

**Strata Plan BCS460 - The Classico (Strata)  
Annual General Meeting Minutes - October 27, 2021  
Party Room, 1328 W Pender Street, Vancouver BC**

## Call Meeting to Order

The meeting was called to order at 6:02 PM by Daren Sello, Strata Agent.

## Quorum Status

The quorum requirement is 1/3 of all eligible voters. At the time of the meeting there were 212 eligible voters and as such 71 would represent quorum; there were 21 strata lot owners present in person and 67.87 represented by proxy for a total of 88.87 eligible votes.

## Proof of Notice of the Meeting

The Strata Manager confirmed that all proxies were certified and eligible voters received one vote per strata lot pursuant to the Strata Property Act. It was further noted that notice for the Annual General Meeting was sent out in accordance with the Strata Property Act to all owners.

## Approval of the Agenda

It was **MOVED/SECONDED** that the agenda be approved as distributed with the notice of meeting. The vote was called with the following results, **ALL IN FAVOUR, 0 OPPOSED AND 0 ABSTENTIONS. CARRIED**

## Approval of the Annual General Meeting Minutes dated October 28, 2020

It was **MOVED/SECONDED** that the minutes of the Annual General Meeting be approved as previously circulated. The vote was called with the following results, **ALL IN FAVOUR, 0 OPPOSED AND 0 ABSTENTIONS. CARRIED**

## Report from Council President

Council President Roman Piechocki, on behalf of Council, provided a report to the ownership with a summary of events that took place in the previous financial year. Please see attached.

## Insurance Report

In accordance with the provisions of the Strata Property Act, a summary of the strata corporation's insurance policy held with HUB for the period December 31, 2020 to December 31, 2021 was included with the AGM Notice Package. The building is insured for the full replacement value of \$106,080,000. Deductibles per the terms of the insurance policy are as follows:

**All Losses \$75,000 (excluding): Sewer Backup & Water Damage \$100,000**

**Earthquake Damage 15% Flood Damage \$100,000**

The Strata Manager gave a summary of insurance coverage held by the Strata Corporation and advised Owners on the importance of obtaining homeowner's insurance to cover strata insurance deductibles and insurable items not covered by strata corporation insurance. The summary of coverage can be taken to your homeowner insurance broker to ensure that coverage needs are aligned, if the unit is tenanted you should discuss tenant insurance requirements with your insurance provider.

The Strata Corporation insurance does not cover losses to strata lot improvements, contents, accommodation, rental losses and other losses outside the policy wordings. In the event a strata lot owner is determined to be responsible for damage, the Strata Corporation may charge the strata insurance deductible portion of a claim and any other costs not covered by the strata corporation insurance back to the strata lot owner.

Owner's are further reminded to ensure that all tenants have insurance with the owner as an additional named insured on the policy, which is generally a cost free addition to any policy.

### **Financial Report to August 31, 2021**

A copy of the financial statements for the fiscal year ending August 31, 2021, was included with the Notice of Annual General Meeting package.

### **Approval of Budget for the Fiscal Year September 1, 2021 through to August 31, 2022**

The proposed budget for the 2021-2022 fiscal year was presented and discussed. It was noted that there will be a 10% increase to the Strata Fees for the fiscal year (September 1, 2021 through to August 31, 2022). It was **MOVED/SECONDED** that the Budget for the Fiscal Year September 1, 2021 through to August 31, 2022 be approved. The vote was called with the following results, **ALL IN FAVOUR, 0 OPPOSED AND 0 ABSTENTIONS. CARRIED**

Please note there will be an amount due for the difference in the previous fee amount and the approved fee amount for the fiscal year, this will become due immediately and if you are on a Pre Authorized Debit Agreement for your Strata Fees it (difference for 3 months September through November 2021) will be processed in addition to the December 2021 Strata Fee. The Strata fee schedule including the additional retroactive amount is attached for reference.

### **Ratification of Rules - Majority Vote**

WHEREAS pursuant to s. 125 of the Strata Property Act, S.B.C. 1998, c. 43 a strata corporation must ratify its rules by a majority vote at the first annual general meeting held after the rules are made or at a special general meeting held before that annual general meeting, otherwise the rules cease to have effect.

There was brief discussion on the changes with regards to the moving rules and the implementation of Security Patrol Service. There being no further questions, a vote from all owners present was called and was **CARRIED UNANIMOUSLY**.

The owners of Strata Plan BCS460S approved the ratification of the following Rules & Regulations:

### **BCS-460 - CLASSICO RULES September 1, 2021**

#### **Preamble**

Unless otherwise stated and for the purposes of these rules, "residents" means collectively, owners, tenants, and occupants, and "a resident" means collectively, an owner, a tenant, and an occupant.

## **Rule No. 1: RENTAL POLICY FOR PARTY ROOM**

Anyone wishing to rent the Party Room for exclusive use must adhere to the following:

### **1. Application:**

- Only an owner of BCS-460 may make an application for exclusive use of the Party Room. If the owner has rented out his or her suite, only the registered tenant (hereinafter also referred to as “owner”) of that suite may make an application.
- An owner wishing exclusive use of the Party Room must book the room with the Building Staff.
- A \$75 fee is payable to rent the Party Room for exclusive use. This fee is non-refundable and is payable by cheque to “BCS-460”, at the time of booking.
- An owner who rents the Party Room for exclusive use must also make a \$100 refundable damage deposit by cheque to ‘BCS-460’, at the time of booking.
- An owner must sign the application form to rent the Party Room, which includes a waiver of liability and an agreement to use the room in accordance with this Rule No.1.

### **2. Attendance at Function**

- The owner must be in attendance at the function.
- The maximum number of people in the Party Room is 60.

### **3. Owner’s Responsibility**

- The owner is personally responsible for the conduct of all guests attending their function; the owner must ensure that all Bylaws and Rules of the Strata Corporation are fully complied with.
- This responsibility is acknowledged and accepted by signature to the contents of this application.
- Adult supervision is required in the Party Room.
- The pool table should not be moved.
- The ping-pong table may be moved, but not collapsed/folded.

