural concerns with respect to some residents, and improve security.

There was considerable discussion regarding the budget in general and in particular the security option. After which It was:

***MOVED/SECONDED*** (Chong-Ping/Griffiths)

To approve the budget Option B as presented.

***CARRIED , 32 for, 7 opposed***

With the passing of Option B. Option A was therefore deleted from the agenda.

**NOTICE**

With the passing of the above noted budget the new strata fees are effective  
**retroactively to November 1, 2006 (see attached schedule).**

Pre-authorized withdrawal will be adjusted automatically with the **January 1, 2007**, withdrawal.  
and will include the shortfall amount for November.

For those owners paying by cheque,  
cheques should be supplied in the new amount, to include the November and December shortfall.

Any questions in this regard should be directed to  
**Angela Stuart in the Pacific Quorum accounting department 604-685-3828.**

**6. ADOPTION OF PREVIOUS MINUTES**

It was:

**MOVED/SECONDED** (White/Stolz)

To adopt the minutes of November 23, 2005. Annual General Meeting, as presented

**CARRIED**

**7. 3/4 VOTE RESOLUTION #1**

At this time the resolution was read and explained noting that it called to approve a maximum expenditure in the amount of \$30 000 to be expended from the Contingency Reserve Fund for the purpose of performing miscellaneous painting of select areas of the building exterior.

It was noted that this was intended to be done as a preventative measure and to improve the overall aesthetics of the building and that this will be performed in the summer of 2007 time period.

It was:

**MOVED/SECONDED** (White/Swanson)

To approve the resolution as presented.

**CARRIED** (2 opposed)

**8. BUSINESS ARISING**

**a. 2005 Levy Fund**

At this time the Property Manager briefed the owners noting that there was a surplus of \$4 622. 20 from the 2005/06 levy fund and noted that Council recommended that these funds be allocated to the upgrade of the front boulevard, subject to Council finalizing the scope of work for this area.

After discussion

It was:

**MOVED/SECONDED** (Griffiths/Chong-Ping)

To redirect the \$4 622.20 of levy fund surplus for use on the upgrade of the front boulevard as approved by Council.

**CARRIED**

**b. Lobby Paint**

There was a suggestion that the lobby be repainted in the near future.

**c. Parkade Traffic Direction**

There was a suggestion made that improved markings with respect to direction within the parkade are required.

**9. ELECTION OF 2006/07 STRATA COUNCIL**

At this time the floor was open to nominees and/or volunteers to the five residential seats available on Council with the following outcome:

Chris Chong-Ping	417
Cherilyn Swanson	601
Edwin Lockefer	1213
Dennis Stolz	308
Teresa White	309
Mike Cox	Commercial

It was:

**MOVED/SECONDED** (Mansoor/Dhir)

To close the floor to further nominations. The above noted individuals were elected by acclamation.

**CARRIED**

It was also noted that Bryan Griffiths (403) and Greg Gagnaux (602) offered to serve as alternates should any of the above noted Council members resign or be unable to serve throughout the course of the fiscal year.

**10. ADJOURNMENT**

There being no further business, this meeting was adjourned at 8:40 p.m.

**THE NEXT SCHEDULED MEETING - TBA**

Please keep these minutes as an important record of your Strata Corporation business

Submitted by:

**PACIFIC QUORUM PROPERTIES INC.**

#1051 - 409 Granville Street

Vancouver, BC V6C 1T2

Telephone: (604) 685-3828 / Fax: (604) 685-3845

e-mail: [john.pacificquorum@telus.net](mailto:john.pacificquorum@telus.net)

**STRATA CORPORATION LMS 3440 *The SPOT***  
**The Minutes of the ANNUAL GENERAL MEETING**  
**held on Monday, December 3, 2007, - 7 p.m. Chateau Granville Hotel**

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**Council Members Present:** Cherilyn Swanson  
Dennis Stolz  
Teresa White  
Mike Cox (Proxy)

**Management Present:** Mikhail Ratchkovski, Property Manager  
**PACIFIC QUORUM PROPERTIES INC.**

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**1. CALL TO ORDER**

The meeting was called to order at 7:30 p.m.

**2. INTRODUCTION**

At this time the Property Manager opened the meeting with introduction of Council and himself to the Owners.

**3. ADOPTION OF PREVIOUS MINUTES**

It was:

***MOVED/SECONDED*** (McDonald/Jones)

To adopt the minutes of November 30, 2006. Annual General Meeting, as presented

***CARRIED***

**4. QUORUM**

The Property Manager confirmed that the 166 eligible units were represented by 25 owners. 16 in person and 9 by proxy therefore, no quorum was present, however, given bylaw #15.4 that stipulates those present after ½ hour of the scheduled meeting commencement constitutes a quorum. The meeting was called to order at 7:30 P.M. and was legal to proceed.

**5. INSURANCE**

At this time the Property Manager provided an overview of the Corporation's insurance coverage, explaining areas covered limits of coverage and deductibles.

All owners were provided a copy of the insurance cover note in their notice of this meeting.

**NOTICE**

Also noted was the fact that owners may be responsible for the Strata's insurance deductible in the event of a claim which emanates from within the owners unit.

Owners should investigate coverage for such deductible charge backs through their individual homeowners insurance broker.

Interior upgrades performed by the current or any previous owner are not covered by the strata's insurance.

It is important for owners to determine the value of any in-suite upgrades, and have coverage for this added to your individual homeowners insurance coverage.

**6. CONSIDERATION OF 2007/2008 OPERATING BUDGET**

At this time the Property Manager presented the budget with explanation on a line by line basis noting that the budget contained an approximate increase of 4.7 percent to strata fee rates. It was noted that while there is an increase to the residential side of the budget, the commercial section had a minor decrease. Considering that the only difference in the expenses are related to natural gas consumption and the commercial section doesn't utilize nor contribute toward gas, therefore the increase in the gas affects the

residential section of the budget only.

After extensive discussion regarding the budget.

It was:

**MOVED/SECONDED** (Radley/Perdios)

To approve the budget as presented.

**CARRIED**, 22 for, 3 opposed

**NOTICE**

With the passing of the above noted budget the new strata fees are effective  
**retroactively to November 1, 2007 (see attached schedule).**

Pre-authorized withdrawal will be adjusted automatically with the **January 1, 2008**, withdrawal,  
and will include the shortfall amount for November.

For those owners paying by cheque,  
cheques should be supplied in the new amount, to include the November and December shortfall.

Any questions in this regard should be directed to  
**Angela Stuart in the Pacific Quorum accounting department 604-685-3828.**

**7. 3/4 VOTE RESOLUTION #1**

At this time the resolution was read and explained noting that it called to approve a commencement of legal action to seek court approved conduct of sale against the owners of unit 1308 and 805 to recover significant outstanding monies owed to the Strata Corporation.

It was:

**MOVED/SECONDED** (Dhir/Jones)

To approve the resolution as presented.

**CARRIED**

**8. NEW BUSINESS**

a. Storage Items In Parkade

Discussion centered regarding storage of items in the parkade. The new council will put this item on the agenda for the next council meeting to begin enforcement for items that are not authorized for storage in the parking stalls.

b. Rental Restrictions

Discussion centered regarding rentals that exist at the property, noting that some of the units are rented by a rental agency on a daily or monthly basis. The Strata Council was directed to investigate this issue and report to the Strata at the next annual general meeting with recommendations.

c. Building Security

Building security was discussed and the Owners were reminded to inform Pacific Quorum on any bylaw violations on the property.

**SECURITY NOTICE**

**If you notice any bylaw infractions by other residents please report them to Pacific Quorum at 604-685-3828 or  
[mikhail.pacificquorum@telus.net](mailto:mikhail.pacificquorum@telus.net)**

**Please do not provide access to the building to any strangers on the property.**

## 9. ELECTION OF 2007/08 STRATA COUNCIL

At this time the floor was open to nominees and/or volunteers to the five residential seats available on Council with the following outcome:

Cherilyn Swanson	601
Edwin Lockfeer	1213
Dennis Stolz	308
Teresa White	309
Ryan Morasiewicz	809
Mike Cox	Commercial

It was:

***MOVED/SECONDED*** (Dhir/White)

To close the floor to further nominations. The above noted individuals were elected by acclamation.

***CARRIED***

It was also noted that 1104 offered to serve as an alternate should any of the above noted Council members resign or be unable to serve throughout the course of the fiscal year.

## 10. ADJOURNMENT

There being no further business, this meeting was adjourned at 9:30 p.m.

**THE NEXT SCHEDULED MEETING – Wednesday, January 30, 2008 at 6:00 PM**

Please keep these minutes as an important record of your Strata Corporation business

Submitted by:

**PACIFIC QUORUM PROPERTIES INC.**

#430 – 1200 West 73<sup>rd</sup> Avenue

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**STRATA CORPORATION LMS 3440 *The SPOT***  
**The Minutes of the COUNCIL MEETING**  
**held on Tuesday, January 23, 2007, - 6 p.m. In the Amenity Room**

---

---

**Council Members Present:** Chris Chong-Ping  
Cheri Swanson  
Dennis Stolz  
Teresa White  
Edwin Lockefer  
Mike Cox (Commercial)

**Management Present:** John G. Peccia, Property Manager  
**PACIFIC QUORUM PROPERTIES INC.**

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1. **CALL TO ORDER**

The meeting was called to order at 6:10 p.m.

