

**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, MARCH 14TH, 2006 AT
6:30 P.M.**

IN ATTENDANCE:

Dieter Kirste	Evert Gerretsen
Orval Wright (President)	Don Grenfal (Treasurer)
Glenn Taylor (Vice President)	Julie Mattes (Secretary) – <i>Via teleconferencing</i>
Craig Ehman	

REPRESENTING RANCHO MANAGEMENT SERVICES (BC) LTD.:

Chris Sargent, Senior Property Manager
Terry Li, Property Manager

REGRETS:

None

1. **CALL TO ORDER**

There being a quorum, the meeting was officially called to order at 6:25 p.m.

2. **ADOPTION OF MINUTES**

There being no suggested changes, it was **MOVED, SECONDED** and **CARRIED** to approve the minutes of the February 16th, 2006 Strata Council meeting as presented.

3. **COMMITTEES**

a) **Treasurer Report:**

The Strata Council Treasurer, Mr. Don Grenfal, presented the Financial Statements to the Strata Council Members for the period ending January 31st, 2006. Mr. Grenfal noted that as of January 31st, 2006 the Strata Corporation is operating at a deficit of approximately \$28,000.00. Mr. Grenfal explained the cause of the deficit as due to utilities categories and is to be expected. Heating costs are higher in the winter months and our budget is based on annual heating costs.

3. **COMMITTEES – CONT'D**

a) **Treasurer Report – Cont'd:**

i) **Special Levy Collection:**

Mr. Grenfal noted that the collection of the special levy for the exterior fireplace exhaust vent is going well. There are only 92 Owners outstanding as of tonight's meeting. Of the 92 Owners the majority of them are on the pre-authorized system.

After discussion, it was **MOVED, SECONDED** and **CARRIED** to approve the withdrawal of the special levy of \$326.35 by Owners who are currently on the pre-authorized payment and have yet to pay their special levy. The withdrawal will take place April 1st, 2006.

After discussion, it was **MOVED, SECONDED** and **CARRIED** to approve the Financial Statements for the period ending January 31st, 2006 as presented.

b) **Parkade Committee Report:**

The Chair of the Parkade Committee, Mr. Orval Wright, presented the parkade committee report to the Strata Council Members present. Mr. Wright noted that Residents should read the recycling instructions that are located on the recycling bins. Container should be empty and rinsed, which will help to reduce smells, flies and contamination of the bins with food waste. Newspapers, mixed paper products and cardboard should be recycled and not put into the garbage compactor. Household garbage is placed in the compactor. Recycle as much as possible and try to reduce our costs of disposing of garbage.

Mr. Wright also reported that cleaning cleaning up oil stains in parking stalls continues on a month to month basis. If Owners do not take the initiative to keep the stall clean, the Strata will have the stall cleaned and the cost of cleaning and a fine could be levied.

The Strata Council then discussed various options to reduce the amount of litter being accumulated in the common areas and instructed Rancho to investigate the possibility of having a donation box for clothing set up in the parkade. The clothing would be donated to charitable organizations. Rancho will report back to Council at the next meeting.

Strata Council noted that a majority of the Residents when entering the parkade at the main entrance, stop after they enter and wait for the gate to come down or that the driver of the vehicle behind use a valid Fob to re-open the gate. Rancho suggested a check be conducted by the Concierge staff to remind all Residents driving into the parkade to be security conscious and aware of vehicles and or people following behind them. Rancho will organize this spot check as soon as possible.

3. **COMMITTEES – CONT'D**

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

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

c) **Landscaping Committee Report:**

Mr. Evert Gerretsen, the Chair of the Landscape Committee, informed Strata Council on the issue of Lily plant maintenance.

Mr. Gerretsen suggested that the Lily plant maintenance be done over a span of a few years by having only 100 plants repotted per season. It was also noted that the skimmers in the third level pond should be cleaned on a regular basis. Rancho will ensure the staff is following their routine maintenance plans.

