

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 Wednesday, March 22, 2023
via WebEx, electronically.***

COUNCIL IN ATTENDANCE: Bethany Brown President
Christina Donovan Member at Large/ Privacy Officer
Rick Chou Member at Large

STRATA MANAGER: Miroslav Babjarcik FirstService Residential

The meeting was called to order at 5:01 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 18, 2023, 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. A decision was made by Council to send arrears reminder letters to all Strata Lots in arrears; late payments are subject to bylaw fines. **CARRIED**

If you have any questions regarding your account, please contact the Accounts Receivable Department at ar.bc@fsresidential.com.

2. **Monthly Statement(s):** It was moved and seconded to approve the financial statements for December 2022, January and February 2023. **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 Owners are advised the Strata Corporation is party to the following actions:

1. CRT Claim ST-2022-006282, In Progress.
2. ESB Claim ES-2022-009051, In Progress.
3. CPP Ruling Number: CE2236 2183 4380, In Progress.
4. EI Ruling Number: CE2234 1123 8405, In Progress.

The FirstService Residential Litigation Support billing was 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. **SL5 - Water Leak:** The Strata Council approved the chargeback of the Platinum Pro invoice for the second incident and no payment was received. The insurance coverage was granted for the collection process and Council will proceed with the legal collections to recover the funds. **CARRIED**
4. **Annual Fire and Safety Inspection, Report, Deficiencies, Second Visit:** The deficiency repairs and second inspection visit were scheduled on January 24 & 25, 2023. The proposal for the third round of the inspection and second round of the deficiency repairs was approved. **CARRIED**

IMPORTANT: Please be reminded that the access is mandatory (per the bylaws) and ALL units that failed to provide the access are now responsible for the cost of the second, third (and subsequent) inspection visits. **CARRIED.**

5. **ProStar, Metal Strip Painting, Quote:** The work is deferred until the loading bay is replaced. **CARRIED**
6. **Windows and Awning Cleaning - Deferred Per Council:** The vendor has refused to carry out the work due to safety concerns over the encampment fronting the E Hastings Street. The Strata Council reported the issue to City of Vancouver but due to inaction from the City, the maintenance is forced to be deferred until the situation improves.
7. **Horizontal and Vertical Drain Cleaning, Delayed:** The sanitary drain cleaning was delayed by First District Mechanical due to Loading Bay restricted access for the needed equipment. This re-affirms the importance of having the Loading Bay Gate replaced. This is a crucial preventative maintenance preventing Sewer Back Ups from happening. The Strata Corporation will have a new mechanical maintenance provider shortly and hopes to explore other avenues to get this work done before the loading bay is completed.

8. **Elevator Glass Restoration, Status:** The Glass Pro Restoration is set to restore the vandalised glass in the elevator. The work is pending to be scheduled.
9. **Access Control System and Intercom Replacement:** The Strata Council will be asking the Ownership for the approval to fund the replacement of the fob and intercom system via CRF at the upcoming AGM in May 2023. The goal is to increase the overall security and replace the current obsolete system with a modern high security system.
10. **Plexiglass, CRUs, Quote:** The Strata Council requested proposal for the installation of the plexiglass on all commercial units. The proposal did not arrive in time for the meeting. The Strata Manager will follow up with the vendor.
11. **VPD Emergency Access Contract & Legal Opinion:** The Strata Council received positive feedback from owners to proceed with this program. The Strata Manager provided the Strata Council with the legal opinion on the VPD contract. The Strata Council reviewed the legal opinion, and it was moved and seconded to sign the agreement with the VPD. **CARRIED**
12. **Fob and Enterphone Request:** The Owners/Tenants are required to send the Fob Request and/or Enterphone Request directly to Strata Manager at Miroslav.Babjarcik@fsresidential.com. Please allow, at minimum, five (5) business days for the fob and Enterphone to be processed.

Please note that Enterphone requests, must be made either by the Owner of the unit directly or by the registered Tenant with the current FORM K on file. Fob requests must be made by the unit Owners directly to Strata Manager, no exceptions. Tenants' direct requests for fobs will not be accommodated.

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

BYLAW VIOLATION REPORT

1. **Bylaw Violation Report:** Strata Council reviewed the bylaw violation report, and it was moved and seconded to either waive or apply the fines to Strata lots that were deemed to be in violation of the Strata Corporation bylaws. **CARRIED.**
2. **SL 15, Bylaw Violation Response:** The Strata Council reviewed the bylaw violation response and decided to impose the fines for the two incidents. **CARRIED**
3. **SL 23, Bylaw Violation Response:** The subject matter was corrected. The fine will be removed. **CARRIED**
4. **SL 43, Bylaw Violation Response:** The request for an extension was granted. The Strata Council will not impose the fine on the Owner's account if the items are corrected by April 1, 2023. Failure to action the above request by the specified date will result in fines. **CARRIED**
5. **SL 74, Bylaw Violation Response:** The subject matter was corrected. The fine will be removed. **CARRIED**

