

**MINUTES
STRATA COUNCIL MEETING
THE OWNERS STRATA PLAN EPS 2381
HYDE PARK**

***Held on Thursday, October 7, 2021
Via WebEx***

COUNCIL IN ATTENDANCE:	Patrick Sheppard Lisa Simpson	Treasurer Member
REGRETS:	Terence Mintern Shaun Haxton	President Secretary
STRATA MANAGER:	Daniela Schulz	FirstService Residential

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

1. ***Clubhouse:*** No updates to be provided to Owners.
2. ***Landscaping:***
 - (a) ***Tree Replacement:*** The first phase of the tree replacement project is in process. The trees are in the process of being ordered and will be planted when the weather permits.
 - (b) ***Contract:*** Council reviewed a detailed response from the landscaping contractor regarding the concerns raised at the previous Council Meeting. Council discussed the matter and request a second follow up regarding the concerns raised by Owners and Council.
3. ***Maintenance Report:***
 - (a) ***Annual Maintenance Plan:*** Council reviewed the annual maintenance plan and discussed the vendor performance for the previous year.
 - (i) ***Dryer Vent Cleaning:*** The dryer vent cleaning was completed. The Strata Manager advised that some concerns were raised by Owners regarding the vendors and the Public Health Order.
 - (ii) ***Irrigation Shut Down:*** The Strata Manager has scheduled the winterization of the irrigation.
 - (b) ***Maintenance List Update:*** An updated maintenance list was reviewed at the meeting. Fehr Strata Repairs have repaired most items and is continuing to work on the evolving list. The next scheduled visit is October 22.

APPROVAL OF STRATA COUNCIL MEETING MINUTES

It was moved and seconded to approve the Minutes of the Strata Council Meeting held September 16, 2021 as circulated. **CARRIED.**

FINANCIAL REPORT

1. **Review of Accounts Receivable:** 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. **Monthly Statement(s):** It was moved and seconded to approve the financial statement(s) for August 2021. **CARRIED.**

Owners wishing to view the most recent financial statement are encouraged to log onto **FSRConnect™**. The financial statement can be viewed by logging into your account, clicking on "Forms and Documents", then "Financial Document", and then selecting the desired file.

3. **Report on Unapproved Expenditures:** There are no unapproved expenditures to report. The *Strata Property Act* requires that all Owners be notified as soon as possible of unapproved expenditures.
4. **Proposed Budget (2021-2022):** The Strata Manager presented the first draft of the proposed budget for the 2021-2022 fiscal period. Council reviewed each lined items and discussed projects for the 2021-2022 period. Many lined items were lowered or raised based on the quotation provided. Council will be holding a virtually Annual General Meeting on December 02, 2021.

REPORT ON LITIGATION

The *Strata Property Act* requires that all Owners be notified as soon as possible of any legal action involving the Strata Corporation.

1. **Small Claim Action # 86946:** A response was sent to Small Claims from the Strata Corporation lawyer being provided by the insurance provider through DAS Legal.
2. **Civil Claim # VLC-S-S-214336:** The Strata Council made a claim regarding Warranty concerns from the 2-year and 5-year deficiencies not being addressed.

BUSINESS ARISING

1. **Directives:** Council reviewed the directives list for the last meeting and noted that work in progress items are to be found for discussion in "*Business Arising*" from the previous Minutes.
2. **Five Year Warranty:**
 - (a) **Response Phase One – Two Reports:** Travelers is working on addressing concerns regarding the outstanding items. The Strata Manager will be requesting further updates of the outstanding items.
 - (b) **Roof Updates:** Travelers provided an updated report of the reported roof ingress from December 2020 to February 2021. Council has reviewed the details of the response from Travelers. Council requests a follow up with Das Legal regarding the status of the coverage of the current claims that are outstanding with the Warranty provider and the Developer.

