

**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, OCTOBER 18TH 2016 AT 6:30 P.M.

IN ATTENDANCE

Rowly Johnson – President/Secretary/Fitness Advisory Committee
Brent Belsher – Vice President
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

Lakhpinder Takhar – Treasurer

1. **CALL TO ORDER**

There being a quorum present, the meeting was officially called to order at 6:35 p.m.

2. **OWNER HEARING**

The Owner and Tenant of Strata Lot 85 along with the husband of the Owner of Strata Lot 70, attended the meeting to discuss the infraction letters they received for their respective Strata Lots and requested leniency on any potential fines being considered. Having heard the Homeowners and Tenants testimonies, Council thanked them for taking the time to address Council in person and advised that the letters with the Council’s decision shall be mailed out to them shortly.

3. **PREVIOUS MEETING MINUTES**

There being no errors or omissions, Council adopted the minutes of the previous Council Meeting held on September 29th, 2016, as presented.

4. **COMMITTEE REPORT**

a) **Building Deficiencies:**

i) **2 Year Warranty Review:**

Council was told that an appointment has been scheduled for Wednesday, November 2nd, 2016, with the Strata’s building envelope consultant to investigate the leak from the “weep hole” outside the balcony of Strata Lot 264.

4. **COMMITTEE REPORT – CONT'D**

ii) **Roof Top Chiller:**

A letter was sent to the Developer's office on October 3rd, 2016, and a response was received via email on October 5th, 2016, advising that the Builder has been working hard with the Safety Authority in getting the chiller to the “**general plant status**”, and has been incurring all associated costs up to this point. The Developer will also be conducting an annual servicing of the chiller for both cooling and heating seasons, the Builder's mechanical consultant along with the customer service manager from the Developer's office will attend a future Strata Council Meeting to explain how the Builder had gotten “general plant status” and advise Strata Council on how to move forward.

b) **In-Suite Fan Coil Inspection:**

On October 3rd, 2016, official infraction letters were sent to Homeowners of Strata Lots 53, 74, 87, 91, 97, 219, 228, and 286, giving those Homeowners until October 15th, 2016, to have the preventative maintenance services done for their in-suite fan coils or risk facing a fine of \$50 per month assessed by the Strata Corporation for non-compliance. As of October 17th, 2016, preventative maintenance services were done for the fan coils in Strata Lots 53, 97, 219 and 286. The Strata Agent was instructed to issue decision letters with \$50 fines per month to the other four (4) suites which failed to have the required work completed. Moving forward, the Strata Agent was instructed to award the in-suite fan coils preventative maintenance to Pacific West Mechanical for 2017 and request that they provide the second (2) inspections at no cost to those homeowners who had missed the 1st inspection.

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

In response to Residents consistently opening windows in the fitness room, which requires the fans to run almost constantly, Rowly Johnson has suggested a trial of shutting off the fans entirely. Fitness room users may now control the temperature themselves by opening or closing windows.

d) **Landscaping:**

Erin Emery, informed Council that she has received and reviewed the revised proposal sent by ParaSpace on October 6th, 2016, and that the landscaping budget will have to be increased by 10% if ParaSpace is to be retained. Her recommendation is to keep the existing landscaping maintenance contractor as most of the landscaping improvement work is almost completed and the current landscaping budget will not have to be increased and there are sufficient funds for future improvement work. Council was in agreement with such suggestion and decided not to change the landscaping service provider.

e) **Short Term Rental:**

Council is awaiting the outcome of the annual survey to see where Owners and Residents stand with respect to short term rentals before finalizing any policies.

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.

4. **COMMITTEE REPORT – CONT'D**

f) **Bylaw Infraction – Cont'd:**

(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.)

Dirty Parking Stalls:

Council was told that 21 infraction letters were sent on October 5th, 2016, to those Residents who failed to move their vehicles in order to accommodate the pressure washing at the parkade. Council agreed that those Owners will be given an amnesty and reminded the Strata Agent to include in future parkade pressure washing notices that any Residents who failed to move their vehicle to accommodate the parkade pressure washing shall be levied a fine of \$200.

5. **FINANCIAL REPORT**

Due to the Treasurer's absence, the discussion of the September 2016 financials was **TABLED** until the next Strata Council Meeting.

Arrears:

Council reviewed the accounts receivables list dated October 12th, 2016 along with reviewing three proposals received from different realtors on the sale of Strata Lot 97. Mike Stewart of Century 21 in Town Realty was subsequently awarded the foreclosure listing of Strata Lot 97, in order to collect the Strata Fee's owed to the Strata Corporation totalling of more than \$10,000.

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

a) **Electrical Vehicle Charging Station:**

The electrical consultant is currently in the process of analysing the power consumption for the building along with determining the peak usage so that the maximum number of electrical chargers which could be safely installed be calculated.

b) **Annual Survey:**

Residents of The Mark are given until October 21st, 2016, to have the annual survey completed.

c) **Fountain Repair:**

The replacement parts for the fountain have not arrived and shall be installed once the parts are here.

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 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.

8. **NEW BUSINESS**

a) **Spring Cleaning:**

A suggestion was made to have a construction bin onsite twice a year instead of once a year to allow Residents the opportunity to throw away unwanted large personal items. The Strata Agent was asked to consult with the Building Manager to see if the second spring cleaning is needed and if so, when would be the appropriate time.

b) **Window Cleaning:**

The Strata Agent was asked to write another letter to the Developer of “Vancouver House” requesting that they contribute to the window cleaning for the “03” suites due to dust/dirt deposited on those windows from the “Vancouver House” construction site.

9. **NEXT COUNCIL MEETING**

The next meeting will be a Strata Council Meeting and will be held on **Thursday, November 17th, 2016, at 6:00 p.m., in the 9th 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 8:16 p.m.

Respectfully submitted by,



Joseph Tsang, Senior Strata Agent
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SECURITY

For the security of everyone, residents are reminded to **NOT** let strangers into the building. This helps to prevent vandalism and helps keep the building security at its highest level.