



**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 12th, 2008 AT 6:30 P.M.

IN ATTENDANCE:

Orval Wright - Chairperson	Dieter Kirste
Don Grenfal - Treasurer	Nick Carter
Michael Alexander	Jason Wroblewski

REPRESENTING RANCHO MANAGEMENT SERVICES (BC) LTD.:

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

REGRETS:

Evert Gerretsen

GUEST:

None

1. ELECTION OF COUNCIL OFFICERS

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

Orval Wright:	Chairperson
Michael Alexander:	Vice-Chairperson
Nick Carter:	Treasurer
Jason Wroblewski:	Secretary

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 Strata Council Chairperson Orval Wright at 6:40 p.m.

3. ADOPTION OF MINUTES

It was **MOVED, SECONDED, and CARRIED** to approve the minutes of December 11th, 2007. Members also reviewed the minutes of the Annual General Meeting of January 15th, 2008.



4. COMMITTEES

The Strata Council members volunteered to serve on the following Committees:

Finance Committee:	Nick Carter - Chairperson, Orval Wright, Don Grenfal
Mechanical Committee:	Dieter Kirste - Chairperson, Michael Alexander, Jason Wrobleski
Parkade Committee:	Orval Wright - Chairperson
Landscaping Committee:	Evert Gerretsen

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

5. COMMITTEE REPORTS:

a) Financial Committee Report:

Rancho advised Council that the financial statements for the last two (2) months were not ready yet and would be sent to the Members for review very shortly.

b) Mechanical Committee Report:

i. Replacement of CPVC Piping in Mechanical Room:

Mr. Dieter Kirste, Chairperson of the Mechanical Committee, advised the Council of recommendations received from Stantec Consulting Ltd. that were approved at the last Annual General Meeting. The work relating to replacement of CPVC piping in the mechanical room has been accomplished through Werner Smith Mechanical Ltd.

ii. Lagoon Pumps:

Mr Kirste suggested that in order to save power and to prolong the life of pumps, it would be advisable to turn them off for a period in the winter season. After discussion, it was decided to seek the advice of a lagoon expert before a decision is made. Mr. Kirste agreed to pursue the issue further and advise Council of the results in the next meeting.

iii. Gas Smell from Suites:

Mr. Kirste drew the Council's attention to the increasing number of gas smell incident reports in the recent past. He informed the Council that after discussion with the Building Supervisor, he felt it was necessary to follow the recommendations from Terasen gas and inform Owners that they should have their gas appliances serviced at least once a year. He also suggested that the addresses of various companies doing this type of service be given to the Concierge for the convenience of Residents. Rancho assured the Council that a memo regarding this will be circulated shortly among Owners, and that the Concierge will be provided with a list of contractors that provide this service.

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:

5. **COMMITTEE REPORTS: - CONT'D**

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

i. **Abuse of Visitor Parking by Residents:**

Mr. Wright noted that some residents continue to abuse the visitor parking privileges and have been found to be using their parking passes for their own vehicles by switching their vehicles between the residential and visitor parking stalls. Such residents are reminded to observe strict adherence to the Strata's rules to avoid any action being taken against them.

ii. **Parking Numbers:**

Mr. Wright advised that the numbering has been completed on the first level of visitor parking and work will start soon to complete the second level. Numbers in the residential area that need to be repainted will be next.

iii. **Monitor for the Main Gate:**

The issue of the installation of the monitor inside the main entrance gate was discussed. After reviewing the pros and cons of the matter, it was **MOVED, SECONDED** and **CARRIED** not to proceed with the matter.

iv. **Caution Light Outside the Exit Gate:**

Mr. Wright recommended to the Council that for the benefit and safety of pedestrians, there was a need for a caution light to be installed on the wall outside of the exit gate to alert pedestrians of the vehicles exiting the building. Mr. Wroblewski will contribute design expertise and oversee the final design. After discussing the costs and benefits of having a light installed, it was **MOVED, SECONDED** and **CARRIED** to proceed with the matter.