### **4. Party Room Use Rules:**

- Alcohol: If alcohol will be present in the Party Room during the function, a Party Alcohol Liability insurance policy must be purchased and be in effect during the function. (This insurance policy can be purchased from an insurance agency). Alcohol can only be consumed within the Party Room and may not be taken outside of the Party Room.
- Entrance: An owner is responsible for the entrance of all guests into the Classico. It is not the responsibility of the Building Staff to escort an owner’s guests into the Party Room.
- Property Access: Inside Classico, guests are limited to the Party Room. To respect the privacy of Classico residents, guests are not permitted to wander the premises.
- Washrooms: A washroom is available in the hallway adjacent to the Party Room.
- Decorations, streamers, banners: Nothing shall be attached to the walls or ceiling of the Party Room.
- Cooking: Cooking of meats, vegetables etc. are not permitted in the Party Room. However, cold food may be prepared and served.
- Smoking: Smoking is not permitted in the Party Room or on the Party Room balcony due to the City of Vancouver Health Bylaw No. 9535 which prohibits smoking within six (6) meters of a door, window, or air intake system.
- Music: Music, provided by reasonable home stereo equipment and other entertainment is permitted and shall be kept to a reasonable sound level in order that the nearby residents are not disturbed.
- Noise: The owner is responsible for keeping the noise in the Party Room at a level that will not result in a disturbance to nearby residents.

- Adult Supervision: An owner is responsible for ensuring that an adult over the age of 19, be in the Party Room at all times.
- Pets: No pets are permitted in the Party Room.

**5. Times:**

- The Party Room may be rented for period of up to five (5) hours.
- A function may not begin in the Party Room before 7:00 a.m.
- All guests must vacate the Party Room no later than 11:00 p.m.

**6. Clean-up:**

- The owner applicant is responsible for all clean up and for restoring the Party Room and adjacent washroom to their pre-function state to the satisfaction of the Building Staff, acting reasonable. This shall be completed by within (30) minutes of the end of the function.
- Any damage or cleaning required as a result of a function in the Party Room and the use of washroom will be charged back to the owner.

**7. Questions:**

- Any questions concerning the rental policy, or the use of the Party Room should be directed to the Building Staff.

**8. Non-compliance:**

- Repeated non-compliance with the rule may result in restricting rental of the party room.

**Rule No. 2: GUEST SUITE RENTAL POLICY**

Anyone wishing to rent the Guest Suite for exclusive use must adhere to the following guidelines and building rules as noted:

1. **Rate:** The rate per day to rent the Guest Suite is \$100.00. Payment for the stay must be made at the start of the stay; without payment entry will be refused. Payment must be in cash or in form of a cheque made payable to "BCS-460".
2. **Deposit:** A \$100.00 damage deposit made payable to "BCS-460" must be made when making a reservation. THE BOOKING IS NOT CONFIRMED UNTIL THE DEPOSIT IS MADE AND THE RESERVATION FORM IS COMPLETED. During this time, another Owner/Resident can book the Guest Suite.
3. **Term/Duration:** The maximum period the Guest Suite will be rented to an Owner/Resident is 5 days per calendar year. Additional days may be booked up to a maximum of 1 month in advance of the dates required, if available. The Owner/Resident along with the guest will check out of the room with the Building Staff by 11:00 a.m. on the last day of the booking. To aid check-in there is a one-day period between bookings to allow for cleaning and checking for damages. Check-in on the first day of the booking can be from 7:00 a.m.
4. **Maximum Occupancy:** 2 adults and 2 children. The children cannot occupy the Guest Suite without an adult (adult is someone 19 years of age or older) present or be left unattended.
5. **Room Conditions:** The Owner/Resident is required to provide pillows, bed linens and towels for the duration of the guest's stay. The room will only be cleaned prior to occupancy and after the guest leaves. The Owner/Resident and guest will do cursory cleaning of the suite at the end of the stay. Please note there is NO SMOKING and NO ANIMALS allowed. The damage deposit will be refunded after the suite has been vacated and checked for damages and any damages deducted.

6. Cancellation Policy: If an Owner/Resident who has made a reservation wishes to cancel the reservation, the Owner/Resident will inform the Building Staff as soon as possible. There will be a \$100.00 minimum charge if the cancellation is less than 7 days in advance, and this fee will be deducted from the damage deposit.
7. Reservation: All reservations will be done through the Building Staff only. The Owner/Resident will be required to complete a reservation form and agree to the regulations set out in this document.
8. Guest Suite & Common Area Access: A key to the suite and access fob will be provided to the guest for the duration of the stay. The guest will have access to the Owner/Resident floor, guest parking, front door, rear entrance level, fitness suite, swimming pool, meeting room and party room. The guest will be compliant with the Bylaws and Rules of the Classico during their stay and the Owner/Resident is responsible for the guest adhering to these.
9. Key & Access fob: A key and access fob will be returned to the Building Staff at the end of the stay (see no. 3 above). If a key or access fob is lost, damaged, or not returned, the Owner/Resident will be charged a \$75.00 fee, and this will be deducted from the damage deposit.
10. Television: There is a television set in the guest suite with remote control. The television is programmed to receive a selection of channels, and this cannot be altered in any way. The remote control must stay in the guest suite.
11. Non-compliance: Repeated non-compliance with the rule may result in restricting rental of the guest suite.

### **Rule No. 3: FITNESS CENTRE**

1. All users of the Fitness Centre are requested to adhere to the Fitness Centre etiquette:  
**When you come to the Fitness Centre, please....**

- Wear proper athletic and lower body clothing and shoes. Bare feet and socks only are not permitted.
- Make sure that drink containers have a closable top. Do not leave containers on the floor.
- Personal stereos and radios without earphones are not permitted in the fitness center.
- Do not use chalk or powder in the facility
- Bring a workout towel and wipe off equipment when you are finished.

#### **When you are in the Fitness Centre, please....**

- Do not use equipment unless you are knowledgeable in its proper use.
- Do not monopolize a piece of equipment.
- Ask if you may 'work-in' and always let others 'work-in'.
- When 'working-in' with someone, return the seat and weight to the previous owner's set-up.
- Do not pound the weight stack at each repetition.
- Do not remove the weights, benches, or other equipment from their proper location.
- Re-rack the weights and return all other accessories to their proper location.
- Avoid making loud sounds (banging weights, yelling, dropping dumbbells etc.)
- Do not lean on the mirrors or lean anything against them. They are very fragile.

#### **When you are leaving the Fitness Centre, please....**

- Clean up after yourself.
- If you are the last to leave, please turn off the television set and fans.
- Close the door.

2. No children under 13 are permitted without an adult present at all times in the Fitness Centre.
3. No animals are allowed.
4. Fitness Centre hours: 6:00 a.m. to 11:00 p.m.; it is closed for maintenance weekdays 12:00 noon to 12:30pm; weekends 10:00am to 10:30am.

