

**MINUTES OF ANNUAL GENERAL MEETING  
CLASSICO – STRATA PLAN BCS 460  
RESIDENTIAL SECTION**

**TUESDAY, OCTOBER 27, 2015 AT 6:00 PM  
PARTY ROOM – 1328 WEST PENDER STREET, VANCOUVER**



430 – 1200 West 73<sup>rd</sup> Avenue  
Vancouver, BC V6P 6G5  
Tel: (604) 685-3828 / Fax: (604) 685-3845

**PACIFIC QUORUM 24-HOUR EMERGENCY SERVICE: 604-685-3828  
CLASSICO DIRECT CONTACT: 604-202-2868**

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**MANAGEMENT PRESENT:** **Paul Kral, Senior Property Manager**  
**Pacific Quorum Properties Inc.**  
[pkral@pacificquorum.com](mailto:pkral@pacificquorum.com) / Direct Line: 604-638-1961

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1) **REGISTRATION**

Registration for the Residential Section commenced at 6:00 p.m.

2) **CALL TO ORDER**

The Property Manager, Paul Kral, declared a quorum, and called the meeting to order at 6:30 p.m. Roman Piechocki, the Council President, thanked everyone for taking the time to attend. Roman then asked Paul Kral to facilitate this meeting. As there were no objections, Paul continued with the meeting.

3) **CERTIFYING PROXIES & NOTICE OF QUORUM**

Paul Kral, of Pacific Quorum Properties, reported on the quorum. The attendance register was taken, and it reflected that there were 34 Owners present, representing 34 votes, and 65 present by proxy representing 65 votes, totaling 99 votes available for the meeting.

4) **FILING PROOF OF NOTICE**

The Owners were advised that the Proof of Notice for the Annual General Meeting for BCS 460 was filed in the Strata Corporation's records at the offices of Pacific Quorum Properties Inc.

5) **ADOPTION OF PREVIOUS GENERAL MEETING MINUTES**

It was:

**MOVED/SECONDED**

To approve the Minutes of the Annual General Meeting held on September 23, 2014, as circulated.

**IN FAVOUR                    99**

**AGAINST                    0**

**ABSTAIN                    0**

**CARRIED**

6) **MAJORITY VOTE RESOLUTION – CONSIDERATION OF THE 2015/2016 OPERATING BUDGET**

**BE IT RESOLVED** that the Owners, Strata Plan BCS 460, approve the proposed Residential Operating Budget, containing no increase in strata fees, for the 2015/2016 fiscal year, commencing September 1, 2015 and completing August 31, 2016.

It was:

**MOVED/SECONDED**

To approve the proposed 2015/2016 Residential Section Operating Budget with no increase in strata fees, retroactive to September 1, 2015.

**CARRIED UNANIMOUSLY**

**NOTE: REGARDING STRATA FEE PAYMENTS**

Please note with the passing of this budget, there is a 0% increase in your strata fees for this fiscal period, retroactive to September 1, 2015.

**Owners paying by pre-authorized withdrawal:** Those Owners currently paying strata fees by way of preauthorized withdrawal will not have to take any further action.

**Owners paying by cheque:** Please submit your monthly cheque in the same amount. Strata fees must be made payable to your strata plan BCS 460 and submitted via mail or in person to the Pacific Quorum office.

**If you require any information regarding your account please contact your property accountant, Maria, at 604-685-3828.**

7) **¾ VOTE RESOLUTION #1 – TRANSFER OF ACCUMULATED OPERATING SURPLUS**

**WHEREAS** The Owners, Strata Plan BCS 460 have a residential accumulated Operating Fund surplus in the total amount of \$210,000.00, and they would like to transfer the amount of \$180,000.00 to the Residential Contingency Reserve Fund (CRF).

**BE IT RESOLVED** by a ¾ vote resolution of The Owners, Strata Plan BCS 460 that **\$180,000.00 (One Hundred Eighty Thousand Dollars)** of the residential accumulated Operating Fund surplus be transferred to the Residential Contingency Reserve Fund (CRF).

It was:

**MOVED/SECONDED**

To approve Resolution #1.

A discussion of various topics followed. At the end of the discussion, the Owners voted on the motion to approve Resolution #1.

**IN FAVOUR                    99**  
**AGAINST                    0**  
**ABSTAIN                    0**  
**CARRIED**

## **INTRODUCTION TO RESOLUTIONS RELATED TO CHANGES IN CONTINGENCY RESERVE FUND (CRF) ACCOUNTS:**

Our Strata Corporation consists of Residential strata lots and Commercial strata lots, which are defined as "sections". There are now new requirements under the Real Estate Services Act ("RESA") to maintain separate Operating and Contingency Reserve Fund trust accounts for the Strata Corporation and for each section.

