STRATA CORPORATION LMS2995-MARINA POINTE
THE WATERWORKS
YALETOWN LTD. EDITION
LANDMARK 33

MINUTES OF THE STRATA COUNCIL MEETING AND OF THE RESIDENTIAL EXECUTIVE MEETING OF THE OWNERS OF MARINA POINTE, STRATA PLAN LMS2995, HELD IN THE MEETING ROOM, 1009 EXPO BOULEVARD, VANCOUVER, B.C., ON TUESDAY, JULY 17TH, 2007 AT 6:30 P.M.

IN ATTENDANCE:
Barry Ferguson, President, Maintenance & Building Staff Committee
Jolayne Fournier, Landscaping & Housekeeping Committee
Kathy Hermanson
Robert Paterson, Treasurer
Laurence Keenan, Commercial Section Representative
Jason Metcalfe

REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD. ("RANCHO"):
Chris Sargent, General Manager
Gus Ramirez, Property Manager
Patrick Frechette, Property Manager

REGRETS:

1. **ELECTION OF OFFICERS/ESTABLISHMENT OF COMMITTEES**

In accordance with the provisions of the Strata Property Act, Rancho informed the Strata Council that it was necessary for Council to elect for the positions of President, Vice President, Treasurer and Secretary. Furthermore, the Council should also consider establishing various committees.

As such, it was **MOVED, SECONDED,** and **CARRIED** to elect the officers by way of nomination. The following members were then voted to serve on the following positions:

Barry Ferguson – President, Maintenance & Building Staff Committee
Irfan Rehmanji – Vice President, H20/Amenities Supervisor
Robert Paterson – Treasurer
Jolayne Fournier – Secretary, Landscaping & Housekeeping Committee
Kathy Hermanson – Interior Decorating Committee
Jason Metcalfe – Security Committee
Laurence Keenan – Commercial Section Representative

2. **CALL TO ORDER**

There being a quorum, the meeting was officially called to order at 6:30 p.m.

3. **APPROVAL OF THE AGENDA**

Council reviewed the proposed agenda for the Strata Council Meeting. Thereafter, a number of items were added to New Business and it was **MOVED, SECONDED,** and **CARRIED** to approve the agenda as amended and presented.

4. APPROVAL OF PREVIOUS COUNCIL MEETING AND REVIEW OF ANNUAL GENERAL MEETING MINUTES

Council reviewed the minutes of the Strata Council Meeting held on April 25th, 2007. There being no errors or emissions it was **MOVED, SECONDED,** and **CARRIED** to approve the Strata Council Meeting minutes of April 25th, 2007 as presented.

The Strata Council also reviewed the Annual General Meeting minutes of June 11th, 2007. Several minor amendments were made. These minutes will be presented to the General Membership at the next Annual General Meeting for approval.

5. FINANCIAL REPORT

The financial report will be presented by the Treasurer at the next Strata Council Meeting.

6. JOINT/RESIDENTIAL ISSUES

a) **Council List:**
The Strata Council was presented with a list of all Strata Council members for the 2007/2008 fiscal period.

b) **Property Management Report:**
Rancho presented to the Strata Council a report pertaining to the status of work that is currently in progress or that has recently been completed throughout Marina Pointe. These items include the following:

- Several traffic membrane repairs have been completed throughout the parkade.
- The quarterly elevator audit work has been approved and awarded to KJA Consultants. They will be conducting their first quarterly report sometime in August 2007.
- The Cambie Street fence rental has recently been installed.
- Various vehicle height restriction bars have been replaced throughout the parkade.
- Painting of all the suite doors has been completed.
- The floor polishing in the "The Waterworks" lobby will be completed closer to the end of July 2007.
- Two flat-screen TV's have been placed within the exercise room.
- A solar heating company for the pool has been contacted and they have recently visited the site and are in the process of providing a proposal for adding solar heating panels to the pool which will act as supplementary heating for the pool area.
- A proposal has been requested from Accurate Glass for enclosing the walkway between "The Waterworks" and "Landmark 33" towers with glass panels.
- Two replacement compactors for "The Waterworks" and "Landmark 33" compactor rooms have been ordered by First Choice Waste Disposal. First Choice has advised that the compactors which are being custom made will be completed and installed sometime in August 2007.