#### **SWIMMING POOL, HOT TUB AND SAUNA**

1. A cleansing shower in the swimming pool change room is mandatory before entering the swimming pool, hot tub or sauna.
2. All persons with open sores, bandages, head colds, discharging ears or noses, or infected eyes are forbidden to enter the Swimming Pool area.
3. Running, fighting or any form of conduct likely to cause an accident in the Swimming Pool area is forbidden.
4. No children under 13 are permitted without an adult present at all times in the Swimming Pool area.
5. No animals are allowed.
6. No drinks or food are permitted at any time.
7. Persons with long hair must wear bathing caps.
8. No diving.
9. After using the Swimming Pool or Hot Tub, footwear and towels must be used when returning to the building.
10. Strata Corporation reserves the right to deny use of the facility to anyone at any time.
11. Warning - No Lifeguard on Duty.
12. Swimming Pool area hours: 6:00 a.m. to 11:00 p.m. It is closed for maintenance weekdays 12:30pm to 1:30pm; weekends 10:30am to 11:30am.
13. There are no glass items permitted in the pool area at any time.
14. There are no soap items permitted in the pool area at any time.

**Repeated non-compliance with the rule may result in restricting access to the fitness centre.**

#### **Rule No. 4: VISITOR PARKING**

1. All visitors wishing to park their vehicle in the visitor parking may do so FOR UP TO FOUR HOURS and must sign in and report the particulars at the parkade desk.
2. All visitors wishing to park their vehicles in the visitor parking overnight must indicate so by checking the box on the parking log at the parkade desk. Parking for two or more nights requires an official parking permit from the Building Staff.
3. All vehicles parked in the visitor parking stalls without having checked the box on the parking log at the parkade desk (1 night) or acquiring permit (2 or more nights) will be towed at 6:00 a.m.

4. Permits may only be issued for a maximum of five nights per month, per suite.
5. Residents, occupants, and contractors providing service to individual owners, are not allowed to park their vehicles in the visitors parking.

#### **Rule No. 5: PARKADE GATE PROCEDURE**

All drivers, bicycle riders and pedestrians must wait for the parkade gate to close completely when entering or exiting the parkade. Drivers must not tailgate, honk, or otherwise attempt to follow behind another car. All drivers must swipe their fob/card, or use the entry intercom to be allowed in. Residents are responsible for ensuring their guests comply with these rules.

#### **Rule No. 6: MOVING PROCEDURES**

All moves must take place between 9:00 a.m. and 8:00 p.m. Monday to Friday and between 4:00 p.m. and 8:00 p.m. on Saturdays, Sundays, and holidays.

#### **Rule No. 7: ACCESS FOB ENTITLEMENT**

All owners are entitled to purchase a limited number of access fobs equal to the number of bedrooms in the unit plus two (a one-bedroom unit is entitled to no more than three fobs, a two-bedroom unit is entitled to no more than four fobs, a three bedroom unit is entitled to no more than five fobs, etc.) The cost for each fob purchase is \$75.00.

#### **Rule No. 8: EMERGENCY INFORMATION**

Any resident/owner/tenant requesting or requiring an access fob will be required to complete a contact sheet in detail prior to receiving the access fob(s). This information will be used to contact the appropriate person in case of an emergency situation.

#### **Rule No. 9: PETS IN BUILDING**

This rule applies in addition to provisions of the strata bylaws R. 8 - Pets.

Without prior permission from the Strata Council, pets are not permitted in:

- Party Room
- Meeting Room
- Guest Suite
- Swimming Pool, or
- Exercise Room

Pets must be taken in or out of the building through the third floor back lane entrance or through parkade level P1, with the following exceptions:

- (1) Pets are permitted to be carried through the lobby at all times; and
- (2) Pets are permitted to be walked through the lobby, on leash, between 11pm and 6am

Residents are not permitted to loiter in the lobby with their pets.

#### **Rule No. 10: SKATEBOARDS AND ROLLER BLADES**

Roller blades are not to be worn in the building. Residents are requested to put on their roller blades outside the building. Similarly, residents should not ride skateboards inside the building.

#### **Rule No. 11: DELIVERIES AND TRADES**

Appliances, furniture, carts and dollies are not allowed through the lobby. All such items whether brought by residents or trades people, should be taken through the back lane entrance at Level 3, or parkade entrances at levels P1, P2 or P3.

### **Rule No. 12: INSPECTIONS**

A fee of \$75.00 will be charged for building inspections requested by real estate agents or by potential unit buyers if the Building Staff is required to be in attendance. This fee must be paid to "BCS-460" before the inspection.

### **RULE No.13: RENOVATIONS/ALTERATIONS**

This rule applies in addition to provisions of the strata bylaws **R.6.3 - Obtain approval before altering a Strata Lot or Common Property** and **R.4 - Use of Property**.

This rule applies to the owner of a Classico unit where any significant renovations or alterations are being done; the determination of "significant" will be at the discretion of Classico strata council.

Before any renovations/alterations commence, the owner must submit to building staff a \$500.00 damage deposit payable to "BCS-460". This will be returned after work completion and common areas checked for damages, and any damage repairs deducted.

At least 72-hour notification must be given by the owner to the building staff indicating the project start date, its entire approximate duration and schedule.

For renovations lasting more than 2 consecutive weeks, and which require the use of elevators for transportation of materials and equipment, there will be a charge of \$50.00 per additional week payable to BCS-460.

The owner must ensure that the hours of work are restricted to 8:00 a.m. to 5:00 p.m., Monday through Friday, and 11:00 a.m. to 5:00 p.m. on Saturdays.

To perform renovations/alterations on Sundays and on statutory holidays, the owner must apply for permission in writing to the council at least five business days before the Sunday or holiday date.

The owner performing or contracting with others to perform renovations or alterations will be responsible for ensuring that all required permits and licenses are obtained. The owner must ensure that the Classico property management agent has a contact phone number for whoever is supervising the renovations/alterations.

Contractors providing service to the owner are not allowed to park their vehicles in the visitors parking.

The owner must not permit any construction debris, materials or packaging to be deposited in the strata corporation's disposal containers.

The owner must ensure that the delivery and removal of any construction materials is through the back lane entrance and, if in an elevator, the owner must ensure the elevator is protected with proper wall pads and floor coverings. The owner must not permit any renovations/alterations materials to be transported through the main lobby.

The owner must ensure that any common areas that may be affected by the renovations/alterations are protected from any spillage or dripping and kept clean daily. This includes corridors, elevators, stairs, lobbies, and paths through the entrance areas.

The owner must not open the door of the suite to vent smoke or dust into the corridor. This may activate main building fire alarm system. The strata may fine the owner, as the fire department charges for false alarms.

An owner in contravention of any above rules shall be subject to a fine of \$50.00 for each contravention, as well as responsible for any clean-up or repair costs.

#### **Rule No. 14: RECYCLING**

**Recycled Materials** - Residents shall deposit recyclable materials in the appropriate blue bins located in the garbage room. Cardboard boxes shall be flattened and deposited in the green container located in the visitor's parkade.

