



RANCHO MANAGEMENT SERVICES

(B.C.) LTD.

Property Management Specialists

6th Floor -1190 Hornby Street,

Vancouver, B.C. V6Z 2K5

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www.ranchovan.com

May 22nd, 2013

**Owners of The Aquarius
Strata Corporation LMS3903**

1199 Marinaside Crescent

1111 Marinaside Crescent

198 Aquarius Mews

189 Davie Street

Vancouver, BC

Dear Owners:

Re: 2013 Special General Meeting Minutes for Strata Corporation LMS3903

Please find attached the minutes of the Special General Meeting held on May 8th, 2013, the approved bylaw amendment, and a blank PAD form.

Owners are reminded that the preferred method of paying your strata fees is the Pre-Authorized Debit Plan, whereby we can debit your account with your monthly strata fees. If you would like to take advantage of this convenient way to pay your strata fees, please complete and return the enclosed form to our office to the attention of our Accounts Receivable Department (Tel: 604-331-4279). Those Owners already on the Pre-Authorized Debit Plan (P.A.D.) do not have to fill in the form again.

NOTE: Please be advised we recently launched myRanchoStrata wherein Owners will now have their own individual log-ins to view minutes, notices, and other strata-related documents online for the strata they own. Your new individual log-in will replace your current project user log-in. As such, if you have not registered yet for your individual log-in, please go to www.ranchovan.com and click on "Register Now for your new Log-in".

If you have any questions with regards to the above and/or enclosed, please do not hesitate to contact the undersigned.

Yours truly,

RANCHO MANAGEMENT SERVICES (B.C.) LTD.

Agents for the Owners

Per:

Baldev Sondhi

Strata Agent

Direct Line: (604) 331-4281

Email: bsondhi@ranchogroup.com

Encl.
BS/sg

**THE AQUARIUS
STRATA PLAN LMS 3903
1199 Marinaside Crescent
1111 Marinaside Crescent
198 Aquarius Mews
189 Davie Street**

**MINUTES OF THE SPECIAL GENERAL MEETING OF THE OWNERS OF THE
AQUARIUS, STRATA PLAN LMS3903, HELD IN THE PERFORMANCE CENTRE,
ROUNDHOUSE COMMUNITY CENTRE, 181 ROUNDHOUSE MEWS, VANCOUVER,
BC ON WEDNESDAY, MAY 8TH, 2013 AT 7:00 P.M.**

IN ATTENDANCE

128 Owners were represented at the Special General Meeting, in person and by proxy.

REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD.

Mr. Terry Li, Senior Strata Agent
Mr. Baldev Sondhi, Strata Agent

GUEST IN ATTENDANCE

Mr. Richard Lobb from Hytek Water Management System
Mr. Jeff Besant from Besant & Associates Engineers (Consultants)

REGRETS

Mr. Orval Wright, Council Member
Mr. Rick Bleiker, Council Member

1. **CALL TO ORDER**

At 7:05 p.m., Mr. Terry Li informed the General Membership that there was not yet a required quorum of Members present and as authorized by Bylaw 43, the assembled Owners are requested to stay until 7:30 p.m. when the meeting can start.

At 7:30 p.m., Mr. Li informed the Owners that the meeting could be called to order as per Bylaw 27.2, which states as follows:

“If, within one half-hour from the time appointed for an annual or special general meeting, a quorum is not present, the persons entitled to vote present in person or by proxy constitute a quorum.”

2. **ROLL CALL & CERTIFYING PROXIES**

Mr. Michael Alexander, Strata Council President, informed the Owners that a quorum existed as defined by Bylaw 27.2, and then introduced the Council Members in attendance:

2. **ROLL CALL & CERTIFYING PROXIES – CONT'D**

Mr. Dieter Kirste
Mr. Evert Gerretsen
Mr. Vince Vincent
Mr. Brock McDonald

Mr. Alexander also introduced Mr. Terry Li and Mr. Baldev Sondhi of Rancho Management Services (B.C.) Ltd.

3. **FILING PROOF OF NOTICE OF MEETING**

As per the terms of *Strata Property Act*, notice of the Annual General Meeting or Special General Meeting must be mailed out at least twenty (20) days in advance of the meeting. Since the notices were mailed out on April 18th, 2013, it was **MOVED, SECONDED,** and **CARRIED**, to file Proof of Notice of Meeting.