The proposed Operating Budget comprises of the three financial entities:

1. STRATA CORPORATION
2. RESIDENTIAL SECTION
3. COMMERCIAL SECTION

It is included in this package for the Owners' approval. We have operated in a "three entities" Operating Budgets format before. We simply had to reorganize their presentation. Three corresponding bank accounts will be open to meet the above "RESA" requirements.

The issue of Contingency Reserve Fund (CRF) accounts is different. We have maintained only two accounts, one for each section, dividing and allocating common area expenses at a 90/10 ratio between residential and commercial sections.

The CRF must be now divided amongst the above three entities, including the STRATA CORPORATION.

According to our bylaws, each section must repair and maintain all of the limited common property appurtenant to such section. Any expenses for this maintenance must be paid from the corresponding section CRF account.

The STRATA CORPORATION is responsible in general for the following:

- common assets of the Strata Corporation
- common property that has not been designated as limited common property
- the structure of the building
- the exterior of the building
- stairs, balconies
- doors, windows, and skylights on the exterior of the building
- fences, railings, and similar structures

Any expenses for the maintenance of the above must be paid from the STRATA CORPORATION CRF account.

Taking into account imminent expenses falling under the Strata Corporation responsibility, namely refurbishing the membranes of the balconies, overhangs, etc., (Resolution #5) and other projects, we propose to transfer \$300,000.00 from the existing CRF accounts to the Strata Corporation account. Ninety percent (90%) of this amount will be transferred from the Residential Section CRF, and ten percent (10%) from the Commercial Section CRF.

Three separate bank accounts will be opened, one for each entity: Strata Corporation, Residential Section, and Commercial Section.

After the transfer of the proposed amount of \$300,000.00, and the proposed transfer of the operating surplus (Resolution #1), the balance of the CRF accounts in rounded numbers will be as follows:

STRATA CORPORATION:	300,000.00
RESIDENTIAL SECTION:	838,000.00
COMMERCIAL SECTION:	<u>50,000.00</u>
<b>TOTAL:</b>	<b>1,188,000.00</b>

Depending on specific future needs, these amounts can be adjusted by appropriate transfers. They will require approval of all Owners by way of the  $\frac{3}{4}$  Vote Resolutions.

8)  **$\frac{3}{4}$  VOTE RESOLUTION #2 – CONTINGENCY RESERVE FUND (CRF) TRANSFER**

**OF THE RESIDENTIAL SECTION  
OF THE OWNERS, STRATA PLAN BCS 460**

**WHEREAS** the Owners, Strata Plan BCS 460 (the “Strata Corporation”) is comprised of 201 residential strata lots and 11 Non-residential (Commercial) strata lots corresponding respectively to 18,448 Residential Units Entitlement and 1,853 Non-residential (Commercial) Units Entitlement;

A Residential Section (the “Residential Section”) of the Strata Corporation and a Commercial Section (the “Commercial Section”) of the Strata Corporation were created pursuant to Section 193 of the Strata Property Act (the “Act”);

Since the creation of the Residential Section and the Commercial Section, the Residential Section has maintained an account for its Contingency Reserve Fund (“CRF”) (the “Residential CRF Account”), separately from the CRF account of the Commercial Section (the “Commercial CRF Account”);

The Strata Corporation has not maintained a CRF account for common expenses of the Strata Corporation;

Since the creation of the Residential Section and the Commercial Section, the Strata Corporation funded common expenses of the Strata Corporation that usually occur less often than once a year, or that do not usually occur, by the Residential Section contributing to 90% of the subject common expenses from the Residential CRF Account, and the Commercial Section contributing to 10% of the subject common expenses from the Commercial CRF Account;

The *Act* requires that the Strata Corporation maintain its Operating Fund and CRF for matters of common interest to all Owners, and that the Residential Section and the Commercial Section maintain their respective operating fund and CRF for common expenses on matters that relate solely to the section;

The Strata Corporation, the Residential Section, and the Commercial Section wish to establish a CRF account for common expenses on matters of common interest to all Owners (the “Strata Corporation CRF Account”), and wish to raise funds of \$300,000.00 for the Strata Corporation CRF Account for the painting of the strata building and other expenses common to all owners of the Strata Corporation;

The Strata Corporation wishes to maintain and manage the Strata Corporation CRF Account in accordance with the provisions of the Act, and contribution to the Strata Corporation CRF Account will be made in accordance with section 6.1 of the Strata Property Regulation;

