

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, June 14, 2023
via WebEx, electronically.***

COUNCIL IN ATTENDANCE:	Bethany Brown	President
	Bernice Kovacic	Vice-President
	Rick Chou	Treasurer
	Katherine Peterson	Secretary/ Privacy Officer
	Aria Yousefi	Member at Large
	Emily Kerr	Member at Large
	Daniel Baranowski	Member at Large
STRATA MANAGER:	Miroslav Babjarcik	FirstService Residential
REGIONAL DIRECTOR:	Michael Chung	FirstService Residential

The meeting was called to order at 6:02 p.m.

NOMINATION OF OFFICERS (1ST COUNCIL MEETING AFTER AGM)

The members of Council accepted the officer position noted below:

Bethany Brown	President
Bernice Kovacic	Vice-President
Rick Chou	Treasurer
Katherine Peterson	Secretary/ Privacy Officer
Aria Yousefi	Member at Large
Emily Kerr	Member at Large
Daniel Baranowski	Member at Large

Service level expectations were reviewed with the Council to reach a mutual understanding on the day-to-day operations as well as in between meeting communication protocols with managing the property.

APPROVAL OF STRATA COUNCIL MEETING MINUTES

It was moved and seconded to approve the Minutes of the Strata Council Meeting held on March 22, 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 Strata Council to send bylaw violation letters to all Strata Lots with three (3) or months' worth of strata fees in arrears. **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 from March to April 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 & ES-2022-013818, In Progress.
3. CPP Ruling Number: CE2236 2183 4380, Decision in favour of Strata Corporation.
4. EI Ruling Number: CE2234 1123 8405, Decision in favour of Strata Corporation.

The FirstService Residential Litigation Support billing was reviewed and 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, Chargeback, Reversal:** The Strata Council reviewed the lawyer's assessment and decided to not pursue this claim any further. The chargeback will be reversed. **CARRIED.**

4. **Annual Fire and Safety Inspection, Report, Deficiencies, Third Visit:** The proposal for the third round of in-suite inspections and second round of the deficiency repairs was completed on June 7, 2023. Currently awaiting report from the contractor. The Strata Council decided to send a bylaw violation to ALL Units that failed to provide the access on June 7, 2023, visit in addition to chargeback for the cost of the attempted visit. **CARRIED.**
5. **ProStar, Metal Strip Painting, Deferred:** The work is deferred until the loading bay work is completed.
6. **Windows and Awning Cleaning, Ratification:** The BlackTie Property Services Inc. has agreed to carry out the work since the situation on the E Hastings Street has improved. The work is scheduled to be completed on July 10, 2023. The work is excluding the alleyway facing windows due to safety issue and lack of roof anchors. **CARRIED.**
7. **Horizontal and Vertical Drain Cleaning, Completed, Ratification:** The sanitary drain cleaning was completed by Just Mechanical Ltd., in early May 2023. The Strata Council ratified the approval.
8. **Elevator Glass Restoration, Completed:** The Glass Pro Restoration completed the work on March 27, 2023.
9. **Access Control System and Intercom Replacement:** The Strata Council will be conducting the Fob Audit and replacement of all the fobs. The goal is to increase the overall security and eliminate cloned fobs. The Strata Council approved to have Vandelta review the system, export the list of fobs, and increase the storage time of the data. **CARRIED.**
10. **Plexiglass on E Hastings, CRUs, Quotes:** The matter is tabled until later date. **CARRIED.**
11. **Fob and Enterphone Request, Refresher:** 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.

BYLAW VIOLATION REPORT

1. **Bylaw Violation Report:** The Strata Council reviewed the bylaw violation and chargeback report, and it was moved and seconded to either waive or apply the fine(s) and/or chargeback(s) to Strata lots that were deemed to be in violation and/or responsible for the incidents under the Strata Corporation bylaws. The decision letters will be sent out accordingly. **CARRIED.**

2. **SL 74, Bylaw Violation Response:** The Strata Council reviewed the bylaw violation response and decided to waive the fine for the noise incident. **CARRIED.**
3. **SL 79, Chargeback, Response:** The Strata Council reviewed the Owner's correspondence. The request for the payment plan was denied. The Owner is responsible to seek for alternative means of payment; the payment is due, as per the chargeback letter. **CARRIED.**

CORRESPONDENCE

4. **SL 16, Stolen Parcel:** The Owner/Tenant reported stolen parcel. The incident was investigated, and the offending Strata Lot was issued a bylaw violation and requested to return the parcel. **CARRIED.**
5. **SL 26, Garden Area Furniture:** The Strata Council is reviewing the matter and Ownership of the items.
6. **Changed Lock, Complaint:** The Strata Council directed Strata Manager to send bylaw violation letter. **CARRIED.**

