

IMPORTANT INFORMATION Please have this translated

重要資料 請找人為你翻譯

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

INFORMACIÓN IMPORTANTE Busque alguien que le traduzca

알려드립니다 이것을 번역해 주십시오

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਵਾਓ

**MINUTES  
STRATA COUNCIL MEETING  
THE OWNERS STRATA PLAN EPS3084  
SEQUEL 138**

***Held on Thursday, November 24, 2022  
via WebEx, electronically***

|                               |                    |                                  |
|-------------------------------|--------------------|----------------------------------|
| <b>COUNCIL IN ATTENDANCE:</b> | Jayun McDowell     | President                        |
|                               | Christina Donovan  | Member at Large/ Privacy Officer |
|                               | Rick Chou          | Member at Large                  |
| <b>REGRETS</b>                | Bethany Brown      | Treasurer                        |
| <b>STRATA MANAGER:</b>        | Miroslav Babjarcik | FirstService Residential         |

The meeting was called to order at 12:07 p.m.

**APPROVAL OF STRATA COUNCIL MEETING MINUTES**

It was moved and seconded to approve the Minutes of the Strata Council Meeting held on September 27, 2022, as circulated. **CARRIED.**

**FINANCIAL REPORT**

1. ***Review of Accounts Receivable:*** Owners are reminded that Strata fees are due on the 1<sup>st</sup> of each month. The Council thanks all Owners who have made their monthly Strata fee payments in full and on time each month. A decision was made by Council to send arrears reminder letters to all Strata Lots in arrears; late payments are subject to bylaw fines. Council further agreed to proceed with sending lien warning letters to all Strata Lots who will not settle their accounts immediately. **CARRIED**

If you have any questions regarding your account, please contact the Accounts Receivable Department at [ar.bc@fsresidential.com](mailto:ar.bc@fsresidential.com).

2. ***Monthly Statement(s):*** It was moved and seconded to approve the financial statements from August and September 2022. **CARRIED.**

Owners wishing to view the most recent financial statement are encouraged to log onto **FSR Connect™**. The financial statement can be viewed by logging into your account, clicking on “Forms and Documents”, then “Financial Document”, and then selecting the desired file.

3. ***Report on Unapproved Expenditures:*** There are no unapproved expenditures to report. The *Strata Property Act* requires that all Owners be notified as soon as possible of unapproved expenditures.

### **REPORT ON LITIGATION**

The Owners are advised the Strata Corporation is party to the following actions:

1. CRT Claim ST-2022-006282; in progress.
2. CRT Claim SC-2022-006050; settled on November 14, 2022.
3. ESB Claim ES-2022-009051; in progress.

FirstService Residential Litigation Support hours billing timesheet was submitted for Council's review. The billing was then approved. **CARRIED**

### **BUSINESS ARISING**

1. **Directives:** The Strata Manager reviewed the list of ongoing directives that he is working on with the Council.
2. **Building Maintenance Plan:** The Strata Manager has developed a comprehensive maintenance calendar to help with improved financial and maintenance oversight and annual planning. The maintenance calendar was reviewed by the Strata Council.
3. **Leaky Door:** The issue with SL 90's door has not received any reports of further water ingress, therefore, this item is deferred until further notice. **CARRIED**
4. **SL5 - Water Leak:** Strata Council approve the First District Mechanical quote to review the items in SL 5 from the Latham's report to confirm whether any of the repairs are required and fall under the Strata Corporation's responsibility (common property).
5. **First District Mechanical - Hot Water Tanks:** First District Mechanical is in process of arranging the repairs with the Owners/Residents who signed up for the service.
6. **Annual Fire and Safety Inspection, Report, Deficiencies, Second Visit:** Strata Council reviewed the deficiency report and approved the quotation for the repairs. Please be reminded that the access was and is mandatory for the second visit (per the bylaws) and all units that failed to provide the access will be now responsible and charged back the cost for the second visit (and any subsequent inspections). **CARRIED.**
7. **ProStar, Metal Strip, Quote:** Strata Council reviewed the second quote, and it was moved and seconded to approve the quote from the ProStar. The work is delayed until spring due to weather conditions. **CARRIED.**
8. **Former Vendor, Unknow Invoices, Late Fees:** CRT Claim ST-2022-006282; in Progress.
9. **Former Vendor, Loading Bay Gate Repairs, Settled:** The CRT Claim SC-2022-006050 was settled in November 2022. Final release was signed by the plaintiff. **CARRIED**
10. **Multiple Vandalism Incidents, Possible Insurance Claim:** Strata Council reported few vandalism incidents to VPD and were reviewing the option of filing the claim(s) under the

strata corporation's insurance policy to help with the cost. The deductible is \$25,000.00 per occurrence and, therefore, not an option.

