

# MINUTES OF COUNCIL MEETING STRATA PLAN BCS-460 CLASSICO

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**HELD** On Wednesday, April 4, 2012 at 5:30 p.m. in the Meeting Room at 1328 West Pender Street, Vancouver, BC.

**PRESENT** Roman Piechocki President and Treasurer  
Peter van Diepen Vice-President  
Lawrence Keenan  
Irfaan Hafeez

**REGRETS** Douglas Soo

**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 28, 2012 council meeting, as circulated.

## **FINANCIAL REPORT**

1. **Monthly Statement:** The treasurer supplied council members with the six-month financial review and council voted to approve the February 2012 financial statement as circulated. Any owner wishing a copy of the strata corporation's financial statements may 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 6<sup>th</sup> month ending February 29, 2012 in the appropriate funds are as follows:
  - Total Cash Balance \$786,317 (including CRF Balance)
  - CRF Balance \$541,583 (Contingency Reserve Fund)

3. Arrears: The status of owners' accounts was reviewed by council. No action is currently warranted.

## **BUSINESS ARISING**

1. Leak at 649 Jervis Street: Council reported that the exterior water leak into this unit has been successfully repaired.
2. Parkade Lighting Phase 2: The agent reported that the application for energy incentives was submitted to BC Hydro on March 14<sup>th</sup> for review. Once the application is approved, council will consider implementing Phase 2 of the parkade lighting project.
3. Fire Inspection: The second round of the building's fire and safety inspection will be conducted on Friday, April 13<sup>th</sup>. Residents and owners have been notified of the impending inspection. Suites that failed to provide access in the first round and suites that have deficiency repairs will be addressed during the second round of inspection.
4. Bedbugs: The council instructed the agent to charge a unit back for the pest control company's cost to eliminate bedbugs within the unit. Any owner that experiences a bedbug problem within the unit must report to the building staff immediately in the interest of protecting all owners and residents. The strata council reserves the right to take all necessary steps to confirm that any bedbug issue is successfully resolved.
5. Window Washing 2012: Pacific Heights has completed all exterior window washing and is currently addressing any reported deficiencies.
6. Dryer Vent Cleaning 2012: National Air Technologies completed dryer vent cleaning on March 5<sup>th</sup> and 6<sup>th</sup>. The council has instructed the agent to contact owners of units who failed to provide access and owners needing to attend to booster fan repairs. Any unit that failed to provide access is advised to check their dryer vent ducting to ensure that it is free of lint. Excess lint in the duct can be costly in the form of wasted energy and excess wear and tear on the appliance. More importantly, plugged ducts may be a fire safety concern.

Owners are responsible for repairs to their booster fans.

7. Garbage Hauling Contract Renewal: The council discussed competing quotes from Waste Management Services and Smithrite Disposal for the garbage hauling contract and cardboard recycling, which comes up for renewal on August 31<sup>st</sup>. Council will conduct further negotiations before deciding which firm to employ.
8. Recycling Carryout Fee Discontinuance: The council has notified the City of Vancouver that they are cancelling the contract for removal of recycling materials from inside the building. From now on, the building staff will ensure the recycling containers are placed at

curbside for routine pickup. This effort by staff will save \$1,200 annually.

9. **Bylaw Violation Complaints:** Council reviewed three bylaw violation complaints sent to owners and tenants in the previous month.
  1. Council reviewed the circumstances of a noise complaint and the failure of the owner to respond to the complaint. Council instructed the agent to levy a \$200 bylaw violation fine for the incident in accordance with the bylaws and the *Strata Property Act*.
  2. Council voted not to levy a bylaw violation fine for noise in the case of an owner that had been informed that the surface noise from their hardwood flooring was disturbing neighbours. The owner has agreed to work to remedy the noise.
  3. Council considered the circumstances of a bylaw violation complaint sent to an owner for not following the move-in procedures. The council had received letters from both the owner and the tenant in response to the bylaw violation complaint. After careful consideration of events reported by building staff, the council authorized the issuance of a \$200 bylaw violation fine to the unit and two \$75 move-in charges for the unreported moves.