v. **Commercial Membrane Repairs:**

Mr. Wright noted that replacement of membrane in the loading bay area was completed at the end of January and work is in progress to repair cracks to the membrane in the commercial parkade. He hoped that this would help prevent water from leaking into the residential parkade.

vi. **Recycling Program:**

Mr. Wright advised that as a part of the recycling package being developed by him, several plastic bins had already been purchased for the recycling areas. They will be labeled and used by residents for disposal of batteries, propane tanks, light bulbs, small appliances, etc.

d) **Landscaping Committee Report:**

The Council reviewed the Landscape Maintenance Contract proposal for the period March 1st, 2008 to February 28th, 2009. There was an increase of 20% ascribed mainly to the upgrade of planting choices for better ambience and to new



5. **COMMITTEE REPORTS: - CONT'D**

d) **Landscaping Committee Report: - Cont'd**

City regulations. After discussion, it was **MOVED, SECONDED** and **CARRIED** to approve the base contract. This was followed by a brief discussion on the optional services offered in the proposal. A second motion was **MOVED, SECONDED** and **CARRIED** to approve one (1) optional service of spring and summer flowering annuals.

6. **BUSINESS ARISING FROM PREVIOUS MINUTES/PROPERTY MANAGER'S REPORT**

a) **Amendment of Bylaws:**

Rancho advised the Strata Council that the revised bylaws must be filed at the Land Title Office after an Annual General Meeting. A form which was signed by the Strata Council would be registered later with the Land Title Office.

b) **Rubber Matting for Car Wash:**

Rancho informed the Council that they were following up on the matter with some companies that supply mats, and will update the Council with the results.

c) **Communication in Other Languages:**

The matter of communicating with residents in other languages was brought up for discussion. Finding the idea cost-prohibitive, and in the absence of any complaints or requests from speakers of other languages, it was decided not to proceed in the matter.

d) **Performance of Fujitec Elevators:**

Rancho presented the Strata Council a quote from KJA Consultants for maintenance and inspection of Fujitec Elevators in towers A and B. The inspection will include examination and evaluation of the quality of maintenance. After a brief discussion, it was **MOVED, SECONDED** and **CARRIED** to accept the quote and have the work done.

e) **Installation of Electrical Conduit and in Parkade:**

The Council discussed requests from two (2) Owners to have electrical conduits installed near their parking stalls, and to let them have access to trickle charge their vehicles. After discussion, it was **MOVED, SECONDED** and **CARRIED** to accept the requests subject to the conditions that the Owners would bear all costs associated with the installation, and that the work done by certified electricians. Also, the Owners will have to use trickle chargers in order to keep power consumption to a minimum and may be required to install power limiting receptacles.

f) **Building Supervisor Report:**

The Strata Council reviewed the Building Supervisor Report for the months of December and January. After discussion, it was **MOVED, SECONDED** and **CARRIED** to approve the report as presented.

6. **BUSINESS ARISING FROM PREVIOUS MINUTES/PROPERTY MANAGER'S REPORT – CONT'D**g) **Property Manager Report:**i) **Penthouse Construction:**

Rancho informed the Strata Council that the construction in a suite in Aquarius 1 was completed, and that all the trades would be leaving shortly. Rancho also informed the Council that due to the usage of the elevators for a long period of time by the construction company, the elevators would need tuning up and other minor repairs. The elevator company has already been contacted and a time set up to perform the necessary work. The total cost of the work will be approximately \$7300, and this will be charged back to the Owner of the strata lot.

ii) **In-Suite Insurance:**

The Strata Council reviewed the issue of Owners not submitting proof of insurance. It was noted that there are about 75 Owners who have not yet submitted the required information. After discussion, it was **MOVED, SECONDED** and **CARRIED** to levy further fines on the Owners who are still outstanding, and issue another memo to all Owners requesting that they send proof of insurance for the next year.

It was **MOVED, SECONDED** and **CARRIED** to approve the Property Manager's report as presented and discussed.

7. **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.

