

# MINUTES OF COUNCIL MEETING

## STRATA PLAN BCS-460

### THE CLASSICO

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**HELD** On Monday, January 10, 2011 at 5:30 p.m. in the Library,  
1328 West Pender Street, Vancouver, B.C.

**PRESENT** Roman Piechocki President/Treasurer  
Peter van Diepen Vice-President  
Mark Belben (5:30 p.m. – 7:00 p.m.)  
Irfaan Hafeez

**STRATA AGENT** Bill West, Vancouver Condominium Services Ltd.

The meeting was called to order at 5:30 p.m.

#### **MINUTES**

It was moved, seconded and carried to adopt the minutes of the December 6, 2010, council meeting, as circulated.

#### **FINANCIAL REPORT**

1. **Monthly Statement:** It was moved, seconded and carried to adopt the November, 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 3<sup>rd</sup> month as at November 30, 2010, in the appropriate funds are as follows:
  - Total Cash Balance \$ 669,892 (Including CRF Balance)
  - CRF Balance \$ 375,462 (Contingency Reserve Fund)

#### **BUSINESS ARISING**

1. **Booster Pump Upgrade:** The strata has submitted an application to the BC Power Smart Grant Program. Once the grant is approved the strata will implement the booster pump upgrade.
2. **Washing Machine Hose Replacement:** The council reviewed and approved the contract with Cornel Berceanu to serve as the contractor for the Washing Machine Hose Replacement project. The project will begin the middle of January and will be coordinated by Cornel. As a

part of this project, the water shut-off valves in each strata suite will be located and marked with signage approved by council for this purpose.

3. Window Washing: The council has received quotes for window washing from Pacific Heights and Allstar. Allstar has been requested to return to give a more detailed quote than was originally submitted. The council decided that in future years, it would be beneficial to create a scope of work template that the strata could supply to all bidding contractors in order to ensure that the quotes received were consistent.
4. Dryer Vent Cleaning: The council received a quote from Michael A. Smith and is awaiting a quote from National Air. The council will review both quotes before making a decision on awarding the contract for dryer vent cleaning to be scheduled in February.
5. Annual Fire Alarm Inspection: The council has received quotes from Mountain Fire and from Mircom for the annual fire equipment inspection. Mountain Fire has quoted a basic cost of \$3,400 plus HST, Mircom has quoted \$3,475 plus HST. There are some additional estimates that have been included in both quotes and the council will consider these more carefully before awarding the final contract. The annual fire inspection will be scheduled for February 1<sup>st</sup> – 4<sup>th</sup>.
6. Bylaw Fine: The council discussed a bylaw violation fine warning that had been sent to an owner who has repeatedly ignored requests to provide a Form K – “Notice of Tenants Responsibilities” and list the names of the tenants residing. The council directed the agent to levy a fine against the unit.
7. Drain Cleaning: Pacific West Plumbing will be on site on Friday, January 14<sup>th</sup> to clean the remaining four draining stacks at the base of the building.
8. Five Year Building Envelope Warranty: The strata has received notice that Travelers Insurance Company has acknowledged the satisfactory completion of the Five Year Building Envelope Warranty. Items that were repaired under the warranty have extended coverage for one year from the date of the repair. In addition, the ten year structural building warranty is still in force. Travelers Insurance is to be expressly notified that the 10 year warranty is still in force and the books should not be closed entirely.

## **CORRESPONDENCE**

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

1. A commercial unit owner wrote requesting the strata provide fobbed access through the unit back door to the parkade. The council considered the owner’s request and has responded that the installation of a key scanned armed fob entry/exit through this door would require investigation, pricing, and budgetary planning which could be addressed by way of a special resolution at the next annual general meeting. It would have to be initiated and properly approved by the owners occupying the commercial section of the strata corporation.

2. A letter was reviewed from an owner protesting a rule violation fine warning they received for failing to halt upon exiting parking garage. This rule is to ensure only authorized persons gain entrance.

### **Rule No. 13: PARKADE GATES PROCEDURE**

*All residents must wait for the gate to close when entering or exiting the parkade. Residents are responsible for the action of their guests.*

The council considered the request and decided to levy the fine. The strata periodically conducts random inspections to determine which vehicles are in violation of this rule. The violation warnings are only sent after repeated occurrences of a vehicle not complying.

3. An owner wrote to council with a renovation request. The owner would like to install a back door in their unit which has been closed over by a previous owner. Council has approved the request.
4. Council received a complaint that the garbage bin used by the sushi restaurant had been left open. Council instructed the agent to write a letter requesting that the bin be kept closed.
5. Correspondence was received complaining about garbage being left in the 33<sup>rd</sup> floor corridor. Council directed the agent to write a bylaw violation warning letter to the owner responsible.

### **NEW BUSINESS**

1. Garbage Disposal Cost Sharing: The council discussed the issue of garbage disposal cost-sharing. Currently, the commercial section units are not contributing to the garbage disposal cost. The restaurant disposes garbage in their own bin bearing the cost of the disposal. The council anticipates as more of the commercial units become occupied, that the cost of the garbage hauling will become more significant and needs to be addressed by the strata. The council requested that a letter should be sent to the commercial unit owners advising them that they must arrange for their own garbage removal by the end of February.
2. Meeting with VCS Management: Roman Piechocki reviewed the details of a meeting that was held in December with Vancouver Condominium Services management in order to improve communication and review the accounting processes.
3. RAM Mechanical Service and Repair Proposals: The council reviewed quotes from RAM Mechanical for several potential projects. Council voted to approve two of the three plumbing related projects. The first to check the level and condition of limestone in the acid neutralization tanks including the servicing of eight Vitoden boilers at a cost of \$2,500 plus HST. A second approved proposal is to repair the party room heating system by eliminating the faulty mixing valve, installing a heat controller and replace existing pump with a smaller one at a cost of \$1,100 plus HST.
4. Insurance Renewal: Council and the agent discussed the strata corporation's insurance renewal for 2011. While three brokers were requested to provide quotes, two advised that they were

unable to quote on the basis that there is an issue with capacity ('capacity' is the supply of insurance available to meet demand and it depends on the insurance industry's financial ability to accept risk). BFL Canada was the only broker who responded with a quote. Accordingly, VCS has renewed the insurance policy for The Classico with BFL Canada effective December 31, 2010. The premium for the 2011 year from BFL Canada is \$78,335.

All owners and residents are reminded that the strata corporation's insurance policy does not provide coverage for individual contents, betterments or improvements (i.e., storage locker contents, clothing, furniture, decorating, upgrading of carpets, flooring, etc.). Owners and residents must carry their own "Owner/Tenant Package" insurance for this coverage, including any improvements.

You should contact your home insurance company to determine if you have this coverage or not and to also ensure that you have coverage for the deductibles (i.e. water damage) associated with the strata corporation policy. The current water damage deductible is \$10,000. Any owner wishing a copy of the insurance policy cover page may contact the strata agent. Thank you.

5. Emergency Staircase Door Locks: The council voted to approve a \$2,200 plus HST quote by Tidy Lock to re-key the emergency staircase. Owners will be provided with one key for the stairwell access to the floor on which they live. All other floors with the exception of the crossover floors will be locked off to that particular key.
6. Emergency After Hours Telephone Number: The emergency (after office hours) telephone number for Vancouver Condominium Services Ltd. is: (604) 607-1598.

There being no further business, the meeting ended at 7:30 p.m. The next meeting date scheduled for Thursday, February 24, 2011 at 5:30 p.m.

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BW/am