

MINUTES OF COUNCIL MEETING

STRATA PLAN BCS-460

CLASSICO

HELD On Tuesday, March 29, 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
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 February 23, 2011 council meeting, as circulated.

FINANCIAL REPORT

1. **Monthly Statement:** The Treasurer reviewed the financial statement for February, 2011 and recommended the council approve the statement. The council voted to approve the 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.

Account Balances: The current balances for the 6th month as at February 28, 2011 in the appropriate funds are as follows:

- Total Cash Balance \$ 643,317 (Including CRF Balance)
- CRF Balance \$ 401,674 (Contingency Reserve Fund)

3. **Arrears:** The arrears were reviewed and it was noted that with few exceptions, the owners accounts are in good standing.

4. 1338 West Pender Street – TH2 – Fire Sprinkler Flood in 2008: The agent reported that On Side Restoration has sent an invoice for \$517.81 they claim is owing as part of the strata's deductible from the 2008 claim. The agent has sent the invoice and all correspondence relating to the strata insurance company for investigation and explanation. The council will determine whether the invoice needs to be paid pending the outcome of that investigation.
5. 1362 West Pender Street: The council requested the agent re-send information to the owner of this unit relating to a chargeback that occurred in August, 2010. The agent informed council that this has been done and will report any response when received.

BUSINESS ARISING

1. Booster Pump Upgrade: Council has received the details of the recent study conducted by Grundfos to ascertain the specific pump requirements necessary for the proposed upgrade. The report has indicated that there will be major energy savings if the pumps are upgraded. The report revealed that the current equipment is six times more powerful than necessary. The 30 hp units can be down-graded to 5 hp pumps which Grundfos has estimated will save approximately \$10,000 in energy costs annually. The council directed the agent to request RAM Mechanical to provide a final quote for the pump replacement based on the study. RAM will in turn apply for energy grants from BC Hydro. This project was approved by the owners at the last AGM.
2. Washing Machine Hose Replacement: The washing machine hose replacement project is now complete. The report from the Building Manager is as follows:

Hoses Replaced – 185 suites

Hoses already replaced by owners and found to be of proper type – 10 suites

Hoses not replaced – No contact/No access – 4 suites

Hoses not replaced – Refused by Owners – 2 suites

The council directed the agent to send a letter to the owners of 6 suites whose washing machine hoses were not replaced due to owners absence or refusal to have the hoses replaced. The letter will emphasize that the owners will be responsible for any cost associated with water damage determined to be caused by failure of washing machine hose.

During the course of this project staff was able to audit the number of refrigerators utilizing ice making equipment. The council has directed the agent to send a letter to the 78 units which currently have water lines running to their ice makers to inform them that they should replace the plastic lines with metal braided lines if they have not already done so. The council noted that the chance of a plastic hose failure resulting in costly water damage is far greater than if a metal braided hose is utilized.

3. Window Washing: Pacific Heights has begun window washing which will be conducted between March 21st and April 22nd (weather depending). Council authorized a deposit payment of 25% of the total contract or \$5,575 be paid in advance to Pacific Heights.
4. Dryer Vent Cleaning: National Air Technologies conducted dryer vent cleaning between February 24th and March 3rd. Most units had their dryer vents cleaned from the inside and the outside. Those that did not provide access were cleaned from the outside only. The council directed the agent to send letters to eleven owners requiring dryer booster fan repair or replacement advising them that it is their responsibility to maintain this equipment. Faulty booster fans may result in inefficient drying, energy wastage, fire hazard and potential water ingress. The cost of the dryer vent cleaning was \$6,395. Council approved payment.
5. Annual Fire Inspection: The annual fire inspection was conducted from February 1st to February 4th. Eleven suites failed to provide access resulting in bylaw violations being assessed by council in the amount of \$200 each. Additionally, the cost of the second round of fire inspection will be divided between those units. Council approved payment of Mountain Fire Protection's invoice with the exception of the fire pump service, which although tested was not scheduled to be inspected until the fall.
6. RAM Mechanical Heating System Flush: The strata is awaiting the contractors schedule to complete this work.
7. Party Room Heater Repairs: Pacific West Plumbing was on site in March to conduct the repairs. The council had previously approved the \$595 estimate and further approved an additional \$400 charge related to the repair.
8. Swimming Pool Inspection Report: The annual pool/hot tub inspection was performed and the report was reviewed by the council. The report observed that the current pool maintenance was satisfactory. Several recommendations are in the process of implementation by the Building Manager. New regulatory requirements were sent by Vancouver Coastal Health relating to pool and hot tub maintenance and will be put into force on October 8, 2011.
9. Commercial Section Garbage Disposal: The council directed the agent to write to the commercial owner that currently has a garbage bin not being utilized in the caged area in the back lane requesting that the owner cancel their contract and have the bin removed so that a second bin that has recently been located in the back lane can be moved into the caged area. This caged area is the only acceptable place for the commercial units to house their garbage bin. It was suggested that the commercial units work together to coordinate their use of the garbage bin.