**Non-Recycled Materials** - Materials other than ordinary household garbage, such as paint, electronics, batteries, metals, wood, furniture, renovation materials, some books, etc., shall be removed from the strata premises and disposed of at the resident's own expense.

**Organic waste (food scraps)** - Residents shall dispose organic waste in green bins located in the visitors parkade - NO PLASTIC SHOPPING BAGS OR PLASTIC OF ANY SORT.

#### **Rule No. 15: SURVEILLANCE SYSTEM AND CAMERAS**

##### **Strata bylaw:**

S.20.3 Strata corporation is authorized to install and use video surveillance cameras and access control systems in line with the provisions of the BC Personal Information Protection Act ("PIPA").

##### **Strata policy:**

Only personnel and contractors authorized by the council are allowed to use various sections of the surveillance system:

Klassen Technologies and Westcoast Communications Inc. - maintenance and repairs of the entire surveillance system, as authorized by the council and/or property manager

Building Manager and Site Supervisor - residents data entry, key fob programming, re-setting of the Keyscan program and camera monitoring system as required, verification of infractions

Security Guards - monitoring Keyscan on-line transactions as required, monitoring video cameras display only for detection of security breaches and for verification of infractions

No person is allowed to "track" the movement of residents using Keyscan system or create a record of data from the Keyscan system or from the video recording equipment without council explicit authorization.

The strata corporation makes no representation or guarantees that any of the systems will be fully operational at all times. The strata corporation is not responsible or liable to any owner, tenant, occupant, or visitor in any capacity (including a failure to maintain, repair, replace, locate or monitor any of the systems, whether arising from negligence or otherwise) for personal security or personal property in any area monitored by any of the systems.

There are currently 24 active cameras. All camera videos are available on the office monitor and on a monitor located in the Telephone/Cable Room. Only camera views from the enter-phones, the party room 1, swimming pool, and exercise room are visible on residents' T/V screens. They are accessed as follows:

- Shaw - channel 116 or 399,
- Novus - channel 69
- Other providers - contact the cable provider for further information.

Channel	Location	Colour
1 (101)	Enter-phone W	Colour
2	Enter-phone E	Colour
3	Lobby S	Colour
4	Lobby N	Colour
5	Enter-phone - Visitors Gate	Colour
6	Visitors Gate	Colour
7	Visitors Parkade W	Colour
8	Visitors Parkade E	Colour
9	Parkade P1 N - door	Colour
10	Parkade - Residential Gate	Colour
11	Parkade P1 - Staircase 5	Colour
12	Parkade P2 - Staircase 5	Colour
13	Parkade P3 - Staircase 5	Colour
14	Lockers - Level 2	Colour
15	Entrance Level 3 - back lane	Colour
16	Garbage Room	Colour
17 (102)	Exercise Room	B&W
18	Swimming Pool	B&W
19	Party Room - 1	B&W
20	Back Lane - Comm. Loading	Colour
21, 22	Back Lane - T/H E & W	Fake
23 (Elev)	Elevator A	Colour
24	Elevator B	Colour
25	Elevator C	Colour

**Rule No. 16: COMMERCIAL SECTION SIGNAGE**

All Commercial units' signage must be approved by the Strata Council prior to installation.

**Rule No. 17: ELECTRICAL VEHICLE CHARGING - USER FEE**

(a) An owner, tenant, or occupant must register with the Strata Corporation each electric vehicle or electric scooters that the owners, tenant, or occupant owns or operates and that the owner, tenant or occupant parks in the common property parking spaces.

(b) The Strata Corporation is entitled to charge \$70/month per vehicle to an owner, tenant, or occupant for the use of the electrical outlet located in the common property parking spaces to charge up the electric vehicles or scooters.

## **Rule No. 18: LANDSCAPING**

The following limited common property locations require landscape maintenance. Hedging, trimming, pruning, and planting of trees, shrubs and plants by residents are not permitted. Residents' and landscape contractor's responsibilities are governed as stated below:

### **Level 5 terrace - Garden**

### **Level 2 terrace - Planters along townhouses 1 - 5**

### **Back lane - Planters along townhouses 1 - 5**

### **Jervis Street - Planters along townhouses 6 - 10**

Responsibility and arrangements:

To be attended by the landscaping contractor as required within the contractual scope of service. Contractor's access to Level 5 terrace to be arranged with the building manager. Any extra services should be requested through the strata agent and approved by the strata council.

### **Level 3 - Roof planters above townhouses 1 - 5**

Responsibility and arrangements:

Residents of respective townhouses are responsible for watering trees and plants. (There is no irrigation in these locations.) Any replacement of plants in roof planters should be requested through the strata agent and approved by the strata council.

## **3/4 Vote Resolution "A"- Bylaw Amendment - Consents**

**WHEREAS** The Owners, Strata Plan BCS-460 (the "Strata Corporation"), pursuant to section 197(3) of the Strata Property Act, may amend the bylaws that relate solely to that section of their Strata Corporation;

**AND WHEREAS** The Owners, Strata Plan BCS-460, wish to amend the bylaws of their Strata Corporation;

**REASON:** Mounting cost of distributing paper copies of Annual General Meeting minutes and other documents

**BE IT RESOLVED** by a  $\frac{3}{4}$  vote of residential section of The Owners, Strata Plan BCS-460 (the "Strata Corporation") that, pursuant to section 197 of the Strata Property Act, the Bylaws of the Strata Corporation be amended by modifying bylaw S.20 as follows:

Current bylaw:

### **S.20 Consents**

S.20.1 Any consent, approval or permission given under these bylaws by the strata council or the executive of a separate section, as the case may be, shall be revocable at any time upon reasonable notice.

S.20.2 Notwithstanding any provisions of the Act, the strata corporation may proceed under the Small Claim Act (British Columbia) against an owner or other person to collect money owing to the strata corporation, including money owing as a fine, without requiring authorization by a resolution passed by a  $\frac{3}{4}$  vote.

S.20.3 Strata corporation is authorized to install and use video surveillance cameras and access control system in line with provisions of BC Personal Information Protection Act (PIPA)

(a) Strata corporation is authorized to restrict access to specific sections and parts of the building.

(b) Residential section residents and guests have no access to commercial section of the building

(c) Commercial section residents and guests' access is limited to commercial section and to commercial section of the parkade through the external entrance gate of the Parkade.

Amend to read:

## S.20 Consents

S.20.4 Strata corporation is authorized to send notices or other documents by e-mail to all owners and residents who provided the strata with their e-mail address. This includes all general notices, notice of move in and move outs, requests for renovations, elevator bookings, bylaw infringement, fine correspondence and appeals, AGM/ SGM notices, proxies and minutes, strata meeting minutes, booking of amenities, building requests for access to units for maintenance reasons, complaints, and other communication involving strata council, property and building managers.