## **CORRESPONDENCE**

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

1. **Renovation Request:** Unit 3106 wrote to council requesting permission to paint the interior of their suite, replace laminate flooring in the living room hallway with hardwood (using proper soundproofing underlayment), replace the old baseboards, replace laminate flooring in bedrooms with carpet and to replace kitchen and bathroom cabinet doors. Council approved the request providing that strata rule 16 be adhered to.
2. An owner wrote expressing concern that exterior window cleaning in previous years was inadequate. The council will instruct the building staff to contact the owner and inspect the windows within their unit to ascertain if this year's cleaning was acceptable.
3. Correspondence was received from an owner requesting the reversal of three fines for violation of Rule 13, Parkade Gate Procedures. Council reviewed the history of the owner's behaviour and found multiple transgressions over several years, which amounted to three individual rule violation fines of \$50 each.

After consideration, the council voted unanimously to uphold the fines.

4. A letter was received from an owner expressing appreciation to council for their efforts to repair a water leak within the unit. The owner also noted building staff's initiative and

follow up to resolve the leak.

5. An owner wrote complaining about second-hand cigarette smoke affecting their unit. Building staff has inspected it and suggested a minor repair, which may resolve this issue. All residents are reminded that cigarette smoke must be contained within their unit. All owners have the right to peaceful enjoyment of their suite.
6. An owner wrote to council complaining about noise coming through the floor from the unit above and barbecue and smoke odours coming from the unit below, via the balcony window. The residents are advised that noise complaint issues should be directed to building staff in an effort to allow them to confirm the issue and work to mitigate it.

Owners are also reminded that strata bylaws limit the hours of washing machine and dryer operation.

*R.4.1 An owner must not:*

*(f) use his strata lot for any purpose which involves undue traffic or noise in or about the strata lot or common property between the hours of 10:30 p.m. and 7:00 a.m. or that encourages loitering by persons in or about the strata lot or common property;*

7. The owner of Unit #3103 wrote, requesting approval to paint and change the carpet to laminate floor. Council approved the request with providing that rule the owner adheres to Rule 16 and all relevant bylaws.
8. A letter was received from an owner complaining of various noises from within the building. The owner has addressed these concerns with building staff. The complaints are focused on fitness room noise, noise within the common corridor and the parkade fans.

The council will hire a contractor to investigate the parkade fans, to determine if they are producing excessive noise and need repair. Council will consider signage establishing the common corridor as a quiet zone. The council will also consider what steps may be taken to reduce noise within the fitness room and proceed with their implementation.

The strata council wishes all owners to know that it considers each noise complaint issue seriously and will take reasonable action to mitigate noise when possible.

## **NEW BUSINESS**

1. Guest Suite Flood: The council reviewed the circumstances of a recent flood from Unit #504, which affected the guest suite. The council has approved re-painting the suite and charging part of the cost back to Unit #504.

2. Noise Complaint: The council reported that they had investigated a noise complaint from an owner that contended that a new noise was emanating from within the building, affecting their suite. Building staff and council separately investigated this issue and reported that no new noise has been discovered.
3. The council discussed a recent tenancy which the owner described as “friends staying in the unoccupied unit.” Following a review of the circumstances, council concluded that the residents must be considered as tenants and the owner must submit the required move-in fees and Form K with strata.

There being no further business, the meeting was adjourned at 9:00 p.m. The next meeting date, May 23, 2012.

Bill West  
Vancouver Condominium Services Ltd.  
#400 - 1281 West Georgia Street  
Vancouver, B.C.  
V6E 3J7

Telephone: (604) 684-6291 (24 Hour Emergency Services)  
Toll Free: 1-877-684-6291 / Fax: 604-684-1539

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### **24-Hour Emergency Services**

Clients using Telus Anonymous Call Blocking feature must deactivate this service (\*87) to receive return calls from VCS after hours.

Please note that we will take no action on any emergency unless we have talked first to the person placing the call. If you have placed an emergency call, please keep the phone line clear so that VCS can return your call promptly.

**PLEASE NOTE THAT THIS SERVICE IS FOR BUILDING EMERGENCIES ONLY: IT IS NOT FOR PERSONAL EMERGENCIES.** Personal emergencies include lost building or suite access devices (i.e., keys, fobs, IRTs, garage remotes) access to relatives’ apartments, inquiries about account balances, “someone parked in my stall”, neighbours are having a loud party, and neighbours’ security alarm is going off and similar situations. We are also unable to provide assistance on calls such as “I saw a strange person enter the garage...” Suspicious activity and loud parties should be reported to the police. Break and enter and/or vandalism to your automobiles or suites should be reported to the police department.

Please feel free to report floods, broken water lines, fires, fire alarms, stuck elevators, garage gates not working and other similar building/property issues requiring immediate attention.

The 24-hour answering service is not available for general inquiries concerning accounts, council policies and other matters which are regular administration items.