

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

MINUTES OF THE STRATA COUNCIL MEETING OF THE OWNERS OF STRATA PLAN EPS1231 “THE MARK”, HELD IN THE 9TH FLOOR DINING HALL, 1372 SEYMOUR STREET, VANCOUVER, BC ON TUESDAY, JULY 19TH, 2016 AT 6:00 P.M.

IN ATTENDANCE

Rowly Johnson – President/Secretary/Fitness Advisory Committee
Brent Belsher – Vice President (via conference call until 6:30 p.m.)
Cecilia Li – Short Term Rental Committee (attended from 6:30 p.m.)
Theo Kefalas – Sub Garden Plot Committee (left at 6:30 p.m.)
Dario Duran – Maintenance Committee

REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD

Joseph Tsang – Senior Strata Agent

REGRETS

Erin Emery – Landscaping/Garden Plots

Lakhpinder Takhar – Treasurer

1. **CALL TO ORDER**

There being a quorum present, the meeting was officially called to order at 6:05 p.m.

2. **PREVIOUS MEETING MINUTES**

There being no errors or omissions, Council adopted the minutes of the previous Council Meeting held on June 28th, 2016, as presented.

3. **COMMITTEE REPORT**

a) **Building Deficiencies:**

i) **15th Month Warranty:**

A site meeting was held on July 7th, 2016, with Salvador Diaz, warranty and service manager of Onni Group, Eddie Avalos Building Manager, Brent Belsher, and Dario Duran Strata members to review the outstanding deficiencies, which falls under the 15th Month warranty period. Mr. Diaz was in agreement with having the remaining outstanding issues addressed. Some of the items discussed in detail were;

- filling the concrete cracks from level P4 to P5 in the parkade,
- providing Strata with a replacement door panel for the fridge on the ninth (9) floor dining hall, and
- Onni will clean out the storage room on the 5th floor and return it to Strata. (The Strata Agent was asked to follow up with Onni on getting an ETA on when that will occur.

3. **COMMITTEE REPORT – CONT'D**

a) **Building Deficiencies - Cont'd:**

i) **15th Month Warranty – Cont'd:**

- Onni has also agreed to have all the pavers in front of the townhouse level. (A suggestion was made to have Onni use paver sand to ensure the pavers are being secured properly and to prevent any potential movements).

ii) **2 Year Warranty:**

In an email dated July 1st, 2016, Salvador Diaz confirmed that they intend to have all the deficiencies reported under the 2 year warranty period repaired by mid to end of September 2016, (weather permitting). As of July 1st, 2016, they have already completed 25 items on the list.

iii) **Roof Top Chiller:**

As of tonight's meeting no further correspondence has been received from Onni Group on this subject. Following a brief discussion the Strata Agent was asked to issue another letter to Onni requesting for an update.

iv) **In-suite Fan Coil:**

The in-suite fan coil for the missed suites has been scheduled to be completed on Monday, July 25th, 2016, from 7:30 a.m. to 5:00 p.m.

Council acknowledged the significant contributions of Council member Dario Duran for countless volunteer hours he has personally invested in ensuring deficiencies are being addressed. His efforts on behalf of all owners have saved strata significant costs.

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

Rowly Johnson informed Council that an email was recently sent out to the Committee members inviting their participation and input.

c) **Landscaping:**

A final site inspection was held with the contractor installing the turf on July 7th, 2016, to address any deficiency items before releasing the 10% holdback. The contractor has since completed all the deficiency items including the installation of a board on the turf in front of the townhouses to prevent the sand from slipping away, for an additional cost of \$733 including taxes.

i) **Garden Plots:**

The garden plot user #9 has failed to maintain his garden plot as stipulated in the garden plot policy and was given several opportunities clean up his garden plot but failed to do so, as a result, the plot was subsequently assigned to the next Resident on the waiting list.

3. **COMMITTEE REPORT – CONT'D**

d) **Short Term Rentals:**

The Committee members recently met to discuss the “pros” and “cons” of having short term rentals in the building. A set of questions is being established, which will be forward to the Strata Council to be included in the Annual Survey. Council reviewed the three (3) recent short term rental infraction letters and instructed the Strata Agent to fine those Owners \$500 each for renting their suite out on a short term basis and contravene the City of Vancouver’s 30 day minimum requirement.

(Note: Owners are reminded that, until the City of Vancouver changes its bylaws on short-stay rentals, or until the strata ownership vote at an AGM to change our bylaws on this, short-stay rentals including AirBnB are prohibited under the Mark bylaws. Owners will continue to be fined for each infraction.)