After discussion and review, it was **MOVED/SECONDED** to amend the bylaws. The vote was called with the following results, **ALL IN FAVOUR, 0 OPPOSED AND 0 ABSTENTIONS. CARRIED**

### **Majority Vote - CRF Expenditure - Parkade Crack Repairs**

**WHEREAS** The Owners, Strata Plan BCS460S have determined that to maintain the integrity of the substructure and the building itself, cracks, damaged membrane and failing concrete areas at all levels of the parkade walls and decks require repairs.

This project will include cracks routing, caulking, injection of urethane resin or epoxy, and renewal of the waterproof membrane.

The cost of the above project is estimated at \$18,000.00 including taxes.

**BE IT RESOLVED** by a  $\frac{3}{4}$  vote resolution of the Owners, Strata Plan BCS460S that a sum of money not exceeding \$18,000.00 be spent for the purpose of repairing cracks, damaged membrane and failing concrete areas in the parkade walls and decks, such expenditure to be charged against Joint Strata Contingency Reserve Fund.

Note: The above maintenance is listed in the Depreciation Report 2019 at \$46,900, page 37 - 30-year Fund Projections

After discussion and review, it was **MOVED/SECONDED** to approve the CRF Expenditure. The vote was called with the following results: **ALL IN FAVOUR, 0 OPPOSED AND 0 ABSTENTIONS. CARRIED**

### **Election of Strata Council**

The following owners were nominated to serve on strata council for the 2021-2022 fiscal year:

**Roman Piechocki**

**Irfaan Hafeez**

**Mark Deppel**

**Lawrence Keenen**

**Peter Van Diepen**

***Commercial Representative was not selected at this time.***

It was **MOVED/ SECONDED** that the above listed owners be elected as the Strata Council for the 2021-2022 fiscal year. The vote was called with the following results, **ALL IN FAVOUR, 0 OPPOSED AND 0 ABSTENTIONS. CARRIED**

### **General Discussion**

1. **Mailroom Camera** - There was some discussion regarding the installation of a mailroom camera, this will be taken into consideration by the new council and discussed at the upcoming council meeting.

2. **FOB Access to mailroom** - There was a request from an owner to install a door with FOB access to the mailroom to ensure the safety of the mailboxes. Council will discuss this upgrade at the upcoming council meeting.
3. **Package Deliveries** - There was a discussion regarding the deliveries of packages on site. An owner recommended the packages be placed in the conference room once delivered. Council will review the request at the upcoming council meeting.
4. **P2 Breaker** - There was a discussion regarding the P2 electrical breaker. A brief discussion ensued and council will review options moving forward.
5. **Water Feature** - There was a request from an owner to restart the water feature on site. Council will discuss and review options at the upcoming council meeting.

### **Termination of Meeting**

There being no further business to discuss, It was **MOVED/ SECONDED** to terminate the meeting. The vote was called with the following results, **ALL IN FAVOUR, 0 OPPOSED AND 0 ABSTENTIONS.**  
**CARRIED AT 7:09PM**



Sonny Shergill, Strata Agent  
West Coast Property Management LTD  
604.914.2135  
[teamsello@westcoastpm.ca](mailto:teamsello@westcoastpm.ca)  
[www.westcoastpm.ca](http://www.westcoastpm.ca)

# WEST COAST PROPERTY MANAGEMENT

## CLASSICO

STRATA CORPORATION - BCS-460

### OPERATING BUDGET - STRATA CORPORATION FOR THE PERIOD: SEPTEMBER 1, 2021 TO AUGUST 31, 2022

			APPROVED BUDGET 2021-2021	YEAR END AUG 31, 2021	APPROVED BUDGET 2021-2022
<b>REVENUE</b>					
300000	6710	OPERATING FUND CONTRIBUTION	728,608.42	728,608.42	730,275.00
300001		CONTINGENCY FUND CONTRIBUTION	150,000.00	150,000.00	200,000.00
300007	6720	MISCELLANEOUS REVENUE	0.00	0.00	0.00
300006	6760	INTEREST	600.00	158.48	200.00
300005	6890	PREVIOUS YEARS ALLOCATION (DEFICIT)	0.00	0.00	-9,600.00
<b>TOTAL REVENUE</b>			<b>879,208.42</b>	<b>878,766.90</b>	<b>920,875.00</b>
<b>OPERATING EXPENSES</b>					
400024	7050	MANAGEMENT FEES	46,368.00	46,252.50	45,675.00
400018	7100	INSURANCE	245,000.00	223,543.63	225,000.00
400000	7400	ADMIN. FEES	7,500.00	11,382.45	6,000.00
400023	7610	LEGAL	0.00	0.00	0.00
<b>TOTAL OPERATING EXPENSES</b>			<b>298,868.00</b>	<b>281,178.58</b>	<b>276,675.00</b>
<b>BUILDING &amp; GROUND EXPENSES</b>					
400011	8020	ELECTRICITY	55,000.00	46,877.74	51,000.00
400037	8030	WATER/SEWER	80,000.00	97,306.79	91,500.00
400022	8100	LANDSCAPING	12,000.00	12,072.66	12,000.00
400013	8135	FIRE PROTECTION	15,000.00	18,303.63	15,000.00
400020	8170	JANITORIAL SERVICES	46,000.00	49,805.59	51,000.00
400025	8180	BUILDING MANAGER	64,000.00	70,473.86	68,350.00
400030	8181	SITE SUPERVISOR	62,000.00	59,776.64	62,450.00
400031	8165	SECURITY SERVICES	58,000.00	61,906.32	58,000.00
400033	8240	REPAIRS & MAINTENANCE	18,000.00	19,426.38	23,000.00
400038	8300	WINDOWS CLEANING	19,500.00	20,265.00	11,000.00
400050	8460	TELEPHONE	840.42	1,024.96	900.00
400500	8989	CONTINGENCY RESERVE FUND	150,000.00	150,000.00	200,000.00
<b>TOTAL BUILDING &amp; GROUND EXPENSES</b>			<b>580,340.42</b>	<b>607,239.57</b>	<b>644,200.00</b>
<b>TOTAL EXPENSES</b>			<b>879,208.42</b>	<b>888,418.15</b>	<b>920,875.00</b>
<b>SURPLUS (DEFICIT)</b>			<b>0.00</b>	<b>-9,651.25</b>	<b>0.00</b>

