

MINUTES OF COUNCIL MEETING

STRATA PLAN BCS-460

THE CLASSICO

HELD: On Thursday, April 8, 2010 at 5:30 p.m. in the Library of 1328 West Pender Street, Vancouver, B.C.

PRESENT:

Roman Piechocki	President/Treasurer
Mark Belben	Vice President
Irfaan Hafeez	Website Administrator
Paul McGeachie	
Peter Van Diepen	
Mark Latham	

STRATA AGENT: Alex Korecki, Vancouver Condominium Services Ltd.

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

PRESIDENT'S REPORT - UPDATE REGARDING BUILDING SECURITY

As most of you are probably aware by now, we experienced three break-ins to the building parkade during February and March, resulting in numerous cars being damaged and burgled.

WHAT WE KNOW:

- The burglars are bold and fast. On two occasions a burglar was operating in the parkade while council members and the building manager were patrolling in another area of the parkade
- Several other buildings in the area have experienced a similar increase in property crime, with no discernible pattern to the actions. Some occurred in daytime, some at night, many in buildings, which are well secured and well lit. Cars parked in the back-lane behind our building have also experienced a number of break-ins. It is possible that a group of loosely organized burglars is operating in our neighbourhood.
- We cannot rule out the possibility that the burglar is receiving assistance (in terms of access) from a resident of our building or from other sources.

WHAT WE HAVE DONE:

- Reported the crimes to affected vehicle owners as soon as we became aware of them
- Reported the incidents to the police who have conducted an investigation.
- We have captured images of a suspect on our surveillance cameras
- We undertook immediate enhancements to the building security by:

- Identifying probable access points and securing them as well as possible at that time
 - Increasing surveillance of the site using the building manager as well as volunteers from council and some residents
 - Beginning the development of a multi-step security improvement plan, which should considerably increase security in the parkade. This plan is being implemented within our existing budget.
 - Exploring future options regarding augmenting our security cameras and possible enhancements to the scope of security service.
- We have read your letters and considered all your suggestions, including some regarding the bolting or barricading of all entries and restoration of the 24/7 concierge service. Please be advised that we cannot do many of those actions as we have to operate within the constraint of the approved budget, and as some of them violate the fire code and compromise the safety of residents in case of an emergency. We will continue to work to improve the physical security of the building within the current budget and within the parameters set by the fire code. We can reconsider our budget options at the next Classico AGM in October 2010.

HOW YOU CAN HELP:

- Please do not make it easy for burglars to gain access to our building
- Carelessness defeats all our security precautions. Ensure doors and parkade gates are shut, and do not allow people to sneak in behind you.

PLEASE - WAIT FOR THE PARKADE GATES TO CLOSE FULLY BEFORE DRIVING AWAY

COUNCIL RESIGNATION AND ELECTION

The council regretfully accepted the resignation of Irfaan Hafeez. Irfaan was thanked for his efforts and dedication to the council during the past years. Irfaan will continue to head up the lobby landscape improvement project and the web administration.

After discussion, it was moved, seconded and carried to elect Mark Latham to the strata council.

MINUTES

After discussion, it was moved, seconded and carried to amend the title of item #2 Guest Business from the previous meeting minutes to read: "Guest #2". The March 9, 2010 minutes were then approved as amended.

FINANCIAL REPORT

1. **Monthly Statement:** It was moved, seconded and carried to adopt the February 2010 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Account Balances: The current balances for the 6th month as at February 28, 2010 in the appropriate funds are as follows:
 - Total Cash Balance \$451,610.20 (including CRF Balance)
 - CRF Balance \$316,302.80 (Contingency Reserve Fund)
3. Arrears: The council and strata agent continue to be diligent in pursuing owners with outstanding fees and charge-backs against their accounts.
4. LIWP Investments Ltd. /Irashai Sushi Restaurant: Two representatives from LIWP Investments/Irashai Sushi Restaurant were present at the meeting dated March 4, 2010 to speak to the council in regard to the outstanding charge-backs on their accounts totalling \$7,226,08 (\$6,995.32 for unit #1368 and \$230.76 for unit #1372).

At the time of the meeting, LIWP Investments/Irashai Sushi Restaurant representatives informed the council that they had received all correspondence issued by VCS and that the information had been submitted to their insurance company. They explained that their insurance company is processing the claim and the strata corporation should expect payment of the outstanding amount by March 31st.

The council advised the representatives that, should the funds not be received by March 31st, they would to take legal action against LIWP Investments Ltd./Irashai Sushi Restaurant to claim the outstanding funds.

As of Thursday, April 8, no further correspondence has been received from LIWP Investments/Irashai Sushi Restaurant. The council directed the agent to retain a lawyer and commence with collection proceedings.

BUSINESS ARISING

1. Five-Year Warranty Items: The agent advised that he has issued a letter to Travellers Guarantee Company of Canada advising them of the developer's failure to address the outstanding warranty items.

Shortly before the council meeting, the agent was contacted by the developer requesting a copy of the outstanding warrantable items, as they claimed that they did not have a list. The list will be provided to the developer.