8. **NEW BUSINESS**a) **Christmas Social:**

The subject of having a Christmas social at the Aquarius was brought for discussion by Mr. Dieter Kirste. He suggested that it would be a good idea to have a get-together of Residents sometime around Christmas, with a view to promoting interaction among them. After some discussion, it was **MOVED, SECONDED** and **CARRIED** to approve the event around Christmas.



The Aquarius – Strata Plan LMS3903
Held on Tuesday, February 12th, 2008

8. **NEW BUSINESS – CONT'D**

b) **Common Area Reports:**

Referring to a couple of water leak incidents, Rancho explained to Council their experiences from some other Strata Corporations. Council was told that one of the major causes leading to avoidable leaks affecting multiple units in other Stratas is residents throwing kitty litter into their toilets. As a preventative measure and with a view to educate residents on this issue, it was decided to circulate a memo to Residents warning them of the dangers of doing this.

9. **NEXT MEETING**

The next meeting will be a Strata Council Meeting and has been scheduled for **March 11th, 2008** 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 9:45 p.m.

Respectfully submitted,

Baldev Sondhi, 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) 331-4281
Email: bsondhi@ranchogroup.com

STRATA FEES/PRE-AUTHORIZED PAYMENT

Should you ever have any questions regarding your strata account, please feel free to contact our Strata Accounts Receivables Department at: 604 331-4258. Owners who are not yet on Pre-Authorized Payment (P.A.P.) Program, our preferred payment option, should contact the same number to obtain a form. The P.A.P. Program is a convenient payment method whereby we can debit your account with your monthly strata fees on the first of every month.



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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, MARCH 11th, 2008 AT 6:30 P.M.

IN ATTENDANCE:

Orval Wright - Chairperson
Jason Wroblewski - Secretary
Evert Gerretsen

Michael Alexander - Vice-Chairperson
Don Grenfal
Dieter Kirste

REPRESENTING RANCHO MANAGEMENT SERVICES (BC) LTD.:

Terry Li, Strata Agent
Baldev Sondhi, Strata Agent

REGRETS:

Nick Carter – Treasurer
Chris Sargent – General Manager, Rancho Management

GUEST:

None

1. **CALL TO ORDER**

There being a quorum, the meeting was officially called to order by Strata Council Chairperson Mr. Orval Wright at 6:40 p.m.

2. **ADOPTION OF MINUTES**

There being no errors or omissions it was **MOVED, SECONDED, and CARRIED** to approve the minutes of February 12th, 2008 as presented and circulated.

3. **COMMITTEE REPORTS**

a) **Financial Committee Report:**

The Strata Council reviewed the financial statements for the periods ending December 31st, 2007 and January 31st, 2008. Some minor questions raised by Mr. Nick Carter, in absentia, and a few others by other Council members were answered by Rancho. It was then **MOVED, SECONDED and CARRIED** to approve the financial statements for the periods ending December 31st, 2007 and January 31st, 2008.

b) **Mechanical Committee Report:**

Mr. Dieter Kirste, Chair of the Mechanical Committee, advised the Council of his efforts to revise and update the “Welcome Condo” manual. He said that he would



3. COMMITTEE REPORTS – CONT'D

b) Mechanical Committee Report – Cont'd:

be assisted by Mr. Michael Alexander, another committee member, and that they would contact Terasen Gas and BC Safety Authority to discuss guidelines which will become part of the manual with a view to educating the residents on the use and upkeep of their gas appliances and will also provide miscellaneous information on home safety. Mr. Kirste also said that he would continue to strive towards exploring new ways to reduce energy consumption costs.

c) Parkade Committee Report:

Mr. Orval Wright, Chair of the Parkade Committee, presented the Parkade Committee report to the Strata Council.

i. Camera in P2 Recycling Area:

He informed that after a camera installed in the P2 recycling area was removed and apparently stolen by someone, quotes to install a new camera in its place have been invited.

ii. Commercial Parkade Membrane:

Mr. Wright advised that there are still some areas in the commercial parkade where cracks have not been repaired. This was discovered during the recent power washing of these areas. He advised that the membrane contractor had already been notified of these cracks and has been asked to conduct further repairs on the outstanding areas.

