

**THE AQUARIUS
STRATA PLAN LMS 3903
1199 MARINASIDE CRESCENT
1111 MARINASIDE CRESCENT
198 AQUARIUS MEWS
189 DAVIE STREET**

**MINUTES OF THE STRATA COUNCIL MEETING OF STRATA PLAN LMS3903, THE
AQUARIUS, HELD IN THE MEETING ROOM OF THE CLUB AQUARIUS AT 188
AQUARIUS MEWS, VANCOUVER, BC ON TUESDAY, JULY 10TH, 2007 AT 6:30 P.M.**

IN ATTENDANCE:

Orval Wright - Chairperson Dieter Kirste
Don Grenfal - Treasurer Evert Gerretsen – Vice Chairperson/Secretary
Ljiljana Jankovic

REPRESENTING RANCHO MANAGEMENT SERVICES (BC) LTD.:

Chris Sargent, General Manager
Terry Li, Senior Property Manager
Baldev Sondhi, Property Manager

REGRETS:

Nick Carter Glenn Taylor

GUESTS:

None

1. **CALL TO ORDER**

There being a quorum, the Meeting was officially called to order by the Strata Council Chairperson, Mr. Orval Wright, at 6:35 p.m.

2. **ADOPTION OF THE MINUTES**

A Council member noted that Section 4(b)(4) should read as follows:

“Two existing pumps need to be connected to the emergency power grid to give residents in the upper portion of Towers 1 & 2 water during a power failure.”

It was **MOVED, SECONDED**, and **CARRIED** to approve the minutes of June 19th, 2007 as presented and amended.

3. **COMMITTEES**

a) **Finance Committee Report:**

The Strata Council Treasurer, Mr. Don Grenfal reviewed the May 31st, 2007 financial statements with Strata Council Members present. Mr. Grenfal noted that the locker revenue collected from the rental of the storage lockers should be paid back into the contingency reserve fund. After the construction costs are paid back

3. **COMMITTEES – CONT'D**

a) **Finance Committee Report – Cont'd:**

then the locker revenue will be accounted for as operating revenue for the upcoming years. The payback period is expected to be around 12 months. Mr. Grenfal also noted that the number of heating days for the past month continues to rise, thus leading to an increase in utility costs.

After discussion, it was **MOVED, SECONDED** and **CARRIED** to approve the May 31st, 2007 financial statements. It was **MOVED, SECONDED** and **CARRIED** to accept the Finance Committee Report with thanks.

b) **Mechanical Committee Report:**

The Mechanical Committee headed by Mr. Dieter Kirste, provided a report to Council on various issues.

After discussion, it was **MOVED, SECONDED**, and **CARRIED** to approve the Mechanical Committee report as presented and with thanks.

c) **Parkade Committee Report:**

Mr. Orval Wright, Chair of the Parkade Committee, noted that signs will be posted in the parkades to remind residents that they should not allow their pets to use the parkade as a washroom. Further, to avoid confusion, signs will be placed showing the number and direction to upper and lower floors and indicating the range of parking stall numbers located in each of the sections in the parkade. Residents are reminded once again, that all garbage is to be placed in the compactor; household garbage is not to go into the recycle bins, nor is it to go into the garbage receptacles at the entrances to the towers.

After discussion, it was **MOVED, SECONDED**, and **CARRIED** to approve the Parkade Committee report as presented and with thanks.

d) **Landscape Committee:**

The Landscape Committee headed by Mr. Evert Gerretsen, noted that there have been various dogs running loose on the 3rd level garden. Mr. Gerretsen noted that this issue will be raised in the summer newsletter which will be distributed to all residents.

4. **BUSINESS ARISING FROM PREVIOUS MINUTES/PROPERTY MANAGEMENT REPORT**

a) **Building Envelope Maintenance:**

Rancho informed Strata Council that the window washing and building wash for the building envelope is now in progress. Rancho also met with the building staff as well as the contractor who have reviewed the building envelope, PBEM, to schedule a date to start the recommended repairs. Council members reviewed the recommended minor repairs. After discussion, it was **MOVED, SECONDED** and **CARRIED** to approve of the recommended repairs as noted by PBEM.

4. **BUSINESS ARISING FROM PREVIOUS MINUTES/PROPERTY MANAGEMENT REPORT – CONT'D**

a) **Building Envelope Maintenance – Cont'd:**

The building envelope maintenance is part of the ongoing annual maintenance based on a preventative maintenance manual drafted by RDH, the original building envelope consultant.

b) **Owner's Alteration Checklist:**

Rancho provided to Strata Council an alteration checklist. This checklist will enable Owners who are interested in major renovation to be aware of the process involved as per Strata Bylaws, Rules and Procedures. This checklist is as follows:

1. Owner to obtain a suite floor plan from the Property Manager. Provide a comprehensive and complete description of the alterations requested. This information must be mailed or delivered to the concierge desk. Owners also must confirm that their renovation can be finished within 60 days.
2. The Property Manager (P.M) and the Strata Maintenance Sup't (M.S):
 - o will study the plan,
 - o make recommendations,
 - o advise if the alterations require City permits,
 - o advise the required deposit amount, maximum \$ 1000.00 (payable to LMS3903).