2. **APPOINTMENT OF COUNCIL POSITIONS:**

It was:

***MOVED/SECONDED*** (Lockefer/White)

To appoint the below noted positions:

***CARRIED***

President	Chris Chong-Ping
Vice President	Cheri Swanson
Treasurer	Edwin Lockefer
Commercial	Mike Cox

Landscape Committee	Cheri Swanson, Teresa White
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3. **ADOPTION OF PREVIOUS MINUTES**

It was:

***MOVED/SECONDED*** (Swanson/Lockefer)

To adopt the minutes of October 26, 2006, as presented

***CARRIED***

4. **BUSINESS ARISING**

a. **Front Boulevard**

At this time there was further discussion regarding the improvement of the front boulevard area, noting that funds have been allocated at the Annual General Meeting for this purpose.

Mike will do a sketch in the near future so that the City can be contacted for approval regarding the proposed modifications, and appropriate pricing obtained.

b. **Annual Envelope Maintenance**

It was noted that the annual envelope deficiency maintenance that was scheduled to be completed in the fall of 2006 was delayed due to weather conditions and has now been scheduled for early March.

c. **Select Area Painting**

The Property Manager confirmed that once weather improves the scope of areas to be painted will be updated and quotes finalized in order that Council approval and contractor selection for this project maybe completed in the April/May time frame.

d. **Security Coverage**

There was discussion regarding the implementation of security coverage as approved in the budget at the Annual General Meeting.

It was agreed that investigation would take place regarding re-routing the video multiplex enabling the lobby monitor to display all camera angles when security coverage is in place.

There was also discussion regarding the security guard station with the idea of a podium style desk and stool to be placed in the lobby near the current video monitor. It was agreed that the security guard will carry a cell-phone.

There was review of proposals submitted by Securitas and Arrow Security, after which

It was:

***MOVED/SECONDED*** (Stoltz/Chong-Ping)

To proceed with implementation of the security services as per the Arrow Security quote and terms, with guard coverage in place on Friday and Saturday nights from 9:00 p.m. through 5:00 a.m.

***CARRIED***

e. **Lobby Painting**

It was agreed that Denis will prepare design ideas for the next meeting, which will include suggested colour changes for the lobby area.

There was also discussion regarding the door leading to the garbage room, with the recommendation that this door hardware be changed to a push style door opener which would reduce wear and tear on the wall in the vicinity of this door.

f. **Parkade Directional Arrows**

The repainting of the parkade directional arrows has been scheduled for the near futures in the visitor parking area, where reverse traffic is required due to the location of the access readers.

5. **FINANCE**

a. **Annual Mortgage Payment**

At this time the Property Manager confirmed that per previous resolution the annual prepayment of \$14,597.40 has been made from the Contingency Reserve Fund onto the strata suite mortgage.

b. **Arrears**

There was review of arrears and action taken to date.

The following owners are noted as seriously delinquent with their strata fees as at January 31, 2007:

<b>Seriously Delinquent Owners</b>		
405	Corey Sheppard	\$2,675.17
612	Sadiua Leonardo/Winifreda	\$2,333.46
707	Owmen Clarke	\$2,147.06
805	Jeff Moore	\$1,420.02
1308	Lariosa Canton	\$1,767.38

c. **Financial Statements**

Recent finances were reviewed and discussed, noting that the Corporation was under budget by \$9,400.00 as December 31, 2006.

It was:

***MOVED/SECONDED*** (Lockfeer/White)

To adopt the September - November 2006 financial statements.

***CARRIED***

6. **CORRESPONDENCE:**

- a. **Received from 407** Regarding leak. Property Manager attending.
- b. **Complaint Received** Discussed. Appropriate correspondence will be issued by management.
- c. **Received from 903** Regarding noise problems. It was noted that this owner had confirmed that the tenants had been evicted and will be vacating this unit January 31, 2007.
- d. **Complaint Received** Appropriate correspondence will be issued by management.

7. **NEW BUSINESS**

a. **Hot Water Tank**

There was discussion regarding the recent failure of the #3 hot water tank. It was noted that this tank was replaced January 22, 2007, as per Lathams quote of \$6,150.00 + GST, and \$545.00 for the warranty extended to five years.

It was:

***MOVED/SECONDED*** (Lockfeer/Chong-Ping)

To approve the above noted expenditure and expend 50% from the repairs and maintenance budget and 50% from the Contingency Reserve Fund.

***CARRIED***

The Property Manager briefed Council with respect of the hot water tank replacement history. It was confirmed that this tank was outside of its warranty period.

There was discussion regarding the possible need for a new type of system eliminating storage tanks. It was noted, however, that this would be problematic in that system would have to be engineered and cannot be phased in and that the space availability in the boiler room is limited.

b. **Roof Leak**

The Property Manager updated Council, noting that there was a persistent, yet relatively minor leak into unit 1310, which had been investigated by Roofix and was determined to originate from the roof planters. It was noted that for further investigation and repair the planter will require excavation at considerable cost.

It was agreed to proceed with the excavation of this planter as soon as possible and arrange for the appropriate repairs. Council was in agreement that in an effort to reduce cost in this regard a loss of the larger plant material was acceptable if necessary.

c. **Broken Glass Panels**

It was noted that there were currently two broken glass panels on the front canopy with a quote in the amount of \$2,325.00 + GST to replace.

Council viewed the broken panels and agreed to not replace these panels but to relocate existing panels so that there was a uniform appearance of the front canopy.

d. **Failed Window Seal at 907**

The Property Manager updated Council, noting that replacement of this failed window seal had been approved.

e. **Fire Alarm Problems**

There was discussion regarding the recent fire alarm problems related to a number of different factors, all of which had been repaired at a cost of \$1,640.00. It was noted that in some part these problems were related to smoke detectors and/or speakers in units being disconnected by residents.

**NOTICE**

Do not disconnect your speaker or smoke detector as these devices are hard wired into the building fire panel system and will result in a fire alarm and/or trouble signal on the fire system.  
Your cooperation is appreciated.

f. **Newsletter**

There was discussion regarding the possible implementation of a strata newsletter. Cheri offered to work on the development of this concept.

g. **Back Alley**

The Property Manager was requested to send a letter to the City requesting the proper repair to the back alley, as a result of services installed for the new building on the other side of the alley.

It was also noted that the lane is amass with garbage bins from various buildings parked in the alley as opposed to be placed in buildings designated enclosures. This matter will also be raised with the City.

8. **ADJOURNMENT**

There being no further business, this meeting was adjourned at 8:35 p.m.

**THE NEXT COUNCIL MEETING IS SCHEDULED  
FOR FEBRUARY 26, 2007, 6:00 p.m.**

**Please keep these minutes as an important record of your Strata Corporation business**

Submitted by:

**PACIFIC QUORUM PROPERTIES INC.**

#1051 - 409 Granville Street

Vancouver, BC V6C 1T2

Telephone: (604) 685-3828 / Fax: (604) 685-3845

e-mail: [john.pacificquorum@telus.net](mailto:john.pacificquorum@telus.net)

**STRATA CORPORATION LMS 3440 *The SPOT***  
**The Minutes of the COUNCIL MEETING**  
**held on Monday, February 26, 2007, - 6 p.m. In the Amenity Room**

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**Council Members Present:** Chris Chong-Ping  
Cheri Swanson  
Dennis Stolz  
Teresa White  
Edwin Lockefer

**Management Present:** John G. Peccia, Property Manager  
**PACIFIC QUORUM PROPERTIES INC.**

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1. **CALL TO ORDER**

The meeting was called to order at 6:10 p.m.

2. **CARETAKER REPORT:**

At this time the Caretaker was present to discuss various operational matter with Council.

One matter discussed was the fact that the barbecue required significant repairs. It was agreed that the Caretaker will attempt to purchase necessary replacement parts, in order to rebuild the barbecue.

It was also noted that the Vancouver Police had attended the building performing an access audit and had provided documentation regarding a lockbox which would enable the Police to gain access to the building. The Property Manager will obtain pricing for the installation of this lockbox.

There was also discussion regarding the various false alarms with respect to the fire system. It was noted that Fire Pro have been on site several times, most of which have been determined to be related to disconnected smoke detectors and speakers. There will, however, be a follow up to determine if there is a panel problem.

**SAFETY REMINDER**

When you hear a fire alarm you are legally obliged to exit the building via stairwells. Do not use elevators.

Your cooperation is appreciated.

3. **ADOPTION OF PREVIOUS MINUTES**

It was:

***MOVED/SECONDED*** (Lockefer/Chong-Ping)

To adopt the minutes of January 23, 2007, as presented

***CARRIED***

4. **BUSINESS ARISING**

a. **Rooftop Planter**

It was noted that at this point in time all soil has now been excavated from the rooftop planter and Roofix has advised that the membrane in this planter should be replaced as opposed to repaired. A purchase order has been issued as per the Roofix quote of \$4,840.00 for the installation of the new membrane.