11. **Canadian Door Master, Loading Bay Gate Assessment, Ratification:** SGM is being held on December 14, 2022, to have the Ownership decide on this matter. Strata Council ratified the expense for the emergency board up of the damaged loading bay gate. **CARRIED**
12. **Windows and Awning Cleaning - Deferred Per Council:** Strata Manager reviewed the proposal from Black Tie Property Services for windows and awning cleaning. Due to encampment on the E Hastings Street, Strata Council decided to defer this maintenance until the situation improves. Strata Council is offering an in-house cleaning device that can be obtained for free at any time. **CARRIED**
13. **Garden Lease, Survey:** Strata Council was not given the opportunity to renew the lease and the garden area is now listed for sale.
14. **Remote Intercom Management, Quote:** Strata Council reviewed the proposal for the remote management of the intercom system. Strata Council would like to confirm this will 100% support the current system in place and request more information on additional services such as fob management. The proposal is conditionally approved subject to the above confirmation. **CARRIED**
15. **Snow Removal:** Strata Council approved the proposal from Symbiotic Landscapes for Winter 2022/23, de-icing and snow removal services. **CARRIED**
16. **Horizontal and Vertical Drain Cleaning:** Strata Council approved the sanitary drain cleaning to be completed by First District Mechanical. **CARRIED**
17. **Waste, Recycling and Organics:** All waste removal services were moved to the breezeway due to grounded loading bay gate. This is temporary until the gate is replaced. **CARRIED**

#### **BYLAW VIOLATION REPORT**

1. **Chargeback Report/Bylaw Violation Report:** Strata Council reviewed the chargeback report, and it was moved and seconded to ratify the chargebacks to Strata Lots 55, 57, and 259 according to the Strata Corporation Bylaws. Bylaw violations fines were levied to strata lots 23 and 25. **CARRIED.**
2. **SL 25, Bylaw Violation Response:** Strata Council reviewed the bylaw violation response. Strata Council decided to levy the fine for the bylaw violation. **CARRIED**

#### **CORRESPONDENCE**

1. **SL 76, Shut Off Valve, Ratification:** The unit Owner has been granted permission to replace the shut off valve in the unit by the First District Mechanical. **CARRIED**

**NEW BUSINESS**

1. ***Building Re-keying, Insurance Claim Cancelled, Ratification:*** Strata Council hired Safe and Secure Locksmith Ltd. to re-key the building. The work was completed. **CARRIED**
2. ***BC Hydro Closet, Emergency Repairs, Valmart Doors, Ratification:*** The door and hinges were damaged. The emergency repairs were authorized by Strata Council and completed by Valmart Dock & Doors. **CARRIED**
3. ***Computer and Security Systems, Password Cracked, Ratification:*** The computer located in the Communication Room that is used to administer the security systems such as Fobs and Intercom had its' password suddenly changed. The passwords were successfully reset and Strata Council has ratified the expense. **CARRIED.**
4. ***Fence Purchase, Quote:*** Strata Council approved the proposal from Edge Wholesale to supply the fencing that will be used at the front entrance. **CARRIED**
5. ***VPD Emergency Access, Survey:*** The VPD is proposing that the Strata Corporation provides voluntary access to the police during emergencies. The authorization would be granted for: Hang-up 9-11 calls, domestic disturbances, home invasions, weapon calls and suicidal person calls. Strata Council will create a survey for Owners/Residents.
6. ***CRU SL 81, Glass Replacement, Vandalism, Ratification:*** The glass door was vandalized and the repair was completed. Strata Council decided to not file an insurance claim for this loss to avoid the insurance premium or deductible increases. **CARRIED**
7. ***Paint Removal, Goodbye Graffiti, Ratification:*** Goodbye Graffiti Vancouver was hired to remedy the vandalism caused by the paint in common areas. The work was completed. **CARRIED**
8. ***Glass Pro Restoration, Elevator Glass Repair, Ratification:*** Glass Pro Restoration was hired to remedy the vandalised glass in the elevator . The work is yet to be completed. **CARRIED**
9. ***Access Control System and Intercoms Replacement & Upgrade, Quote:*** Strata Council is considering upgrading the camera system to include more cameras in the underserved locations and amending the bylaws as a result of it. This item may be then presented to the Ownership for the vote at the AGM. The proposal from Action ISS was received, reviewed and tabled for next Council Meeting.
10. ***Parking Rental:*** Bylaw 41.4: An owner must not sell, rent, or licence the use of parking stalls to any person other than a resident. An owner must promptly inform the council of the sale, rental or licence of a parking stall assigned to the owner's strata lot.
11. ***Fob and Enterphone Procedure:*** The Owners/Residents are required to fill out the Fob Request form at <https://www.138easthastings.com/building/fob-request-form/> or an Enterphone Request Form at <https://www.138easthastings.com/building/intercom-buzzer-form/>. Please allow, at minimum, five (5) business days for the fob and enterphone to be programmed.