2. Treadmill Replacement: The agent advised that Life Fitness has provided VCS with WCB coverage confirmation as previously requested. As authorized, the agent issued a cheque to Life Fitness in the amount of \$4,987.91 representing a pre-payment in full for the equipment. Owners may notice a slight discrepancy between the value of the cheque issued and the previously reported price for the treadmill. This represents a reduction in the value of the treadmill as a result of Life Fitness re-quoting.

3. **Fire Deficiencies:** During the first round of annual fire equipment testing, (Wednesday, February 3rd through Friday, February 5th), 28 units failed to provide access. Follow-up testing has been scheduled for Tuesday, April 20th between 8:30 a.m. to 10:30 a.m. Owners who failed to provide access during the first round will be charged for the return trip.

Failure to provide access during this second round of fire equipment testing will result in subsequent visits being scheduled with all associated charges being billed back to the units that failed to provide access.

The Mircom annual fire inspection report also noted that all fire extinguishers are due for six-year maintenance at the cost of \$4,150 plus GST. The agent was directed to obtain additional quotes. Quotes were obtained from Levitt Safety Ltd. and Elite Fire Protection Ltd. The quote values were as follows:

- Mircom Distribution (BC) Inc. \$4,150 plus GST
- Elite Fire Protection Ltd. \$1,575 plus GST
- Levitt Safety Ltd. \$1,188 plus GST

The council directed the agent to proceed with Levitt Safety Ltd. in the amount of \$1,188 plus GST.

The council then discussed the concerning fact of owners not evacuating during fire alarms, although quite often alarms in the building tend to be false alarms. Failure to evacuate during an actual fire could have tragic consequences.

Residents are reminded that they must evacuate the building upon the sounding of the fire alarm whether or not they believe it to be real or false. In an attempt to improve safety and raise awareness, the council requested the agent to draft a bylaw to be proposed at the next Annual General Meeting whereby a Fire Safety Director would have to be appointed to assist with building evacuation during a fire alarm.

4. **Dryer Vent Cleaning/Grill Replacement:** Dryer vent cleaning is currently in progress. As requested previously, a representative from National Air Technologies met Roman Piechocki to review the scope of work prior to the start of the dryer vent cleaning.

Mr. Piechocki confirmed the exact number of dryer grills requiring replacement, which will improve airflow. National Air Technologies will complete the replacements on a cost plus basis.

5. **Window Washing:** Window washing will be scheduled for end of April, pending completion of the exterior dryer vent cleaning.

6. **Painting:** Alumni Painters Ltd. have been awarded the contract to paint all concrete walls of townhouses 1 through 10, all concrete walls of the Commercial Section, the pillars on the ground floor of the high rise building including the two pillars of the pool directly above the driveway at the cost of \$22,755.60 tax included. The painting work is pending a period of prolonged warm weather.

7. Landscaping Improvements: Prior to the departure from the council, Irfaan Hafeez advised the council that he determined the exact scope of work for the front landscaping improvement project with Green Coast Ground Services. The final price for the work will be \$1,929 plus tax. The council authorized the expenditure as mentioned in the previous meeting minutes.
8. Roof Make-up Air Unit: At the previous meeting, the council reviewed a quote from Milani Plumbing Drainage & Heating in the amount of \$547 plus GST to perform maintenance on the roof air make-up unit. Ram Mechanical had been approached to provide a secondary quote. Ram explained that they would not be able to quote on the work until the roof make-up air unit was examined. The cost for this work would be \$285 plus GST. After discussion, the council directed the agent to proceed with Ram Mechanical in the amount of \$285.
9. Vitodens Boilers: As discussed previously, Roman Piechocki was advised by Ram Mechanical that Viessmann recommends service of the Vitoden's boilers every 12 months. The building boilers had not been serviced for almost three years. The three boilers that were serviced were serviced almost a year ago. Ram Mechanical proposed service of the boilers at the total estimated cost of \$2,485 plus GST.

This work has since been completed and a report from Ram Mechanical is pending. Ram Mechanical had informed Roman Piechocki that no major areas of concern were noted.

10. Hose Replacement: As a result of a flood which was attributed to a burst supply line, the council had begun investigating the possibility of upgrading the dishwasher and washing machine supply to stainless steel braided hoses. After further investigation, it was determined that the dishwasher hoses were already braided and would not need to be replaced; however, the washing machine hoses were in need of an upgrade. The following quotes were obtained:

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| • Koala-T Mechanical Systems Ltd. | \$125 plus GST per unit |
| • Pacific West Plumbing Heating & Air Conditioning Ltd. | \$130 plus GST per unit |
| • Xpert Mechanical / JK Lilly Ltd. | \$225 plus GST per unit |

After discussion, the council agreed to proceed with Pacific West Plumbing and place the washing machine supply lines upgrades as a ¾ vote resolution at the next Annual General Meeting. The council will be asking for expenditure from the CRF of up to \$33,000.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters.