It was also noted that irrigation system repairs in this planter are required and a quote has been obtained in the amount of \$2,550.00 for these repairs.

The excavation and backfill cost are expected to be in the range of \$6,000.00.

There was considerable discussion regarding this matter and potential alternatives for these planters long term, noting the possibility of removing all soil from the planters, as previously discussed and installing deck boards within these planters. It was, however, determined at this point in time that this approach would be cost prohibitive.

It was therefore:

***MOVED/SECONDED*** (Lockfeer/White)

To approve the above noted expenditures related to this planter leak, to be expended from the Contingency Reserve Fund, other than irrigation repairs which are to be expensed from repairs and maintenance budget.

***CARRIED***

It was also agreed to have all large, potentially root problematic plant material removed from all planters in an attempt to proactively prevent damage to other planter membranes.

b. **Front Canopy Glass**

Further to previous discussion pricing was obtained from Accurate Glass to relocate the broken glass panels at a cost of \$1,030.00.

It was:

***MOVED/SECONDED*** (Stoltz/Lockfeer)

To proceed with this approach as per the Accurate Glass quote.

***CARRIED***

c. **Front Boulevard**

There was further discussion in this regard. It was noted that a plan has yet to be received from Mike Cox. It was at this time agreed to obtain a quote to concrete the entire boulevard in the front of the building and simultaneously obtain City approval to proceed with this modification.

d. **Envelope Maintenance**

The envelope maintenance deferred from last fall has been scheduled to commence this week. It was noted that the anchor certification inspection has been arranged with Atlas Anchor Systems as per their quote of \$350.00.

e. **Select Area Painting**

Pending weather conditions.

f. **Security Coverage**

As previously discussed and approved the security coverage is now in place for the past two weeks and appears to be working well. There is still a need to locate and determine a suitable desk and sitting arrangements for the guard within the lobby.

g. **Lobby Upgrade**

There was review of the designed colour options proposed by Dennis for the upgrade of the lobby. It was noted that this plan will be finalized and pricing for the necessary painting will be obtained.

h. **Parkade Directional Arrows**

As previously approved these arrows have been pending weather conditions, however are preliminarily scheduled to be completed next week.

i. **Introduction Letter / Website**

It was noted that Cheri and Theresa have been working on developing an introduction letter which would be issued to all owners initially and in the future to all new owners, advising regarding various building information, reminders etc.

It was also noted that Dennis is working on developing a strata website.

Both of these matters will be finalized in due course.

5. **FINANCE**

a. **Financial Statements**

Recent finances were reviewed and discussed, noting that the Corporation was under budget by \$6,611.00 as January 31, 2006.

It was:  
***MOVED/SECONDED*** (White/Stoltz)  
To adopt the December 2006 financial statements.  
***CARRIED***

6. **NEW BUSINESS**

- a. **1005 Water Line Rupture**  
Council was briefed, noting that a renovation contractor working in suite 1005 ruptured a water line. Lathams were called on an after hour basis to perform the necessary repairs at the cost of \$2,105.00, which has been charged back to this unit. There was no water damage as a result of this rupture.
- b. **Unauthorized Window Coverings**  
Council will provide a listing of unauthorized window coverings in order that management may issue appropriate letters to the offending units.
- c. **Recycling**  
The Property Manager was requested to follow up with the City to determine if the building can be provided with an additional recycling bin for mixed paper products.

7. **ADJOURNMENT**

There being no further business, this meeting was adjourned at 8:10 p.m.

**THE NEXT COUNCIL MEETING IS SCHEDULED  
FOR APRIL 3, 2007, 6:00 p.m.**

**Please keep these minutes as an important record of your Strata Corporation business**

Submitted by:  
**PACIFIC QUORUM PROPERTIES INC.**  
#1051 - 409 Granville Street  
Vancouver, BC V6C 1T2  
Telephone: (604) 685-3828 / Fax: (604) 685-3845  
e-mail: [john.pacificquorum@telus.net](mailto:john.pacificquorum@telus.net)

**STRATA CORPORATION LMS 3440 *The SPOT***  
**The Minutes of the COUNCIL MEETING**  
**held on Tuesday, April 3, 2007, - 6 p.m. In the Amenity Room**

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**Council Members Present:** Dennis Stolz  
Michael Cox  
Teresa White  
Cheri Swanson  
Chris Chong-Ping

**Management Present:** John G. Peccia, Property Manager  
**PACIFIC QUORUM PROPERTIES INC.**

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1. **CALL TO ORDER**

The meeting was called to order at 6:07 p.m.

2. **ADOPTION OF PREVIOUS MINUTES**

It was:

***MOVED/SECONDED*** (Swanson/White)

To adopt the minutes of February 26, 2007, as presented.

***CARRIED***

3. **BUSINESS ARISING**

a. **Roof / Planter Leak**

In follow-up to previous discussions it was noted that the new membrane is now in place within the rooftop planter. It is not being backfilled at this point in time waiting for heavy rains to ensure that the repair was successful. Once this has been determined the planter will be backfilled.

It was noted that Council will investigate options for replacement of plant material suitable for this planter.

b. **Canopy Glass**

Replacement and adjustment of a broken canopy glass as previously discussed is pending contractor availability.

c. **Front Boulevard**

There was a review of drawings prepared by Mike noting preliminary pricing obtained from Synlawn for the installation of synthetic lawn material in a portion of the boulevard.

It was noted that this quote will be modified to reflect the drawing prepared.

It was agreed to proceed with the option of concrete installed in front of the main building lobby and north commercial unit and the synthetic lawn in front of the remaining commercial units. It was further noted that preliminary discussions with the City revealed that the City may be in a position to attend to the concrete installation and charge this expense back to the building. The Property Manager will follow-up with respect to pricing from the City in this regard.

d. **Annual Envelope Maintenance**

The annual envelope maintenance as previously approved has been completed by Bemco.

e. **Spot Painting**

Pending suitable weather conditions.

f. **Lobby Painting/Security Desk**

It was noted that there were continued efforts to locate a suitable desk for Security for placement within the lobby.

There was discussion regarding the finalized colour scheme for the lobby painting project noting that this scheme will be posted on the Strata website for owners to view and provide feedback prior to this project being commenced. Residents will be advised of this via the upcoming newsletter.

g. **Parkade Directional Arrows**

Completed.

h. **Website/Newsletter**

It was noted that the website will be live in the very near future and the newsletter is being finalized for distribution to all owners / residents.

i. **Fire Alarms**

There was considerable discussion regarding the ongoing problems with the building fire alarms.

It was noted that Fire Pro had been requested to provide a reconciliation of the ongoing problems and their recommendations, noting that Fire Pro had recommended the replacement of the CPU at a cost of \$3 730 and three fire panels within the fire panel system being cleaned at a cost of \$895.00.

It was noted that Fire Pro was relatively certain that these components would rectify the ongoing false alarm problems with the system.

It was:

***MOVED/SECONDED*** (Stolz/White)

To proceed with the above noted recommendations as a Contingency Reserve expenditure.

It was also noted that Council would like the old CPU left on site.

***CARRIED***

4. **FINANCE**

a. **Financial Statements**

Recent finances were reviewed and discussed, noting that the Corporation was under budget by \$7,717.00 as at February 2007.

There was a review of significant arrears and action taken to date with respect to these units.

It was:

***MOVED/SECONDED*** (White/Stolz)

To adopt the January and February 2007 financial statements.

***CARRIED***

5. **CORRESPONDENCE**

a. **Rec'd. from 813 – Renovation Request**

Approved subject to applicable permit being obtained.

6. **NEW BUSINESS**

a. **Anchors**

The Property Manager noted that the anchor inspection had taken place and had revealed that the anchor system log book was not on site and that the anchors could not be certified until a log book was provided.

There was a quote in the amount of \$500 provided by Atlas Anchors to provide a log book for this system.

It was agreed to proceed in this regard.

b. **Window Washing**

The Property Manager noted that he was in the process of obtaining pricing for this year's annual window washing with it agreed to schedule this work for early May once the anchor system has been certified.

It was noted that all inaccessible exterior windows, railings, and commercial windows will be cleaned during this project.

c. **Rear Lane**

There was discussion regarding ongoing problems with the significant pot holes in the back lane noting that the Property Manager had e-mailed the City and they had replied advising that the lane would be inspected by the applicable department.

It was agreed that the Property Manager would follow-up with the City in this regard.

7. **ADJOURNMENT**

There being no further business, this meeting was adjourned at 7.25 p.m.