10. Garage Gate Violations – Rule #13: The council continues to monitor violations related to Rule #13.

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.

Violating owners and residents risk a \$50 fine for failure to comply. All randomly observed violations are duly recorded and reviewed before fines are assessed.

11. Party Room Bylaw Fine: The council voted not to fine an owner for inappropriate behaviour in the party room. The council noted that their intention was not to fine this first offense but only to warn the owner.

CORRESPONDENCE

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

1. An owner wrote requesting that their bylaw violation fine for failure to submit a Form K – “Notice of Tenant’s Responsibilities” be reversed due to the fact that the Form K had subsequently been submitted. The council voted not to reverse the fine.
2. An owner wrote requesting they not be fined for a missed fire inspection. Council denied the request and the fine was assessed.
3. The owner of a unit has requested that their damaged exterior door be repaired or replaced by the strata. After investigation it was determined that the damage to the door resulted from a manufacturing defect. The council decided to repair or replace the door at the cost to strata corporation as it is a common property.
4. An owner has requested approval to remove their fireplace in order to enhance their view. The council has approved the request but notes that the external appearance of the building may not be altered.
5. An owner wrote protesting the garage gate violation of Rule #13 fine be reversed. The council voted not to reverse the fine.
6. The owner of unit #3801 wrote requesting that a fencing structure located near their unit be attached by the strata. The council discussed this issue and determined that the fence had never been attached and that it was not the strata’s responsibility to repair what had never been in place. The owner is advised that if they want to attach the fence they may do so at their own expense.

7. An owner wrote to protest a garage gate violation fine. After investigation it was determined that the fob number assigned to this owner and a car model were duly recorded. A contractor was working in the unit recently purchased by this owner. The council voted to reverse the fine assessed to the owner for this violation as it was deemed not a direct fault of the owner, and unlikely to be repeated.
8. An owner wrote complaining about noise related to an unapproved renovation in a neighbouring unit. The building staff investigated the complaint and determined that there was no renovation underway in that unit. The staff did note that there were no throw rugs to mitigate noise on the hard surface flooring which is a violation of the strata bylaws and the council directed the agent to send a letter informing the owner that carpets must be placed.
9. Correspondence was received from an owner requesting permission to obtain a set of building plans from the City. The council advised that the building staff will advise the owner that plans are accessible directly at the building and they may utilize them if they wish.
10. An owner wrote requesting the fine assessed for a garage gate violation of Rule #13 be reversed. Council denied the request.
11. The owner of a commercial unit has requested council approval to have Whistler Communication install the equipment necessary to open the garage door from the commercial unit. The estimated cost is \$1,225 plus HST and the council has approved the request advising that this must be an owner expense.