1. The council reviewed letters from an owner who expressed concerns over staffing in the building, more specifically, an individual employed by the strata corporation. In the letters, the owner alleged that this particular employee was harassing them and that they did not feel safe in the building and desired to have the employee dismissed. Additionally, the owner claimed that the previous letters to the management company were not sent to the strata council for review.

After investigation and performance review, the council has decided to continue the employee's employment. The council also noted that the previously issued correspondence by the owner had been forwarded to them by the agent and was reviewed prior to council meetings.

2. The council reviewed a letter from a townhouse owner with a claim that every time it rained, moisture appeared under their front entrance door. The issue was reviewed by the building manager but was not present at the time of the investigation. The owner will be advised to contact the building manager as soon as the problem reoccurs.
3. The council received a letter from an owner expressing concern over their failed booster fan and enquiring as to the repair responsibilities. It was noted that the booster fan has since been replaced at the owner's cost and no additional follow-up was required. Owners are reminded that maintenance and replacement of booster fans is their own responsibility.
4. The council received a letter from an owner expressing concern over the recent break-in and requesting the implementation of the 24/7 Concierge Service.
See "PRESIDENT'S REPORT – UPDATE REGARDING BUILDING SECURITY"
5. The council reviewed a letter from an owner expressing concern over the recent vehicle break-ins. See "PRESIDENT'S REPORT – UPDATE REGARDING BUILDING SECURITY"
6. The council received a letter from an owner enquiring as to a \$200 fine applied against their unit, noting that the tenant in their unit has been there for quite some time and there has been no change in tenancy. The council noted that the fine was imposed due to the failure of the tenant "to book the elevator for a move-in/out" and that the fine will remain.
7. The council reviewed a letter from an owner requesting that their ceiling in the bedroom be professionally repaired as a result of a flood, which was brought to the council's attention during the latter part of 2009. It appears that the owner was under the impression that the Site Supervisor was to repair the ceiling. This was not a fact, the Strata Corporation had in fact been trying several times to arrange for a contractor to come on site and conduct the repairs, but was unable to coordinate it with the owner. The agent was directed to respond to the owner accordingly.
8. The council reviewed a letter from an owner requesting the reversal of \$300 late payment fine. It was noted that the owner was under the wrong impression that the fines were all for late payment fines. As a matter of fact, the owner was charged two \$50 late payment fines totalling \$100 and one \$200 bylaw infraction for failure to provide access during last year's round of annual fire inspections. Council noted that the late payment fines and bylaw fines will remain on the owner's account and directed the agent to inform the owner accordingly.
9. The council reviewed a letter from an owner requesting to remove a non-load bearing wall in their unit. The owner has supplied the council with a letter from an engineer certifying that the wall to be removed is not a load bearing one. Council directed the agent to give the owner permission to proceed in principle, subject to the owner obtaining any and all necessary City permits and complying with the building rules and bylaws.

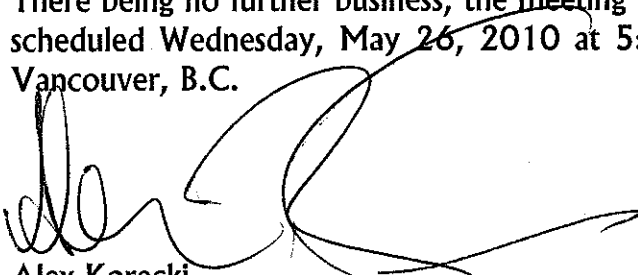
NEW BUSINESS

1. **Novus Open House April 29, 2010:** The council reviewed a request from Novus to have an open house at the building showcasing their services on April 29, 2010 and agreed to grant permission.
2. **Insurance Policy Review:** The council acknowledged receipt of information from VCS regarding a planned third party insurance policy review to be undertaken on behalf of VCS clients. This review takes place approximately every three years. Following discussion, council agreed to participate in the review of the various insurance programs that are available to strata corporations. For this review, VCS will retain Copper Roof Risk Management, a well-established independent firm that is used widely by industry and government to provide advice and guidance.

Council will receive the report in the spring/summer at which time the strata corporation will be invoiced for their proportionate share of the expense (approximately \$100 to \$150). Copper Roof will make observations and comment on the suitability of the various insurance programs commonly utilized by strata corporations. The review will not undertake determination of pricing as, in any event, quotations for 2011 renewals will not be available until December. The review addresses the quality of the insurance program.

3. **Storage Locker:** In the recent months, the council had experienced issues over the rental procedures for storage lockers. A new storage locker agreement form has been compiled and approved for usage by the council. It was noted that all renters would require permission from their leasing agent/landlord prior to renting a locker.
4. **Unidentified/Unclaimed Bicycles:** As owners may recall, during the previous year the building ran a bike-tagging program. Any unclaimed bikes were removed from the bike rooms and stored separately. As no one has come to claim these bikes, it was moved, seconded and carried to donate the bikes to charity.

There being no further business, the meeting was adjourned at 7:25 p.m. The next meeting has been scheduled Wednesday, May 26, 2010 at 5:30 p.m. in Unit #3601 – 1328 West Pender Street, Vancouver, B.C.



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