

# MINUTES OF COUNCIL MEETING

## STRATA PLAN BCS-460

### CLASSICO

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**HELD** On Monday, June 25, 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  
Douglas Soo

**REGRETS** 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 May 23, 2012 council meeting, as circulated.

### **FINANCIAL REPORT**

1. **Monthly Statement:** The treasurer reviewed the May 2012 financial statement and it was moved, seconded and carried to adopt the May 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 9<sup>th</sup> month ending May 31, 2012 in the appropriate funds are as follows:
  - Total Cash Balance \$849,328 (including CRF Balance)
  - CRF Balance \$593,714 (Contingency Reserve Fund)
3. **Arrears:** The status of owners' accounts was reviewed by council and it was determined that no action is 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.
5. Audit: The council discussed whether or not to conduct an audit of the current year's financial statements. After review, the council voted unanimously not to conduct audit for the 2011/2012 fiscal year.

## **BUSINESS ARISING**

1. 3307 – Window Replacement: Council approved the replacement of a window with a failed seal in unit 3307. Accurate Glass has been contracted to perform the work at a cost of \$290.08 including HST.
2. Garbage Hauling Contract: Council considered quotes from two waste removal companies for the annual trash and cardboard recycling contract for the residential section. Bids were received from Smithrite, the current contractor, and Waste Management. Following extensive negotiation, the council has awarded the waste removal contract to Waste Management. This contract includes the ability to purchase a cardboard collection container at a cost of \$2,500. Currently, the strata pays \$100 a month for the rental of a cardboard container. Additionally, the Waste Management hauling charges were lower than the Smithrite proposal. Council instructed the agent to inform Smithrite, no later than June 29, 2012, that their contract will not be renewed. The current contract expires August 31, 2012.
3. Parkade Lighting Upgrade: The parkade lighting upgrade Phase I energy grant is expected to be received from B.C. Hydro during the month of June. Work on Phase II of the parkade lighting project has concluded and the strata will submit a request for an energy grant from B.C. Hydro for this portion of the project. The energy grants will provide the anticipated funding necessary to pay the balance of the project. This completes the parkade lighting work planned for this year.
4. Open Balcony Membrane Repairs: Vancouver Injection & Waterproofing Ltd. will tentatively schedule to begin work on the 13 open balcony floors needing to be re-coated with a new primer, base and a top coat of existing polyurethane membrane during the month of August. Owners will be advised in advanced that all personal belongings must be removed from the balconies and that unit access will be scheduled in advance once exact dates are determined.
5. 3<sup>rd</sup> Round Fire Inspection: Owners that failed to provide access during the 1<sup>st</sup> and 2<sup>nd</sup> round of fire inspections were notified that they were required to contract Mountain Fire Protection Ltd. to arrange the necessary inspection and then forward proof of completion to the strata by June 30, 2012. To date, only one owner out of five has complied. Owners not providing this proof will be subject to bylaw violation fines.

6. Emergency Generator Repairs: Cummins Canada was contracted to perform cleaning and replacement of coolants to the emergency electrical generator. The work has been satisfactorily completed at a cost of \$1,306 including HST.
7. Electrical Vault Testing: The B.C. Hydro mandated electrical vault servicing has been scheduled with Pro-Con to commence Thursday, October 4, 2012 between 9:00 a.m. and 1:00 p.m. and on Thursday, November 15, 2012 from 9:00 a.m. to 2 p.m. Further notice will be provided to owners closer to these dates.
8. Fire Equipment Repairs: Council approved Bartec Fire & Safety Systems to complete deficiency repairs on fire safety equipment for \$1,369.84 plus HST. Work includes replacement of the defective 6" butterfly valve on level P2, defective 4" fire pump butterfly valve and the 24<sup>th</sup> to 38<sup>th</sup> floor pressure reducing valve. Council instructed the agent to write to Mountain Fire Equipment seeking explanation of their proposal to repair the fire pump.
9. Electrical Vault Fans Modification: Council received estimates from Pacific West Plumbing, Heating & Air Conditioning Ltd. and Ram Mechanical to install two variable frequency drives on the electrical vault exhaust fans in order to reduce the system load, minimizing fan wear and tear and building noise. Council approved Ram Mechanical's bid of \$3,899 plus HST.

## **CORRESPONDENCE**

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

1. Council reviewed the circumstances surrounding a bylaw violation complaint letter and the response received from an owner. Council voted not to assess a fine in the matter.
2. An owner wrote complaining of noise from the unit above. The owner contends that the owner replaced their hard surface flooring and did not use proper soundproofing underlayment. Council reviewed the history of renovations within the upstairs unit and determined that no recent replacement of hard surface flooring has occurred. Council requested the agent to send the pertinent bylaws regarding hard surface flooring and noise complaints to the upstairs unit. The owner's request to investigate whether proper soundproofing underlayment was installed will not be pursued by strata.

Owners should be aware that proper soundproofing underlayment used in hard surface flooring installations provides some sound reduction but does not entirely eliminate noise.

3. Two owners wrote requesting approval for renovations. Units 1707 and 2602 will install hardwood flooring with approved soundproofing underlayment.

4. An owner wrote concerning water stains on the unit's ceiling. The owner requests council to investigate the source of the stains. Council reviewed the history of similar issues within this unit and confirmed past water leaks. The stains are not considered active; therefore, the strata has declined to excavate the ceiling in order to look for the source of the stains. The unit above will be notified that the remediation of these stains is considered their responsibility since they were the source of the former leak. The owner of the downstairs unit will be advised that in the event of a future leak, they must contact building staff immediately so the source of the water can be determined and remedied.
5. Correspondence was received from an owner in a townhouse situated along the back lane. The owner has complained that the garbage bins located there should be re-located and that the new restaurant should not be venting their unfiltered kitchen air into the back lane. The council reports that the collection of garbage in the current location will not be changed as this is a permissible and the most practical location for this purpose. Additionally, the restaurant vent is located on the rooftop of the commercial section and not directly at the back of the lane.

## **NEW BUSINESS**

1. Elevator Cameras: The council voted to approve a quote from West Coast Communication for \$7,549 plus HST to install wireless high-definition cameras in all three residential elevators. This work is in keeping with the strata's on-going security upgrades.
2. Bylaw Violation Complaint – Improper Move: Council considered the circumstances of an owner's contention that they did not need to pay a move-in fee when friends moved into the furnished unit for a three month period. The council voted unanimously to issue a bylaw violation complaint to the owners informing them of the need to pay a move-in fee in the event of a change of tenancy. A \$75 move fee will be assessed to the unit.
3. Commercial Directory: The council discussed the possibility of erecting a directory to list the commercial businesses in the foyer of 638 Broughton Street. The commercial owners will be notified of the intention to create the directory and asked if they wish to be listed and agree to the joint commercial section expense.
4. Request to Alter Common Property on the 38<sup>th</sup> Floor: An owner wrote requesting council approval to replace the current murals with decorative mirrors and to paint the elevator doors to match the elevator frame. All costs would be incurred by the owners of this floor and the mirrors would become the property of the strata. Council voted unanimously to approve the request.

*The agent left the meeting at 7:30 p.m.*

5. VCS Management Services Agreement Renewal: The council considered and voted to approve a two-year renewal of the management services agreement between The Owners, Strata Plan BCS-460 and Vancouver Condominium Services Ltd.

There being no further business, the meeting was adjourned at 8:00 p.m. The next meeting will be held on Monday, July 30, 2012 at 5:30 p.m.

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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.