This will cause the following action:

- I. Alterations can be finished within 60 days and do NOT need City permits.
If the plan meets all the Strata Bylaws, Rules and Procedures the P.M. can give approval and will supervise the project.
- II. Alterations can be finished within 60 days and NEED City permits
 - o The P.M. will study the plan in detail and prepare it for presentation to council.
 - o The application will be discussed at the next council meeting. If the application meets all the Strata Bylaws, Rules and Procedures, council can RECOMMEND applying for City permits. This is NOT a final council approval permit.
 - o When City permits have been obtained, council will accept
 - FINAL alteration plans,
 - TIME LINE of construction proving that the project can be finished in 60 days,
 - City permits,
 - any other information pertinent to the project.
 - o If council gives the FINAL approval permit, in writing, the project has to start within 45 days of approval date. No changes to the plan are allowed after final approval.
 - o The P.M. will supervise the project and enforce all the Strata Bylaws, Rules and Procedures.
 - o When the project is finished ON TIME, without damage to Strata property or any problems, 50% of the deposit will be refunded after an "as-is" manual has been received.
- III. Alterations can NOT be finished within 60 days.
If the project can not be finished within 60 days, the applicant can request the project to be entered on the agenda of the next AGM for owner's consideration. If the applicant wants to speed up the approval process, he/she can ask for a General

4. **BUSINESS ARISING FROM PREVIOUS MINUTES/PROPERTY MANAGEMENT REPORT – CONT'D**

b) **Owner's Alteration Checklist – Cont'd:**

Meeting of all the owners. The applicant will bear all the cost associated with that action as per Strata Bylaws, Rules and Procedures.

Note: Since adherence to the Strata Bylaws, Rules and Procedures will be strictly enforced, the applicant is encouraged to discuss all details with the P.M. before submitting the plans for final Council approval permit.

Owners are asked to contact the Property Manager prior to submitting any plans.

c) **Building Supervisor Report:**

Strata Council reviewed the Building Supervisor's report for the month of July.

After discussion, it was **MOVED, SECONDED** and **CARRIED** to approve the Building Supervisor's Report.

d) **Property Manager's Report:**

Highlights of the July Property Manager's Report included the following:

i) **Elevator Maintenance:**

Rancho met with management of Fujitec Elevators to express its displeasure that the maintenance is still not up to par even after the previous meetings. Fujitec Elevators noted that the current technician's workload will be reduced and a team of extra technicians will be sent to troubleshoot the ongoing minor problems. It was also agreed that extra buttons and fuses will be stored onsite to facilitate faster service. Council will continue to monitor the performance of the Fujitec Elevators.

After discussion it was **MOVED, SECONDED** and **CARRIED** to approve the Property Manager's report.

5. **NEW BUSINESS**

a) **Stop and Fob:**

A Council member noted that a quote should be obtained again for a mechanical parking lot arm to be installed directly after the entrance gate. The arm will only lift up to allow access into the building if a valid Fob is used. Rancho will contact Impark for a quotation.

b) **Horizontal Blinds:**

A Council member noted that the current blinds bylaw does not account for horizontal blinds. Rancho will draft a bylaw for consideration at the next Annual General Meeting.

6. **CORRESPONDENCE**

Council reviewed all the correspondence that had been received since the last meeting and gave instructions to Rancho on how to respond. Owners are encouraged to write Strata Council c/o Rancho Management on Strata Council matters.

Correspondence should be mailed to #701-1190 Hornby St., Vancouver, BC, V6Z 2K5, faxed to 604-684-1956, e-mailed to tli@ranchogroup.com, or left for the Property Manager at the Concierge desk.

All Owners who wish the Strata Council to review correspondence should submit their correspondence to Rancho's office by no later than 9:00 a.m. the Thursday morning before each Council Meeting. Any correspondence received after this date will be reviewed at a subsequent meeting.

7. **NEXT MEETING**

The next meeting will be a Strata Council Meeting, and has been scheduled for **Tuesday, August 14th, 2007** at 6:30 p.m. in the board room located at 188 Aquarius Mews Vancouver, BC.

8. **TERMINATION OF MEETING**

There being no further business, it was **MOVED, SECONDED, and CARRIED** to terminate the meeting at 9:30 p.m.

Respectfully submitted,

Terry Li, Senior Property Manager
Rancho Management Services (B.C.) Ltd.
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Agents for Strata Plan LMS3903
Phone: (604) 684-4508 (**24-HR. EMERGENCY SERVICES**)
Direct Line: (604) 331-4267
Email: tli@ranchogroup.com

STRATA FEES/PRE-AUTHORIZED PAYMENT

Should you ever have any questions regarding your strata account, please feel free to contact our Accounts Receivables Department at: 604 331-4258. You can also contact this number if you would like to be set up on Pre-Authorized Payment, whereby we can debit your account with your monthly strata fees. If you are paying by cheque, owners are reminded that strata fees are due on the first of every month. Cheques received later than the first, may result in late penalties being assessed.