Please note that for the enterphone request, you will need to be the Owner of the unit or registered Tenant with the current FORM K on file. If you are requesting a new fob, this request must be made by the unit Owner. Tenants' direct requests for fobs will not be responded to.

The garage fobs costs \$100 and proximity fobs are \$40. **CARRIED**

### **TERMINATION OF MEETING**

There being no further business, the meeting was terminated at 1:26 p.m.

**Next Meeting:** SGM - December 14, 2022 & Council Meeting - January 18, 2023.

### **FirstService Residential BC Ltd.**

*M. Babjarcik*

Miroslav Babjarcik  
Strata Manager  
*Per the Owners*  
*Strata Plan EPS3084*

MB/ac

**Email:** info.bc@fsresidential.com

**Customer Care Centre:** 1.855.273.1967 (24 hours non-emergency)

[www.fsresidential.com](http://www.fsresidential.com)

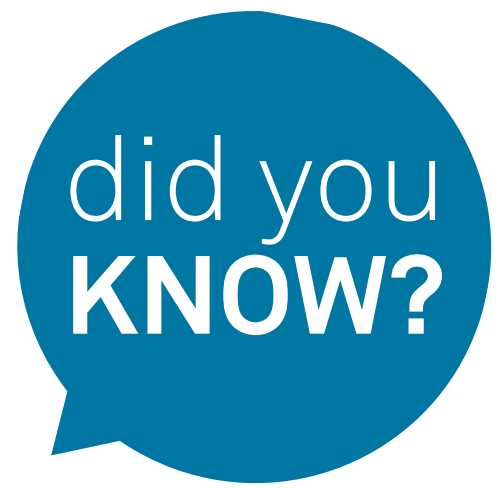
**Please keep a copy of these minutes for future reference, which will be required at the time of sale. A charge, as per the *Strata Property Act*, will be assessed for replacement copies.**

### **FSRConnect™ REGISTRATION**

Sign up for the Resident Portal today to get access to the latest essential documents and information for your community. To register please visit here: <https://portal.connectresident.com/#/registration> and click on the 'Create Account' button. Having trouble? For assistance call our Care Center which is open 24/7 365 days a year with translation services available in 31 different languages. The Care Centre team can be reached at 833-710-6869.



FS Insurance  
Brokers



## Christmas Tree Fires

According to the National Fire Protection Association, over 200 fires per year involve Christmas trees, causing over \$15 million of property damage. Sadly, one out of every 34 Christmas tree fires results in death.

*Did you know* that dry trees, electrical lights, and nearby heat sources like fireplaces, radiators, wood stoves or candles are the main causes of Christmas tree fires? **Tree fires can fill a room with heavy, black smoke in under 30 seconds**, making it nearly impossible for occupants to see, breathe or escape. Use the tips below stay safe with your next tree.

- ▶ Choose a tree with fresh, green needles that do not fall off when touched
- ▶ Cut two inches from the base of the trunk before placing it in the stand
- ▶ Make sure the tree does not block an exit
- ▶ Check light strings for worn or broken cords before placing on the tree
- ▶ Turn off tree lights before leaving the house or going to bed
- ▶ Keep live trees well watered
- ▶ Dispose of trees before they dry out; do not store dry trees inside a home or garage



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