4. **MOTION TO APPROVE THE 2013 ANNUAL GENERAL MEETING MINUTES**

The minutes of the Annual General Meeting, held on January 29th, 2013, were presented to the Owners for approval. An Owner pointed out that at the Annual General Meeting, an issue regarding Residents allowing their pets to urinate/defecate in the common areas was discussed, however, was not adequately reflected in the minutes. The Ownership was advised that the matter was covered under 'General Cleanliness' in 'New Business'. The Ownership was also informed that the matter was discussed at the Strata Council Meeting following the AGM, as an action point emerging from the AGM.

There being no other errors or omissions, it was **MOVED, SECONDED,** and **CARRIED**, to approve the AGM minutes, as distributed and presented.

5. **GUEST PRESENTATION**

Mr. Richard Lobb, the representative from Hytek Water Management System, presented a visual overview on how the Water Treatment System works to arrest the corrosion of the recirculation pipes. He noted that by injecting microscopic amounts of minerals and calcium, coupled with an adjustment in the PH levels, the desired results could be achieved. The Membership was advised that the proposed Water Treatment System is a government approved system, and has been tested successfully in multiple high-rise buildings. An extensive question and answer session followed Mr. Lobb's presentation.

6. **3/4 VOTE RESOLUTIONS**

a) **3/4 VOTE RESOLUTION "A":**

"The Owners Strata Plan LMS3903 approve the expenditure to install Water Management System in the amount of up to \$30,000 to be withdrawn from the Contingency Reserve Fund Account."

6. **3/4 VOTE RESOLUTIONS – CONT'D**

a) **3/4 VOTE RESOLUTION “A” – CONT'D:**

It was explained to the General Ownership that the Strata Corporation has been experiencing intermittent failures of the domestic water pipes, resulting in leaks. This has been a common problem in Vancouver condominiums. Such leaks are causing the Strata to spend a significant amount of money, and is also causing a disruption to Residents during the repairs. The Strata Council has looked at options to address the problem of the leaking pipes, and has received advice from a Consultant Engineer. The option, as recommended by the Engineer, was to install a Water Management System that would better balance the water with naturally occurring minerals found in most other municipal water systems. The system would minimize further leaks and prolong the life of the domestic water pipes. This widely used system is effective and vastly less expensive than replacing the pipes altogether. The Strata Council, having reviewed all the options, recommended installing this system from Hytec Water Management Ltd.

3/4 Vote Resolution “A” was **MOVED**, and **SECONDED**, and the floor was opened for discussion.

A number of questions reflecting the Owners’ concerns were raised, which were comprehensively answered by Mr. Lobb. The discussion was aided by the Strata’s consultant engineer, who gave his independent opinion on the efficacy of the system and clarified some of the concerns raised by Owners.

After a lengthy discussion, the Owner of 2005 - 1199 Marinaside **MOVED** to call the question, which was **SECONDED** by the Owner of 2807 - 1199 Marinaside. The motion to end the discussion was then **CARRIED**.

3/4 Vote Resolution “A” was put to a vote, and it **CARRIED**.

b) **3/4 VOTE RESOLUTION “B”:**

“The Owners of Strata Plan LMS3903 approve the addition to the bylaws, as noted above.”

Existing Bylaw:

44. Rentals

44.1 *Within two weeks of leasing a strata lot, the owner must give the Strata Corporation the undertaking in the Form K signed by the tenant. Non-compliance will result in a \$50.00 fine being levied against the strata lot.*

44.2 *A rental of a strata lot or portion thereof must be for a minimum of one month.*

6. **3/4 VOTE RESOLUTIONS – CONT'D**

b) **3/4 VOTE RESOLUTION “B” – CONT'D:**

Bylaw Addition:

44.3. Where an owner rents or leases his or her strata lot in contravention of bylaw 44.2, the strata corporation is entitled to impose a fine of \$500.00, and may impose such fines for a continuing contravention every seven days.

3/4 Vote Resolution “B” was **MOVED**, and **SECONDED**, and the floor was opened for discussion.

After discussion, the Owner of 907 - 1199 Marinaside **MOVED** to call the question, which was **SECONDED** by the Owner of 2205 - 198 Aquarius Mews. The motion to end the discussion was then **CARRIED**.

3/4 Vote Resolution “B” was put to a vote, and it **CARRIED**

7. **TERMINATION**

There being no further business, it was **MOVED**, **SECONDED**, and **CARRIED**, to terminate the meeting at 9.10 p.m.

8. **NEXT MEETING**

The next meeting will be a **Strata Council Meeting**, to be held in the Board Room at 188 Aquarius Mews, on **Tuesday, May 21st, 2013 at 10:00 a.m.** (Council Members Only).