3. **Patio Heater:** This project has been completed.
4. **Ventilation:** The Strata Manager advised that the quotation is in process of being obtained.
5. **Parking Sign Installation:** A Council Member provided an update of the project.
6. **Roof/Ducting Repairs:** Council reviewed a report for a strata lot regarding water stains in their bathroom. The cause of the water stains is the original construction of the ducting. The project is in the process of being scheduled and completed.
7. **Static IP:** The Strata Manager advised that this project is still in progress and will provided an update for the next meeting.
8. **Pruning Fir Tree:** The Strata Manager advised that the vendor has returned to the complex to address the matter. The Owner has advised that they are not satisfied with the pruning.
9. **Window Repairs:** The repairs are in the process of being scheduled.
10. **Gutter Installation:** The installation is in the process of being scheduled.
11. **Annual General Meeting:** Council will be presenting four resolutions for the upcoming virtual Annual General Meeting. The resolutions will proposed the completion of the Depreciation Report, repairs and maintenance to common property, proposed bylaw update and change of use of common property in the Clubhouse. The date of the meeting is December 02, 2021 and will be held virtually.

BYLAW VIOLATION REPORT

The Strata Council directed the Strata Manager to issue bylaw violation letters with possible fine(s) to the applicable Owner/Tenant for any complaints received for alleged bylaw violations. All materials related to such will be reviewed in depth by Strata Council at the upcoming Meeting. Any necessary investigations and/or decisions related to enforcement will be at the majority direction of Strata Council.

The Strata Council directed the Strata Manager to issue bylaw violation letters to any Owner/Tenant that may be responsible or deemed responsible for any property damage loss and costs that have been incurred by the Strata Corporation in order to remedy the situation. Any necessary investigations and/or decisions related to enforcement will be at the majority direction of Strata Council.

Council reviewed zero alleged bylaw infractions and provided direction to the Strata Manager to fine Strata Lots for Bylaw infractions with no response or action in remedying.

CORRESPONDENCE

1. **Roof Cleaning:** An Owner raised concerns regarding the annual roof cleaning of the complex. Council reviewed all the details raised by the Owner. Council requests a letter be sent to the Owners with their response.

2. **Landscaping:** An Owner raised concerns regarding the landscaping contract. Council reviewed all the details raised by the Owner. Council requests a letter be sent to the Owners with their response.
3. **Gutter Concerns:** An Owner raised concerns regarding overflowing gutters. Council reviewed all the details raised by the Owner. Council requests a letter be sent to the Owners with their response.
4. **Sprinkler/Soil:** An Owner raised concerns regarding the mulch and landscaping soil in the common area parks. Council reviewed all the details raised by the Owner. Council requests a letter be sent to the Owners with their response.

NEW BUSINESS

1. **Exclusion Preventative Maintenance:** Council reviewed a quotation for the entire complex to have preventative maintenance completed for each strata lot to address many concerns raised with rodents at the complex due to the neighbouring constructions. Council requests a revised quotation and a second quotation to ensure that all the locations are being addressed for each building.
2. **Water Main:** Council reviewed details of a water main requiring replacement. Via email Council approved a quotation for the repairs with District Mechanical. It was moved and seconded to ratify the approval of the quotation. **CARRIED.** The repairs have been completed.
3. **Vent Repairs:** Council reviewed a detailed report provided from a home Owner regarding repairs to concerns raised in their attic. Council reviewed the details and directed the Strata Manager to schedule the repairs to the attic.

TERMINATION OF MEETING

There being no further business, the meeting was terminated at 8:55 p.m.

Next Meeting: Thursday, December 02, 2021 at 7:00 p.m. for the Annual General Meeting

FirstService Residential BC Ltd.



Daniela Schulz
Senior Strata Manager
Per the Owners
Strata Plan EPS2381

DS/sl

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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.



HOT WATER *Tanks*

**DID YOU
KNOW?**
INTERESTING FACT



FS Insurance Brokers

The average lifespan of a hot water tank is 7-10 years, and it can be impacted by factors such as the construction quality of the tank and the amount of usage it incurs. ***A hot water tank that isn't functioning properly could lead to water leaks and damage, and it could be costing you money!*** Did you know that if a leak originates in your unit, and causes damage to other units or common property, that you might be legally liable to pay for repairs? Don't wait until it's too late!

Signs that your hot water tank needs to be replaced

- ▶ Water bubbling from the top, sides, or bottom of the tank
- ▶ Muddy water or sediment appears in the drain tank
- ▶ Rusty or discolored water coming from the tap
- ▶ Rust is visible around the bottom of the tank
- ▶ Loud cracks or pops during heating cycle
- ▶ Tank is no longer producing hot water
- ▶ Metallic taste to hot water

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