**THE NEXT COUNCIL MEETING IS SCHEDULED  
FOR MAY 8, 2007, 6:00 p.m.**

**Please keep these minutes as an important record of your Strata Corporation business**

Submitted by:  
**PACIFIC QUORUM PROPERTIES INC.**  
#1051 - 409 Granville Street  
Vancouver, BC V6C 1T2  
Telephone: (604) 685-3828 / Fax: (604) 685-3845  
e-mail: [john.pacificquorum@telus.net](mailto:john.pacificquorum@telus.net)

**STRATA CORPORATION LMS 3440 *The SPOT***  
**The Minutes of the COUNCIL MEETING**  
**held on Tuesday, May 8, 2007, - 6 p.m. In the Amenity Room**

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**Council Members Present:** Dennis Stolz  
Edwin Lockefer  
Cheri Swanson

**Management Present:** John G. Peccia, Property Manager  
**PACIFIC QUORUM PROPERTIES INC.**

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1. **CALL TO ORDER**

The meeting was called to order at 6:15 p.m.

2. **ADOPTION OF PREVIOUS MINUTES**

It was:

***MOVED/SECONDED*** (Stoltz/Swanson)

To adopt the minutes of April 3, 2007. as presented.

***CARRIED***

3. **BUSINESS ARISING**

a. **Fire Panel Repairs**

At this time there was considerable discussion regarding ongoing problems with the fire panel and the efforts initiated by Fire Pro thus far. It was noted that the CPU has been replaced and the fire panel components cleaned as previously recommended and quoted.

It was noted that the problems improved, however still continue. The Property Manager confirmed that billings related to numerous call outs by Fire Pro over the past few months are being held and will be reconciled and negotiated with Fire Pro once the problem has ultimately been resolved.

b. **Roof / Planter Leak**

As previously approved the roof planter leak has been attended to and successfully repaired by Roofix.

c. **Canopy Glass**

Pending contractor availability.

d. **Front Boulevard**

It was noted that in follow up to previous discussion and approval of the plan to improve the front boulevard, the City had agreed to provide pricing for the concrete portion of this work. The Property Manager will follow up with respect to this pricing.

e. **Select Area Exterior Painting**

The Property Manager noted that with weather now improving pricing will be finalized in order that this work may be attended to during the summer months.

f. **Lobby Painting/Security Desk**

Council noted that samples of new lobby colours will be posted in the lobby and on the website for owner consultation. Once this consultation period has lapsed pricing will be gathered and this project scheduled.

There was further discussion regarding the need for the lobby desk for the weekend security guards, noting that it has been difficult to source out a suitable desk. It was therefore agreed to find a contractor capable of constructing such a desk.

g. **Newsletter**

Council noted that they have finalized the newsletter which will be prepared and distributed to all residents in the very near future.

h. **Roof Anchor Inspection**

The Property Manager noted that the missing logbook has been ordered through Atlas Anchors and is expected in the near future.

4. **FINANCE**

a. **Financial Statements**

Recent finances were reviewed and discussed, noting that the Corporation was under budget by \$787.00 as at March 2007.

It was:

***MOVED/SECONDED*** (Lockefer/Stolz)

To adopt the March 2007 financial statements.

***CARRIED***

5. **NEW BUSINESS**

a. **Leak at 408/412**

The Property Manager noted that there was a minor leak at unit 408/412 which appears to be related to the 5<sup>th</sup> floor planters. A quote from Bemco in this regard is awaited.

b. **Stairwell Leak**

A quote in the amount of \$4,200.00 was received from Bemco regarding the stairwell leak next to Staples. Polycrete had been asked to quote on this low priority leak as well.

c. **203 Floor Repair**

It was noted that the floor at 203 requires replacement due to flood caused by a patio drain back up. There was a quote obtained through BC Hardwood in the amount of \$5,744.00 plus taxes.

It was:

***MOVED/SECONDED*** (Stolz/Swanson)

To approve proceeding with this interior repair resulting from common property fault.

***CARRIED***

d. **Window Washing**

It was:

***MOVED/SECONDED*** (Swanson/Stolz)

To proceed with the exterior inaccessible window washing as per the Sea to Sky Window Cleaning quote of \$3,815.00, to be schedule as soon as possible.

***CARRIED***

6. **ADJOURNMENT**

There being no further business, this meeting was adjourned at 7:05 p.m.

**THE NEXT COUNCIL MEETING IS SCHEDULED  
FOR JUNE 11, 2007, 6:00 p.m.**

Please keep these minutes as an important record of your Strata Corporation business

Submitted by:

**PACIFIC QUORUM PROPERTIES INC.**

#1051 - 409 Granville Street

Vancouver, BC V6C 1T2

Telephone: (604) 685-3828 / Fax: (604) 685-3845

e-mail: [john.pacificquorum@telus.net](mailto:john.pacificquorum@telus.net)

STRATA CORPORATION LMS 3440 *The SPOT*  
The Minutes of the COUNCIL MEETING  
held on Monday, June 11, 2007, - 6 p.m. In the Amenity Room

**Council Members Present:** Edwin Lockfeer  
Cheri Swanson  
Teresa White  
Chris Chong-Ping

**Management Present:** John G. Peccia, Property Manager  
PACIFIC QUORUM PROPERTIES INC.

**ADDRESS CHANGE NOTICE**

Please be advised that effective

**July 23, 2007**

Our new address will be:

**Pacific Quorum Properties Inc.  
430 – 1200 West 73<sup>rd</sup> Avenue  
Vancouver, BC V6P 6G5**

Our phone number, fax number and email  
**remain unchanged.**

*Sorry for any inconvenience*

1. **CALL TO ORDER**

The meeting was called to order at 6:00 p.m.

2. **ADOPTION OF PREVIOUS MINUTES**

It was:

***MOVED/SECONDED*** (White/Lockfeer)

To adopt the minutes of May 8, 2007, as presented.

***CARRIED***

3. **BUSINESS ARISING**

a. **Front Boulevard**

The Property Manager informed Council that the City had advised that the addition of concrete within the boulevard would not be permitted, and that the City had banned the implementation of any further concrete in such locations.

There was discussion regarding the implementation of pavers as an option, which pricing will be obtained in this regard. Additionally, the Syn Lawn quote for the synthetic lawn in the other areas of the boulevard will be pursued.

b. **Canopy Glass**

It was noted that a third panel has recently been broken, and that contractor availability was still the result of delays of the previously agreed upon action with respect to the canopy panels.

After discussion it was agreed to remove all panels that are currently broken and to remove any future panels as they are broken.

c. **Select Area Paintings**

The Property Manager noted that final timing and pricing is awaited with respect to this project, which will be carried out during the summer months.

d. **Lobby Refresh**

There was discussion regarding Dennis Stoltz offer to loan art work to the lobby.

It was agreed to permit this subject to not holding the Strata Corporation responsible for the potential theft of these items.

It was noted that the proposed lobby colours were posted for ownership review. After which

It was:

***MOVED/SECONDED*** (White/Swanson)

To proceed with the lobby painting as per the proposed colour schemes.

***CARRIED***

There was also a discussion regarding an e-mail for 301 recommending a bench being installed in the lobby.

Council noted that this recommendation was not currently in the budget, however was taken under advisement for future consideration.

e. **Fire Panel**

The Property Manager updated the Council noting that there had been considerable efforts to alleviate the ongoing fire panel and false fire alarm problems.

It was noted that the Property Manager conducted a meeting with the manager of Fire Pro to discuss action taken noting that Latham's were now involved and that the heat detector manufacturers had been involved and suggested this may be a problem with air velocity and/or air quality within the building and noted that the ionized detectors are very sensitive to such things. Therefore, Latham's were brought in and have been given the go ahead to conduct a mechanical review of the emissions from the various mechanical components, as well as the velocity of the air make up within the building.

Once these recommendations are in it is hoped that they will assist in determining the cause of these on going problems which have been investigated by Fire Pro, Edwards, and the detector manufacturers.

In conjunction with this discussion regarding this matter there were e-mails received from 1004 and 420 regarding concerns over the on going false fire alarms.

f. **Security Desk**

It was noted that design specifications for the construction of a security desk were prepared by Dennis. These will be utilized to obtain pricing for construction of such a desk.

g. **Roof Anchor Log Book**

The Property Manager advised Council that the log book had now been supplied and was placed on site by Atlas Anchors therefore the anchor system has now been certified for use.

h. **Window Washing**

The annual window washing is scheduled to commence June 12.

i. **Leak at 408 / 412**

The leak at 408 / 412 had been successfully repaired by Bemco at a cost of \$2 200.

j. **South West Stairwell Leak at Staples**

There was a Polycrete quote in the amount of \$3 165 to attend to this leak. After discussion

It was:  
**MOVED/SECONDED** (Lockefeer/White)  
To proceed with this repair as per the submitted quote.  
**CARRIED**

4. **FINANCE**

a. **Financial Statements**

Recent finances were reviewed and discussed, noting that the Corporation was under budget by \$9 427 as at May 2007.

It was:  
**MOVED/SECONDED** (Lockefeer/Swanson)  
To adopt the April and May 2007 financial statements.  
**CARRIED**

There was also discussion regarding serious arrears on unit 405 – Corey Sheppard – with a total outstanding arrears at May 31 at \$3 992.72.