Respectfully Submitted,



Baldev Sondhi, Strata Agent
Rancho Management Services (B.C.) Ltd.
Agent of Strata Plan LMS3903
6th Floor-1190 Hornby Street, Vancouver, BC, V6Z 2K5
Phone: (604) 684-4508 (**24 HOUR EMERGENCY SERVICES**)
Direct Line: (604) 331-4281
Email: bsondhi@ranchogroup.com

COMMUNICATION

Under the Strata Property Act, Strata Agents work for the Owners of the Strata Corporation. When selling your unit, the Strata Agent may only communicate with the Owner or the Seller's Agent upon presentation of the written verification of such a relationship.

Due to privacy reasons, the Strata Agent cannot communicate information about the Strata Corporation or your strata lot with potential purchasers or the agents for the purchasers without written authorization from the Strata Lot Owner. All questions or concerns should be directed to the Strata Lot Owner or the Strata Lot Owner's agent.

Pre-Authorized Debit (PAD) Plan – Strata

FAX: (604) 684-1956

ATTACH VOID
CHEQUE HERE

STRATA PLAN: _____

STRATA LOT NO.: _____

UNIT NO.: _____

- I/We hereby authorize Rancho Management Services (B.C.) Ltd. on behalf of our Strata Corporation to begin deductions effective _____ as per my/our instructions for the following:
 - Recurring monthly operating fee(s)/authorized charges (parking, etc) and/or one-time fee(s)/charges adjustments as voted upon and passed by the general membership of the Strata Corporation from time to time.
 - Authorized one-time or sporadic debits.
 - Any fines, penalties, and special levy fee(s) up to \$1,000.00 as assessed according to the Strata Corporation Bylaws and Rules and Regulations.These above mentioned fee(s)/charges will be debited to my/our specified account on the 1st day of every month.
- I/We undertake to inform Rancho Management Services (B.C.) Ltd. of any change in the account or address information provided in this authorization before the fifteenth day of the month.
- I/We acknowledge that delivery of the authorization to Rancho Management Services (B.C.) Ltd. constitutes delivery by me/us to the financial institution below.
- This authority is to remain in effect until Rancho Management Services (B.C.) Ltd. has received written notification from me/us of its change or termination. This notification must be received within 15 days before the next debit is scheduled at the address provided below. I/We may obtain a sample cancellation form, or more information on my/our right to cancel a PAD Agreement at my/our financial institution or by visiting www.cdnpay.ca.
- Rancho Management Services (B.C.) Ltd. may not assign this authorization, whether directly or indirectly, by operation of law, change of control or otherwise, without providing at least 10 days prior written notice to me/us.
- I/We have certain recourse rights if any debt does not comply with this agreement. For example, I/We have the right to receive reimbursement for any PAD that is not authorized or is not consistent with the terms of this PAD Agreement. To obtain more information on my/our recourse rights, I/We may contact my/our financial institution or visit www.cdnpay.ca.

Type of Service: Personal _____ Business _____

Name _____

Address _____

Mailing address (if different than property address) _____

Phone # _____

Name of Financial Institution _____

Address of Financial Institution _____

Financial Institution Number _____

Branch Transit Number _____

Account Number _____

A Specimen cheque has been marked "VOID" and attached to this authorization. If your account does not provide cheques, please have your bank fill out the information above to ensure the account is coded correctly and will allow pre-authorized debit.

When the form is complete, mail, fax, or email to:



Rancho Management Services (B.C.) Ltd. – 600 – 1190 Hornby Street, Vancouver, British Columbia, V6Z 2K5
Phone – 604 – 684 – 4508 Fax – 604 – 684 – 1956 Email: ar@ranchogroup.com
Attention: Accounts Receivable

Date: _____ Signature: _____ Signature: _____

PLEASE NOTE THAT THIS FORM MUST BE RECEIVED BY RANCHO NO LATER THAN THE 20TH OF THE MONTH PRIOR TO THE MONTH THE PAD IS TO COMMENCE. (I.e. To be on the Pre-Authorized Debit Plan for the month of June, the form must be in our office prior to the 20th of May. Forms received after the 20th of the current month (i.e. May) will be processed but your first payment will not come out of your account until July 1st), as this system is set up in conjunction with the bank, and processing time is required, PAD enrolment cannot be applied retroactively. Please also enclose a cheque for payment of any balance owing prior to PAD commencement.