

MINUTES OF COUNCIL MEETING

STRATA PLAN BCS-460

CLASSICO

HELD On Tuesday, September 11, 2012 at 5:30 p.m. in the Meeting Room
1328 W. Pender Street, Vancouver, B.C.

PRESENT Roman Piechocki President/Treasurer
Peter van Diepen Vice-President
Irfaan Hafeez
Lawrence Keenan
Douglas Soo

STRATA AGENT Sylvia Brewer, Vancouver Condominium Services Ltd.

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

Council welcomed the new strata agent, Sylvia Brewer, as Bill West has left Vancouver Condominium Services.

GUESTS

An owner attended the council meeting in response to the letter she received regarding a number of bylaw violations. After review and discussion, it was agreed that being a new owner, she was trying to improve certain areas of the site. She will bring up this issue at the upcoming Annual General Meeting.

The owner then left the meeting. (5:30 p.m. to 6:00 p.m.)

MINUTES

It was moved, seconded and carried to adopt the minutes of the July 30, 2012 council meeting minutes, as circulated.

FINANCIAL REPORT

1. **Monthly Statement:** The treasurer reviewed the July 2012 financial statement and it was moved, seconded and carried to approve the financial statement as circulated. 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 11th month as at July 31, 2012 in the appropriate funds are as follows:
 - Total Cash Balance \$923,570.62 (including CRF Balance)
 - CRF Balance \$630,449.67 (Contingency Reserve Fund)
3. Arrears: The status of owners' accounts was reviewed by council and the agent was instructed to send letters to those owners with outstanding balances.
4. Draft 2012/2013 Budget: The council treasurer presented the proposed 2012/2013 budget. After review and discussion, council agreed to present the budget as suggested by the council treasurer at the upcoming AGM.

BUSINESS ARISING

1. Unit 2101 Flood: The agent advised that FirstOnSite Restoration has begun repairs. The insurance deductible of \$10,000 has been charged back to the owner and payment has been received. The agent also reported that the invoice for the repair of the washing machine in 2101 has been received from the owner.
2. Parking Lighting Upgrade: The agent was instructed to ensure that all cheques have been deposited to the correct levy accounts regarding the parkade lighting Phase 2 energy rebate. Once confirmed, council instructed to close this account and return any funds to the CRF.
3. Balcony Membrane Repair: The membrane recoating on 13 balconies has been completed and the agent has been instructed to pay the invoice in the amount of \$5,590 plus HST.
4. Fire Inspection 3rd Round: \$200 fines have been assessed against four owners who failed to provide access during the 2nd round of fire inspection. One owner questioned the fine. The council considered the argument, and decided to uphold the fine. The agent has been instructed to remind the owners of the current policy of fire inspection being their responsibility to arrange directly with Mountain Fire after the 2nd round, and that fines will be assessed every month until the proof of inspection is provided.
5. Fire Equipment Repairs: Council has ongoing concerns with required repairs quoted by Bartec Fire Safety System regarding deficiencies noted during the annual fire inspection, and several invoices received from Bartec. Council has instructed the agent not to pay these invoices as when the history of work performance was reviewed, it was determined that the necessary repairs were not completed as requested and some of the work appears to be unauthorized by the strata. The agent has forwarded a letter to Bartec advising of council's concerns and that council is able to meet with them, if they so wish.

Due to the ongoing concerns, the agent was instructed by council to have an independent fire inspection specialist test the sprinkler and fire pump to confirm what repairs might be required.

6. Party Room Surveillance Camera: Following review of quote received for the party room surveillance camera, council approved the quote from West Coast Communications Inc. in the amount of \$1,150 plus HST to install a Vivotek dome camera. The agent will advise West Coast Communications to proceed with this installation.
7. Enterphone Upgrade: A quote for the Enterphone upgrade was received and will not be pursued at this time.
8. Elevator Repairs Security Upgrade: Richmond Elevator has been onsite to install a traveller cable in elevator C. These repairs are at no cost to the strata as they are part of the contract for elevator maintenance with Richmond Elevator. The security upgrade to the elevator has been completed.
9. Annual General Meeting: The Annual General Meeting is scheduled for Wednesday, October 24th at 6:00 p.m. Council reviewed a number of resolutions to be presented to the owners at the upcoming AGM. Owners are reminded that if they are not able to attend the AGM, the proxy attached to the AGM notice should be signed and given either to a neighbour or council member.

