

**MINUTES
STRATA COUNCIL MEETING
THE OWNERS STRATA PLAN BCS 3801
JEWEL**

***Held on Thursday, September 23, 2021
Via Video Conferencing***

COUNCIL IN ATTENDANCE:	Glenn Mair	President
	Gavin Mogan	Vice-President
	Jessica Fung	Secretary
	Kerry Mah	Privacy Officer
	Lorraine Del Bianco	Treasurer
	Olga Petrov	Member
	Sylvia Davis	Member
	Vesna Pavlovic	Concierge/Caretaker
STRATA MANAGER:	Bryan Chen	FirstService Residential

The meeting was called to order at 7:00 p.m.

ELECTION OF OFFICERS

The President welcomed new members to Council and explained the officer positions. The following officer nominations were received and unanimously approved:

Glenn Mair	President
Gavin Mogan	Vice-President
Lorraine Del Bianco	Treasurer
Jessica Fung	Secretary
Kerry Mah	Privacy Officer

CONCIERGE/CARETAKER BUSINESS

1. *Caretaker`s Report:*

- (a) ***Gas Detection System:*** Global Gas Detection will be contracted to test and recalibrate the CO gas system.
- (b) ***Fob Audit:*** Strata has been doing annual fob audit in the past except for last year (2020) due to COVID. Strata plans to arrange a fob audit in 2021 and will send out notice with instructions.
- (c) ***Carpet Cleaning:*** Strata will arrange the common hallway carpet cleaning by Aero Carpet Services.

2. *Bylaw/Rule Violations:*

- (a) ***Dangerous Driving:*** Council moved and seconded to apply \$200 bylaw fine for dangerous driving in the parkade per the Bylaws. **CARRIED.**

- (b) **Tailgating:** Strata sent a letter to one Strata lot reminding them against allowing others to tailgate into the parkade. No further action was initiated.
- (c) **Violation of COVID Rules:** Council moved and seconded to apply \$100 bylaw fine for each violation with a total of \$400 fine for repeated violations of COVID rules per the Bylaws. **CARRIED.**

3. **Rental Update:**

- (a) The maximum number of authorized rentals is seven (7) per the Strata Bylaws.
- (b) Seven Strata lots are currently authorized rentals (Note that Strata lots still Owned by Original Owners or rented to Immediate Family Members [parent or child] are exempt from the rental restrictions and are not counted).
- (c) Three Strata lots are on the rental wait list.

BUSINESS ARISING

1. **Hot Water Storage Tanks:** The funding for the hot water storage tanks was approved at the Annual General Meeting on August 19, 2021. There was one quote available from Emerald Green. The Strata Manager will source competitive quotes for comparison.
2. **Window Leak in one Strata Lot:** RDH conducted building exterior examination and water testing and narrowed down the leak location to an approximate area. Remdal Painting and Restoration will be contracted to develop a plan to determine the exact location and carry out the necessary repairs.
3. **Playground Equipment Repairs:** Rectec Industries inspected the playground equipment, recommended some repairs and maintenance items, and provided a partial quote for the necessary work. Council requested a complete quote to review at the next meeting. In the meantime, the wave slide has been taped off as "closed" as this piece is damaged and needs to be replaced.
4. **Dryer Vent Cleaning:** PowerVac was contracted to clean the dryer vents from September 20 – 24, 2021. Owners are reminded that per Jewel 1 Bylaws Section 7(3), the Strata Corporation may charge a fine and the cost of rescheduling if access is not provided.
5. **Roof Repair and Maintenance:** Design Roofing inspected the tower and townhouse roofs and recommended repairs and maintenance items. Council reviewed and approved the quote.
6. **In-suite Washing Machine Hose Replacement:** Council reviewed and approved to have Latham's Plumbing replace rubber washing machine hoses in units that have not been done.

Owners are reminded that rubber washing machine hoses are recommended to be replaced **every five years or** anytime you notice any sign of leaks or weakness. Rubber washing machine hoses should be replaced with stainless steel braided hoses since they are much more resistant to bursting and are inexpensive compared to the potential cost of a flood. This is an Owner-responsibility item and should be completed by all Owners.

Our records show that 57 units still have the rubber washing machine hoses. To assist unit Owners in getting this task done, Latham's Plumbing will be contracted to go to each suite and replace the hoses with steel braided hoses at a cost of \$80 per unit. Owners will receive letters with the schedule, will have an option to opt-out if they are making the replacement themselves, but otherwise the Owners will be charged the cost of replacement.

7. ***Bike Rack Installation:*** Council reviewed and approved a revised quote to have FEHR Strata Repairs install the new bike storage racks.

