

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

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**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, MAY 8<sup>TH</sup>, 2007 AT 6:30 P.M.**

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**IN ATTENDANCE:**

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

**REPRESENTING RANCHO MANAGEMENT SERVICES (BC) LTD.:**

Terry Li, Senior Property Manager

**REGRETS:**

Chris Sargent, General Manager  
Baldev Sondhi, Property Manager

**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 6:30 p.m.

2. **ADOPTION OF THE MINUTES**

A Council member noted that a name was missing from the attendance list from the last Strata Council Meeting minutes.

It was **MOVED**, **SECONDED**, and **CARRIED** to approve the minutes of April 10<sup>th</sup>, 2007 as presented and amended.

3. **COMMITTEES**

a) **Finance Committee Report:**

The Strata Council Treasurer, Mr. Don Grenfal, reviewed the March 31<sup>st</sup>, 2007 financial statements with Strata Council. Mr. Grenfal also updated Council on the number of heating days for 2007. The number of heating days continues to increase due to the cooler temperatures thus leading to increases in certain utility categories. Rancho then proceeded to answer various questions from Strata Council members present.

3. **COMMITTEES – CONT'D**

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

i. **Arrears:**

Strata Council members reviewed the arrears list in greater detail and noted that various Owners are still not paying the fines outstanding on their account.

It was noted that this is not acceptable and Council instructed Rancho to send letters to all Owners with fines outstanding for over 120 days to settle their accounts. Failure to pay will lead to the Strata hiring a collection agency to collect the outstanding amounts.

It was **MOVED, SECONDED** and **CARRIED** to have a collection agency collect any outstanding fines should Owners fail to pay after being issued another warning letter.

After discussion, it was **MOVED, SECONDED** and **CARRIED** to approve the March 31<sup>st</sup>, 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.

c) **Parkade Committee Report:**

Mr. Orval Wright, Chair of the Parkade Committee, presented the Parkade Committee report to the Strata Council. Highlights of the report included the following:

i) **Fob Reader for Recycling Room:**

Mr. Orval Wright noted that the Fob reader for the recycling room will be installed the first two weeks of May by Klassen Technologies. Klassen Technologies is currently behind schedule, due to the high volume of work they are experiencing.

ii) **Damage in Parkade:**

Mr. Wright, informed Strata Council that two incidents involving an accident and a deliberate act of vandalism led to major damages to the parkade. A vehicle striking the P1 Fob reader posts led to damage in the concrete and the Fob system. A resident speeding in the parkade led to tire marks in various areas of the parkade causing a large amount of membrane damage. Both items are under repair and full costs will be billed back to the strata lot Owners. Mr. Wright noted that if residents witness any acts of vandalism to report it to the concierge/property

3. **COMMITTEES – CONT'D**

c) **Parkade Committee Report – Cont'd:**

ii) **Damage in Parkade – Cont'd:**

management as soon as possible. Any guilty parties will be fined and all repairs costs to fix the damage will be charged back to their strata lot. Repairs of both items are in progress and should be completed shortly.

iii) **Portable Roving Camera:**

The portable roving camera has captured images of residents recycling improperly. The roving camera will continue to be moved around to various common areas to ensure that Residents are complying with the regulations for recycling.

iv) **Building Tour:**

Mr. Wright noted that the concierge might not be diligent enough in giving new Residents a tour of the building. After discussion, it was decided that a Resident can only move in after scheduling a tour date with the concierge. The concierge on duty will ensure that the Resident and the concierge both sign off that a tour has been given. The tour should be area specific and properly instruct residents on where to throw away garbage and how to recycle properly.

v) **Oil Stains:**

Owners and Residents are once again reminded to clean up their oil stains on a day to day basis before the oil stain damages the membrane, soaks into the concrete leaving a permanent stain or gets spread around the parking stall and driveway. If a Resident or Owner does not have the proper equipment to clean up the oil, they can approach the Concierge, and a fee of \$25 will be charged to the suite for cleaning the oil stain. Cleaning up the oil stains increases the cleanliness of the building as well as ensuring the parkade membrane and concrete does not get damaged.

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

d) **Landscape Committee:**

Mr. Evert Gerretsen, Chair of the Landscape Committee, provided an update pertaining to the landscape situation at The Aquarius. Mr. Gerretsen met with Para Space pertaining to various bare patches in the lagoon landing. Para Space has subsequently provided quotes to address these bare patches. Council members reviewed the price in greater detail. After discussion, it was **MOVED**, **SECONDED** and **CARRIED** to approve of an expenditure of up to \$2,400 to increase the number of plants and flowers in one of the flower beds. Mr. Gerretsen also noted that a few of the trees along Aquarius Mews have started to die and the bark is now almost completely peeled off. Since these are City property, it will be left as is until the trees need replacement at which time the Property Manager will follow up with the City of Vancouver.

3. **COMMITTEES – CONT'D**

d) **Landscape Committee – Cont'd:**

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

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

a) **Move-In Fees:**

Strata Council members noted that with the amount of moving-ins occurring monthly, damage to the common areas is getting rather excessive. To increase the revenue from the move-ins it was noted that the move-in fee will be increased at the next AGM from the current \$150 to \$250 for move-ins or an additional administration fee of \$100 will also be levied against Owners who are conducting short term rentals and furnished rentals.

After discussion, it was **MOVED, SECONDED and CARRIED** to increase the move-in fee and have it included in the 2008 Annual General Meeting agenda.

b) **Council Duties:**

A Council member noted that Mr. Orval Wright is currently spending approximately 20 plus hours in the parkade sorting out recycling to ensure that the recycling is done properly for the building. Strata Council members are very appreciative of Mr. Wright's efforts but noted that if such an amount of time is spent in the recycling, future consideration should be considered to retain an extra maintenance staff member to check daily that proper recycling procedures are being followed.