**THIS BUDGET CONTAINS 10% COMBINED STRATA FEE INCREASE**

**STRATA PLAN BCS460**  
**CLASSICO**  
**2021/2022 APPROVED STRATA FEE SCHEDULE**  
*Effective - September 1st, 2021*

<b>UNIT</b>	<b>SL</b>	<b>U.E.</b>	<b>OPER FUND CONT. (RES)</b>	<b>CRF FUND CONT. (RES)</b>	<b>OPER FUND CONT. (JOINT)</b>	<b>CRF FUND CONT. (JOINT)</b>	<b>TOTAL STRATA FEE</b>
<b>RESIDENTIAL</b>							
1348P	1	138	133.20	105.97	409.71	112.21	\$ 761.09
1338P	2	138	133.20	105.97	409.71	112.21	\$ 761.09
1336P	3	137	132.24	105.21	406.74	111.39	\$ 755.58
1332P	4	137	132.24	105.21	406.74	111.39	\$ 755.58
1330P	5	137	132.24	105.21	406.74	111.39	\$ 755.58
649J	6	114	110.04	87.54	338.46	92.69	\$ 628.73
631J	7	88	84.94	67.58	261.26	71.55	\$ 485.33
621J	8	91	87.84	69.88	270.17	73.99	\$ 501.88
611J	9	97	93.63	74.49	287.99	78.87	\$ 534.97
601J	10	126	121.62	96.76	374.08	102.45	\$ 694.91
305	11	93	89.77	71.42	276.11	75.62	\$ 512.91
306	12	99	95.56	76.02	293.92	80.50	\$ 546.00
405	13	93	89.77	71.42	276.11	75.62	\$ 512.91
406	14	68	65.64	52.22	201.89	55.29	\$ 375.03
407	15	70	67.57	53.75	207.82	56.92	\$ 386.06
501	16	81	78.18	62.20	240.48	65.86	\$ 446.73
502	17	59	56.95	45.31	175.17	47.97	\$ 325.39
503	18	54	52.12	41.47	160.32	43.91	\$ 297.82
504	19	52	50.19	39.93	154.38	42.28	\$ 286.79
505	20	93	89.77	71.42	276.11	75.62	\$ 512.91
506	21	91	87.84	69.88	270.17	73.99	\$ 501.88
507	22	111	107.14	85.24	329.55	90.25	\$ 612.18
601	23	82	79.15	62.97	243.45	66.67	\$ 452.24
602	24	59	56.95	45.31	175.17	47.97	\$ 325.39
603	25	54	52.12	41.47	160.32	43.91	\$ 297.82
604	26	52	50.19	39.93	154.38	42.28	\$ 286.79
605	27	93	89.77	71.42	276.11	75.62	\$ 512.91
606	28	91	87.84	69.88	270.17	73.99	\$ 501.88
607	29	111	107.14	85.24	329.55	90.25	\$ 612.18
701	30	81	78.18	62.20	240.48	65.86	\$ 446.73
702	31	59	56.95	45.31	175.17	47.97	\$ 325.39
703	32	54	52.12	41.47	160.32	43.91	\$ 297.82
704	33	52	50.19	39.93	154.38	42.28	\$ 286.79
705	34	93	89.77	71.42	276.11	75.62	\$ 512.91
706	35	91	87.84	69.88	270.17	73.99	\$ 501.88
707	36	111	107.14	85.24	329.55	90.25	\$ 612.18
801	37	81	78.18	62.20	240.48	65.86	\$ 446.73
802	38	59	56.95	45.31	175.17	47.97	\$ 325.39

803	39	54	52.12	41.47	160.32	43.91	\$ 297.82
804	40	52	50.19	39.93	154.38	42.28	\$ 286.79
805	41	93	89.77	71.42	276.11	75.62	\$ 512.91
806	42	91	87.84	69.88	270.17	73.99	\$ 501.88
807	43	111	107.14	85.24	329.55	90.25	\$ 612.18
901	44	82	79.15	62.97	243.45	66.67	\$ 452.24
902	45	59	56.95	45.31	175.17	47.97	\$ 325.39
903	46	54	52.12	41.47	160.32	43.91	\$ 297.82
904	47	52	50.19	39.93	154.38	42.28	\$ 286.79
905	48	93	89.77	71.42	276.11	75.62	\$ 512.91
906	49	91	87.84	69.88	270.17	73.99	\$ 501.88
907	50	111	107.14	85.24	329.55	90.25	\$ 612.18
1001	51	81	78.18	62.20	240.48	65.86	\$ 446.73
1002	52	59	56.95	45.31	175.17	47.97	\$ 325.39
1003	53	54	52.12	41.47	160.32	43.91	\$ 297.82
1004	54	52	50.19	39.93	154.38	42.28	\$ 286.79
1005	55	93	89.77	71.42	276.11	75.62	\$ 512.91
1006	56	91	87.84	69.88	270.17	73.99	\$ 501.88
1007	57	111	107.14	85.24	329.55	90.25	\$ 612.18
1101	58	81	78.18	62.20	240.48	65.86	\$ 446.73
1102	59	59	56.95	45.31	175.17	47.97	\$ 325.39
1103	60	54	52.12	41.47	160.32	43.91	\$ 297.82
1104	61	52	50.19	39.93	154.38	42.28	\$ 286.79
1105	62	93	89.77	71.42	276.11	75.62	\$ 512.91
1106	63	91	87.84	69.88	270.17	73.99	\$ 501.88
1107	64	111	107.14	85.24	329.55	90.25	\$ 612.18
1201	65	81	78.18	62.20	240.48	65.86	\$ 446.73
1202	66	59	56.95	45.31	175.17	47.97	\$ 325.39
1203	67	54	52.12	41.47	160.32	43.91	\$ 297.82
1204	68	52	50.19	39.93	154.38	42.28	\$ 286.79
1205	69	93	89.77	71.42	276.11	75.62	\$ 512.91
1206	70	91	87.84	69.88	270.17	73.99	\$ 501.88
1207	71	111	107.14	85.24	329.55	90.25	\$ 612.18
1501	72	80	77.22	61.43	237.51	65.05	\$ 441.21
1502	73	59	56.95	45.31	175.17	47.97	\$ 325.39
1503	74	54	52.12	41.47	160.32	43.91	\$ 297.82
1504	75	52	50.19	39.93	154.38	42.28	\$ 286.79
1505	76	93	89.77	71.42	276.11	75.62	\$ 512.91
1506	77	91	87.84	69.88	270.17	73.99	\$ 501.88
1507	78	109	105.21	83.70	323.61	88.63	\$ 601.15
1601	79	79	76.25	60.67	234.54	64.23	\$ 435.70
1602	80	59	56.95	45.31	175.17	47.97	\$ 325.39
1603	81	54	52.12	41.47	160.32	43.91	\$ 297.82
1604	82	52	50.19	39.93	154.38	42.28	\$ 286.79
1605	83	93	89.77	71.42	276.11	75.62	\$ 512.91
1606	84	91	87.84	69.88	270.17	73.99	\$ 501.88

