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, MARCH 20TH, 2007 AT 6:30 P.M.

IN ATTENDANCE:
Barry Ferguson, President, Maintenance & Building Staff Committee
Irfan Rehmanji, Vice President, H20/Amenities Supervisor
Lawrence Keenan, Commercial Section Representative
Robert Paterson, Treasurer
Kathy Hermanson

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

REGRETS:
Jolayne Fournier, Landscaping & Housekeeping Committee
John McCabe

1. **CALL TO ORDER**

There being a quorum, the meeting was officially called to order at 6:35 p.m.

2. **GUEST PRESENTATION**

An Owner attended tonight's meeting to discuss a recent issue whereas a height restriction bar in the underground parkade damaged the Owner's vehicle. The Owner has requested that the Strata Corporation reimburse him or her for the cost of repairing his or her damaged vehicle. The Strata Council thanked the Owner for attending the meeting and advised that a decision will be made at a later date with regards to his or her reimbursement request.

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. **FINANCIAL REPORT**

Rancho and the Treasurer presented to the Strata Council the financial statements for the period ending January 31st, 2007. A detailed review of the income statement then ensued.

4. FINANCIAL REPORT – CONT'D

a) **Accounts Receivables:**

Rancho presented to the Strata Council an updated accounts receivables list. It was noted that as of tonight's meeting there is still one (1) Owner that has a substantial amount outstanding owing to the Strata Corporation in excess of $5,000. Therefore, the Strata Corporation's Lawyer, Mr. Jamie Bleay of Access Law Group has initiated order for sale proceedings in order to collect the outstanding amounts.

After further discussion, it was **MOVED, SECONDED,** and **CARRIED** to approve the financial statements for the period ending January 31st, 2007 as presented.

5. JOINT/RESIDENTIAL ISSUES

a) **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 been completed throughout Marina Pointe. The items include the following:

- Rancho has provided the Strata Corporation's Lawyer with all the necessary documentation pertaining to the water balancing valve and the sprinkler head issue.
- The Strata Corporation's Lawyer is in the process of collecting a recent chargeback amount to a strata lot.
- The Cambie Street fence rental will be completed in spring 2007 as agreed upon by the Strata Council.
- The enterphone replacement at the "Landmark 33" overhead garage door area has recently arrived. The enterphone company is currently waiting for the pedestal portion of the enterphone to be manufactured. It is anticipated that this will be completed shortly.
- The painting of the suite doors in the "Waterworks" and "Yaletown Ltd. Edition" buildings are currently in progress.
- Bigger recycling bins for the mail rooms have been ordered.
- KJA Consultants Inc. has completed their review of the elevators at Marina Pointe. They will be submitting their audit report to the Strata Council within the next week or so.
- A solar heating company for the pool has been contacted and they are in the process of providing a proposal for adding solar heating panels to the pool for supplementary heating of the pool area.
- The annual fire equipment testing has been completed.
- The landscaping contract, in accordance with consultation of the Landscaping Committee has been awarded to Para Space at a five percent (5%) rate reduction. The total contract cost for the year including taxes and all of the annual plantings is $59,995.00.
- Elevator cameras have been installed in all elevators at Marina Pointe.
- Two (2) replacement compactors for the "Waterworks" and "Landmark 33" compact rooms have been ordered via First Choice Waste Disposal.
- The P1 and P2 walls in the lobbies of Waterworks have been painted.

5. JOINT/RESIDENTIAL ISSUES – CONT'D

a) **Property Management Report – Cont'd:**

- The water damage repairs in the Waterworks and Landmark 33 buildings is currently in progress.
- RDH has been given the approval to proceed with reviewing the balconies, roof, ceilings, exterior ledges and a small concrete crack along Beatty Mews. It is anticipated that the review will be conducted in late spring/early summer 2007.
- Mail return boxes for the three (3) lobbies have been ordered.

b) **Unassigned Parking Stalls/Storage Lockers:**

As per instructions at the previous Council Meeting, Rancho presented a draft letter to Concord Pacific for the purpose of obtaining pricing for the unassigned parking stalls and storage lockers in the building. After discussion, it was **MOVED, SECONDED,** and **CARRIED** to proceed with sending a letter to Concord Pacific.

6. 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, B.C., 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(s) from Owners. After reviewing the correspondence, the Strata Council instructed Rancho on how it wishes to respond.

7. NEW BUSINESS

a) **Lobby Floors Polishing:**

It was noted that the lobby floors, in particular, the ones at "Waterworks" have not been polished on an ongoing basis in accordance with the monthly contract with Marble Life Polishing Ltd. After discussion, the Strata Council instructed Rancho to follow up with Marble Life to ensure that the floors are being polished on a monthly basis.

b) **Junk Removal:**

It was noted that a number of Residents are on an ongoing basis, disposing of junk items such as old furniture, old mattresses, old computers, etc within the compactor rooms of the building. In accordance with the Strata Corporation's Bylaws, only household garbage is permitted in the compactor and only recyclable items in the blue bins are allowed. As such, any Resident that has been seen via the building's cameras disposing of the above noted furniture items, has been levied a $200.00 fine in accordance with the Strata Corporation's Bylaws. After discussion, in efforts to facilitate the process of allowing Owners to the dispose of old junk items that can not be put in the compactors, the Strata Council will be on a semi monthly basis, putting junk removal bins outside of the compactor rooms in order to allow Residents to dispose of these items. Residents will also be given the number of a junk removal company which can be contacted on an as needed basis in order to have them dispose of unwanted items. Further, the Strata Council instructed Rancho to insert an expense item in the 2007/2008 Operating Budget for the

7. NEW BUSINESS – CONT'D

b) **Junk Removal – Cont'd:**
sole purpose of disposal of junk items. Therefore, the Owners will be able to see the exact amount that is being spent on a yearly basis for the disposal of junk items.

c) **Black Water Damage:**
Further to the black water damage which was reported at the last Strata Council Meeting, the Strata Council instructed Rancho to circulate to all Residents in the "Landmark 33" building, informing the Residents of the cause of the black water damage (somebody dumping their kitty litter down their toilet). This clogged the main sewer and caused substantial water damage in one of the suites and in the ladies change room. The Strata Council also instructed Rancho to ensure that every Resident that receives a notice signs an acknowledgment of receipt of the notice.

d) **Common Area Cleaning:**
The Strata Council requested that Rancho obtain a log/record of the number of times that the hallways are being vacuumed by the janitorial staff. The Strata Council also instructed Rancho to have the janitorial company, Priority Building Services, conduct quality control on an ongoing basis to ensure that daily tasks are being completed by the janitorial staff.

8. NEXT MEETING

The next event will be a Strata Council meeting and has been scheduled for Tuesday, April 17th, 2007 at 6:30 p.m. in the meeting room at 1009 Expo Boulevard.

9. TERMINATION OF MEETING

There being no further business, it was **MOVED, SECONDED,** and **CARRIED** to terminate the meeting at 8:45 p.m.

Respectfully Submitted,

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