It was noted that a lien has been placed on this unit, and there was discussion regarding the commencement of further legal action to recover these monies.

5. **CORRESPONDENCE**

a. **Rec'd – regarding Noise Complaint**

Warning issued to the offending parties.

6. **NEW BUSINESS**

a. **Modifications on Limited Common Property Balcony at 506**

There was discussion regarding the unauthorized modification to the limited common property balcony at 506. After considerable discussion and Council and the Property Manager viewing the modifications it was noted that these were not permitted and all modifications must be removed.

b. **Rear Alley**

The Property Manager was requested to contact the City and request a No Parking zone be placed outside of the back alley fire exit door leading from the building.

c. **Spring Cleanup**

The Property Manager was requested to have the caretaker attend to the cleaning of the parapet walls on decks as well as the common deck railings.

d. **Common Property Modifications**

1. **Tiki torches**

There was considerable discussion noting that several Tiki torches had been noted as of late on various limited common property decks.

After discussion it was agreed that these are not permitted and may pose a safety hazard. The unit numbers with such torches will be gathered and letters sent to these units advising that they are not permitted.

2. **Planters on railings**

It was noted that planters are not permitted for placement on railings however, may be hung inside the railing so that they are not visible. Letters will be sent to specific units advising of this.

e. **Meet and Greet**

It was noted that a meet and greet for all residents is to be organized by Council in the near future.

7. **ADJOURNMENT**

There being no further business, this meeting was adjourned at 8:05 p.m.

**THE NEXT COUNCIL MEETING IS SCHEDULED  
FOR JULY 16, 2007, 6:00 p.m.**

**Please keep these minutes as an important record of your Strata Corporation business**

Submitted by:

**PACIFIC QUORUM PROPERTIES INC.**

#1051 - 409 Granville Street

Vancouver, BC V6C 1T2

Telephone: (604) 685-3828 / Fax: (604) 685-3845

e-mail: [john.pacificquorum@telus.net](mailto:john.pacificquorum@telus.net)

**STRATA CORPORATION LMS 3440 *The SPOT***  
**The Minutes of the COUNCIL MEETING**  
**held on Tuesday, October 2, 2007, 6:30 p.m. In the Amenity Room**

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**Council Members Present:** Dennis Stolz  
Edwain Lockfeer  
Teresa White

**Management Present:** John G. Peccia, President  
Mikhail Ratchkovski, Property Manager  
**PACIFIC QUORUM PROPERTIES INC.**

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**1. CALL TO ORDER**

This meeting was called to order at 6:30 p.m.

**2. CARETAKER REPORT**

Discussion centered on the general condition of the building as well as recent operational matters and the effectiveness of the past security services.

Caretaker proposed a salary increase. The strata council will consider this request in conjunction with budget discussions.

In addition it was noted that the Friday/Saturday after hours security contract has been terminated by the provider due to inability to staff this contract during the needed hours.

After considerable discussion it was agreed to table replacement of the security services until this matter has been discussed in conjunction with budget options at the AGM. One option will contain no security services, the second option will contain a greater level of service, which will better attract staffing for the position, while at the same time offering increased security coverage to the building.

**NOTICE**

**If you witness any illegal activities within or in the vicinity of the building please call the Police at 911. If you notice any bylaw infractions by other residents please report them to Pacific Quorum at [mikhail.pacificquorum@telus.net](mailto:mikhail.pacificquorum@telus.net)**

**3. APPROVAL OF PREVIOUS MEETING MINUTES**

***MOVED/SECONDED*** (Teresa/ Dennis)

To adopt the minutes of June 11, 2007 as circulated

***CARRIED***

**4. BUSINESS ARISING**

**a) Fire Panel Installation Repairs – FirePro**

Council was informed that the Property Manager is working on the reduction of the submitted invoices related to the past diagnosis of the fire panel and related components. It was noted that after the heat exchanger replacement in the fire control system has been working properly, in that there have been no further false alarms.

**b) Canopy Glass Replacement**

Council was informed that removal of the broken glass panels above the front entrance have been completed. It was noted that in the future if additional glass panels are damaged by fallen items from the building; all panels will be removed from the canopy and safely stored on-site until further notice.

**c) Front Entrance Boulevard**

Council discussed the installation of pavers in the front of the building. It was also noted that the request to install concrete over the area to improve the sidewalk has been rejected by the City and the approval to have the area replaced with pavers is still pending due to the City strike. The property manager will obtain a quote for further discussion.

**d) Exterior Select Painting**

Council has been informed that the exterior painting has not commenced due to contractor availability. The property manager is working with the contractor to guarantee a date in Spring of 2008 for this project to commence.

**e) Lobby Painting**

Arrangements have been made to commence this project by Certa-Pro Painters as per colour samples that were previously approved by the strata council.

**f) Security Desk**

Tabled, pending the out coming of the building security contract.

**g) Window Washing**

Sea to Sky have completed the window washing, with no deficiencies noted.

**h) Unit 506 Balcony Modifications**

Council discussed extensive carpentry work completed on the balcony of unit 506 noting that it had been done without prior authorization by the strata council. The majority of which has been removed as requested by Pacific Quorum, however a small wood gate remains. The property manager was directed to send a letter to the unit and request explanation on whether this wood work is attached to the building exterior.

5) **FINANCE**

a) **Financial Statements**

June, July and August financial statements were discussed noting that the strata is under budget at August 31<sup>st</sup> in the amount of \$23,600.00.

it was:

***MOVED/SECONDED*** (Dennis/Teresa)

to approve the June, July and August 2007 financial statement as presented.

***CARRIED***

b) **Arrears**

Council discussed arrears and after discussion decided seek legal action against unit 707, 805 and 1308.

6) **CORRESPONDENCE**

a) **Pet Complaint**

A complaint was received regarding unit 506, noting that an aggressive cat resides at that balcony and has attacked this owner. Additionally the owner keeps their dog on the balcony, which disturbs this owner. Property Manager to issue appropriate correspondence.

**REMINDER**

Residents are reminded that pets are not allowed on common decks.

7) **NEW BUSINESS**

a) **Video Security System**

Council was informed that Dennis is researching the system in order that it can be used to its full potential through inexpensive software updates. This item will be discussed further at future meetings.

b) **Recycling**

Tabled.

c) **Property Appraisal**

Council was informed that the property has been appraised and is currently insured at \$27.5 million dollars. The copy of the appraisal has been provided to the strata council, noting that this is the first year of a three year program. It was noted that the insurance policy has been upgraded from BFL to Coastal Insurance. Pacific Quorum is working on a master insurance program, which has resulted in this years policy through Coastal Insurance being less expensive by \$2,100.00, a substantial savings to the owners of the property.

d) **AGM / Budget**

Council was requested to forward to the property manager any items for inclusion on the agenda for the AGM as well as any budget items to be included in the 2007/2008 budget, which will be reviewed and finalized at the next meeting.

e) **Vault Maintenance**

It was noted that the buildings 3 year electrical vault maintenance was schedule to commence as required by BC Hydro at a cost of \$3,795.00. It was also noted that the services will commence during the late night hours to accommodate the commercial part of the property.

f) **Annual Fire Inspection**

It was noted that the annual fire inspection was completed on September 25<sup>th</sup>-27<sup>th</sup> by FirePro. The report is pending from the FirePro.

8) **ADJOURNMENT**

There being no further business. this meeting was adjourned at 8:45 p.m.

**THE NEXT STRATA COUNCIL MEETING IS SCHEDULED FOR MONDAY, NOVEMBER 5<sup>th</sup>, 2007 AT  
6:00 PM**

**THE ANNUAL GENERAL MEETING IS SCHEDULED FOR MONDAY, DECEMBER 3<sup>rd</sup>, 2007 at 6:30 PM  
AT THE CHATEAU GRANVILLE.**

**Please keep these minutes as an important record of your Strata Corporation business**

Submitted by:  
**PACIFIC QUORUM PROPERTIES INC.**  
**430 – 1200 West 73<sup>rd</sup> Avenue**  
**Vancouver, BC V6P 6G5**  
Tel: (604) 685-3828 / Fax: (604) 685-3845  
[mikhail.pacificquorum@telus.net](mailto:mikhail.pacificquorum@telus.net)

**STRATA CORPORATION LMS 3440 *The SPOT***  
**The Minutes of the COUNCIL MEETING**  
**held on Monday, November 5, 2007, 6:00 p.m. In the Amenity Room**

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**Council Members Present:** Dennis Stolz  
Edwin Lockefer  
Teresa White  
Cherilyn Swanson

**Regrets:** Michael Cox

**Management Present:** John G. Peccia, President  
Mikhail Ratchkovski, Property Manager  
**PACIFIC QUORUM PROPERTIES INC.**

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1. **CALL TO ORDER**

This meeting was called to order at 6:00 p.m.

