

# MINUTES OF COUNCIL MEETING

## STRATA PLAN BCS-460

### CLASSICO

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**HELD** On Monday, July 30, 2012 at 5:30 p.m. in the Meeting Room 1328 W. Pender Street, Vancouver, B.C.

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

**REGRETS** Lawrence Keenan  
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 June 25, 2012 council meeting, as circulated.

### **FINANCIAL REPORT**

1. **Monthly Statement:** The treasurer reviewed the June 2012 financial statement and it was moved, seconded and carried to adopt the 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 10<sup>th</sup> month ending June 30, 2012 in the appropriate funds are as follows:
  - Total Cash Balance \$873,218 (including CRF Balance)
  - CRF Balance \$601,536 (Contingency Reserve Fund)
3. **Arrears:** The status of owners' accounts was reviewed by council and it was determined that no action was currently warranted.

4. Draft 2012/2013 Budget: The council treasurer is currently working on the proposed 2012/2013 budget to be considered by owners at the Annual General Meeting.

## **BUSINESS ARISING**

1. Unit #2101 Flood: The council discussed issues relating to two floods which occurred in this unit due to the failure of the washing machine water level switch to function properly. The washing machine overflowed on June 27<sup>th</sup> and again on July 20<sup>th</sup> causing substantial damage to multiple units. FirstOnSite Restoration has provided emergency service in both events in order to dry out property after each flood. FirstOnSite is in the process of preparing a scope of work for the repair of strata property. The strata's insurance broker, BFL Canada, has opened a claim on behalf of the strata as the expense will be in excess of the \$10,000 insurance deductible. The council instructed the agent to charge unit #2101 for the strata's \$10,000 deductible amount. The strata's insurance will cover common property and property original to the units; however, any owner's personal property or betterments will not be covered by the strata's insurer. Therefore, the unit owner should contact their homeowner insurance to discuss coverage. The council further instructed the agent to send a letter to the owner of #2101 requiring proof that the faulty washing machine has been repaired.
2. Parkade Lighting Upgrade: The agent reported that the strata has received a cheque from BC Hydro for the Energy Grant totalling \$14,011 for the Phase I rebate. The Parkade Lighting Phase II energy rebate is currently in process.
3. 3<sup>rd</sup> Round Fire Inspection: Four suites have failed to provide proof of fire safety inspection/testing which they were required to do by June 30<sup>th</sup>. Council voted to give the owners a final opportunity to comply with providing proof of the completion of a fire safety inspection within two weeks' time or risk possible bylaw violation fines.
4. Waste Management Contract: The council voted to approve signing of the Waste Management contract for garbage hauling and recycling. The new service will commence in September.

## **CORRESPONDENCE**

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

1. Unit #1607 Hardwood Flooring Request: Between meetings, council approved an owner request to install hardwood flooring.
2. Enterphone Repair Reimbursement Request: An owner wrote providing a detailed technical analysis of the failure of their enterphone and subsequent repair, which concluded that the strata should bear the cost of the repair. Council discussed this matter with the enterphone service contractor who confirmed failure within the original system network. Council agreed to reimburse the owner for \$156.80.

3. Correspondence was received from two owners citing ceiling stains or repair work necessary within the suite pertaining to previous water leakage from units above. The agent has informed both suites that the repair/restoration work regarding these occurrences rests with the owners of the suite if no common property requires repair. Ceilings and drywall are part of the strata lot. In the event that damage was caused by a neighbouring unit, the owner has the right to seek restitution from the source unit owner either directly or file an insurance claim with their homeowner insurance.

The strata is not responsible for in-suite repairs caused by neighbouring units unless common property is damaged.

4. Unit #305 Renovation Request: Council approved the renovation request from unit #305 between meetings.

## **NEW BUSINESS**

1. Washing Machine Water Level Shutoff Switch: The council agreed to add to the list of strata website tips that owners need to inspect and maintain this vital component as per manufacturers' recommendation. Recent floods due to a failure of the water level shutoff switch have proved extremely costly to strata and unit owners.
2. Party Room Surveillance Camera: Following several incidents of vandalism, the council voted to approve installation of additional security camera in the party room. Quotes will be requested and considered at the next council meeting.
3. Commercial Vent Noise Complaint: The strata received letters from a strata unit owner in a neighbouring building complaining of commercial vent noise emanating from the Classico. The complainant filed a complaint with the City Bylaw Inspector who then attended the site. The commercial unit lessee has been cooperating with the complainant to resolve the issue. Council discussed the matter and agreed that all commercial unit owners are responsible to service and maintain their rooftop air conditioning systems and vents in order to avoid neighbours' complaints.
4. Elevator Repairs: The council discussed a rash of recent elevator problems which have required Richmond Elevator to attend repeatedly. The agent will follow up with Richmond Elevator in order to ascertain the current status of elevator function and repair work.
5. Office Computer Upgrade: Council approved between meetings the purchase of a new office computer for \$1,004. The current office computer was 6 years old and became too slow to provide effective support to our employees work.
6. Corridor Carpet Stretching: The building manager will attempt to stretch the corridor carpet on several floors.

7. Bylaw Violation Complaint: Council instructed the agent to send a bylaw violation complaint letter to a unit which failed to remove their discarded furniture from the premises in a timely manner.
8. Party Room Bylaw Violation: Council instructed the agent to send a bylaw violation complaint letter to a unit owner whose family member repeated a previous breach of party room bylaws.
9. 15<sup>th</sup> Floor Hallway Condensation: The agent reported that FirstOnSite had advised that during a review of common property following the 21<sup>st</sup> floor flood that it was noted that there was condensation above the ceiling in the 15<sup>th</sup> floor hallway. The council will inspect the site confirm on what action, if any, is warranted.
10. Annual General Meeting Date: The Council agreed to schedule the AGM on Wednesday, October 24<sup>th</sup>. Registration will begin at 6:00 p.m. and the meeting will commence at 6:30 p.m.

*Having concluded all meeting agenda items except for one, the strata agent left the meeting at 7:15 p.m.*

11. VCS Management Services Agreement Renewal: The council decided to revisit the matter of the VCS Management Services Agreement renewal due to changing circumstance at VCS. Council voted to approve a one-year contract at the same cost as the previous contract.

There being no further business, the meeting was adjourned at 7:30 p.m. The next meeting will be held on August 28, 2012 at 5:30 p.m.

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BW/ab

### **STRATA PLAN NUMBER**

Please note your strata plan number on the front of these minutes. It is very helpful (especially in emergency situations) if you can provide your strata plan number when calling our office as it allows for quick access to your file.