iii. Blue Bins:

Mr. Wright noted that the blue plastic stackable bins placed in the recycling areas were proving to be useful. Residents are requested to read the signs in the recycling areas and dispose of their garbage and recyclable material accordingly.

d) Landscaping Committee Report:

Mr. Evert Gerretsen, Chair of the Landscaping Committee, reviewed the additional optional services offered in the landscaping maintenance contract. The regular landscaping maintenance contract along with one optional service of winter and summer flowering annuals was approved at the last Council meeting. Mr. Gerretsen proposed that three other optional services namely winter flowering annuals, spring flowering bulbs and limited access patio planters may also be approved. After a brief discussion, it was **MOVED, SECONDED** and **CARRIED** to approve of these three services. Mr. Gerretsen recommended that the contract time cycle be changed from December to November to coincide with the Strata's financial year. Rancho will contact the landscaping company in this regard.

It was **MOVED, SECONDED** and **CARRIED** to accept the Committee reports with thanks.

4. **BUSINESS ARISING FROM PREVIOUS MINUTES/PROPERTY MANAGER'S REPORT**

a) **Building Supervisor Report:**

The Strata Council reviewed the Building Supervisor Report for the months of February 2008. After discussion, it was **MOVED, SECONDED** and **CARRIED** to approve the report as presented.

b) **Property Manager Report:**

i) **In-Suite Insurance Bylaw:**

Rancho advised the Council that as per their direction, Owners who have still not submitted proofs of insurance were being levied an additional fine of \$50. Council was told that proofs of insurance were already being received for this year following a memo sent to the Owners in this regard.

ii) **Performance of Elevators:**

Rancho informed the Council that Fujitec had completed the tuning up and cleaning of the hoists during the last week of February. Rancho further advised that KJA Consultants had also completed their maintenance inspection on all the Fujitec elevators in AQ I and AQ II towers with a view to evaluate the quality of maintenance being provided by Fujitec. The Consultants will submit their report in about two weeks.

c) **Bike Rooms:**

Mr. Michael Alexander presented to the Strata Council a diligently prepared plan and a program to bring in measures to upgrade the condition and for more efficient use of the bike rooms at the Aquarius. He noted that there were a few areas in the bike rooms where bicycle parts are stacked along with broken bikes. There were also bikes with flat tires and judging by their condition they appeared to have been abandoned. He indicated that these bikes are occupying spaces which may be used by other bike riders who sometimes could not find a spot for their bicycles. Mr. Alexander recommended that there was a need to clean up the areas by removing unwanted junk and suggested that an inventory of unused bicycles be prepared for their removal at the Aquarius. After a brief discussion, it was agreed to have the bike rooms cleaned of unwanted items and initiate the process of preparing an inventory of unused bikes for their removal from the bike rooms for their placement in a storage area. Rancho will circulate a memo to residents in this regard.

The Council then thanked Mr. Alexander for his time in preparing the report.

d) **Use of Amenities and Privileges by Non-Residents:**

Mr. Orval Wright, Council Chairman, drew the Council's attention that there were some Owners currently renting out their units and still using the amenity areas and visitor parking.

After discussion, it was agreed by the Council that our bylaws and rules on this subject be reviewed and a legal opinion be obtained.



The Aquarius – Strata Plan LMS3903
Held on Tuesday, March 11th, 2008

Page 4

5. **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.

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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.

6. **NEW BUSINESS**

a) **Staff Picture ID:**

A Council member threw open for discussion the idea of identifications of maintenance staff by way of their picture ID's. After discussion, it was agreed that pictures of staff be put on Rancho's site for owners to view and identify the staff working at the Aquarius.

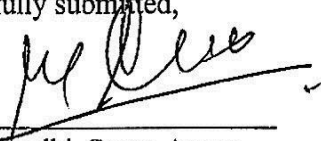
7. **NEXT MEETING**

The next meeting will be a Strata Council Meeting and has been scheduled for Tuesday, **April 8th, 2008** 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 10:00 p.m.

Respectfully submitted,



Baldev Sondhi, Strata Agent
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