2. **APPROVAL OF PREVIOUS MEETING MINUTES**

***MOVED/SECONDED*** (White/Stolz)

To adopt the minutes of October 2, 2007 as circulated

***CARRIED***

3. **BUSINESS ARISING**

a) **Fire Panel Repairs – FirePro**

Council was informed that the Property Manager is working on the reduction of the submitted invoices related to the past diagnosis of the fire panel and related components, noting that a settlement proposal on the outstanding invoices which total in excess of \$14,000 is awaited from FirePro. Once further information is available council will be updated.

b) **Annual Fire Equipment Inspection – Missed Units**

Discussion centered regarding the units that were missed during the recent fire equipment inspection, noting that another inspection date has been scheduled for November 25<sup>th</sup>, 2007. Letters will be sent to all non resident owners to advise of the upcoming inspection. Notice will also be posted at the building and delivered to affected units. Units failing to provide access during this inspection date will be charged for subsequent inspection.

c) **Front Entrance Boulevard**

Council discussed on the installation of pavers in the front boulevard. It was noted that a quotation is expected from Rockport Property Services in this regard. The property manager was directed to further research with the City and find out if any other options other than the pavers will be accepted by the City for the upgrade of this area.

d) **Lobby Painting**

Council discussed the quotation for approximately \$1,200 from Certa-Pro regarding painting of the lobby. It was noted that painting has been scheduled to commence in one weeks time.

e) **Security Camera/Access Card Systems**

Tabled, pending further information from Dennis who is researching various options.

4) **FINANCE**

a) **Financial Statements**

September financial statements were discussed noting that the strata is under budget at September 30<sup>th</sup> in the amount of \$29,551.00.

It was:

***MOVED/SECONDED*** (Lockefeer/Swanson)

to approve the September 2007 financial statement as presented.

***CARRIED***

b) **Arrears**

Council discussed arrears noting that units 1308 and 805 are in serious arrears, despite letters sent to the owners requesting to resolve the outstanding amount. After discussion, a ¾ vote is to be presented to the owners at the upcoming AGM to approve seeking conduct of sale on these units.

c) **Invoices**

Council reviewed an invoice for \$7,289.62 relating to the floor replacement in unit 203 noting that this amount needs to be paid in order to avoid an insurance claim due to water damage. Additionally Council reviewed an invoice from Latham's in the amount of \$7,380.90 for the replacement of the recent failed hot water tank. After discussion

It was

***MOVED/SECONDED*** (Stolz/Swanson)

To approve payment of both invoices from the Contingence Reserve Fund

***CARRIED***

d) **Polycrete Invoice**

Council reviewed an invoice from Polycrete Restoration relating to waterproofing the entrance to the property located near Staples. It was noted that this work has been previously approved by the strata.

It was

***MOVED/SECONDED*** (White/Lockefeer)

to expense \$3,354.90 from the repairs and maintenance account to pay the invoice from Polycrete.

***CARRIED***

e) **Draft Budget 2007/2008**

Council reviewed a draft budget presented by the property manager. noting that the budget contained an approximately 4-5% increase to strata fee rates for the coming year.

It was  
**MOVED/SECONDED** (Stolz/Lockfeer)  
to present the draft budget to the Owners for consideration at the Annual General Meeting.  
**CARRIED**

5) **NEW BUSINESS**

a) **Landscaping**

Council discussed the landscaping contract noting that an additional proposal will be required from the current landscaper regarding allocation for one or two extra hours to relocate the soil plants on the fifth floor. Council member Cheri is also obtaining a proposal from another contractor for the above. Submitted proposals will be discussed at future council meetings, prior to placing next years contract in the Spring.

b) **Carpet Cleaning**

Council was informed that carpet cleaning will commence on October 21/22 by Watts Carpet Cleaning at a cost of \$1,893.90 plus tax.

c) **Management Agreement Addendum**

Council reviewed the management agreement addendum which contained clauses required to be included in all management agreements as per the new Real Estate Services Act. After review of the document it was agreed to execute the addendum.

d) **AGM Agenda**

AGM Agenda was discussed and finalized. The Annual General Meeting is scheduled for Monday, December 3<sup>rd</sup>, 2007 at 6:30PM at the Chateau Granville, official notice to follow.

6) **ADJOURNMENT**

There being no further business, this meeting was adjourned at 8:15 p.m.

**THE ANNUAL GENERAL MEETING IS SCHEDULED FOR MONDAY, DECEMBER 3<sup>rd</sup>, 2007 at 6:30 PM  
AT THE CHATEAU GRANVILLE.**

**Please keep these minutes as an important record of your Strata Corporation business**

Submitted by:  
**PACIFIC QUORUM PROPERTIES INC.**  
430 – 1200 West 73<sup>rd</sup> Avenue  
Vancouver, BC V6P 6G5  
Tel: (604) 685-3828 / Fax: (604) 685-3845  
[mikhail.pacificquorum@telus.net](mailto:mikhail.pacificquorum@telus.net)

**STRATA CORPORATION LMS 3440 *The SPOT***  
**Website: [thespotstrata.googlepages.com](http://thespotstrata.googlepages.com)**  
**The Minutes of the COUNCIL MEETING**  
**held on Wednesday, February 27, 2008, 6:30 p.m. In the Amenity Room**

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**Council Members Present:** Dennis Stolz  
Teresa White  
Cheri Swanson

**Regrets:** Michael Cox  
Edwin Lockefer  
Ryan Morasiewicz

**Management Present:** Mikhail Ratchkovski, Property Manager  
**PACIFIC QUORUM PROPERTIES INC.**

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1. **CALL TO ORDER**

This meeting was called to order at 6:35 p.m.

2. **APPROVAL OF PREVIOUS MEETING MINUTES**

***MOVED/SECONDED*** (White/Swanson)

To adopt the minutes of January 30, 2008 as circulated

***CARRIED***

3. **BUSINESS ARISING**

a) **Front Entrance Boulevard**

It was noted that no additional information has been received from the City of Vancouver. This matter will be further discussed at future meetings.

b) **Lobby Painting**

Council discussed the completion of lobby painting noting that some deficiencies have not been addressed. The Property Manager was directed to contact Certa-Pro and request attending to the completion of painting of the lobby.

Additionally Council reviewed a quote in the amount of \$645.00 from All Paint for the painting of the front door. It was noted this project will take approximately two days to complete and can only be done with the temperatures staying consistently above 10 degrees. While the door doesn't have to be taken away from site, this project will also require a security guard present for the duration of the time the door is going to be taken off the hinges for servicing in order to prevent any strangers getting entry. This matter will be further discussed at future meetings.

c) **Security Camera**

Dennis has been researching on the capacity of the video monitoring system that would allow

further coverage of areas of concern. This matter is pending additional information from the cable provider and will be discussed at the next meeting.

d) **Unit 805 and 1308 Legal Action**

Council was informed that unit 1308 has paid all outstanding arrears. It was noted that a letter regarding the arrears has been sent to the owner and to the financial institution handling the mortgage of unit 805 and is currently pending response from both parties.

e) **Underground Parkade Storage**

The owners are reminded not to store any combustible materials in the underground parkade and requested to remove any items that contravene the current rule enacted by the Strata. (Individual Rubbermaid containers with a lid (size 27" X 55" X 44 ½"). Containers must not store any combustible or corrosive materials, and cannot be permanently attached to the parkade.)

f) **506 Unauthorized Alterations to the patio**

It was noted that a letter was sent to the owner requesting removal of the wooden gate preventing access to the patio by the 19<sup>th</sup> of March 2008. It was also noted that in a case of non compliance Strata Bylaw fines will be issued against the Strata lot.

g) **Patio Light Repairs**

Discussion centered regarding repairs to the Patio Lights noting that an electrician inspected the problem and will attend to the repairs in the next couple of weeks, estimated cost of these repairs is approximately \$700.00.

h) **Barbeque Repairs**

Has been repaired at a cost of \$200.00 and is working properly

i) **Noise In Electrical Room**

It was noted that repairs related to the noise in the electrical room have been attended to and a faulty part responsible for the loud humming noise has been replaced.

j) **Exterior Painting**

Will be discussed at the next meeting.

4) **FINANCE**

a) **Financial Statements**

Financial statements were tabled in the absence of the Treasurer.

b) **Arrears**

Arrears were discussed and the amounts noted. The Property Manager was directed to assess Strata Bylaw fines against delinquent units and register liens against the units not complying with the Strata requests.

c) **Caretaker's Unit Mortgage Renewal**

Council discussed mortgage renewal options and will further research available options and advise the Property Manager on decision by March 5, 2008.

5) **CORRESPONDENCE**

a) **1004 – Window Damage**

Council was informed that a rock fallen from the roof of the building damaged one of the windows in the unit. The Property Manager was directed to send a service request to the glass repairs contractor.

b) **316 – Sudsing**

Discussion centered regarding complaint from the owner of unit 316 complaining of suds forming from the drains at the unit. Latham's Plumbing has been contacted and is obtaining plumbing drawings from the City in order to determine appropriate action that needs to be taken to resolve this matter.

c) **204 – Loud Barking Dog**

Council reviewed a complaint regarding a dog running unattended on common property on the 17<sup>th</sup> and disturbing residents by barking on the 22<sup>nd</sup> and 24<sup>th</sup> of February 2008. The Property Manager was directed to send a letter to the owner and request adherence to the Strata Bylaws or fines will be issued in this regard.