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

d) **Mechanical Committee Report:**

The Mechanical Committee, headed by Mr. Dieter Kirste reported to Council on various issues that have arisen since the last Council meeting:

- The Mechanical Committee noted that a foul scent coming from the sewage lines is the result of food debris getting stuck and not being cleaned on a regular basis. Urban Fare was made aware of this problem and they have taken steps to rectify the situation.
- The Mechanical Committee noted that the domestic hot water for Aquarius I needs to be monitored closely. The Mechanical Committee will report back to Council at the next meeting.
- The Mechanical Committee also inquired as to if Concord has responded to Council's request to have the major deficiencies on the roof completed. To date, Concord has yet to provide a written response. The Mechanical Committee instructed Rancho to contact the roof inspectors for an informal discussion about the roof report. The Mechanical Committee will report any findings at the next Strata Council meeting.

There being no further discussion, it was **MOVED, SECONDED** and **CARRIED** to approve the Mechanical Committee report as presented.

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

a) **Fireplace Vents:**

Rancho informed Strata Council that an on site meeting had taken place with PBEM, pertaining to the installation of the fireplace exhaust vents. After tonight's meeting, the final approval for the commencement project will be given to PBEM.

After discussion, it was **MOVED, SECONDED** and **CARRIED** to proceed with the replacement of the exterior fireplace exhaust vents.

b) **Employees:**

Strata Council approached an Owner asking for an explanation as to why employees are currently working from his unit. Although the Owner has yet to respond the Tenant indicated that the people in his unit are not employees, but assisting him in his day to day activities. The Resident was to submit a letter to Council explaining the situation. However, as of tonight's meeting the Strata Council has yet to receive any written correspondence.

After discussion, it was **MOVED, SECONDED** and **CARRIED** to fine this Owner for the contravention of the Bylaws.

c) **Locker Room Security:**

Rancho presented to the Strata Council a quotation for a stand alone motion detector video camera. The stand alone camera can record images when triggered by a motion. This camera could also be relocated to different locker rooms on an as need basis. Rancho informed Strata Council that one of these cameras will be installed at The Aquarius Commercial. Rancho will report back to Strata Council as to how this camera functions and if it is indeed effective.

After discussion, it was **MOVED, SECONDED** and **CARRIED** to **TABLE** the issue of locker room cameras to future meetings.

d) **Penthouse Renovations:**

Strata Council Members discussed at length the penthouse renovations that are currently taking place in The Aquarius I Tower. The Agent for the Owners of the units has applied for an extension of 60 days for construction, which includes:

- Framing
- Rough Carpentry
- Mechanical and Electrical Rough Installation
- Associated Remedial Work

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

d) **Penthouse Renovations – Cont'd:**

After discussion, it was **MOVED, SECONDED** and **CARRIED** to approve the extension of 60 days subject to the Owner pays all Strata Fees that are currently outstanding and set up a regular payment for Strata Fees effective April 1st, 2006.

It was also noted that a new Rule will be in place effective as of tonight's meeting, stating that if Owners are in arrears no approval for any renovations projects will be given.

“Owners in arrears of Strata Fees or Owner chargeback's will not be entitled to have approval for any renovation projects for their Strata Lot.”

After discussion, it was **MOVED, SECONDED** and **CARRIED** to implement the above noted Rule effective immediately.

e) **Liquor Licensing:**

Owners who wish to serve alcohol for functions in the Billiard Room or Aerobics Room / Barbeque area must now apply for a liquor license from the Liquor Distribution Branch. The Liquor Licensing application involves two stages:

1. Owners must obtain a “Serving it Right” license.
2. An event license must be purchased from a Liquor Store for any function where liquor will be served.

