

**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, AUGUST 8TH, 2006 AT
6:30 P.M.**

IN ATTENDANCE:

Orval Wright (President)

Julie Mattes (Secretary) – *Via Teleconferencing*

Glenn Taylor (Vice President)

Evert Gerretsen

Don Grenfal (Treasurer)

Dieter Kirste

REPRESENTING RANCHO MANAGEMENT SERVICES (BC) LTD.:

Chris Sargent, General Manager

Terry Li, Senior Property Manager

REGRETS:

Craig Ehman

GUESTS:

None

1. **CALL TO ORDER**

There being a quorum, the meeting was officially called to order by the Council President, Mr. Orval Wright, at 6:30 p.m.

2. **ADOPTION OF THE MINUTES**

It was **MOVED**, **SECONDED**, and **CARRIED** to adopt the minutes of July 11th, 2006 as presented.

3. **COMMITTEES**

a) **Finance Committee Report:**

The Strata Council Treasurer, Mr. Don Grenfal, presented the financial statements to Strata Council Members for the period ending June 30th, 2006. Mr. Grenfal noted that as of June 30th, 2006, the Strata Corporation is operating at a surplus of approximately \$27,000.00, but some large expenses such as the fire inspection and window cleaning are yet to be paid.

3. COMMITTEES – CONT'D

a) Finance Committee Report – Cont'd:

The Treasurer, noted that overall it has been a positive month, with the general maintenance categories down. However, he noted that the utilities are still up when compared to the year to date from last year. Mr. Grenfal also noted that the insurance for the complex was paid in full to avoid paying finance charges.

After discussion, it was **MOVED**, **SECONDED**, and **CARRIED** to approve the financial statements for the period ending June 30th, 2006 as presented.

b) Mechanical Committee Report:

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

Highlights of the Mechanical Committee report included a report on temperature set points for various common areas of the building. Mr. Kirste made recommendations to Council to adjust certain temperature set points to reduce the consumption of energy.

It was **MOVED**, **SECONDED**, and **CARRIED** to approve the temperature set points.

Mr. Kirste also noted that a meeting has been set in late August 2006 with a supplier of ticket dispensers for the parkade. Council Members who are interested are asked to attend with Mr. Kirste.

Mr. Kirste also noted that the heat exchanger repairs will not be as high as originally anticipated.

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

c) Landscaping Committee Report:

The Landscaping Committee headed by Mr. Evert Gerretsen informed the Strata Council that Para Space is doing a good job for the landscaping around the building. Mr. Gerretsen also noted that a few extra staff hours are needed for various pruning of the shrubs around the complex. Council Members noted that this will not be a problem and Mr. Gerretsen can direct staff for a few hours to do various clean up of common areas pertaining to landscaping.

After discussion, it was **MOVED**, **SECONDED**, and **CARRIED** to accept the Landscaping Committee report as presented.

3. COMMITTEES – CONT'D

d) Parkade Report:

The Chair of the Parkade Committee, Mr. Orval Wright, presented the parkade committee report to the Strata Council Members present. Highlights of the Parkade Committee report included the following.

Oil stain letters continue to be sent out to owners in order to keep the parkade clean. Mr. Wright would like to remind all owners that it is their responsibility to ensure that their parking stall is clean and free of oil stains, including empty unused stalls. Therefore, it is suggested that owners check their parking stall(s) periodically to ensure that no one else is parking in their absence.

Mr. Wright also noted that various vehicles have been looking for empty stalls and occupying them when noticing that the owners have been absent for a long period of time. As per section 33.5 of the bylaws, the Strata Corporation has the right to fine owners who are parked in other owner's stalls.

“33 Vehicles and Parking

33.5 An owner, tenant or occupant parking or storing a vehicle in a parking space belonging to another owner, tenant or occupant or to the Strata Corporation will be subject to fines.”

If you have granted permission from an owner to park in a particular stall, please ensure that you place a note on the car windshield as well as informing the Concierge. Vehicles parked in another owner's stall without permission, are subject to towing at the cost of the vehicle owner.

“33 Vehicles and Parking

33.13 An owner, tenant or occupant who has an unauthorized vehicle parked in an assigned parking stall must contact the concierge to remove the unauthorized vehicle. The vehicle will be towed, without notice, at the sole cost and expense of the vehicle owner.”

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

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

a) **Metal Lockers:**

Norstad supplied their quotation to Council pertaining to the construction of metal wire lockers. Council Members then discussed areas which may be used to construct more lockers.

After a lengthy discussion, it was decided that lockers will be constructed in areas where it is feasible. The Strata Council also decided that the lockers will be rented to owners. Allocation of the rentals will be by way of a lottery system. Any owners without a locker will be given the first opportunity in the lottery draw. If there are lockers left, a second lottery will be held for all owners.

After discussion, Council instructed Rancho to forward a memo to all owners pertaining to the possible construction of storage lockers and to notify them of the lottery draw for the rental of these lockers.