CORRESPONDENCE

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

1. A letter was received from an owner requesting that the \$200 fine for not providing access to their unit for the annual fire inspection be reconsidered. After review and discussion, council will not reverse the fine and the agent was instructed to advise the owner that it is up to the owner to arrange for fire inspection if they are unable to be available at the scheduled date for such inspections.
2. A letter was received from an owner requesting that the strata pay for damages due to water ingress. After review and discussion, it was agreed that letters will be sent reminding the parties that the cost of repairs is the responsibility of the unit that caused the damages, and that reimbursement should be arranged directly between the units. Strata is not responsible to repair items in one's unit that are due to negligence of another owner.
3. A letter was received from an owner complaining of a barking dog. A letter has been sent to the owner of the barking dog and the owner who made the complaint will be advised to report any ongoing incidents to the strata agent.
4. A letter was received requesting that more bike storage should be considered. As noted in the minutes under new business, council has authorized installation of additional bike racks,

which should be completed within about 3 weeks. Storage of bikes on the additional racks will be on a first come first serve basis.

5. A letter was received from a 6th floor owner complaining of issues with a resident below them. Due to volume of complaints about second-hand smoke and cigarette butts, council will prepare and present a $\frac{3}{4}$ vote resolution at the upcoming AGM for approval to have a bylaw instated that there shall be no smoking on limited common balconies.

NEW BUSINESS

1. Window Cleaning: Pacific Heights will be onsite starting Monday, September 17th, weather permitting, to clean the windows of all exterior inaccessible glass, which includes the balcony safety glass. Safety glass panes will be cleaned on the outside only. The windows of the main lobby, both interior and exterior, including exterior amenities room, library office, party room, exercise room and swimming pool will also be cleaned. Total cost for the window cleaning is \$7,800 plus GST. Owners are requested to report any deficiencies to either the building manager or the strata agent within 5 days.
2. Drain Cleaning: Pacific West Plumbing has provided a quote for drain cleaning of kitchen drain stacks in the amount of \$2,300 plus HST. This work has been approved and is underway.
3. Bike Racks: Council has approved the purchase of additional bike racks in the amount of \$1,276.80. Bike racks have been ordered and should be installed within the next 3 weeks. These bike racks will be on P3 and will be available on a first come first serve basis.
4. Carpet Cleaning: Maxima Cleaning has completed the cleaning of all common area carpets in the amount of \$1,035.71 plus HST.
5. Electric Vault Service: The electric vault service is scheduled for Thursday, October 4th, 9:00 a.m. to 1:00 p.m. and again on Thursday, November 15th, 9:00 a.m. to 4:00 p.m. Notices will be posted, however owners will be reminded that there will be limited elevator access and items such as computers etc. should be shut down.
6. Bylaw Violation: The agent reported that a letter was sent to the owner regarding improper use of the Party Room. After review and discussion, the agent was instructed to impose a \$200 fine.
7. Barking Dog Violation: A letter has been sent to the owner regarding a complaint of ongoing barking of their dog. To date, no response has been received and the agent was instructed to impose a \$200 fine.
8. Dryer Vent Cleaning: The agent reported a number of inquiries regarding dryer vent cleaning that was carried out in March 2012. Owners are reminded that if they did not

provide access for dryer vent cleaning, it is up to the owner to arrange for a company to clean their dryer vents at their own cost.

9. Depreciation Report: Council had questions regarding the depreciation report as mandated by the *Strata Property Act*, effective March 1, 2012. The *Strata Property Act* requires that a depreciation report be completed by December 12, 2013. After review and discussion, council has agreed that they would like more time to investigate and will present a 3/4 vote resolution to the owners to postpone a depreciation report for one year. There will be opportunity at the Annual General Meeting to discuss the benefits of having a depreciation report completed for a strata corporation.
10. Parking/Loading Zone Commercial: It has been noted that a number of vehicles are parking for extended time in the loading zone. Commercial units are advised that the loading zone is for deliveries only. Notices will be placed on offending vehicles.

There being no further business, the meeting was adjourned at 7:45 p.m. The next meeting will be the Annual General Meeting scheduled for Wednesday, October 24, 2012 at 5:30 p.m.

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