

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 EPS 3084
SEQUEL 138**

***Held on Wednesday, April 20, 5:30 p.m.
via WebEx electronically***

COUNCIL IN ATTENDANCE:	Tianna Clarke	President
	Jayun McDowell	Member
	Ian Cook	Treasurer
REGRETS:	Tannaz Sayadi	Member
HEARING:	Strata Lot 23	Property Manager
STRATA MANAGER:	Miroslav Babjarcik	FirstService Residential

The meeting was called to order at 5:31 p.m.

HEARING

Strata Lot 23 attended the meeting as a hearing to discuss with the Council bylaw fines.

(Strata Lot 23, Property Manager left the meeting at 5:55 p.m.)

APPROVAL OF STRATA COUNCIL MEETING MINUTES

It was moved and seconded to approve the Minutes of the Strata Council Meeting held on January 13, 2022, as circulated. **CARRIED.**

FINANCIAL REPORT

1. ***Review of Accounts Receivable:*** Owners are reminded that Strata fees are due on the 1st of each month. The Council thanks all Owners who have made their monthly Strata fee payments in full and on time each month.
2. ***Monthly Statement(s):*** It was moved and seconded to approve the financial statements from December 2021 to March 2022. **CARRIED.**

Owners wishing to view the most recent financial statement are encouraged to log onto **FSRConnect™**. 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 *Strata Property Act* requires that all Owners be notified as soon as possible of any legal action involving the Strata Corporation. To the best of our knowledge there is no litigation to report.

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 Building Manager has done the work that helped to resolve the issues with the leaking doors. It was reported that the current state is reasonable and does not warrant any further costs nor further reviews except the one door from Strata Lot 90, that is still having a minor leak. Strata Council has requested Strata Manager to have Nikls One Call look at the door and have it repaired. **CARRIED.**
4. **Annual Fire & Safety Inspection Deficiencies:** The mandatory Fire Annual Inspection was completed in September 2021 by Vancouver Fire. The deficiency repairs and second visit were scheduled on November 1 & 2, 2021. Further deficiencies were found during the second visit. The quotation was provided to Council for their review, and it was moved and second to approve the work (third visit). Strata Corporation is currently reviewing the invoice for the third service that came above the scope of work that was approved in the quote.
5. **Security Gate at Rear:** The Security Gate at the rear of the building in the alleyway is scheduled to be installed by the end of April or early May 2022.
6. **Hot Water Tanks:** Council's recommendation attached as an appendix to the minutes.
7. **Fire Stop Around Pipes:** It was confirmed by the developer of the building that all firestopping was installed as per the building code. No further action is required.
8. **Fence Installation on E Hastings Street:** Strata Council requested Strata Manager to get quotes to purchase the fencing instead of renting it out, to cut the costs down. Since the fencing has been installed it has proven to be an effective method how to keep people away from the entrance of the building.
9. **Strata Lot 5 Water Leak:** Currently with BFL under the review for the debt collections. Strata Manager will report back to Council once the review is completed.

10. **Plumbing Company Switch:** Strata Council reviewed the proposals from the two different plumbing companies for preventative maintenance plan. After some discussion, it was moved and seconded to terminate the Latham's and replace it with the new plumbing contractor First District Mechanical. **CARRIED.**

BYLAW VIOLATION REPORT

1. **Chargeback and Bylaw Violation Report:** Strata Council reviewed both reports and it was moved and seconded to apply fines and chargebacks to appropriate units that were deemed to be in the violation of the Strata Corporation Bylaws. **CARRIED.**

CORRESPONDENCE

1. **Noise Complaints:** Strata Council reviewed the correspondence from the complainant and the offending unit. Strata Council will be monitoring the situation.

NEW BUSINESS

1. **Budget Proposal:** The Strata Council and Strata Manager reviewed, discussed, and finalized the Proposed Budget. The proposed budget is proposing the overall increase of 22.08% to Strata Fees due to several reasons but mainly due to incurred deficit in the previous fiscal year and anticipated expenses in the current fiscal year of 2022/23.
2. **Annual General Meeting Business:** Strata Council would like to propose two special levies, one for installation of the alleyway intercom and second for the new loading bay gate at the Annual General Meeting (AGM). Further, please note that several bylaw amendments relating to Chargebacks, Electronic General Meetings, CCTV and Parking bylaws will be proposed to the Ownership. More details will be found in the AGM notice that will be sent out in May in advance of the meeting. The meeting was scheduled to take place on June 13, 2022, at 7:00 p.m., electronically.
3. **First District Mechanical, Hot Water Tanks:** Tabled for the next Council Meeting.
4. **Roofing Repairs/Maintenance:** Strata Manager has provided reports/quotes from two roofing companies for the repairs and maintenance of the roof. It was moved and seconded to approve the quote from Design Roofing to do these recommended repairs and maintenance. **CARRIED.**
5. **Pest Control Switch:** Strata Council has requested proposals from the pest control companies due to recent issues with the current provider. It was then moved and seconded to approve the proposal from Atlas Pest and Wildlife Control Ltd., and to terminate the current provider Orkin. **CARRIED.**
6. **Strata Lot 76, Bathroom Sink Overflow, Leak:** The leak from overflowing bathroom sink was reported on February 26, 2022, in Strata Lot 76 and has affected Strata Lot 58. Strata Corporation called in Platinum Pro Restoration for the emergency response. It was moved and seconded to charge back the invoices related to this incident back to the Owner. The incident is below the Strata Insurance deductible. **CARRIED.**