7. JOINT/RESIDENTIAL ISSUES - CONT'D

b) Property Management Report – Cont'd:

- RDH is in the process of conducting their review of the balconies, roofs, ceilings, exterior ledges and small concrete crack along Beatty Mews. This will be completed in August 2007.
- One of the mail return boxes has been installed in the lobbies.

c) Common Area Cleaning:

As per discussion amongst the Council via email it has been noted that the Strata Council is currently not satisfied with the cleaning services for the 1009 Expo Boulevard tower. As such, the Council has instructed Rancho to obtain proposals from other cleaning companies. Rancho presented a proposal from Five Star Building Maintenance for common area cleaning services for the 1009 Expo Boulevard tower for a cost of $8,798.00 plus GST. The Strata Corporation is currently paying $4,546.00 plus GST. After discussion, the Strata Council instructed Rancho to obtain further quotes from other companies and to provide the Strata Council via email with a proposal for hiring janitorial staff in-house versus contracting it out to a janitorial company.

d) Water Damages:

The Strata Council was presented with a report from Incredible Restorations pertaining to the several water damages which have occurred in some of the units. All of the occurrences will be charged back to the unit Owner where the water generated from as the water generated from a fixture that the Owner of the unit is responsible for maintaining.

The Strata Council also instructed Rancho to obtain further information as to the specific cause of the water in the damages that have been reported.

e) Chargeback Settlement Offer

The Strata Council was informed that a recent malfunction of a washing machine that resulted in a large chargeback to an Owner strata account has recently been settled for the full amount of the restoration costs. The Strata Corporation will be receiving the monies shortly.

f) Annual General Meeting Items:

At the recent Annual General Meeting the following issues were raised:

i. **Washing of Balconies:** A memo will be circulated to all Residents reminding them that they are not to use a wet wash when cleaning their balconies i.e. using a hose and water to wash their balconies as the water goes onto the units below.

7. JOINT/RESIDENTIAL ISSUES - CONT'D

f) **Annual General Meeting Items – Cont'd:**

ii. **The Grass Area in Front of Cambie Street:** An Owner suggested having concrete installed within the grassed area in front of the Cambie Street townhouses. A letter will be circulated to the City of Vancouver requesting that they replace the dead grass with concrete as this area falls under city property.

g) **Painting of Street Doors:**
Some Owners expressed concerns regarding the quality of the work of some of the doors that were painted. A full inspection of the work will be completed and the deficiencies will be addressed accordingly.

h) **Contingency Fund Contribution:**
The majority of the Owners requested that future increased contributions to the contingency fund should be done by way of a special levy as opposed to increasing strata fees. This item will be looked at by the Strata Council next year during the discussion of the 2007/2008 operating budget.

i) **Orientation of New Residents:**
A suggestion was made by an Owner to have orientation sessions done for new Residents moving into the building by the concierge. This item will be included in future welcome letters which are sent to new Owners. The concierge will also have a checklist of all orientations that have been completed.

j) **Number of Guests Allowed on Pool Deck:**
Several Owners requested to have the bylaws amended so as to allow more than three guests per resident. After discussion, the Strata Council instructed Rancho on how to deal with this matter i.e. to give the concierge discretion when there is more than three guests on the pool deck.

k) **Washing Machines:**
An Owner suggested looking into obtaining a volume discount from an appliance company. The Strata Council instructed Rancho to proceed with this item.

l) **Exterior Building Painting/Washing:**
As per discussion at the previous Council Meeting, Rancho presented the following proposals:

- A proposal for power-washing all exterior surfaces of the building for $84,900.00
- A proposal for cleaning and painting all stucco surfaces for $198,000.00
- A proposal for cleaning all eyebrows and exterior ledges for $76,000.00.

