



## CLASSICO STRATA PLAN BCS 460

STRATA COUNCIL MEETING MINUTES  
TUESDAY, FEBRUARY 25, 2014 @ 5:30 PM  
MEETING ROOM - 1328 WEST PENDER STREET

**COUNCIL PRESENT:**

Roman Piechocki                      President/Treasurer  
Peter van Diepen                      Vice-President  
Irfaan Hafeez  
Paul McGeachie  
Lawrence Keenan  
Nihat Yalcin

**COUNCIL REGRETS:**

Douglas Soo

**MANAGEMENT PRESENT:**

Paul Kral, Senior Property Manager  
Pacific Quorum Properties Inc.  
pkral@pacificquorum.com / Direct Line: 604-638-1961

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1) **CALL TO ORDER**

The meeting was called to order at 5:35 p.m.

2) **ADOPTION OF PREVIOUS MINUTES**

It was:

**MOVED/SECONDED**

To adopt the minutes of the January 28, 2014 Council meeting.

**CARRIED**

**3. COUNCIL MEMBERSHIP REVIEW**

Council requested strata agent to contact commercial section regarding their representation on the strata council.

3) **FINANCE**

a) **Monthly Statement**

The Treasurer reported on the January 2014 Financial Statements. Minor corrections were submitted to the Pacific Quorum accounting. The Strata Council members approved the January 2014 Financial Statements.

Any Owner wishing to receive a copy of the Strata Corporation's Financial Statements should contact Pacific Quorum Properties Inc. during regular business hours from 9:00 a.m. to 5:00 p.m., Monday to Friday.

b) **Account Balances**

The current balances for the fifth month as of January 31, 2014 in the appropriate funds are as follows:

- Total Cash Balance                      \$1,210,790.00                      (including Contingency Reserve Fund)
- CRF Balance                                      \$1,050,998.00                      (Contingency Reserve Fund)

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Suite 408 - 7337 137<sup>th</sup> Street  
Surrey, BC V3W 1A4  
Tel: 604-635-0260 Fax: 604-635-0263

c) **Arrears**

The agent reported that letters will be sent to all Owners with overdue accounts.

The council will discuss and formulate the procedure for effectual collection of owners payments in arrears.

d) **Richmond Elevator Charges**

The agent reported that Richmond Elevator Maintenance responded that they will reverse the charges for an emergency call out related to the broken elevator. The agent is awaiting a response in writing to confirm.

4) **BUSINESS ARISING**

a) **Annual Fire Inspection**

The annual fire inspection is under way and will be completed on February 27, 2014.

b) **Hot Water Supply System – Roof**

The Council approved a proposal from Malburg Pump and Boiler, subject to the contractor providing a report from his consultation with Viessmann Manufacturing Co. regarding sizing of the equipment. The final contract will be drafted following the receipt of this report.

c) **Water Lines Insulation**

The water lines insulation and drywall re-installation on the 5<sup>th</sup>, 15<sup>th</sup>, and 27<sup>th</sup> floors were completed in February 2014. Strata Corporation thanks all residents on these floors for their cooperation during this project. The Strata Council also thanks the building managers for their help in coordinating this project.

d) **Bathrooms Renovations**

The men's and women's bathrooms in the swimming pool and the guest suite bathroom renovations are underway. This project is expected to be completed by April 5, 2014. Further information to residents will be provided via notices.

The Council also approved re-grouting of the Spa tiles at a total cost of \$840.00 including taxes.

e) **Swimming Pool Change Rooms Heating**

The Council approved a quote from Malburg Pump and Boiler for installation of electrical Nuheat mats in the change rooms at a total cost of \$6,950.00 taxes included. (There was no heat installed in the change rooms resulting in excessive build up of mold.)

f) **Parkade Tire Marks Repairs**

The Owner was not able to arrange for a contractor to remove the tire marks in the parkade. The Council agreed to proceed with a quote and scope of work submitted by Vancouver Waterproof & Injection. This project will be scheduled for March 2014. Notices will be posted well in advance.

g) **Common Area Furniture Replacement**

The Council confirmed that one (1) board table and eight (8) chairs for the Meeting Room at a total cost of \$2,495.00 plus taxes are expected to be delivered on Friday, February 28, 2014.

- h) **Flood Detectors**  
The Council President is going to arrange for another meeting with the electrical contractor to discuss flood detector installation in each strata suite. The risk assessment, cost and benefits will be considered. The Council will review equipment options and solutions at future meetings.
- i) **Speed Humps – Back Lane**  
The agent reported that the City of Vancouver responded regarding speed humps installation to reduce the speed of rush hour traffic in the back lane. The City advised to obtain approval from all three buildings facing the back lane (Classico, Cube and Pointe) that they are in agreement for the speed humps to be installed at the back lane at a cost of approximately \$2,500.00 per speed hump.  
The agent further reported that the Pointe Strata already submitted their approval for the speed humps installation. The agent will follow up with Cube Strata Council to obtain their approval.
- j) **Garbage Disposal - Back Lane - Commercial Section**  
This item has been postponed as the Commercial Section representative did not attend this meeting.
- k) **Special General Meeting**  
The Council is planning to organize a Special General Meeting (SGM) in early April 2014 to obtain Owners approval for the common area re-designation and other related projects. Notices with details will be mailed to Owners well in advance.
- l) **Toilets Overflow - Commercial Section**  
This item was discussed at the February 25, 2014 Commercial Section meeting. The advised the Commercial Section Executives that any future leaks from the backed-up toilets in the Commercial Section will be handled by a professional plumber and the costs associated with it will be charged back to the Commercial Section.
- m) **Water Leak - Commercial Section Corridor**  
This item will be addressed in the spring 2014.
- n) **Keyscan**  
The Council is in the process of obtaining quotes for the access control system repairs or its replacement.
- o) **Landscaping Design**  
Samara Landscaping Designer submitted a long-range plan of the entire property's landscaping improvements. The Strata Council is going to meet the landscape designer on-site on Saturday, March 8, 2014 to discuss details regarding their plans for landscaping improvements.
- p) **Swimming Pool Safety Plan**  
The strata council president and the building manager are currently updating the Classico's Pool Safety Plan, which is to be re-submitted to Vancouver Coastal Health by March 17, 2014.
- q) **Water Systems Inspection**  
Two back flow preventers have been re-inspected by the mechanical contractor. The contractor is also reviewing the City requirements regarding the cross connections in the pump room.