6) **NEW BUSINESS**

a) **Anchor Re-Certification**

It was noted that as a part of yearly certification of the anchor system, Atlas Anchors was requested to commence necessary inspection. Results of the inspection will be noted at the next meeting.

b) **Landscaping Contract**

Landscaping Contract was reviewed and discussed noting no extra charges it was awarded to the present landscaping contractor – Sasha's Landscaping.

c) **Security – Vehicles Break-ins**

Council discussed security of the underground parkade noting recent break-in. The perpetrator was identified as someone who gained entry to the building without physically breaking any security locks or door. The owner's are reminded not to let strangers on the property and not let strangers in via the intercom system.

Dennis met with the Vancouver Police and obtained crime prevention posters that will be posted at the property and additional information will be distributed to all units individually regarding this issue.

The Strata's website will also contain updated security information and it is recommended that the owners review these materials in order to help dealing with this matter. Additionally the Property Manager was directed to contact the Overhead Door contractor and request the interior garage door closing time shortened at the P1/P2 levels. The Property Manager was also directed to arrange for the Caretaker to set up inspection of all existing card keys at the property and remove all non accounted keys by April 1<sup>st</sup>.

d) **Novus Event**

Council reviewed a request from Novus to commence a customer appreciation event in the lobby of the building. After extensive discussion Council approved commencement of the event. Dennis will inspect the lobby afterwards for possible damages.

7) **ADJOURNMENT**

There being no further business, this meeting was adjourned at 8:55 p.m.

**THE NEXT COUNCIL MEETING IS SCHEDULED FOR WEDNESDAY, MARCH 26, 2008 at 6:30 PM  
IN THE AMENITY ROOM.**

**Please keep these minutes as an important record of your Strata Corporation business**

Submitted by:  
**PACIFIC QUORUM PROPERTIES INC.**  
**430 – 1200 West 73<sup>rd</sup> Avenue**  
**Vancouver, BC V6P 6G5**  
Tel: (604) 685-3828 / Fax: (604) 685-3845  
[mikhail.pacificquorum@telus.net](mailto:mikhail.pacificquorum@telus.net)

**STRATA CORPORATION LMS 3440 *The SPOT***  
**Website: [thespotstrata.googlepages.com](http://thespotstrata.googlepages.com)**  
**The Minutes of the COUNCIL MEETING**  
**held on Wednesday, January 30, 2008, 6:30 p.m. In the Amenity Room**

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**Council Members Present:** Dennis Stolz  
Teresa White  
Ryan Morasiewicz  
Cheri Swanson

**Regrets:** Michael Cox  
Edwin Lockefefer

**Management Present:** Mikhail Ratchkovski, Property Manager  
**PACIFIC QUORUM PROPERTIES INC.**

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**1. CALL TO ORDER**

This meeting was called to order at 6:35 p.m.

**2. APPOINTMENT OF COUNCIL OFFICERS**

President – Dennis Stolz  
Vice President – Cheri Swanson  
Treasurer – Edwin Lockefefer  
Commercial – Michael Cox

**3. APPROVAL OF PREVIOUS MEETING MINUTES**

***MOVED/SECONDED*** (White/Stolz)

To adopt the minutes of November 5, 2007 as circulated

***CARRIED***

**4. BUSINESS ARISING**

**a) Fire Panel Settlement**

Discussion centered regarding Fire Pro completion of repairs related to the emergency repair to the fire panel. After discussion the council agreed to pay the settlement in the amount of \$14,370.16 and retain a \$3,000.00 credit for the replacement of the CPU and labour.

It was:

***MOVED/SECONDED*** (Stolz/White)

***CARRIED***

**b) Fire Inspection – Missed Units**

Council reviewed an invoice from Fire Pro in the amount of \$2,443.63 for the completion of the fire re-inspection and related deficiencies. It was noted that all deficiencies have been addressed.

c) **Front Entrance Boulevard**

Discussion centered regarding repairs to the front boulevard area that have been previously seeded with grass. It was noted that the grass currently does not survive in this location, and therefore we have requested a permit from the City to replace the grass areas with paving stones or other type of materials. This matter is currently pending response from the City of Vancouver.

d) **Lobby Painting**

Council discussed the completion of lobby painting noting numerous deficiencies have to be addressed. The Property Manager was directed to contact Certa-Pro to request completion of the deficiencies as soon as possible. It was also noted that the front door painting was not part of the project as this type of painting requires a specialty contractor to provide the type of enamel paint.

e) **Security Camera/Access Card Systems**

Tabled, pending further discussion at future meetings.

f) **Carpet Cleaning**

Discussion centered regarding carpet cleaning of the property noting that the project has been completed and no deficiencies were noted. The invoice in the amount of \$1,893.00 plus tax will be paid as per previously approved quotation.

g) **Unit 805 and 1308 Legal Action**

As a part of the  $\frac{3}{4}$  vote resolution approved at the Annual General Meeting the Strata Council has hired a legal representative and directed the representative to send information letters to the respective Owners requesting immediate payments of outstanding arrears. This matter will be further discussed at the next council meeting.

5) **FINANCE**

a) **Financial Statements**

November financial statements were tabled in the absence of the Treasurer. It was noted that as of December 31, 2007 the Strata was under budget in the amount of \$8,047.00.

b) **Arrears**

Council discussed arrears, and amounts were noted. The Property Manager was directed to Lien those strata lots in arrears.

6) **NEW BUSINESS**

a) **Unit 914**

Discussion centered regarding unit 914 noting that the current tenant has moved out of the property leaving the front door to the unit damaged. It was also noted that an updated Form K has been requested from the Owner and is pending receipt. Also noted that the key to the building that was issued to the previous tenant has been removed from the system.

**b) Change of Parking Stall Request**

Council reviewed a request from the Owner from PH10, stall #19 on P1 and the Owner from 1005, stall #38 on P1 to swap parking stalls. It was noted that parking stalls are common property and this Owner owns both units therefore the Strata Council did not have any objections to this matter.

**c) Parking in Visitors Spots**

Council reviewed a complaint regarding a black Mercedes, license plate MC9 909, constantly using visitor's parking spots. It was noted that all vehicles parked in the visitors parking must display a permit on the windshield; the maximum parking time is only 4 hours.

**d) Storage of Items in Underground Parkade**

Discussion centered regarding storage of items in the underground parkade and Council decided to authorized storage of individual rubbermaid containers with a lid (size 27" X 55" X 44 ½").

Containers must not store any combustible or corrosive materials, and cannot be permanently attached to the parkade. Any additional items currently stored in the parkade must be removed immediately.

It was:

***MOVED/SECONDED*** (White/Morasiewicz)

to enact this rule effective immediately

***CARRIED***

**e) Strata Property Use**

Discussion centered regarding the use of Strata Property for Commercial purposes or for the purpose of filming. Interested parties must receive prior approval from the Strata Council in order to commence such activities.

**f) Unit 506 – Wooden Gate**

The Property Manager was directed to follow up with the Owners of unit 506 and request removal of the illegally constructed wooden gate on the patio.

**g) Patio Lights – 2<sup>nd</sup> Floor**

Discussion centered regarding non functioning lights on the 2<sup>nd</sup> floor patio near the meeting room.

The Property Manager was directed to arrange with an electrician to attend to this matter.

**h) Barbeque Repairs**

The Property Manager was directed to arrange for the repairs of the Strata's barbeque with the budget of \$150.00

**i) Recycling Bins**

Discussion centered regarding recycling bins on the property noting that additional containers have been requested by the City.

**j) Electrical Room Noise**

Discussion centered regarding electrical room noise on the 6<sup>th</sup> floor. The Property Manager was directed to arrange for an inspection of the problem and arrange necessary repairs.

**k) Exterior Painting**

Council discussed painting of the exterior of the property. A quotation will be requested from a painting contractor for further discussion at future meetings.

**7) ADJOURNMENT**

There being no further business, this meeting was adjourned at 8:55 p.m.

**THE NEXT COUNCIL MEETING IS SCHEDULED FOR WEDNESDAY, FEBRUARY 27, 2008 at 6:30 PM  
IN THE AMENITY ROOM.**

**Please keep these minutes as an important record of your Strata Corporation business**

Submitted by:

**PACIFIC QUORUM PROPERTIES INC.**

**430 – 1200 West 73<sup>rd</sup> Avenue**

**Vancouver, BC V6P 6G5**

Tel: (604) 685-3828 / Fax: (604) 685-3845

[mikhail.pacificquorum@telus.net](mailto:mikhail.pacificquorum@telus.net)

**STRATA CORPORATION LMS 3440 *The SPOT***  
**Website: [thespotstrata.googlepages.com](http://thespotstrata.googlepages.com)**  
**The Minutes of the COUNCIL MEETING**  
**held on Wednesday, March 26, 2008, 6:30 p.m. In the Amenity Room**

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**Council Members Present:** Dennis Stolz  
Teresa White  
Cheri Swanson  
Edwin Lockefer  
Ryan Morasiewicz

**Regrets:** Michael Cox

**Management Present:** Mikhail Ratchkovski, Property Manager  
**PACIFIC QUORUM PROPERTIES INC.**

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**1. CALL TO ORDER**

This meeting was called to order at 6:35 p.m.

