

**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 THURSDAY, NOVEMBER 17TH 2016 AT 6:00 P.M.

IN ATTENDANCE

Rowly Johnson – President/Secretary/Fitness Advisory Committee
Lakhpinder Takhar – Treasurer
Theo Kefalas – Sub Garden Plot Committee
Dario Duran – Maintenance Committee
Cecilia Li – Short Term Rental Committee (Via-Video Conference)
Erin Emery – Landscaping/Garden Plots

REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD

Joseph Tsang – Senior Strata Agent

REGRETS

Brent Belsher – Vice President

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 October 18th, 2016, as presented.

3. **COMMITTEE REPORT**

a) **Building Deficiencies:**

i) **15 Month Warranty:**

Dario Duran informed Council that he has reviewed the deficiency items which falls under 15th month warranty coverage and confirmed only three (3) items outstanding, they are:

- Rusty hinges on the swimming pool level mechanical room door,
- Pavers for the Townhouse, and
- Parkade floor cracks repair on levels P4 and P4.5 (slab on grade level)

3. **COMMITTEE REPORT – CONT'D**

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

ii) **Strata Lot 264:**

Council was told that Shanelle Currie, building science field technologist of Morrison Hershfield has visited Strata Lot 264 on Wednesday, November 2nd, 2016 to investigate the water dripping problem but could not determine the actual cause. During her visit, she observed a crack underneath the exterior soffit, which extends into the ceiling of the 2nd bedroom and think this may pose a potential water ingress problem. This issue was subsequently forwarded to the Builder's attention and in an email dated November 7th, 2016, Salvador Diaz, warranty and service manager of Onni, confirmed that all exterior inaccessible deficiency items are scheduled for repair in early spring of 2017.

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

Council was told of several small items are missing from the gym, such as “Trex” straps, and a weighted bar. It was suggested that the Concierge staff on duty be asked to conduct a daily inventory of the small items in the gym during their regular patrols. Council was in agreement and requested that the FAC put together an inventory list of the small items that the Concierge should be checking for.

A suggestion was made to have regular yoga class in the gym. Erin Emery was asked to canvass the Residents on the types of yoga class so that Cecilia Li could obtain a formal proposal for consideration by Strata Council through her contacts.

c) **Short Term Rental:**

The result from the recent survey showed that Owners are equally weighted in favour of and against “short term rentals”. Owners recognized that the Strata Corporation hands are tied but were more interested in the types of measures that Strata will propose once the City of Vancouver decides to amend its existing bylaw to allow rentals less than 30 days.

d) **Landscaping:**

Council was told any planned improvements for the courtyard has been put on hold until next spring due to budget constraints. In addition, there is no seasonal planting for the “green wall” and that new plants are usually added in the spring of each year.

i) **Garden Plots:**

An email was sent to the user of garden plots 7, 8, 11, 13 and 14 given them until Monday, November 21st, 2016 to have their respective assigned plots cleaned or risk losing their assigned plots as per the garden plot policy.

e) **Maintenance Schedule:**

The maintenance schedule for November shows inspection of the anchoring system as well as a bicycle audit. The Strata Agent was asked to coordinate another bicycle audit with the due date of February 1st, 2017 and that all unclaimed bicycles shall be auction off and any leftover bicycles shall be donated to charities such as boys and girls clubs, etc.

3. **COMMITTEE REPORT – CONT'D**

e) **Maintenance Schedule – Cont'd:**

i) **Spring Cleaning:**

The Building Manager has suggested that a construction bin be brought onsite to allow Residents an opportunity to dispose unwanted large personal items in either January or February of each calendar year, to be followed by hiring a 3rd party junk removal company such as 1-800-got-junk to come and remove personal items discarded by Residents. Items left on the garbage room and collected by the Building Manager and stored for disposal.

ii) **Parkade Pressure Washing:**

A suggestion was made to have an outside contractor come and professionally clean the entire parkade in the spring of each calendar year and to have the Building Manager conduct regular pressure washing thereafter. Another suggestion was made to have the Building Manager vacuum the dust on the slab on grade level in the parkade in an effort to reduce dust due to the fact that this particular level does not have a traffic membrane applied.

f) **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.)

4. **FINANCIAL REPORT**

The treasurer informed Council that he has reviewed the September and October 2016 financials and see no irregularities. It was then **MOVED, SECONDED**, and **CARRIED** to approve the September and October 2016 financial statements as presented.

i) **Arrears:**

The accounts receivable list dated November 18th, 2016 showed a handful of Owners in arrears of charges being levied for damages originated from their respective strata lot. The Strata Agent was asked to ensure that the outstanding charges are collected.

ii) **Sale of Strata Lot 97:**

An all cash offer of \$593,000 was received for the sale of Strata Lot 97 and a court date has been scheduled for the judge to approve the sale on Monday, December 12th, 2016 at 9:45 a.m. The appraised value of Strata Lot 97 was \$655,000. Once the sale is approved by the court, Strata will then be paid out of the strata fees owed in excess of \$10,000.

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

a) **Annual Survey:**

Council was provided with the result of the annual survey. It was agreed to pick the top ten issues commonly raised by the ownership with each issue to be discussed at the monthly scheduled Strata Council meetings. One such issue has to do with the state of the fountain, Erin Emery, Dario Duran and Rowly Johnson was asked to look at options and quotes to replace the current white tiles. The Strata Agent was asked to consult with an electrician to determine the feasibility of having the existing lighting be changed to one type of light oscillating different colors.

b) **Electrical Vehicle Charging Station:**

Council was told that the electrical consultant is in the process of analysing the hydro data in order to determine how many chargers the building could accommodate.

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) **Guest Suite Usage:**

The Strata Agent was asked to provide Council with the data surrounding the guest suite usage as well as getting pricing from Shaw for providing wifi in the two guest suites.

b) **Parkade Propane Sensors:**

Council was provided with a copy of the recent inspection of the propane sensors for the underground parkade and suggested that all 25 of the originally installed Honeywell remote combustible propane sensors/cartridges require replacement as they are closing in on their life expectancy. The Strata Agent was asked to include a ¾ vote resolution at the next AGM to have this work completed.

8. **NEXT COUNCIL MEETING**

The next meeting will be a Strata Council Meeting and will be held on **Thursday, January 19th, 2017, 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 7:35 p.m.

Respectfully submitted by,



Joseph Tsang, Senior Strata Agent
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Minutes are prepared by the Strata Agent and are approved for distribution by the Strata Council.

HOLIDAY GREETINGS

At this time, Rancho Management Services would like to wish everyone the best of the Holiday Season!

Please note that during the Christmas Holidays and the New Year period any emergency situations can be handled by contacting Rancho's 24 hour emergency number.

RANCHO'S CHRISTMAS HOURS

FRIDAY, DECEMBER 16TH, 2016	CLOSED AT 1:00 PM
FRIDAY, DECEMBER 23RD, 2016	CLOSED AT 3:00 PM
MONDAY, DECEMBER 26TH, 2016	CLOSED
TUESDAY, DECEMBER 27TH, 2016	CLOSED
FRIDAY, DECEMBER 30TH, 2016	CLOSED AT 3:00 PM
MONDAY, JANUARY 2ND, 2017	CLOSED