CORRESPONDENCE

1. ***CRU, SL 81 & 87, Alteration to Common Property, Allspan Gates:*** The Strata Council reviewed the alteration request. This involves a significant alteration to the exterior of the building which requires a 3/4 vote of owners. Council will obtain legal opinion on the subject matter before bringing this decision to the AGM. **CARRIED**

NEW BUSINESS

1. ***Budget and Special Projects, Bylaws:*** The budget was finalized at this meeting with the projected increase of 4.83%. In addition, the Strata Council will be asking the Ownership to approve the funding for the replacement of the Loading Bay (CRF or Blended Funding) and replacement of the current Fob (Access Control System) and Intercom system with modern high security systems to improve the overall security. Two bylaws will be presented for the Ownership's approval: 1) Chargeback Bylaw Amendment and 2) Anti-Bullying and Harassment Bylaw. The Strata Council decided to transfer \$60,000.00 of the operating fund surplus to Contingency Reserve Fund. This will help with funding of the aforementioned projects. The rest of the surplus is kept in the operating to maintain healthy cashflow. **CARRIED**

2. ***Storage Locker, Junk Removal & Repairs Ratification, Unauthorized Use:*** The notice was sent to ALL Owners/Residents on February 9, 2023, to remove the stored items outside the lockers – no one claimed the items. The Storage Locker Room's junk was then removed on March 10, 2023, at the Strata Council's direction and the expense was ratified.

There are currently nine (9) lockers owned by the Strata Corporation that are being used without authorization. The Strata Council directed the Strata Manager to provide one (1) month of notice to ALL Residents to remove the items stored in these lockers: 21-25 and 27-30, failure to remove the items by the deadline will result in disposal of the items. The notice will be sent in the upcoming days with more details. **CARRIED**

3. ***Sewer Back Up, SL13, Emergency Restoration:*** Two minor below deductible sewer back up incident occurred in SL13 in March 2023; the emergency restoration company was called in to mitigate the damage and Strata Corporation will bear the costs for the emergency response. The incident is below the Strata Insurance deductible therefore, the Owner is responsible for their own final repairs. **CARRIED**
4. ***Lights Repairs & Bulb Replacements:*** The Strata Council requested the lights be repaired and the work was completed on March 15, 2023, by NIKLS One Call. **CARRIED**
5. ***Loading Bay, Emergency Board Up, Break In:*** The Strata Council approved the ratified the expense for emergency board up of the loading bay due to break-in/vandalism. The work was completed. **CARRIED**
6. ***Plumbing Company, Termination:*** The current plumbing company terminated the contract with the Strata Corporation due to safety concerns pertaining to DTES. The Strata Manager secured reputable company to service the building. The new company is set to do the site visit and provide the proposal for their services for Council's review.

7. **BBQ, Report:** The Strata Council approved the repair to be scheduled. The barbecue is out of order at this moment. **CARRIED**
8. **Garden & Irrigation Start Up:** Due to expiry of the garden lease, the irrigation won't be facilitated. The irrigation will be turned on for the planter boxes with trees on the second floor. **CARRIED**
10. **Fob Audit:** The Strata Council is looking into conducting the Fob Audit at Sequel 138. The Strata Manager will send a sample of the building notice and common procedure in getting this completed for Council's review and decision.

TERMINATION OF MEETING

There being no further business, the meeting was terminated at 7:22 p.m.

Next Meeting: AGM – Wednesday, May 31, 2023 @ 6 PM, electronically

FirstService Residential BC Ltd.

M. Babjarcik

Miroslav Babjarcik
Strata Manager
Per the Owners
Strata Plan EPS3084

MB/kk

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www.fsresidential.com

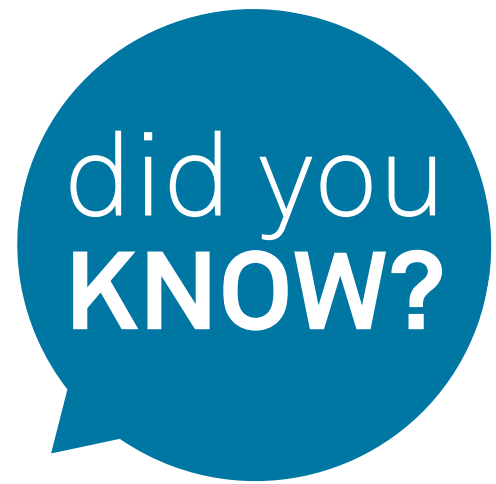
Please keep a copy of these minutes for future reference, which will be required at the time of sale. A charge, as per the *Strata Property Act*, will be assessed for replacement copies.

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**



Electric Space Heaters

Did you know that electric space heaters are involved in thousands of residential fires each year? As such, nearly 32% of all home heating fires, and 79% of all fatal home heating fires, are caused by portable electric space heaters.*

- Purchase a heater that automatically shuts off if tipped over
- Read all manufacturer's instruction for use and care
- Place the heater on a solid and level surface
- Regularly inspect for cracked or damaged plugs or connections
- Never use an extension cord or power strip; plug directly into an outlet
- Keep heaters at least three feet away from anything that is flammable
- Clean the heater to prevent dust build-up



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Source: National Fire Protection Agency*