CORRESPONDENCE

1. ***Hearing Decision:*** The Owner of one strata lot requested and attended a hearing regarding an alleged bylaw violation for adjusting common area HVAC controls. The outcome of the hearing was communicated to the Owner and no further action is required at this time.
2. ***Dispute of Bylaw Fine:*** The Owner of one strata lot disputed a bylaw violation fine for an un-scheduled move. Council decided that the fine will remain.
3. ***Sprinkler Pipe Leak:*** The sprinkler system pipe inside the roof of one strata lot leaked and was repaired by Strata.
4. ***Janitorial Cost Allocation:*** One Owner inquired about the change of janitorial cost allocation that was discussed at the Annual General Meeting. The Strata Manager will respond to correctly inform the Owner of the meaning of this change.
5. ***Balcony Membrane Deficiency:*** One Strata lot reported a deficiency of the balcony membrane finish. The Strata Manager will contact Remdal for a solution.

APPROVAL OF STRATA COUNCIL MEETING MINUTES

It was MOVED and SECONDED by Council to accept the 2021-07-15 Council Meeting minutes as distributed. **CARRIED.**

FINANCIAL REPORT

1. ***Review of Accounts Receivable:*** Council reviewed the Accounts Receivable Report dated September 15, 2021. No action was initiated.

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.

2. ***Report on Unanticipated Expenditures:*** The *Strata Property Act* requires that all Owners be notified as soon as possible of unapproved expenditures. No unapproved expenditures were reported.
3. ***Monthly Statements:*** The June - August 2021 financials were reviewed and approved.

LITIGATION

1. ***Boffo Lawsuit:*** There has been some routine correspondence but no update since the last Council meeting .

DECISIONS MADE BY E-MAILS

Subsequent to the previous Council meeting, Council made the following decisions via email:

1. Council approved to have Mountain Fire address the fire inspection deficiencies and arrange a make-up inspection for those units that missed the annual fire inspection.
2. Council approved the repairs of the leaked sprinkler pipe in one Strata lot (Refer to correspondence #3).
3. Council reviewed and approved the request by Strata's janitorial contractor, AJP to increase the monthly fees due to labor rate increase.

NEW BUSINESS

1. **Janitorial Services:** Council approved the recent fee increase request by AJP; however, had concerns about the lack of professionalism of the contractor when managing and communicating the fee increase to Strata and noted that service has recently been less thorough than in prior years. Council plans to source competitive quotes for the janitorial services and will decide accordingly.
2. **Landscaping Contract Renewal:** Council reviewed the landscaping contract renewal proposal and requested supporting information from the contractor for the requested fee increase.
3. **Parkade Membrane and Injection Repairs:** The funding for the parkade membrane and injection repairs was approved at the Annual General Meeting on August 19, 2021. The contractor, Remdal, will finalize the quote and schedule the work in the winter of 2021-22.
4. **Winterization:** Mountain Fire has been scheduled to winterize the dry sprinkler system. City Irrigation has been scheduled to winterize the irrigation system.

The Strata Manager will request competitive quotes for the snow services for Jewel 1 and Jewel 2 and will set it up.

Townhouse owners are reminded to shut off the patio water taps, drain the water and disconnect the hoses to prevent frozen and burst water pipes.

TERMINATION OF MEETING

There being no further business, the meeting was terminated at 9:30 p.m.

Next Meeting: Council Meeting on Thursday, October 21, 2021 at 7:00 p.m.

FirstService Residential BC Ltd.



Bryan Chen
Strata Manager
Per the Owners
Strata Plan BCS3801

BC/kk

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www.fsresidential.com

Please keep a copy of these minutes for future reference, which will be required at the time of sale. A charge, as per the *Strata Property Act*, will be assessed for replacement copies.

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.

WATER Damage



**DID YOU
KNOW?**
INTERESTING FACT

FS Insurance Brokers

Did you know that most units have up to ten or more water connections, including the washing machine, dishwasher, refrigerator/ice maker, bathtub, shower, sprinkler heads, hot water tank, faucets and more? Each of these connections has the potential to leak. ***If your unit is found to be the source of a leak that causes water damage, you may be held responsible.*** Fast action is imperative once a leak occurs in order to prevent damage!

Condo Owners' Coverage provides protection for:

- ▶ Know the location of your in-suite water shut-offs and turn off the water supply if you discover a leak
- ▶ Use a water monitoring system or contract with a monitoring service
- ▶ Winterize hose bibs as needed
- ▶ Replace rubber appliance supply hoses with steel braided hoses
- ▶ Avoid hanging items from sprinkler heads
- ▶ Seal tile grout

DISCLAIMER: All information provided by FS Insurance Brokers is advisory in nature. Any such information may not identify or contemplate all unsafe conditions; others may exist. FS Insurance Brokers does not imply, guarantee or warrant the safety of any of the client's properties or operations or that the client or any such properties or operations are in compliance with all federal, provincial, or local laws, codes, statutes, ordinances, standards or recommendations. All decisions in connection with the implementation, if any, of any of FS Insurance Brokers' advice or recommendations shall be the sole responsibility of, and made by, the client or other recipient of the information.