The above proposal was submitted by Pacifica Painting & Restoration.

7. JOINT/RESIDENTIAL ISSUES - CONT'D

l) Exterior Building Painting/Washing – Cont'd:

Rancho also presented a proposal from Pro Star Painting & Restoration Ltd for the following:

- For cleaning and painting all exterior stucco areas $140,800.00
- For cleaning and painting all concrete ledges and balcony ledges $27,800.00

After discussion, the Strata Council instructed Rancho to inquire with Pro Star Painting & Restoration as to what the duration of the work would be, if the price would change if the work was done after 12 months of receiving the initial quotation, and to obtain clarification on the time frame that is required for booking the work if the Strata Corporation was to proceed.

8. CORRESPONDENCE

Owners are encouraged to write Strata Council, via Rancho Management Services, on any Strata related matter. Correspondence can be mailed to Rancho's office at #701-1190 Hornby Street, Vancouver, BC, V6Z 2K5, faxed to Rancho's office at 604-684-1956, emailed to gramirez@ranchogroup.com, or dropped off at the Concierge desk.

The Strata Council reviewed various correspondence from Owners. After reviewing the correspondence, the Strata Council instructed Rancho on how it wishes to respond.

The Strata Council has also received an anonymous letter from an owner pertaining to various building issues which were discussed at the Annual General Meeting. The Strata Council would like to inform all owners that unless you provide the Strata Council with your name and mailing address, any issues that are reported to the Strata Council in writing will not be addressed or reviewed by the Strata Council. Ultimately, all owners had the opportunity to voice their opinions at the recent Annual General Meeting.

9. NEW BUSINESS

a) Annual BBQ:

This year's annual BBQ has been tentatively scheduled for Saturday, August 18th, 2007 from 2 p.m. to 6 p.m. Notices will be circulated to all residents in the building closer to the event date.

b) Pets:

A discussion ensued with regards to pets urinating and defecating on the various common areas of the building. A proposal has been submitted by an Owner to add receptacle bins for Owners to dispose of their pet's waste. After discussion, it was decided not to proceed with this matter as the building staff would have to spend more time on emptying the bins.

9. NEW BUSINESS – CON'T

c) **Carpet Replacement:**

A suggestion was made by a Strata Council member to obtain proposals for replacing the carpet on the third floor hallway of "The Waterworks" building. The Strata Council instructed Rancho to obtain a price quotation and to circulate it to the Strata Council via email for consideration.

d) **Security:**

Several concerns were expressed with regards to the security company Genesis Security. Specifically, it was noted that they are not conducting their regular patrols. After discussion, the Strata Council instructed Rancho to have Genesis Security conduct more of a lobby presence on Fridays and Saturdays when there are two guards on duty.

e) **Enterphone:**

A suggestion was made by a Strata Council member to look into upgrading the enterphone so as to allow an enterphone code to be programmed into a Resident's cell phone as opposed to having a physical line in the apartments. After discussion, this was left for Rancho to follow up on.

10. NEXT MEETING

The next event will be a Strata Council meeting and has been scheduled for Tuesday, September 18th, 2007 at 6:30 p.m. in the meeting room at 1009 Expo Boulevard.

11. TERMINATION OF MEETING

There being no further business, it was **MOVED, SECONDED,** and **CARRIED** to terminate the meeting at 9:00 p.m.

Respectfully Submitted,

Gus Ramirez, Property Manager
Rancho Management Services (B.C.) Ltd.
Phone: 604-331-4251
Email: gramirez@ranchogroup.com

STRATA FEES/PRE-AUTHORIZED PAYMENT

Should you ever have any questions regarding your strata account, please feel free to contact our Accounts Receivables Department at: 604 331-4258. You can also contact this number if you would like to be set up on Pre-Authorized Payment, whereby we can debit your account with your monthly strata fees. If you are paying by cheque, owners are reminded that strata fees are due on the first of every month. Cheques received later than the first, may result in late penalties being assessed.