The Owners of the Residential strata lots would like to transfer \$270,000.00 from the Residential CRF Account to the Strata Corporation CRF Account, if the Owners of the Strata Corporation also vote to approve the transfer of \$270,000.00 from the Residential CRF Account to the Strata Corporation CRF Account, and if the Owners of the strata lots comprising the Commercial Section vote to transfer \$30,000.00 from the Commercial CRF Account to the Strata Corporation CRF Account;

**BE IT RESOLVED** by a  $\frac{3}{4}$  vote of the Residential Section of The Owners, Strata Plan BCS 460 that a total amount of **\$270,000.00 (Two Hundred Seventy Thousand Dollars)** be transferred from the Residential Contingency Reserve Fund (CRF) Account to the Strata Corporation CRF Account.

#### **END OF RESOLUTION**

It was:

**MOVED/SECONDED**

To approve Resolution #2.

A discussion of various topics followed. At the end of the discussion, the Owners voted on the motion to approve Resolution #2.

<b>IN FAVOUR</b>	<b>99</b>
<b>AGAINST</b>	<b>0</b>
<b>ABSTAIN</b>	<b>0</b>
<b>CARRIED</b>	

9)  **$\frac{3}{4}$  VOTE RESOLUTION #3 – KITCHEN DRAIN RAISERS – IMPROVEMENT OF ACCESS AND CLEANING**

**WHEREAS** The Owners, Strata Plan BCS 460 have determined that to prevent backups in the suite kitchen sinks caused by excessive accumulation of wastes in drain lines, it is necessary to undertake the following projects:

- Improve access for cleaning kitchen drain raisers by way of locating or installing cleanouts where required in the following units: #306, #501, #502, #503 and #504.
- Auger and camera scope kitchen drain risers from 7 units: #305, #306, #407, #501, #502, #503 and #504
- Hydro-jet all horizontal drain lines in the parkade

The cost of the above projects is estimated at \$11,000.00 including taxes.

**BE IT RESOLVED** by a  $\frac{3}{4}$  Vote Resolution of the Owners, Strata Plan BCS 460 that a sum of money not exceeding **\$11,000.00 (Eleven Thousand Dollars)** be spent for the purpose of improving access and cleaning of the kitchen sink raisers, such expenditure to be charged against Residential Contingency Reserve Fund.

It was:

**MOVED/SECONDED**

To approve Resolution #3.

A discussion of various topics followed. At the end of the discussion, the Owners voted on the motion to approve Resolution #3.

<b>IN FAVOUR</b>	<b>99</b>
<b>AGAINST</b>	<b>0</b>
<b>ABSTAIN</b>	<b>0</b>
<b>CARRIED</b>	

**10) ¾ VOTE RESOLUTION #4 – FIRE SPRINKLER HEADS PROTECTION**

**WHEREAS** The Owners, Strata Plan BCS 460 have determined that to reduce the probability of floods resulting from the accidental activation of the fire sprinkler heads inside the suites, it would be prudent and economical to protect these sprinkler heads with metal cages.

This project will include the supply and installation of protective cages on all in-suite fire sprinkler heads.

The cost of the above project is estimated at \$45,000.00 including taxes.

**BE IT RESOLVED** by a ¾ Vote Resolution of the Owners, Strata Plan BCS 460 that a sum of money not exceeding **\$45,000.00 (Forty-Five Thousand Dollars)** be spent for the purpose of supply and installation of protective cages on all in-suite fire sprinkler heads, such expenditure to be charged against the Residential Contingency Reserve Fund (CRF).

It was:

**MOVED/SECONDED**

To approve Resolution #4.

A discussion of various topics followed. At the end of the discussion, the Owners voted on the motion to approve Resolution #4.

<b>IN FAVOUR</b>	<b>97</b>
<b>AGAINST</b>	<b>2</b>
<b>ABSTAIN</b>	<b>0</b>
<b>CARRIED</b>	

**11) ¾ VOTE RESOLUTION #5 – MEETING ROOM AND STRATA OFFICE UPGRADES**

**WHEREAS** The Owners, Strata Plan BCS 460 have determined that carpet in the meeting room and in the adjacent strata office is badly worn, and requires replacement with porcelain tiles.

This project will include the removal and disposal of the existing carpet, and the supply and installation of 1' x 2' porcelain tiles and 3'1/4" tile base.

The cost of the above project is estimated at \$6,500.00 including taxes.