It was further noted that residents are still not recycling properly. After a lengthy discussion, Council members instructed Rancho to prepare a draft recycling package for Council to consider at the next meeting. The package should include a memo to residents in various languages about recycling procedures. The package will be educational noting that if you are caught recycling improperly you will be fined. The package will also contain information about the roving cameras and various pictorial signage to indicate as to what items go into which bins. Rancho will present this to Council for consideration at the next meeting.

c) **Staff Appreciation Day:**

Council members noted that the staff appreciation day held last year was a huge success. The staff and their spouses will be invited on Friday, July 20<sup>th</sup>, 2007, from 6:00 p.m. to 8:00 p.m. for dinner and drinks provided by the Strata Council. Rancho will make arrangements for catering for this event.

d) **Building Supervisor Report:**

Strata Council reviewed the building supervisor's report for the month of May.

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

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

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

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

i) **Storage Locker Lottery:**

All 26 Owners contacted on the locker lottery list have rented the lockers available. The Locker Committee noted that the repayment back to the contingency fund will take approximately one (1) year after which the revenue stream can be used as contributions to the contingency fund or as a revenue source in future operating budgets. The Locker Committee will also investigate into other areas where extra lockers can be built since there is a clear demand for lockers in the building.

ii) **Power Shutdown/Electrical Vault Testing:**

A special thank you goes out to all Residents for their patience during the electrical vault shut down on April 17 and 19, 2007. Overall, the project was a success. The next testing of the electrical vaults will be approximately three years from the date of the last testing.

iii) **Second Elliptical Machine:**

A second elliptical machine has been ordered and will arrive at the end of May, 2007.

iv) **Fujitec Elevators:**

A meeting was held with the Building Supervisor, Ken Davies, Rancho Management and the District Service Manager for Fujitec. Contents of Fujitec's contract were clarified and it was noted that the service of the current Fujitec Technician could be improved. A two (2) month time period has been set at which time the performance of the current Fujitec Service Technician will be reviewed further. Fujitec has noted that the current technician's schedule will be decreased in order to service the building better. It was also noted that extra elevator buttons and equipment will be ordered well in advance thus eliminating the need for lengthy repairs.

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

5. **NEW BUSINESS**

a) **Elevator Cameras:**

Rancho noted that a company called IHN Media, has approached various buildings in the Yaletown area to offer free elevator security cameras in exchange for advertisements through LCD screens in the elevators. The LCD screens will be mounted on top of the entrance to the elevators and a web based security camera will be provided to the Strata Corporation for monitoring of security in elevators. A lengthy discussion ensued pertaining to the pros and cons of having this installed.

5. **NEW BUSINESS – CONT'D**

a) **Elevator Cameras – Cont'd:**

After much debate, it was decided that it would be more prudent and wise to have these elevator cameras installed and hooked up to the building security system. The constant bombardment of advertisement will make the residential building feel too commercial. After discussion, it was decided that this issue will not be pursued any further.

b) **Alternative Gas Supplier:**

Rancho informed Strata Council that certain marketing firms for gas supplies have now approached Strata Corporations for supplying gas in lieu of the recent deregulation of suppliers for Terasen Gas in May. There could be cost savings if the gas suppliers could lower commodity costs. Rancho forwarded a spreadsheet to the Council Treasurer for advance preview. When more information arrives, it will be included in the upcoming agendas for discussion.

c) **Noise:**

A Council member questioned as to what constitutes as excessive noise. The Council member was informed that the permitted work hours are Monday to Friday 9:00 a.m. to 5:00 p.m. and Saturdays 10:00 a.m. to 5:00 p.m. and no construction noise whatsoever on Sundays. Excessive noise like hammering, drilling, grinding, power washing etc. is allowed Monday to Friday between 11:00 a.m. and 3:00 p.m. Not on Saturday, Sunday or holidays. Anyone hearing construction noise outside these hours should make a report to the concierge immediately.

d) **Penthouse Renovations 3801& 3802, 1199 Marinaside:**

Rancho Management, the Building Supervisor and a Representative from the Strata Council, conducted another walk-through of the penthouse construction area. It was noted that most of the major components are complete and major construction should end by the end of May with only detailing work remaining. Council members noted that all paper work should be submitted by the penthouse Owner in a binder as requested at earlier meetings. Council also instructed Rancho to have a final tour of the penthouse renovations one week before the end of May to inform Council as to the status of renovations. If the renovations are not complete, the bylaws will allow us to take action such as levying fines against the penthouse Owners.

e) **Sensor Pads for the Exit Gate:**

Council members discussed the issue of sensor pads again for the exit gate. It was noted that a cost should be obtained for having a new exit pad installed for the exit gate and as well a push button for cyclists and wheelchairs (pedestrians should use the side door). Rancho will have the quote presented as soon as it is ready.

f) **Insurance Renewal:**

A Council member noted that the insurance renewal should be coming up. Rancho informed Council that quotes will be obtained prior to the renewal of the insurance.

5. **NEW BUSINESS – CONT'D**

g) **Bike Storage:**

A Council member inquired if bikes can be stored in any bicycle storage room. Rancho noted that bike stalls are currently not assigned and Residents should store their bikes in the storage room closest to their building.

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](mailto: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, June 19<sup>th</sup>, 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 11:00 p.m.

Respectfully submitted,



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Terry Li, Senior Property Manager  
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## RANCHO'S INTERNET SITE

Rancho's website has been updated with lots of new features. We invite you to check us out at <http://www.ranchovan.com>.

Any questions and comments can be forwarded to us by email at: [pmgr@ranchogroup.com](mailto:pmgr@ranchogroup.com), or by calling us at: (604) 684-4508.