**2. APPROVAL OF PREVIOUS MEETING MINUTES**

***MOVED/SECONDED*** (White/Swanson)

To adopt the minutes of February 27, 2008 as circulated  
***CARRIED***

**3. BUSINESS ARISING**

a) **Front Entrance Boulevard**

Council discussed front walk boulevard issue noting that the City's engineer Frank Battista has inspected the site and is currently assessing availability of a different option (other than grass) that would be available (and approved by the City) for use by the Strata. Council also reviewed a semi protected type of grass installation option "Country Lane" that the City was willing to consider for approval, however due to the issue of very limited amount of grass being easily damaged by the easy access of pedestrians with pets this proposal was tabled until the response from Frank Batista has been received. Dennis is following up with the City in this regard.

b) **Lobby Painting/Front Door**

Discussion centered regarding completion of deficiencies of the painting in the lobby, noting that the painters returned and attended to the deficiencies. Dennis will double check the lobby and if there are any areas that still need attention by the painter will send a photo of the problem area to the Property Manager who in turn will follow up with the painting contractor. The Property Manager was also directed to request obtaining from the contractor extra paint to be left on site in order for the caretaker to be able to do some minor touch ups when necessary.

The issue of front door painting will be further discussed at the next meeting.

Council also discussed refreshing the paint at the elevator lobbies of P1 and P2. The

Property Manager will be informed on the color to be used for the repaint of the areas and will arrange for the Caretaker to commence this work.

c) **Exterior Painting**

Tabled and will be discussed at the next meeting.

d) **Security Camera**

Council discussed installation of an additional security camera to cover part of the commercial area noting that this camera was considered at the time of the original installation of the security system however was dropped from the final list due to some reasons. In light of an incident that occurred at the store where a person through an object at the store's window this camera would have been able to help identifying the individual. Dennis has been researching on the capacity of the video monitoring system that would allow further coverage of areas of concern other than the commercial side and informed the Strata that the current hardware monitoring system is near its full capacity with installation of any additional cameras may be cost prohibitive due to requiring substantial upgrades to the hardware and installation of cables that will require to be run through multiple floors. A quote will be requested from the provider for the installation of a camera to be installed to partially monitor the commercial area and will be discussed at the next meeting.

e) **Unit 805 Legal Action**

Council was informed that unit 805 remains in arrears and the Property Manager was directed to follow up with Access Law Group in this regard and proceed with the next step of the legal action.

f) **Underground Parkade Storage**

Storage of items in the underground parkade was discussed noting that a complete inventory of all unauthorized items will be done and the owners of the respective stalls will be sent letters requesting action and will be assessed Strata Bylaw fines in a case of non compliance following up by removal of the unauthorized items from the stalls and the expenses assessed against the Strata Lots incurring this expense.

The only permitted storage in the underground parkade parking stalls: *Individual Rubbermaid containers with a lid (size 27" X 55" X 44 ½)". Containers must not store any combustible or corrosive materials, and cannot be permanently attached to the parkade.*

**NOTICE TO OWNERS AND RESIDENTS**

**VISITORS PARKING STALLS**

**CAN ONLY BE USED BY VISITORS WHO DO NOT PERMANENTLY RESIDED AT THE PROPERTY. THE AREA IS BEING MONITORED AND VEHICLES FOUND IN VIOLATION OF THIS REGULATION WILL BE TOWED AWAY FROM THE PROPERTY AT OWNER'S EXPENSE**

g) **506 Unauthorized Alterations to the patio**

Council reviewed a letter from the owner requesting to retain alteration to the exterior of

the property. After discussion Council decided that all alteration must be removed from the property as soon as possible and the area returned to its original condition. The Property Manager was directed to inform the owner in writing in this regard and in a case of non compliance issue a \$100 fine and remove any alterations at owner's expense.

h) **Patio Light Repairs**

Discussion centered regarding repairs to the Patio Lights noting that an electrician attended to the necessary repairs at a cost of \$550.00.

i) **Anchor Re-Certification**

It was noted that as a part of yearly certification of the anchor system. Atlas Anchors has completed the necessary inspection and the anchor system has been re-certified.

j) **316 Sudsing**

Council discussed sudsing problem in the unit noting that Latham's will further research the problem and this matter will be further discussed at the next meeting.

4) **FINANCE**

a) **Financial Statements**

The Strata's Treasurer reviewed the Financial statements found them to be in order and recommended acceptance. noting that as of February 29 the strata is under budget in the amount of \$18,790.00

it was:

***MOVED/SECONDED*** (Lockefeer/Stolz)

to accept the November, December 2007 and January 2008 financial statements as presented

***CARRIED***

b) **Arrears**

Arrears were discussed and the amounts noted. The Property Manager was directed to assess Strata Bylaw fines against delinquent units and register liens against the units not complying with the Strata requests. Specifically noting the following units

<b>Unit</b>	<b>Amount</b>		<b>Unit</b>	<b>Amount</b>
219	\$618.20		805	\$4,006.64
412	\$850.00		810	\$720.34
415	\$678.14		909	\$699.84
417	\$602.86		910	\$1,115.44
502	\$697.09		1106	\$1076.33
611	\$571.86		1112	\$533.25
713	\$772.62		1311	\$1107.96

c) **Caretaker's Unit Mortgage Renewal**

It was noted that the Caretaker's unit mortgage has been renewed. Council would like to thank Dennis for extra effort researching the most competitive rate available.

5) **CORRESPONDENCE**

a) **Letter to identify owners/residents**

Council reviewed a letter from an owner requesting for the Strata to identify in the minutes owners who are responsible to let strangers on the property. It was noted that it was not always possible to clearly identify if the let in or out people were strangers or to clearly identify the owners and since this information cannot be 100% accurate this practice will not be used.

However it was noted that letting strangers on the property is the most common source of the security problem the building has been experiencing especially when the residents are leaving the building and strangers sneak in while the door is closing behind them. The owners are reminded that the security of the property is everyone's responsibility.

**OWNERS AND RESIDENTS**  
**PLEASE DO NOT TO LET STRANGERS ON THE  
PROPERTY**

6) **NEW BUSINESS**

a) **Building Access Cards - Inventory**

Council discussed inventory of all building access cards noting that letters will be sent to all owners advising that all cards must be registered at the Caretakers' office who is available daily from 4pm -5pm Tuesday through Saturday. The owners will have to bring a picture photo id that clearly identifies them as the owner of the suite and tenant's information must match Strata's form K's on record. If the tenant information is different from the form K on file the card will be taken from the system. It was also noted that as a security measure cards that have not been used at the property for a period of over three months will be also taken out of the system.

**ATTENTION RENTAL OWNERS**  
PLEASE NOTE THAT A **FORM K** MUST BE SUBMITTED TO THE OFFICE OF PACIFIC  
QUORUM EVERY TIME A NEW TENANT MOVES INTO TO YOUR RENTAL SUITE

b) **Fire Security Equipment – Backup System**

Discussion centered regarding replacement of the Back-up Power Supply for the building's

fire control system. Fire Pro has inspected the unit and advised that the unit must be replaced. It was noted that the cost of the replacement is \$3,137.00 and a PO has been issued to Fire Pro requesting to commence the work and leave the non functioning unit at the property for a possibility of reusing the parts in the future.

c) **Fitness Equipment**

Council discussed maintenance required to the fitness equipment noting that some inventory is aging and is due for replacement. Cheri will research available equipment and pricing and this matter will be further discussed at the next meeting.

d) **Leak unit 313**

Council discussed leak in unit 313 noting that the laminate flooring has been warped due to water ingress to the unit. It was also noted that the source of the water ingress has not been determined and appears to be a single time water escape from one of the adjacent units. The Property Manager was directed to provide additional information regarding this matter to the Strata Council.

e) **Leak unit 410**

Council was informed that the owner of unit 410 reported a leak to the unit originating from the ceiling area. A contractor has been requested to inspect the area and provide a quotation for proposed repairs. Pending information from the contractor this matter will be further discussed at the next meeting.

f) **Balcony unit 1214**

Council was informed that the balcony of unit 1214 has part of the membrane deteriorated. The Property Manager will request a contractor attend to the unit to inspect the problem and quote on necessary repairs.

g) **Safety Mirror – Parkade Exit**

Council discussed a possibility of installation of a mirror on the pole across the road exiting the parkade. The Property Manager will contact the city and research for a permit in this regard.

7) **ADJOURNMENT**

There being no further business, this meeting was adjourned at 9:35 p.m.

**THE NEXT COUNCIL MEETING IS SCHEDULED FOR WEDNESDAY, APRIL 23, 2008 at 6:30 PM IN THE AMENITY ROOM.**

**Please keep these minutes as an important record of your Strata Corporation business**