7. **Strata Lot 57, Broken Window, Insurance Claim:** The window was broken by the Tenant in Strata Lot 57 on March 15, 2022. Strata Corporation called in Crown Glass Ltd., for the emergency response and window replacement. It was moved and seconded to charge back the insurance deductible related to this incident back to the Owner of the unit. The insurance claim was filed for this incident under the Strata Corporation Policy. **CARRIED.**
8. **Strata Lot 23, Kitchen Sink Overflow, Leak:** The leak from overflowing kitchen sink was reported on March 21, 2022, in Strata Lot 23 and has affected Strata Lot 9. Strata Corporation called in Platinum Pro Restoration for the emergency response. It was moved and seconded to charge back the invoices related to this incident back to the Owner. The incident is below the Strata Insurance deductible. **CARRIED.**
9. **Open Door Social Service, Chargeback:** The Building Manager has reported a leak from the Open Door Group's HVAC system and the plumber company was called in to investigate the cause. The cause was the blocked condensate lines that has caused the minor leak on the Common Property and no damage was reported. It was moved and seconded to chargeback the invoice for this work back to the Owner. **CARRIED.**
10. **Drain Cleaning:** Strata Council reviewed the quote from Latham's for the additional drain cleaning. It was moved and seconded to have this work done. **CARRIED.**
11. **Parkade Gate Exit Sensor:** It was recommended to Strata Council to install the exit sensor for the main gate due to recent vandalism by the street people who got trapped in between the gates, forcing their way out resulting in the damage to the gate's equipment. Strata Manager has provided a quote to Strata Council for their review. It was then moved and seconded to approve the quote from ValMart Door Sales Ltd., to install the sensor. **CARRIED.**
12. **Alleyway Intercom Installation:** Strata Council has requested a quote for the installation of the intercom in the alleyway at the back entrance. The proposal was reviewed, and it was moved and seconded to propose this project to the Ownership for their vote at the upcoming AGM. Strata Council is proposing to have this project funded by the Special Levy. **CARRIED.**
13. **Strata Lots 20 and 23 Water Ingress Investigation:** Strata Council has authorized an investigation into a water ingress in Strata Lots 20 and 23. Platinum Pro was on site for a few weeks investigating the source of the leak. Unfortunately, they have not been able to confirm the conclusive source of the leak. As a result, Strata Corporation had to absorb the cost of the investigation and repair the drywall that was opened for the emergency investigation. This emergency response was authorized to be paid from the CRF as an emergency expense by Strata Council. **CARRIED.**

TERMINATION OF MEETING

There being no further business, the meeting was terminated at 7:45 p.m.

Next Meeting: TBD

FirstService Residential BC Ltd.



Miroslav Babjarcik
Strata Manager
Per the Owners
Strata Plan EPS 3084

MB/jo

Email: info.bc@fsresidential.com
Customer Care Centre: 1.855.273.1967 (24 hours non-emergency)

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.

HOT WATER TANKS - COUNCIL'S RECOMMENDATION

Hot Water Tanks Possible Issue

An issue with the in-unit hot water tanks has been identified as fissures and larger cracks appearing in the brass fittings, which could lead to leaks and water damage. This has already happened and caused damage not just to the unit involved but units underneath and around them. Repairs have been costly.

Responsibility

The hot water tanks are an owner's responsibility to maintain and service. Strata council recommends having yours checked by a qualified plumber. And retrofitted if necessary or as a preventative.

Water Sensor Alarms

Some units have installed water sensor alarms in key parts of a unit's plumbing fixtures (hot water tank, washing machine, kitchen sink, toilet, etc.) These sensors notify of a leak and they have prevented a water-leaking situation in one unit that could have become a major, and expensive, issue. This unit was under the washing machine.

Sediment

Sediment may reside in hot water tanks. This is not uncommon and unless there is a large amount it should not interfere with the functioning of the tank. But please be sure to ask your plumber if this is an issue for your tank.

Household Insurance

Proper personal home insurance, with enough coverage to protect yourself and others against the financial loss and the property damage you may suffer due to water damage caused by you or someone else, is important to have in place. Insurance by both owners for damage and tenants for contents may be a consideration.

Plumbers

Please use a qualified and insured plumber to check and service a water tank. Paying for expertise now could save you in the long term, but an estimate is always a good thing to get beforehand. It is the owner's responsibility to make sure the person they have do any work within a unit is insured and qualified. So please be aware, as we want everyone kept safe from a leak situation.

Thank you for your attention to this matter.

If you require further information please contact Strata Council Member
Jayun at jn@138easthastings.com

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**DID YOU
KNOW?**
INTERESTING FACT

FS Insurance Brokers

Imagine returning home from the month-long vacation of your dreams to an onslaught of voice-mails and letters. You soon discover that a leak originated in your unit while you were away, and even though you'd thought about getting insurance, you never did. Now, you are legally (and personally) responsible for damages and repairs. The Strata Council is seeking payment of the building's insurance deductible and your neighbors are suing for damages. Did you know that Condo Owners' Coverage is available to help in situations exactly like this? Don't wait until it's too late!

Condo Owners' Coverage provides protection for:

- ▶ Deductible Assessment Insurance
- ▶ Loss Assessment Coverage
- ▶ Additional living expenses
- ▶ Upgrades inside the unit
- ▶ Personal contents
- ▶ Personal liability
- ▶ Leak originating in your unit causing damage to:
 - Your unit
 - Neighboring units
 - Common property

DISCLAIMER: All information provided by FS Insurance Brokers is advisory in nature. Any such information may not identify or contemplate all unsafe conditions; others may exist. FS Insurance Brokers does not imply, guarantee or warrant the safety of any of the client's properties or operations or that the client or any such properties or operations are in compliance with all federal, provincial, or local laws, codes, statutes, ordinances, standards or recommendations. All decisions in connection with the implementation, if any, of any of FS Insurance Brokers' advice or recommendations shall be the sole responsibility of, and made by, the client or other recipient of the information.