NEW BUSINESS

1. **Bylaw Fine:** The council reviewed a complaint lodged against an owner for a large scale, unapproved renovation. The council directed that the agent assess \$450 in fines for violating two bylaws and one rule.
2. **CHRA Membership Request:** Council considered a request from Coal Harbour Residence Association requesting that the Classico join the Association. The council determined that there was no benefit for the \$500 annual cost and decided not to participate.
3. **Landscaping Service Contract:** The council reviewed two quotations from contractors for the annual landscape service to the Classico. Blacker Land Services quoted \$3,000 annually and Good Earth quoted \$3,745 as an annual fee. Both contractors were provided with a detailed scope of work to ensure that the estimates were readily comparable. After discussion, the council awarded the contract to Blacker Land Services and requested they commence service on April 1, 2011.

4. Parkade Lighting Audit: In order to take advantage of the BC Hydro's Product Incentive Program (PIP), the council agreed to request Philips Lighting Canada and Commercial Lighting Products to proceed with the parkade lighting audit. The audit will determine savings on both energy and maintenance cost from potential replacement of the inefficient fluorescent tube lighting in the building.
5. Bylaw Amendment Proposal – Illegal Use of Strata Lot Prohibited: On recommendation from Vancouver Condominium Services, the council agreed to propose a new bylaw for consideration by the owners at the Annual General Meeting, which would specifically state that strata lots may not be used for illegal purposes.
6. Guest Suite – Fee Increase: The council voted to increase the guest suite rental fee from the current \$50 to \$60 per night beginning September 1, 2011. The suite was recently upgraded. The old fee was set in September 2008.
7. Commercial Section - Unit #301 Purchase: The council noted that commercial unit #301 has been purchased by an unknown business.

There being no further business, the meeting was adjourned at 8:00 p.m. The next council meeting will be held on Tuesday, May 3, 2011 at 5:30 p.m.

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BW/am

WHAT YOU NEED TO KNOW ABOUT AN EARTHQUAKE

The idea of an earthquake is unwelcome and not something any of us would like to consider happening in Vancouver; however, it is imperative that we all understand the reality of dealing with the aftermath of a major earthquake should it happen here...

1. You are on your own. Do not count on your strata council or management company for assistance.
2. There is not a supply of food, water, blankets or other survival provisions stored anywhere on the property. You are on your own and need to prepare accordingly.
3. If there is natural gas service to your strata corporation there is no plan for shutting off the gas supply.
4. There are no arrangements for alternate living quarters if you are unable to return to your strata lot. You are on your own.
5. Depending on the severity of the earthquake, you may not be able to telephone/email the management company for assistance.
6. The contents of your strata lot, your automobile(s) and other personal property are not insured by the strata corporation. If you have made improvements to your strata lot, such improvements or betterments are not insured by the strata corporation either.
7. The strata corporation is insured for earthquake damage; HOWEVER, there is a deductible which means that there is no coverage for damages within that deductible. Generally the deductible is 10% of the value of the strata corporation although in some instances (ie. Richmond) the deductible could be 15% or 20% of the value of the property. In most cases this will amount to millions of dollars. Your strata corporation does not have reserve funds available to meet such a huge deductible. Repairs will have to be funded by one or more special levies. These could be substantial.
8. There is NO government plan or fund to assist either you or your strata corporation. You are on your own.

While it would be nice to hear that there are plans and that there is a safety net, your strata council and VCS bring you the above information in an effort to alert you to the reality of an earthquake scenario. The Government of Canada advises you should be prepared to be self sufficient for at least 72 hours. Accordingly, you need to develop your own personal plans for survival. Like many people, you will not be adequately prepared and that is "human nature". Please remember, however, that "You are on your own" is the hard truth and the only rule that counts.

For further information, please visit the following websites:

Ministry of Public Safety & Solicitor General

http://www.pep.bc.ca/hazard_preparedness/earthquake_preparedness.html

City of Vancouver Earthquake Preparedness Tips

<http://vancouver.ca/emerg/prepyourself/earthquaketips.htm>

Public Safety Canada - What To Do during an Earthquake

<http://www.preparez-vous.ca/fl/earthquakes-what-to-do-eng.pdf>