**BE IT RESOLVED** by a ¾ vote resolution of the Owners, Strata Plan BCS 460 that a sum of money not exceeding **\$6,500.00 (Six Thousand Five Hundred Dollars)** be spent for the purpose of removal and disposal of the existing carpet, and the supply and installation of 1' x 2' porcelain tiles and 3'1/4" tile base, such expenditure to be charged against the Residential Section Contingency Reserve Fund (CRF).

It was:

**MOVED/SECONDED**

To approve Resolution #5.

A discussion of various topics followed. At the end of the discussion, the Owners voted on the motion to approve Resolution #5.

<b>IN FAVOUR</b>	<b>98</b>
<b>AGAINST</b>	<b>0</b>
<b>ABSTAIN</b>	<b>1</b>
<b>CARRIED</b>	

### **INTRODUCTION TO THE PROPOSED RENTAL BYLAWS AMENDMENTS**

This resolution is intended to help overcome problems the building is experiencing with short-term rentals (which are already in breach of current municipal and building bylaws).

The popularity of renting agencies, such as Airbnb, tenants subletting their apartments on a nightly basis, and property management companies renting out on a weekly or monthly basis, has led to:

- Increased supervision, management and maintenance costs, and common property damage,
- regular breaches of building bylaws and rules, including regarding security issues, noise, cigarette smoke, move-in/out, garage gate, and garbage disposal procedures,
- Increased number of complaints from residents affected by high traffic, noise and other disturbances caused by short-term rentals.

Short term renters and nightly or weekly hotel-like guests are simply not familiar with (and not concerned with) our community and the security issues to protect it. There is evidence that some tenants are operating commercial, short-term accommodation schemes without any knowledge of the unit Owner. These activities are negatively impacting the building operation and budgets, and will likely result in increased strata maintenance fees if they continue.

We are not proposing a significant change to the bylaws, but rather simply providing amplification and clarification, so everyone understands our regulations, and Council is able to fine residents and Owners who are violating them. Many other Vancouver Strata Corporations are undertaking the same work, as buildings without clear policies will suffer more from this abuse of rental provisions.

#### **12) ¾ VOTE RESOLUTION #6 – BYLAW AMENDMENT**

**WHEREAS** the Owners, Strata Plan BCS 460 (the "Strata Corporation"), pursuant to section 128 of the *Strata Property Act*, S.B.C. 1998, may amend the bylaws of their Strata Corporation;

**AND WHEREAS** The Owners, Strata Plan BCS 460, wish to amend the bylaws of their Strata Corporation;

**BE IT RESOLVED** by a ¾ Vote Resolution of The Owners, Strata Plan BCS 460 that, the bylaws of their Strata Corporation be amended as follows, such amendment to be effective upon filing of an Amendment to Bylaws in prescribed form in the Land Title Office:

By adding the following Bylaws: R.4.9, R.4.10, and R.5.3 to the bylaws of the Strata Corporation:

#### ***R.4. Use of property***

*R.4.9 A strata lot must not be used for short-term accommodation purposes, such as short-term rentals, bed-and-breakfast, lodging house, boarding house, hotel and hotel-like accommodation, home exchange, time share or vacation rental. Without limiting the generality of the foregoing, an owner, tenant or occupant must not enter into a license for the use of all or part of strata lot.*

*R.4.10 An owner, tenant or occupant must not use, or permit to be used, the strata lot except as a private dwelling home. Without limiting the generality of the foregoing, an owner, tenant or occupant must not use a strata lot, common property or common assets in a way that is for commercial or professional purposes or activities.*

**R.5. Inform the Strata Corporation**

R.5.3 *On request by the strata corporation an occupant of a strata lot must inform the strata corporation of the occupant's name and the strata lot which the occupant occupies.*

It was:

**MOVED/SECONDED**

To approve Resolution #6.

A discussion of various topics followed. At the end of the discussion, the Owners voted on the motion to approve Resolution #6.

<b>IN FAVOUR</b>	<b>96</b>
<b>AGAINST</b>	<b>2</b>
<b>ABSTAIN</b>	<b>1</b>
<b>CARRIED</b>	

**13) ¾ VOTE RESOLUTION #7 – BYLAW AMENDMENT**

**WHEREAS** The Owners, Strata Plan BCS 460 (the "Strata Corporation"), pursuant to section 128 of the *Strata Property Act*, S.B.C. 1998, may amend the bylaws of their Strata Corporation;

**AND WHEREAS** The Owners, Strata Plan BCS 460, wish to amend the bylaws of their Strata Corporation;

**BE IT RESOLVED** by a ¾ Vote Resolution of The Owners, Strata Plan BCS 460 that, the bylaws of their Strata Corporation be amended as follows, such amendment to be effective upon filing of an Amendment to Bylaws in prescribed form in the Land Title Office:

By amending Bylaw R.12 Rentals to read:

**R.12 Rentals**

- R. 12.1 *Prior to possession of a strata lot by a tenant, an owner must deliver to the tenant the current bylaws and rules of the strata corporation and a Notice of Tenant's Responsibilities in Form K.*
- R. 12.2 *Within two weeks of renting a strata lot, the landlord must give the strata corporation a copy of the Form K - Notice of Tenant's Responsibilities signed by the tenant, in accordance with section 146 of the Act.*
- R. 12.3 *For the purpose of this bylaw, tenant means a person who rents all or part of a strata lot, and includes a subtenant, and the term "rent" means money paid or agreed to be paid, or value or a right given or agreed to be given, by or on behalf of the person to the landlord in return for the right to possession all or part of a strata lot.*
- R. 12.4 *No residential strata lot or a portion of the strata lot may be rented for less than three months.*
- R.12.5 *An owner who fails to submit a signed "Form K - Notice of Tenant's Responsibilities" within the time limit allowed under the Act is subject to a fine of \$200.00, and the fine may be imposed every 7 days for as long as the strata lot or part of the strata lot is rented and the strata corporation is not in receipt of the signed Form K.*
- R.12.6 *This bylaw R.12 applies to rental of a strata lot or a portion of the strata lot to a family member of the owner.*



**Amended from:****R.12 Rentals**

R.12.1 For the purpose of this bylaw the term “rent” and any variations thereof will be deemed to include all types of rental arrangements, including, but not limited to, sublets, home exchanges, time shares, month to month tenancies and fixed term leases, and whether for all or only part of the residential strata lot, whether oral or written and whether any cash consideration is paid or not. For the purpose of this bylaw any person “renting” a residential strata lot is a “tenant”.

R.12.2 These rental bylaws supplement the requirements of the Act and Regulations applicable to the rental of residential strata lots, and therefore are not exhaustive in and of themselves. Owners renting or wishing to rent, and tenants occupying, a residential strata lot should also familiarize themselves with the applicable provisions of the Act and Regulations by which owners and tenants are also bound.

R.12.3 No residential strata lot may be rented for less than three months.

R.12.4 Before a tenant may move into any strata lot, the owner shall deliver or cause to be delivered to the strata corporation a “Form K – Notice of Tenant’s Responsibilities” in the form set out in the Act, signed by the tenant.

It was:

**MOVED/SECONDED**

To approve Resolution #7.

A discussion of various topics followed. At the end of the discussion, the Owners voted on the motion to approve Resolution #7.

<b>IN FAVOUR</b>	<b>98</b>
<b>AGAINST</b>	<b>0</b>
<b>ABSTAIN</b>	<b>1</b>

**CARRIED**

**14) NOMINATION AND ELECTION OF 2015/2016 RESIDENTIAL SECTION EXECUTIVE**

It was:

**MOVED/SECONDED**

That the floor be opened for nominations for the Residential Section Executive for the next fiscal year.

The following Owners were nominated:

Roman Piechocki	#1006
Peter Van Diepen	TH 1
Irfaan Hafeez	#1102
Lawrence Keenan	#3801
Mark Deppel	#2001
Ken Sopko	#3305

**CARRIED**

15) **ELECTION OF RESIDENTIAL SECTION EXECUTIVE 2015/2016**

Accordingly, the following Owners were declared elected as Members of the new 2015/2016 Residential Section Executive:

Roman Piechocki #1006  
Peter Van Diepen TH 1  
Irfaan Hafeez #1102  
Lawrence Keenan #3801  
Mark Deppel #2001  
Ken Sopko #3305

**CARRIED**

16) **ADJOURNMENT**

It was:

**MOVED/SECONDED**

To adjourn the meeting, and destroy all ballots.

**CARRIED UNANIMOUSLY**

The meeting was adjourned at 7:20 p.m.

**ONLINE ACCESS TO CLASSICO**

- Go to: [www.theclassico.ca](http://www.theclassico.ca)

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*

*430 – 1200 West 73<sup>rd</sup> Avenue*

*Vancouver, BC V6P 6G5*

*Tel: (604) 685-3828 / Fax: (604) 685-3845*

*Direct: 604-638-1961*

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*Website: [www.pacificquorum.com](http://www.pacificquorum.com)*

**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** Xin 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

**सुधी महत्वाची** विनाय बदले विने वेस विनाय हा सुधी महत्वाची

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.