

**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 WEDNESDAY, APRIL 25<sup>TH</sup>, 2007 AT 6:30 P.M.**

---

**IN ATTENDANCE:**

Barry Ferguson, President, Maintenance & Building Staff Committee  
Irfan Rehmanji, Vice President, H2O/Amenities Supervisor  
Jolayne Fournier, Landscaping & Housekeeping Committee  
Kathy Hermanson

**REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD. ("RANCHO"):**

Chris Sargent, General Manager  
Gus Ramirez, Property Manager

**REGRETS:**

Lawrence Keenan, Commercial Section Representative  
Robert Paterson, Treasurer

1. **CALL TO ORDER**

There being a quorum, the meeting was officially called to order at 6:30 p.m. It was noted that Mr. John McCabe has automatically resigned from the Strata Council as he has sold his unit. The Strata Council would like to thank Mr. McCabe for all of his help and efforts while serving on the Strata Council.

2. **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.

3. **FINANCIAL REPORT**

Rancho and the Treasurer presented to the Strata Council the financial statements for the period ending February 28<sup>th</sup>, 2007. A detailed review of the income statement was conducted.

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 February 28<sup>th</sup>, 2007 as presented.

4. **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 recently been completed throughout Marina Pointe. These items include the following:

- 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 later on in the spring of 2007. It has been further agreed that the fence will be installed once the Landscaping in the area is trimmed and cleared back.
- The enterphone replacement at the "Landmark 33" overhead garage door area has recently been installed.
- 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.
- 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 a supplementary heating of the pool area.
- Junk removal bins have been placed outside of the compactor rooms to allow Residents to dispose of their old furniture items which can not be disposed of within the building's compactors.
- All Residents in the "Landmark 33" building have received a notice pertaining to the black water damage which recently occurred. Residents are to acknowledge receipt of the notice by signing it and leaving a copy at the Concierge desk.
- Two replacement compactors for "The Waterworks" and "Landmark 33" compactor rooms have been ordered by First Choice Waste Disposal.
- The water damage repairs in "The Waterworks" and "Landmark 33" buildings have been completed.
- RDH has been given the approval to proceed with reviewing the balconies, roofs, ceilings, exterior ledges and a small concrete crack along Beatty Mews. It is anticipated that the review will be conducted sometime in the summer of 2007.
- Mail return boxes for the three (3) lobbies have been ordered. Unfortunately, the mailbox company delivered the wrong mailboxes. Therefore, the mailboxes have been shipped back and smaller return mailboxes have been reordered.

b) **Commercial Parking Lot:**

Rancho presented a letter from La Terraza's Lawyer pertaining to the commercial parking lot. After review, the Residential Executive instructed Rancho to have the Strata Corporation's Lawyer, Mr. Jamie Bleay of Access Law Group respond to the letter.

c) **Commercial Section Allocation Issues:**

Rancho presented to the Strata Council a letter from the Commercial Section pertaining to several expense allocations which are allocated to the Commercial Section. After review of the letter, the Strata Council instructed Rancho on how it wishes to respond.

4. **JOINT/RESIDENTIAL ISSUES**

d) **Mechanical Room Noise:**

The Strata Council was informed of a recent noise problem emanating from one of the mechanical rooms located in “The Waterworks” building. Specifically, one of the penthouse Residents can hear the vibration of the pumps which are operating in the above noted room. As such, a proposal from Honeywell Ltd. was presented in order to replace the neoprene base mount which were installed under the pumps. This modification should resolve the noise issue.

e) **Elevator Audit Report:**

As per discussions earlier on in the fiscal period, Rancho presented the audit report pertaining to the conditions of the elevators at “Marina Pointe”. The report was conducted by KJA Consultants Inc. In conclusion, KJA has advised that the level of maintenance being performed on the elevators is considered a little lower than should be expected and sufficiently acceptable in general. KJA has noted several items which need to be addressed by the elevator maintenance contractor, Otis Elevators. Otis is in the process of resolving the noted items.

Rancho also presented a proposal from KJA Consultants Inc. for implementing an elevator portfolio maintenance management. The proposal includes quarterly meetings with the elevator company and management to address ongoing elevator concerns, maintenance inspections, a capital plan, and general assistance in supervising any major work on the elevators. The annual cost for implementing the above noted maintenance management agreement is \$4,800 + G.S.T. After discussion, it was **MOVED, SECONDED, and CARRIED** to proceed with the above noted proposal and to incorporate it into the 2007/2008 operating budget.

f) **Lobby Furniture:**

Ms. Kathy Hermanson presented a detailed proposal pertaining to the replacement of the furniture for all three (3) lobbies. Ms. Hermanson provided the Strata Council with a mock-up showing the various furniture which has been proposed for the lobbies. After discussion, it was **MOVED, SECONDED, and CARRIED** to approve the expenditure of up to \$13,000 for the purpose of replacing the furniture in all three (3) lobbies.

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) **Common Area Cleaning:**

A discussion ensued with regards to the common area cleaning for the 1009 Expo Boulevard tower. Specifically, several concerns were expressed with regards to the overall cleanliness of the building. Currently, there are two (2) separate Franchisees that look after the 1009 Expo Boulevard and the 1008 & 1018 Cambie towers. Therefore, a suggestion was made to have the Franchisee Owner of 1008 & 1018 Cambie take over the entire cleaning at “Marina Pointe”. After discussion, the Strata Council instructed Rancho to contact Priority Cleaning to implement the above noted suggestion.

b) **Walkway through Club H20:**

A suggestion was made by a Strata Council Member to obtain pricing for enclosing the walkway which connects “The Waterworks” and “Yaletown Ltd. Edition” to Club H20. Specifically, it was suggested that glass be added throughout the walkway in order to enclose it. After discussion, the Strata Council instructed Rancho to obtain a proposal for the above noted suggestion.

c) **2007/2008 Operating Budget:**

Rancho presented to the Strata Council a draft of the 2007/2008 proposed financial operating budget. Rancho informed the Strata Council as to how the figures were derived. After a detailed review of the budget, it was decided to discuss draft #2 of the budget at the next Strata Council Meeting. Thereafter, the budget will be finalized for presentation to the General Membership.

d) **Exterior Painting:**

In accordance with the building envelope preventative maintenance manual, Rancho presented a price quotation for having all of the exterior stucco areas on the building painted. The proposal from Pro Star Painting & Restoration Ltd. is for \$148,000 + G.S.T. After discussion, the Strata Council instructed Rancho to obtain proposals from other Contractors and to obtain one (1) proposal for simply cleaning and power washing the exterior of all the buildings.

e) **Exercise Room**

A suggestion was made to add a second television (flat panel) to the exercise room and to replace the existing television with a flat panel television. After discussion, it was **MOVED, SECONDED, and CARRIED** to proceed with the above noted suggestion.

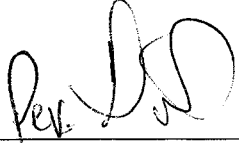
8. **NEXT MEETING**

The next event will be a Strata Council meeting and has been scheduled for Tuesday, May 15<sup>th</sup>, 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 8:15 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Gus Ramirez', is written over a horizontal line.

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

#### RANCHO'S INTERNET SITE

Rancho's website has been updated with lots of new features. We invite you to check us out at <http://www.ranchovan.com>.

Any questions and comments can be forwarded to us by email at: [pmgr@ranchogroup.com](mailto:pmgr@ranchogroup.com), or by calling us at: (604) 684-4508.