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 either warnings or “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.)

i) **Proposed Bylaw:**

A suggestion was made to propose a bylaw at the next Annual General Meeting requiring Residents to pay a cleaning fee of \$10 per stall if they failed to move their vehicles during the scheduled parkade pressure washing.

ii) **Garbage Room Violation:**

Council has observed increased instances of household refuse not being properly disposed of in the garbage room, especially large furniture items which do not fit into the compactor are simply being left in the garbage room floor. While infraction letters have been sent out to those offenders, Council feels that Residents should be better educated on how to properly dispose of their household refuse. As a result, the Strata Agent was asked to issue a memo on this matter. The Strata Agent was asked to fix the dent on the garbage room as well.

(Note: Owners are reminded that household garbage may only be disposed of in the appropriate recycling bins and garbage compactor in the P1 Recycling Room. Anyone leaving trash or unwanted items on the garbage room floor, littering in common areas or on grounds, or disposing household garbage in exterior containers will be fined.)

4. **FINANCIAL REPORT**

The discussion of the financial statements was postponed until the next Strata Council meeting due to the Treasurers absence.

5. **BUSINESS ARISING FROM PREVIOUS MEETING MINUTES**

a) **Electrical Vehicle Charging Station:**

Council was presented with a proposal from a 3rd party electrical consultant (Nemetz & Associates Ltd.) to assist Strata on determining how many electrical vehicle charging stations the building could accommodate, and establishing the parameters required in order for a homeowner to install an electrical vehicle charging station by their assigned parking stall(s). The cost is estimated at \$4,500 plus taxes. This is not an expense for which Council has budgeted, and given that this currently is a service only some Owners require, Council decided that it is not prudent to invest unbudgeted strata resources in this at this time. However, to encourage a green approach and support those Owners who are interested, Council is proposing a cost-sharing structure to save everyone costs in exploring options further. A letter clarifying this will be issued shortly.

6. **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 6th Floor – 1190 Hornby Street, Vancouver, BC, V6Z 2K5, or by fax to 604-684-1956 or by email to josephsang@ranchogroup.com.

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

7. **NEW BUSINESS**

a) **Fountain on Seymour Street:**

The Strata Agent was asked to ensure that the new float valve for the fountain on Seymour Street be replaced as soon as possible. In the meantime, Council suggested that the fountain light be changed to a single colour. As well, a suggestion was made to purchase a vacuum to get rid of all the sand accumulating in the fountain.

b) **Guest Suites:**

Council received a suggestion that new duvet covers be purchased for the two guest suites. Theo Kefalas volunteered to look after the purchase of an extra set. The Strata Agent was asked to ensure that the original duvet covers be sent out for dry cleaning once the new duvets arrived and that this occurs every quarter given the high use.

c) **Zipcar Parking Stall:**

Council requested the Building Manager pressure wash the parking stalls occupied by Zipcar.

d) **Maintenance Schedule:**

Council requested the Building Manager to put together a maintenance schedule to provide Strata a better understanding of the annual maintenance requirements.

Council appreciates the extra hard work and attentiveness of our Building Maintenance Manager Eddie for ensuring the safe operations of our building and diligence in maintaining the garbage room.

8. **NEXT COUNCIL MEETING**

The next meeting will be a Strata Council Meeting and will be held on **Tuesday, August 9th, 2016, at 6:00 p.m., in the 9th floor meeting room at 1372 Seymour Street, Vancouver, BC.**

9. **MEETING TERMINATION**

There being no other business to discuss, it was **MOVED, SECONDED**, and **CARRIED** to terminate the meeting at 7:40 p.m.

Respectfully submitted by,



Joseph Tsang, Senior Strata Agent
Rancho Management Services (B.C.) Ltd.
6th Floor-1190 Hornby Street, Vancouver, BC V6Z 2K5
Phone: (604) 684-4508
Direct Line: (604) 331-4253
Email: josephsang@ranchogroup.com

EXTENDED ABSENCE

Owners/Residents who are going away for an extended period of time must make arrangements to have someone inspect their suite on a regular basis. The following are suggested steps to be taken when planning on leaving for thirty (30) days or more:

- Notify the Concierge Staff of your absence
- Leave an emergency contact phone number
- Make provisions for building services to access your suite for issues like annual maintenance of the fan coils
- Turn off all water supply lines in your suite (Concierge staff can provide you with assistance if required)
- It is advisable that you have your suite checked at least once a week.