NEW BUSINESS

1. **Loading Bay Replacement, Status:** The Ownership approved the funding for the replacement of the Loading Bay at the recent AGM on May 31, 2023. The Strata Manager recommended Council drafts and/or obtains a contract and have it reviewed by legal to ensure the Strata Corporation is adequately protected before entering into the contract with vendor or formally accepting their proposal for the loading bay gate replacement. The Strata Council agreed with the recommendation and will provide the draft in the next coming days for legal review. **CARRIED.**
2. **CRA Trust Examination, FSR Billing:** The CRA has requested Strata Corporations financials for audit purposes. The Strata Corporation complied with the request. This assistance from FirstService Residential was subject to extra billing. **CARRIED.**
3. **Water Ingress, Engineering Report & Recommendations:** The Strata Council reviewed the report and recommendations and request breakdown on pricing before proceeding. The engineering cost incurred up to date were ratified. **CARRIED.**
4. **Mechanical Maintenance, New Contract, Ratification:** A new contract with Just Mechanical was approved and ratified by the Strata Council; the new company began their service on April 15, 2023. **CARRIED.**
5. **Storage Locker, Junk Removal, Unauthorized Use:** There are currently seven (7) lockers owned by the Strata Corporation that are being used without the authorization. The Strata Council directed the Strata Manager to provide additional three (3) weeks of notice to ALL Residents to remove the items stored in these lockers: 21, 22, 24, 25, 28, 29, 30, failure to remove the items by the deadline will result in disposal of the items on July 4, 2023. **CARRIED.**
6. **Entrance Gate, Quote:** The matter is tabled until later date. **CARRIED.**

7. ***Awning Glass, Repair, Quote:*** The Strata Council reviewed and approved the quote from Crown Glass for replacing broken awning glass. The broken glass will also be reported to Strata Insurance for the coverage and to City of Vancouver by Strata Council for financial assistance **CARRIED.**
8. ***Elevator Shaft Glass, Repair, Quote:*** The Strata Council reviewed and approved the quote from the Crown Glass for replacing the broken elevator shaft glass. **CARRIED.**
9. ***Roof Preventative Maintenance, Completed, Ratification:*** The Strata Council approved the proposal for roof preventative maintenance from Design Roofing. The work was completed on May 25, 2023. **CARRIED.**
10. ***Graffiti Cleaning, Completed, Ratification:*** The Strata Council approved the proposal for graffiti and paint removal from Goodbye Graffiti. The work was completed in May 2023. The Strata Council requested proposal for monthly plan. **CARRIED.**
11. ***SL 79, Toilet Leak, Chargeback, Below Deductible Incident:*** The below deductible leak incident occurred in SL 79 on April 22, 2023, that has affected multiple Units below; the plumbing company and emergency restoration were called in to mitigate the damage and the Owner is responsible for this cost per the bylaws. The incident is below the Strata Insurance deductible; therefore, the Owners are responsible for their own final repairs. **CARRIED.**
12. ***AGM Resolutions, Legal Expense, Ratification:*** The Strata Council approved and ratified the legal expense for drafting the AGM Resolutions. **CARRIED.**
13. ***Security Cameras, Proposals:*** Tabled until early next year for preparation for the AGM.
14. ***Previous Council Decisions, Ratification:*** The Strata Council approved and ratified all previous Council's decision without limitations. **CARRIED.**
15. ***Emergency Contacts, Council:*** The Strata Council members have agreed to be contacted in this order for any building emergencies during and outside of regular business hours if needed: 1) Emily, 2) Daniel, 3) Bethany and 4) Aria. **CARRIED.**
16. ***Special Permissions, Chargeback and Legal Opinions:*** The Strata Council has authorized Strata Manager to obtain legal opinion(s) on behalf of the Strata Corporation at no cost using the FirstService Legal Retainer on as needed basis. **CARRIED.**

The Strata Council has authorized Strata Manager to issue chargeback bylaw violation letters to the Owners/Residents responsible for the damage or loss to other Strata Lots and/or Common Property. Such bylaw violations and responses are then reviewed by the Strata Council at the next regularly Council meeting. Strata Council then makes the decision and is fully in the charge of the bylaw enforcement per the Strata Corporation bylaws. **CARRIED.**
17. ***Email Communication Protocol:*** The Strata Manager discussed with newly elected Council the best practices in relation to communication. To ensure transparency, efficiency, and effectiveness for all stakeholders. The Strata Council agreed to these best practices. **CARRIED.**

TERMINATION OF MEETING

There being no further business, the meeting was terminated at 8:29 p.m.

Next Meetings: Wednesday, August 23, 6 PM via WebEx, electronically
 Wednesday, November 29, 6 PM via WebEx, electronically
 Wednesday, January 31, 6 PM via WebEx, electronically
 Wednesday, March 27, 6 PM via WebEx, electronically
 AGM, May 2024, Date TBD, electronically

FirstService Residential BC Ltd.

M. Babjarcik

Miroslav Babjarcik
Strata Manager
Per the Owners
Strata Plan EPS3084

MB/yl

Email: info.bc@fsresidential.com
Customer Care Centre: 1.855.273.1967 (24 hours non-emergency)
 604.683.8900 (24/7 emergencies)

www.fsresidential.com

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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.

Cigarette Disposal

Cigarettes and cigars are a leading cause of residential fires in Canada. In Vancouver in 2015, there were 90 smoking-related fires and in 2017, 120. Since 2001, 1 in 3 fire-related deaths in Vancouver have been attributed to smoking. With the legalization of cannabis, incidents are expected to rise.

Fires caused by residents or guests using flower pots or planters as ashtrays or throwing cigarettes over balconies or patios can cause devastating property and life loss. The soil in planters often contain highly combustible materials like peat moss, and yet they are commonly used as ashtrays. Peat moss is added to potting soil to retain moisture and keep the pot light. Other materials that are found in planters and can fuel flames are vermiculite, Styrofoam and fertilize.

Remember:

- Never toss hot cigarette butts over the balcony or out a window.
- Never toss hot cigarette butts or ashes in the trash or in a planter.
- Use a sturdy ashtray with a wide stable base or a can filled with sand to extinguish smoking materials.
- Do not place ashtrays on chairs or sofas.
- Soak cigarette butts and ashes in water before throwing them away.
- Never smoke in bed.



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