

**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, FEBRUARY 13TH, 2007 AT 6:30 P.M.

IN ATTENDANCE:

| | |
|--------------|------------------|
| Orval Wright | Dieter Kirste |
| Don Grenfal | Evert Gerretsen |
| Nick Carter | Liljana Jankovic |

REPRESENTING RANCHO MANAGEMENT SERVICES (BC) LTD.:

Chris Sargent, General Manager
Terry Li, Senior Property Manager
Baldev Sondhi, Property Manager/Head Concierge

REGRETS:

Glenn Taylor

GUESTS:

None

1. **ELECTION OF COUNCIL OFFICERS**

Rancho advised Strata Council that the first order of business after an Annual General Meeting is the election of Strata Council Officers. The following Members were elected to their respective positions:

Orval Wright – Chairperson
Evert Gerretsen – Vice Chairperson/Secretary
Don Grenfal – Treasurer

It was then **MOVED, SECONDED, and CARRIED** to declare the above Members duly elected to their respective positions.

2. **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.

3. **ADOPTION OF THE MINUTES**

It was **MOVED, SECONDED, and CARRIED** to approve the minutes of December 12th, 2006. Council Members also reviewed the Annual General Meeting minutes of January 16th, 2007.

4. **COMMITTEES**

Strata Council Members volunteered to serve on the following Committees.

- a) **Finance Committee:**
Mr. Don Grenfal – Chairperson
Orval Wright
Nick Carter
- b) **Mechanical Committee:**
Dieter Kirste – Chairperson
- c) **Parkade Committee:**
Orval Wright – Chairperson
- d) **Landscape Committee:**
Evert Gerretsen

It was **MOVED, SECONDED, and CARRIED** to declare the above Members elected.

5. **COMMITTEE REPORTS**

- a) **Finance Committee Report:**
The Strata Council Treasurer, Mr. Don Grenfal, reviewed the December 2006 financial statements with Strata Council. Mr. Grenfal forwarded questions to Rancho which were answered in due course. The Treasurer noted that the cause of the December minor shortfall in the utilities category is mainly due to the increased consumption. A Council Member also noted that the bar graph for the various utilities should be revised slightly for presentation purposes.

After discussion, it was **MOVED, SECONDED, and CARRIED** to approve of the December 31st, 2006 financial statements.

- b) **Mechanical Committee Report:**
The Mechanical Committee headed by Mr. Dieter Kirste provided a report to Council on various issues. Mr. Kirste noted that as approved at the Annual General Meeting, he will assist in monitoring the necessity of replacing various pumps of the mechanical system. The reason being is that the mechanical system is set up in such a way that when a pump fails, the back-up pump kicks in and it might be more cost effective to wait until one of the pumps fail before replacing it completely.

Mr. Kirste also noted that the drain by the car wash will be fabricated shortly. As well, he noted that the whirlpool retiling could be done in a different manner where the tiles could be cut in-house, thus saving on the costs on re-tiling. Mr. Kirste will discuss this issue with the staff at the next Staff Meeting.

It was then **MOVED, SECONDED, and CARRIED** to approve the Mechanical Committee Report as presented.

5. **COMMITTEE REPORTS – CONT'D**

c) **Parkade Committee Report:**

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

i) **Oil Stains:**

Various Owners have been notified over the past months about cleaning up oil stains in their parking stalls. Owners are once again reminded to be diligent about cleaning up any oil stains as the oil will damage the parkade floor. It is important to clean up the oil on the concrete floor to prevent permanent staining and an unsightly mess.

The staff continues to power-wash and clean-up on a weekly basis those sections in the parkade that have sand and dirt tracked in after the snowstorm.

The visitor parkade stalls on the first level are getting quite a bit of oil stains. Although the stalls are cleaned regularly, the Concierge will need to be more observant as to what vehicles are creating this mess and additional work for the staff to clean the parking stalls. Any vehicle that continues to leak in the visitor parkade could be removed or refused entry altogether.

ii) **Garbage and Recycling:**

Residents are reminded to sort their recyclables correctly. There are enough signs in the recycling areas to facilitate this. Not sorting recyclables correctly costs time for the staff.

Some Residents are placing cardboard, papers and other recyclable items into the garbage compactors instead of properly placing them into the blue recycle bins. Please note that garbage removals are done on a weight basis. Recycling properly will reduce the cost in compactor garbage removal. On another note, over 100 lbs. of soft plastics (bags, bubble wraps) are recycled every month from the building.

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

d) **Landscape Report**

Mr. Evert Gerretsen, Chair of Landscape Committee, noted that the Para-space Annual maintenance contract is up for renewal. Mr. Gerretsen noted that Para-space is doing a very good job in maintaining the landscaping around the building. They continue to cooperate with the building staff to improve the look of the building. Mr. Gerretsen recommends a renewal of the annual contract. After discussion, it was **MOVED, SECONDED, and CARRIED** to approve the Para Space landscaping contract for the upcoming year.

5. **COMMITTEE REPORTS – CONT'D**

d) **Landscape Report – Cont'd:**

Mr. Gerretsen also reviewed the proposal for the fertilization of various trees and shrubs by Davey Tree. This work is included in the Para Space contract.

Para Space's quote ten (10) only Mahonia Charity to improve the beds around the Mews fountain was approved.

After discussion, it was **MOVED, SECONDED, and CARRIED** to approve the landscaping report as presented.