1607	85	109	105.21	83.70	323.61	88.63	\$ 601.15
1701	86	80	77.22	61.43	237.51	65.05	\$ 441.21
1702	87	59	56.95	45.31	175.17	47.97	\$ 325.39
1703	88	54	52.12	41.47	160.32	43.91	\$ 297.82
1704	89	52	50.19	39.93	154.38	42.28	\$ 286.79
1705	90	93	89.77	71.42	276.11	75.62	\$ 512.91
1706	91	91	87.84	69.88	270.17	73.99	\$ 501.88
1707	92	109	105.21	83.70	323.61	88.63	\$ 601.15
1801	93	80	77.22	61.43	237.51	65.05	\$ 441.21
1802	94	59	56.95	45.31	175.17	47.97	\$ 325.39
1803	95	54	52.12	41.47	160.32	43.91	\$ 297.82
1804	96	52	50.19	39.93	154.38	42.28	\$ 286.79
1805	97	93	89.77	71.42	276.11	75.62	\$ 512.91
1806	98	92	88.80	70.65	273.14	74.80	\$ 507.40
1807	99	109	105.21	83.70	323.61	88.63	\$ 601.15
1901	100	80	77.22	61.43	237.51	65.05	\$ 441.21
1902	101	59	56.95	45.31	175.17	47.97	\$ 325.39
1903	102	54	52.12	41.47	160.32	43.91	\$ 297.82
1904	103	52	50.19	39.93	154.38	42.28	\$ 286.79
1905	104	93	89.77	71.42	276.11	75.62	\$ 512.91
1906	105	91	87.84	69.88	270.17	73.99	\$ 501.88
1907	106	109	105.21	83.70	323.61	88.63	\$ 601.15
2001	107	80	77.22	61.43	237.51	65.05	\$ 441.21
2002	108	83	80.11	63.74	246.42	67.49	\$ 457.76
2003	109	56	54.05	43.00	166.26	45.53	\$ 308.85
2005	110	119	114.86	91.38	353.30	96.76	\$ 656.30
2006	111	91	87.84	69.88	270.17	73.99	\$ 501.88
2007	112	109	105.21	83.70	323.61	88.63	\$ 601.15
2101	113	80	77.22	61.43	237.51	65.05	\$ 441.21
2102	114	83	80.11	63.74	246.42	67.49	\$ 457.76
2103	115	56	54.05	43.00	166.26	45.53	\$ 308.85
2105	116	119	114.86	91.38	353.30	96.76	\$ 656.30
2106	117	91	87.84	69.88	270.17	73.99	\$ 501.88
2107	118	109	105.21	83.70	323.61	88.63	\$ 601.15
2201	119	80	77.22	61.43	237.51	65.05	\$ 441.21
2202	120	83	80.11	63.74	246.42	67.49	\$ 457.76
2203	121	56	54.05	43.00	166.26	45.53	\$ 308.85
2205	122	119	114.86	91.38	353.30	96.76	\$ 656.30
2206	123	91	87.84	69.88	270.17	73.99	\$ 501.88
2207	124	109	105.21	83.70	323.61	88.63	\$ 601.15
2301	125	80	77.22	61.43	237.51	65.05	\$ 441.21
2302	126	83	80.11	63.74	246.42	67.49	\$ 457.76
2303	127	56	54.05	43.00	166.26	45.53	\$ 308.85
2305	128	119	114.86	91.38	353.30	96.76	\$ 656.30
2306	129	91	87.84	69.88	270.17	73.99	\$ 501.88
2307	130	109	105.21	83.70	323.61	88.63	\$ 601.15

2401	131	80	77.22	61.43	237.51	65.05	\$ 441.21
2402	132	83	80.11	63.74	246.42	67.49	\$ 457.76
2403	133	57	55.02	43.77	169.23	46.35	\$ 314.36
2405	134	119	114.86	91.38	353.30	96.76	\$ 656.30
2406	135	91	87.84	69.88	270.17	73.99	\$ 501.88
2407	136	109	105.21	83.70	323.61	88.63	\$ 601.15
2501	137	80	77.22	61.43	237.51	65.05	\$ 441.21
2502	138	83	80.11	63.74	246.42	67.49	\$ 457.76
2503	139	56	54.05	43.00	166.26	45.53	\$ 308.85
2505	140	119	114.86	91.38	353.30	96.76	\$ 656.30
2506	141	91	87.84	69.88	270.17	73.99	\$ 501.88
2507	142	109	105.21	83.70	323.61	88.63	\$ 601.15
2601	143	80	77.22	61.43	237.51	65.05	\$ 441.21
2602	144	83	80.11	63.74	246.42	67.49	\$ 457.76
2603	145	56	54.05	43.00	166.26	45.53	\$ 308.85
2605	146	119	114.86	91.38	353.30	96.76	\$ 656.30
2606	147	91	87.84	69.88	270.17	73.99	\$ 501.88
2607	148	109	105.21	83.70	323.61	88.63	\$ 601.15
2701	149	80	77.22	61.43	237.51	65.05	\$ 441.21
2702	150	83	80.11	63.74	246.42	67.49	\$ 457.76
2703	151	56	54.05	43.00	166.26	45.53	\$ 308.85
2705	152	119	114.86	91.38	353.30	96.76	\$ 656.30
2706	153	91	87.84	69.88	270.17	73.99	\$ 501.88
2707	154	109	105.21	83.70	323.61	88.63	\$ 601.15
2801	155	80	77.22	61.43	237.51	65.05	\$ 441.21
2802	156	83	80.11	63.74	246.42	67.49	\$ 457.76
2803	157	56	54.05	43.00	166.26	45.53	\$ 308.85
2805	158	119	114.86	91.38	353.30	96.76	\$ 656.30
2806	159	91	87.84	69.88	270.17	73.99	\$ 501.88
2807	160	109	105.21	83.70	323.61	88.63	\$ 601.15
2901	161	80	77.22	61.43	237.51	65.05	\$ 441.21
2902	162	83	80.11	63.74	246.42	67.49	\$ 457.76
2903	163	56	54.05	43.00	166.26	45.53	\$ 308.85
2905	164	119	114.86	91.38	353.30	96.76	\$ 656.30
2906	165	91	87.84	69.88	270.17	73.99	\$ 501.88
2907	166	109	105.21	83.70	323.61	88.63	\$ 601.15
3001	167	80	77.22	61.43	237.51	65.05	\$ 441.21
3002	168	83	80.11	63.74	246.42	67.49	\$ 457.76
3003	169	56	54.05	43.00	166.26	45.53	\$ 308.85
3005	170	119	114.86	91.38	353.30	96.76	\$ 656.30
3006	171	91	87.84	69.88	270.17	73.99	\$ 501.88
3007	172	109	105.21	83.70	323.61	88.63	\$ 601.15
3101	173	80	77.22	61.43	237.51	65.05	\$ 441.21
3102	174	83	80.11	63.74	246.42	67.49	\$ 457.76
3103	175	56	54.05	43.00	166.26	45.53	\$ 308.85
3105	176	119	114.86	91.38	353.30	96.76	\$ 656.30