Once the Owner obtains these two licenses, a copy must be submitted to the Concierge along with the signing of a waiver of liability against the Strata Corporation before alcohol is allowed to be served at these functions. Strata Council will continue to monitor and approve these functions on a case to case basis. Rancho will provide the information necessary to the Concierge after tonight's meeting to ensure that Owners who are requesting to serve alcohol at their functions are properly informed.

f) **Emergency Access:**

A Council Member inquired as to what action the Strata Corporation should take in the event of an emergency, such as an in-suite fire. Council Members present noted that it is the responsibility of the Vancouver Fire Department to assess risk and take the proper action during a building fire alarm. The Fire Department will determine the cause of the alarm and then allow us to reset the panels when no further action is required. In the event of a fire, the Fire Department will gain access into the suite to stop any further damage to the building. They may help to clean up any fire related water to limit damage.

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

g) **Emergency Access – Cont'd:**

Residents are also reminded that smoke inside a suite will be detected by the in-suite smoke detectors, but will not cause a general fire alarm unless the smoke enters the hallways. A fire inside a suite will set off the sprinklers, which will set off the general fire alarm.

h) **Villa Blinds:**

A Council Member noted that a unit in the villas may have non-conforming blinds. Council Members will investigate further into this matter and discuss this at future Strata Council meetings. All Owners are reminded that the following Bylaw 38.6 pertains to blinds applied and should refer to this if they are thinking of changing their blinds:

“38 Exterior appearance – maintenance and alterations

38.6 An owner, tenant or occupant must not install window coverings which are visible from the exterior of the strata lot which will detract from the conformity of the building, except with, prior written approval of council. Any window coverings installed as at the date of the passage of this bylaw may remain, but any replacement window coverings must comply with this bylaw. The onus is on the owner of the strata lot to provide proof, if requested to do so, satisfactory to council, that non-conforming window coverings were installed prior to the date of passage of this bylaw.”

h) **Concierge Area Improvement:**

Rancho presented to Strata Council three options for the improvement of the Concierge area. These options range in price from \$5,000.00 - \$6,000.00 and include the addition of new furniture in the area. After discussion, Strata Council instructed Rancho to come back with a reduced proposal. The proposal will include:

- Two Chairs
- A Table
- Potted Plants

Rancho will present this proposal for approval by Council at the next meeting.

i) **Building Supervisor Report:**

Strata Council reviewed the building supervisor's report for the month of February 2006.

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**

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

Highlights of the February 2006 Property Manager report included the following:

- i) A quotation from Fujitec Elevators has been received for the elevator emergency phones conversion. This quotation will be discussed at the upcoming Strata Council meeting.
- ii) Resident FOB update is now in progress. All Residents have until March 31st, 2006 to return back to the Concierge's desk the completed information request form that was distributed. Forms not returned by the deadline could have the Fobs associated with the Owner's suite deleted from the building security system and access to the premises denied until the Fobs are validated and reactivated.

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

5. **NEW BUSINESS**

a) **Computer Administration:**

The recent computer crash in the computer room has led to question as to who will be the administrator for the building computer. A former Council Member used to maintain the office computer on a regular basis. A Council Member noted that another Owner in the building may be interested in volunteering for this role. The Council will approach this Owner and will report back to Council Members at the next 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. The 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, April 11th, 2006** at the offices located at 188 Aquarius Mews Vancouver, BC.

8. **TERMINATION OF MEETING**

There being no further business, the meeting was terminated at 9:15 p.m.

Respectfully submitted,



Terry Li, Property Manager
Rancho Management Services (B.C.) Ltd.
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Agents for Strata Plan LMS3903
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Direct Line: (604) 331-4267
Email: tli@ranchogroup.com

COMMUNICATION WITH STRATA COUNCIL

Strata Council welcomes the opportunity to serve you by keeping the lines of communication open at all times. Owners are therefore invited to write the Strata Council, via Rancho Management Services at 701-1190 Hornby Street, Vancouver, BC, V6Z 2K5, on any Strata Corporation matter. Correspondence received will be presented and reviewed by Strata Council. In the event Rancho can answer your questions about standard Strata Corporation-related matters, please call us at 604 684-4508.