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

a) **Issues from the Annual General Meeting:**

i) **Shredding of Private Information:**

Effective immediately, staff has been instructed to use plain paper or post-it notes for any messages because scrap paper could have some private information on one side.

ii) **Review of Rules (Limitation of Barbecue Usage on Third Level):**

Council discussed the Rule of exclusive use of the aerobics room and barbecue area on the third level. After discussion, it was decided that the exclusive use should be eliminated altogether. Therefore, Owners or Residents will no longer be able to book the third level aerobics room and barbecue area for exclusive use. The maximum number of people in one (1) group remains at ten (10). Moderate use of alcohol with a meal is allowed. However, this is a family oriented area for all Residents. No noisy and/or drinking parties are permitted. Rancho will amend the Rules according to the discussion.

After discussion, it was **MOVED, SECONDED, and CARRIED** to amend the Rules to eliminate the exclusive booking of the aerobics room.

iii) **Consideration of a Second Elliptical Machine:**

Rancho will obtain a quotation for the lease of a second elliptical machine and treadmill for the exercise room.

b) **Fob Management:**

Strata Council reviewed the listing of the fobs issued to all Residents, business and trades people who require access to the building. Rancho provided various options to Council for consideration. After discussion, Council decided that the following system pertaining to fobs would now take effect:

- Strata Council at a Council Meeting will grant on a per case basis the Master Status of a fob.

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

b) **Fob Management – Cont'd:**

- Prompton Real Estate Services will retain their current five (5) fobs to manage all their units throughout the complex.
- Novus, Shaw, Hydro, and Telus will retain the current number of fobs issued and the system for usage in place.

After discussion, it was **MOVED, SECONDED, and CARRIED** to approve of the fob distribution as mentioned.

c) **Form I:**

Rancho informed Strata Council that the revised Bylaws must be filed at the Land Title Office after an Annual General Meeting. Strata Council proceeded to sign the Form I which will be registered after tonight's meeting.

d) **Procedures for Alteration Projects:**

Strata Council reviewed the procedures for alterations project. It was noted that Mr. Baldev Sondhi will liaison with Mr. Ken Davies to organize the major renovations projects and follow-up as each project progresses. Detailed sets of procedures were reviewed. After discussion, it was **MOVED, SECONDED, and CARRIED** to approve the new procedures for monitoring major renovations.

e) **Pool and Spa Chlorine Generators:**

Strata Council reviewed a quotation for the addition of pool and spa chlorine generator. This system will reduce the amount of chlorine used in both the pool and the spa thus adding comfort to Residents with sensitivity to chlorine. It might also reduce chemical costs in the long run. After discussion, it was **MOVED, SECONDED, and CARRIED** to proceed with the installation of the chlorine generators.

f) **3801/3802-1199 Marinaside Renovation Update:**

Rancho, along with the Strata Council President, met with the Owners and Representatives of Feenstra Architecture Inc. to discuss the progress of the renovations in 3801 and 3802 and have a tour of the premises. It was noted that most of the interior walls and major rough-ins are complete. All there is left to do is finalize the interior finishing, flooring, and patio access. Strata Council then discussed the fact that the Penthouse Owners have inconvenienced the Strata Corporation and the Residents for the last year and a half.

After discussion, it was **MOVED, SECONDED, and CARRIED** to send the Penthouse Owners a letter demanding monetary compensation to be paid to the Strata Corporation for the major inconvenience caused. The projected deadline of May 31st, 2007 for the renovation project will be kept firm.

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

g) **Building Supervisor's Report:**

Strata Council reviewed the Building Supervisor's Report for the month of December and January. After discussion, it was **MOVED, SECONDED, and CARRIED** to approve the Building Supervisor's Report.

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

Highlights of the December and January Property Manager's Report included the following:

a) **Lockers:**

Details on the construction of the lockers have been finalized by both the Locker Committee and Norstad Construction who are the contractor retained to construct the lockers. The projected construction of lockers will take place within a two (2) months span. After construction of the lockers, a lottery will be held to draw names off the Owners who had previously submitted their names. There were more people interested in renting the lockers than the number of lockers to be available. Rental rates will then be discussed and Owners will be approached to see if they are interested in renting out the lockers.

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

As mandated by BC Hydro, the electrical vaults for the entire residential and commercial complex have to be shut down and tested once every three (3) years. A date has been set for mid-April and Residents will be notified well in advance of the shut down date. Owners are reminded that the power will be shut down to all the suites for a period of two (2) days with eight (8) hours on the first day and approximately four (4) on the second day. Council apologizes for the inconvenience.

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

7. **NEW BUSINESS**

No new business was discussed.

8. **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.

8. **CORRESPONDENCE – CONT'D**

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.

9. **NEXT MEETING**

The next meeting will be a Strata Council Meeting, and has been scheduled for **Tuesday, March 13th, 2007** at 6:30 p.m. in the board room located at 188 Aquarius Mews Vancouver, BC.

10. **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
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STRATA LICENSING

As you may be aware the Real Estate Act changed so that Strata property management companies and its employees require an additional Strata license, effective January 1, 2006. Please be advised that Rancho was already a licensed property management company and that all of Rancho's Property Managers have received this additional license.

Also, all Stratas will receive their financial statements every month and have attached a copy of the bank statement(s), which is a new requirement of the Real Estate Act.