

**STRATA CORPORATION EPS1231  
“THE MARK”  
1372 SEYMOUR STREET  
VANCOUVER, BC**

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**MINUTES OF THE STRATA COUNCIL MEETING OF THE OWNERS OF STRATA PLAN EPS1231 “THE MARK”, HELD IN THE 9<sup>TH</sup> FLOOR DINING HALL, 1372 SEYMOUR STREET, VANCOUVER, BC ON TUESDAY, FEBRUARY 16<sup>TH</sup>, 2016 AT 6:00 P.M.**

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**IN ATTENDANCE**

Cecilia Li – President  
Erin Emery – Landscaping/Garden Plots  
Dario Duran

Lakhpinder Takhar – Treasurer  
Theo Kefalas – Sub Garden Plot Committee  
Brent Belsher via Skype

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

Joseph Tsang – Senior Strata Agent

**REGRETS**

Rowly Johnson – Vice President/Secretary/Fitness Advisory Committee

1. **CALL TO ORDER**

There being a quorum present, the meeting was officially called to order at 6:10 p.m.

2. **PREVIOUS MEETING MINUTES**

There being no errors or omissions, Council adopted the minutes of the previous Council Meeting held on January 20<sup>th</sup>, 2016, as presented.

3. **COMMITTEE REPORT**

a) **Building Deficiency:**

i) **15<sup>th</sup> Month Warranty:**

Mr. Dario Duran provided the Strata Agent with a list of unrepaired items that fall under the 15 month warranty period and request that the outstanding issues be directed to both the Developer and the 3<sup>rd</sup> party warranty provider immediately for corrective action.

ii) **2 Year Warranty:**

The Developer advised in an email dated January 28<sup>th</sup>, 2016, that they are in the process of scheduling the repair work with their building envelope contractors to commence the work in spring 2016.

4. **COMMITTEE REPORT – CONT'D**

a) **Building Deficiency – Cont'd:**

iii) **Hot Water Issue:**

Council was told that another re-heat tank will be installed on February 24<sup>th</sup>, 2016, for zone 4, which serves floors 31<sup>st</sup> to 39<sup>th</sup> to correct the inadequate hot water issue.

b) **Fitness Advisory Committee (FAC):**

Council was told that the “free weights” continues to be the main cause of the noise transfer from the gym.

c) **Landscaping:**

It was unanimously agreed that a new landscaping vendor shall be retained when the current service contract expires on February 29<sup>th</sup>, 2016. Following a lengthy discussion, various options on how to improve the grass in the courtyard, the boulevard, and in front of townhouses were considered. It was ultimately agreed to have artificial turf installed in two (2) of the courtyard plots with the third (3) plot reserved for a “zen garden” and install test samples into two (2) of the plots with the zen garden planted for the third southern part. Given the expected cost to install artificial turf for the boulevard along Seymour and Pacific is substantial, the Strata Agent was asked to obtain quotations to have the grass turfed.

d) **Building Manager Report:**

The report for the month of February 2016 was presented before Council for review. A request was made to have the Building Manager possibly pressure wash the parkade more often in order to reduce the amount of debris build up, especially around the ramp areas.

e) **Bylaw Infraction:**

Strata Council reviewed the letter log since the last Council Meeting. After reviewing the log, it was **MOVED**, **SECONDED**, and **CARRIED** to assess warnings and fines, and instruct the Strata Agent to advise the Owners of Strata Council's decision.

**(Note: Owners are reminded that in order to dispute any bylaw infraction letters registered against their respective suites; they must do so within the time frame allotted to them as outlined on the bylaw infraction letters.)**

5. **FINANCIAL REPORT**

The Treasurer informed Council that he has just received the January 2016 financials and had sent the Strata Agent a list of minor questions but suggest that the January financials be approved as presented.

**Arrears:**

The accounts receivables list dated February 16<sup>th</sup>, 2016, was reviewed, it was noted that lien warning letters have been issued to those Owners who are in arrears of two (2) or more months in their strata fee payments giving the

5. **FINANCIAL REPORT – CONT'D**

**Arrears – Cont'd:**

Owners two weeks to bring their account up to date or risk having a lien registered against their respective account resulting in an additional cost of \$500 to have the lien subsequently removed.

6. **BUSINESS ARISING FROM PREVIOUS MEETING**

a) **Penthouse Renovation:**

A letter was issued to the Owner of the penthouse on January 25<sup>th</sup>, 2016, requesting that they provide Strata with a construction schedule and the expected completion date for the renovation work. As of tonight's meeting, no response has been received. The Strata Agent was requested to issue a follow up letter giving the Owner another week to provide strata with the requested information or fine of \$200 per week will be assessed until the requested information is received.

b) **Window Cleaning:**

A letter was issued on January 25<sup>th</sup>, 2016, to the Developer for “Vancouver House” asking that they contribute to the window cleaning expense due to dust blowing from their excavation activities. In a recent phone conversation with the Strata Agent, WestBank advised that they were shocked to have received the letter given that their construction site is two (2) blocks away from “The Mark” and have taken proper care in complying with the city requirements in containing the dust. As a result, they will not be contributing to the window cleaning expense as requested.

7. **CORRESPONDENCE**

Owners are encouraged to write Strata Council, via Rancho Management Services on any Strata related matters (i.e. suggestions, concerns, etc). Correspondence can be sent to Rancho's office at 6<sup>th</sup> Floor – 1190 Hornby Street, Vancouver, BC, V6Z 2K5, or by fax to 604-684-1956 or by email to [josephsantang@ranchogroup.com](mailto:josephsantang@ranchogroup.com).

Correspondence received from Owners was presented to Council for review and instruction was given to the Strata Agent on how to respond.

8. **NEW BUSINESS**

a) **9<sup>th</sup> Floor Amenity Door:**

The Strata Agent was asked to make relevant adjustments to ensure the glass door separating the bbq area and the hallway door closes after each use.

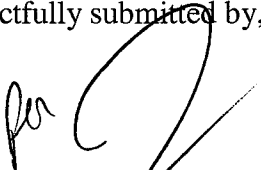
9. **NEXT COUNCIL MEETING**

The next meeting will be a Strata Council Meeting and will be held on **Monday, March 7<sup>th</sup>, 2016 at 6:00 p.m., in the 9<sup>th</sup> floor meeting room at 1372 Seymour Street, Vancouver, BC.**

10. **MEETING TERMINATION**

There being no other business to discuss, it was **MOVED, SECONDED, and CARRIED** to terminate the meeting at 8:15 p.m.

Respectfully submitted by,



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Joseph Tsang, Senior Strata Agent  
Rancho Management Services (B.C.) Ltd.  
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**STRATA FEES/PRE-AUTHORIZED DEBIT**

Should you ever have any questions regarding your strata account, please feel free to contact our Strata Accounts Receivables Department at: 604-331-4258. Owners who are not yet on the Pre-Authorized Debit (P.A.D.) Program should contact the same number to obtain a form. The P.A.D. Program is the required payment method whereby we can debit your account with your monthly strata fees on the first of every month.