The specifications for these metal wire lockers will also be attached to the memo.

b) **Stop and FOB Improvement:**

Panorama Technologies provided Strata Council with a quotation for the installation of a television screen and cameras for the parkade entrance. After reviewing the quote, it was **MOVED**, **SECONDED**, and **CARRIED** to **TABLE** the issue of the camera installation for future meetings. This issue of cameras will be revisited once a parking meter system has been discussed.

c) **Telus Right of Way:**

Strata Council reviewed a legal document from the Land Title Office pertaining to the allocation of space in The Aquarius complex for the use by Telus. However, Telus has avoided maintenance costs and utility costs for up keeping their equipment in this space.

Strata Members discussed the Right of Way agreement at length and decided that it would be forwarded to Council Member Julie Mattes for review prior to further decisions. Rancho will forward the agreement via email to Julie Mattes for review and discussion will take place at the next Strata Council Meeting.

d) **Visitor Parking Tags:**

Rancho presented to Strata Council two quotations for the production of visitor parking tags. After discussion, it was decided that this issue of parking tags will be **TABLED** until the meeting pertaining to the parking meters has been conducted.

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

e) **Portable Camera Location:**

Strata Council Members noted that the portable camera will be installed in the parkade in the area where residents are currently dumping their garbage and recyclables. Owners who are fined for dumping their garbage and recyclables illegally will be fined as per the bylaws

f) **Concierge Service:**

Strata Council discussed expanding the role of the Concierge to include primary basic Property Manager functions. A comprehensive list was drafted and reviewed.

After discussion, it was decided that this list will be presented to the Head Concierge for further discussion. If the Head Concierge is in agreement, the items on the list will be tested out beginning September 1st, 2006. Rancho will have a meeting with the Head Concierge to discuss the expanded role. Rancho will report back to Council at the next Strata Council Meeting.

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

Strata Council reviewed the Building Supervisor's report for the month of July 2006. After discussion, it was **MOVED, SECONDED, and CARRIED** to approve the Building Supervisor's report.

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

Highlights of the July 2006 Property Manager's report included the following:

- Edwards in-suite and common area testing will be conducted the last week of August 2006. Edwards will also be on-site to reprogram the fire equipment.
- The fireplace exhaust vents are now 75% complete. Council is expecting that the project will be complete by the end of summer 2006.

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

5. **NEW BUSINESS**

a) **In-Suite Insurance by Owners:**

Although the Strata Corporation is covered by a general insurance policy, individual owners should also obtain in-suite coverage for their own contents, improvements and betterments, liability, and deductible chargeback's. There are companies that do specialize in coverage for condos which will provide owners with insurance coverage. The following companies are:

- BFL Insurance Services: 604-669-9600
- CMW Insurance Services: 604-294-3301
- Yaletown Insurance Services: 604-899-0511
- Hub International TOS Ltd.: 604-293-1481

All owners are reminded that the insurance deductible for water loss is now \$10,000.00. If owners have equipment which fails in their strata lot and causes damage to other strata lots, the repair costs will be charged back to their unit. Rancho was instructed to forward a memo to all owners pertaining to insurance deductibles.

Council also discussed the possibility of keeping an insurance record list for each individual unit. Rancho noted that all owners must have their own insurance as stated in the bylaws. However, the logistics of keeping an insurance list up to date requires further thought and discussion. Council will revisit this issue at the next Strata Council Meeting.

b) **Parkade Power Wash:**

Strata Council instructed Rancho to obtain two quotes for the power washing of the entire parkade levels. Rancho will provide these quotes to Strata Council at the next Strata Council Meeting.

c) **FOB Recertification Information Lists:**

As per instructions Rancho is confirming any conflicting information with individual owners.

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.

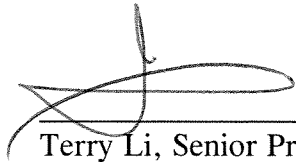
7. **NEXT MEETING**

The next meeting will be a Strata Council Meeting, and has been scheduled for **Tuesday, September 12th, 2006** 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 10:30 p.m.

Respectfully submitted,



Terry Li, Senior Property Manager
Rancho Management Services (B.C.) Ltd.
701-1190 Hornby Street, Vancouver, B.C. V6Z 2K5
Agents for Strata Plan LMS3903
Phone: (604) 684-4508 (**24-HR. EMERGENCY SERVICES**)
Direct Line: (604) 331-4267
Email: tli@ranchogroup.com

EMERGENCY PROCEDURES

(After regular hours)

If you have a building emergency after regular hours, please call Rancho's number at 604 684-4508, which is a 24 hour emergency number, and you will receive instructions on how to contact the answering service operator. Upon doing so, give brief details to the answering service operator. Please note that emergencies include: fires, broken water pipes, stuck elevators, no hot water, stuck garage door and other emergency situations. Please note that we will take no action on any emergency unless we have first talked to the person placing the call. Break and enter and/or vandalism to your automobile or suite should be reported to the Police Department.