**5) BYLAW VIOLATIONS**

- a) A garbage rule violation warning letter was mailed out to an Owner for illegal garbage dumping in the garbage room.
- b) A move in/move out rule violation letter for illegal move in/move out was mailed out to two (2) Owners.
- c) An Owner received a common area rule violation letter for storing items in the common hallway.
- d) Two (2) Owners received warning letters regarding a gate rule violation.
- e) An Owner received a warning letter regarding their dog barking.
- f) A garbage rule violation warning letter was mailed out to an Owner for bringing garbage from outside into the building and disposing it in the garbage compactor.
- g) A warning letter was mailed out to an Owner for speeding in the parkade.
- h) A complaint letter was mailed out to an Owner regarding their tenants smoking on their balcony.
- i) A letter for frequent incidents of water leaking from their strata lot was mailed out to a commercial Owner.

**6) CORRESPONDENCE**

- a) The agent mailed out a letter to two (2) Owners requesting clarification on their apartment's rental status. One owner clarified their rental status.
- b) The Council approved a renovation request from the Owner of #807.
- c) An Owner submitted a letter regarding dog barking from a neighboring suite. The agent issued a warning letter.
- d) An Owner submitted correspondence regarding illegal move in/out fines. The forwarded to this Owner all correspondence related to several illegal move in/out bylaw violations. The Council agreed not to reverse unscheduled move fines.
- e) An Owner submitted a letter apologizing on behalf of their guest smoking on the balcony. The Council accepted the apology.
- f) An Owner submitted a letter regarding water marks on the ceiling and requested to touch up and paint their ceiling. The Council responded that there are no active leaks. The ceiling marks were due to the previous booster fan malfunctioning and recommended that the Owner touch up and paint the water marks on their own.

Owners are invited to write to the Council via the management company, Pacific Quorum Properties, regarding any Strata matters.

7) **NEW BUSINESS**

a) **Roof Anchor Inspection**

The annual roof anchors inspection is expected to be completed no later than during the week Monday, March 31, 2014.

b) **Dryer Vent Cleaning**

In between meetings, council approved a quote from the National Air for the annual dryer vents cleaning in the amount of \$6,030.00 + taxes. The dryer vent cleaning from inside and outside has been scheduled for April 8-12, and April 15, 2014. Notices will be posted well in advance.

c) **CHRA Membership**

A letter was received from the Coal Harbour Residents' Association requesting the Classico consider a membership; annual fee is \$500 per year. After review and discussion, council decided not to join this association.

d) **Commercial Unit - Attempted Break-In**

The Strata Council reported an attempted break-in to the commercial unit, Pender Medi Spa, at 1366 W. Pender Street. The Owner arranged for all necessary repairs.

e) **Election of the Residential Section Executives**

The following members of the Residential Section Executive were elected to the following position for the 2013/14 term:

Roman Piechocki      President/Treasurer  
Paul McGeachie  
Nihat Yalcin

8) **ADJOURNMENT/NEXT MEETING**

There being no further business, the meeting was adjourned at 7:35 p.m.

The next Council meeting is scheduled for **Tuesday, March 25, 2014 at 5:30 p.m.**

**ONLINE ACCESS TO YOUR STRATA CORPORATION**

To access ***PQ ONLINE*** for Classico:

- Go to: [www.pacificquorum.com](http://www.pacificquorum.com)
- Under ***PQ ONLINE LOGIN*** enter:
  - Username: **classico**
  - Password: **460**

Once you have logged into ***PQ ONLINE*** for the first time, **please go to “MY INFO” and sign-up for email notification** of important notices, meeting minutes, etc., and update your contact details.

*Submitted by:*

**PACIFIC QUORUM PROPERTIES INC.**

*Paul Kral, Senior Property Manager*

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**24-Hour Emergency Maintenance #: 604-685-3828**

**IMPORTANT INFORMATION** Please have this translated

**RENSEIGNEMENTS IMPORTANTS** Prière de les faire traduire

**INFORMACIÓN IMPORTANTE** Busque alguien que lo traduzca

**CHỈ DẪN QUAN TRỌNG** Xỉa nhờ người dịch hộ

**重要資料** 請找人為你翻譯

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

**알려드립니다** 이것을 번역해 주십시오

**सबुती महत्वाची** विद्यमा अवते विने वेस विमा एा सुल्लेवा अवकाधि

*Please Note:* The Real Estate Regulations may require that a vendor provide purchasers with copies of the strata corporation minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon a seven (7) day advance order from *Pacific Quorum Properties Inc.*