3106	177	91	87.84	69.88	270.17	73.99	\$ 501.88
3107	178	109	105.21	83.70	323.61	88.63	\$ 601.15
3201	179	80	77.22	61.43	237.51	65.05	\$ 441.21
3202	180	83	80.11	63.74	246.42	67.49	\$ 457.76
3203	181	56	54.05	43.00	166.26	45.53	\$ 308.85
3205	182	119	114.86	91.38	353.30	96.76	\$ 656.30
3206	183	91	87.84	69.88	270.17	73.99	\$ 501.88
3207	184	109	105.21	83.70	323.61	88.63	\$ 601.15
3301	185	163	157.33	125.17	483.93	132.53	\$ 898.97
3305	186	164	158.30	125.94	486.90	133.35	\$ 904.49
3307	187	152	146.71	116.72	451.28	123.59	\$ 838.30
3401	188	163	157.33	125.17	483.93	132.53	\$ 898.97
3405	189	164	158.30	125.94	486.90	133.35	\$ 904.49
3407	190	152	146.71	116.72	451.28	123.59	\$ 838.30
3501	191	163	157.33	125.17	483.93	132.53	\$ 898.97
3505	192	164	158.30	125.94	486.90	133.35	\$ 904.49
3507	193	152	146.71	116.72	451.28	123.59	\$ 838.30
3601	194	163	157.33	125.17	483.93	132.53	\$ 898.97
3605	195	164	158.30	125.94	486.90	133.35	\$ 904.49
3607	196	152	146.71	116.72	451.28	123.59	\$ 838.30
3701	197	159	153.47	122.10	472.06	129.28	\$ 876.91
3705	198	164	158.30	125.94	486.90	133.35	\$ 904.49
3707	199	152	146.71	116.72	451.28	123.59	\$ 838.30
3801	200	210	202.70	161.26	623.47	170.75	\$ 1,158.18
3802	201	206	198.84	158.19	611.60	167.50	\$ 1,136.12
<b>TOTAL RES.</b>	<b>18448</b>		<b>17,806.45</b>	<b>14,166.67</b>	<b>54,770.63</b>	<b>15,000.00</b>	<b>\$ 101,743.74</b>
<b>UNIT</b>	<b>SL</b>	<b>U.E.</b>	<b>OPER FUND CONT. (COMM)</b>	<b>CRF FUND CONT. (COMM)</b>	<b>OPER FUND CONT. (JOINT)</b>	<b>CRF FUND CONT. (JOINT)</b>	<b>TOTAL STRATA FEE</b>
<b>COMMERCIAL</b>							
1362	209	342	70.22	99.97	1,123.20	307.61	\$ 1,601.00
1366	208	261	53.59	76.30	857.18	234.75	\$ 1,221.82
1368	207	144	29.57	42.09	472.92	129.52	\$ 674.11
1372	206	122	25.05	35.66	400.67	109.73	\$ 571.12
1376	205	102	20.94	29.82	334.99	91.74	\$ 477.49
1378	204	82	16.84	23.97	269.30	73.75	\$ 383.87
1382	203	63	12.94	18.42	206.90	56.66	\$ 294.92
1386	202	114	23.41	33.32	374.40	102.54	\$ 533.67
301	210	175	35.93	51.16	574.74	157.40	\$ 819.23
302	211	204	41.89	59.63	669.98	183.49	\$ 954.98
303	212	244	50.10	71.33	801.35	219.46	\$ 1,142.24
<b>TOTAL COM.</b>	<b>1853</b>		<b>380.48</b>	<b>541.67</b>	<b>6,085.63</b>	<b>1,666.67</b>	<b>\$ 8,674.44</b>
<b>FEE TOTAL</b>							
	<b>20301</b>		<b>18,186.93</b>	<b>14,708.33</b>	<b>60,856.25</b>	<b>16,666.67</b>	<b>\$ 110,418.18</b>

<b>Residential</b>	<b>31.02%</b>
<b>Commercial</b>	<b>30.90%</b>

## President's Report – AGM - October 2021

As you were previously made aware, the Council decided that Classico would be managed more effectively by another organization. Overall, it was appropriate and well timed to change the management of our property. As of July 1, 2021, we are managed by West Coast Property Management Ltd. I welcome on board our new strata agents, Daren Sello and Sonny Shergill.

### Major projects completed in 2020/2021

Water leaks and floods – several replacements and repairs of water supply lines - emergency responses  
Drain stacks cleaning – annual and several responses to clogged lines  
Pool mechanical room – improving sloping of the floor to prevent floods to corridors and elevator shafts  
Elevators' modernization – supply of elevator drive and replacement of door operators  
Elevator Room – ventilation improvement  
Fire inspection – annual  
Emergency generator maintenance – annual, periodical fuel polishing  
Roof anchors testing - annual  
Windows cleaning – fall and summer  
Dryer vents cleaning – annual  
Parkade gas detection system – annual inspection and maintenance  
Parkade gates maintenance – quarterly  
Planters – two planter drain repairs and replanting  
Carpets cleaning – annual

### Finances

Unfortunately, due to unexpected cost increases in some areas, we had overruns in some accounts which contributed to the overall deficit of over 19,000. We had surplus in several other accounts.

Account	Deficit	Reason
Water & Sewer	-17,307	Record water consumption (COVID-19) and significant increase in the rate charged by the City
Gas	-18,827	Record consumption (COVID-19) and an average 15% increase in the rate charged by FORTIS
Legal Fees	-7,849	Legal proceedings to recover funds owed to strata by some owners
Administration	-4,282	Increase in correspondence, particularly related to AGM, and unexpected expense for rental of the external facility for AGM 2020 (COVID-19)
Security Services	-3,906	Equipment breakdowns, staff vacation and COVID-19 quarantine
Janitorial Services	-3,806	Increase in rate charged by the contractor, increase cost of supplies (COVID-19)

The combined financial balances in rounded numbers are as follows:

**BUDGET - TOTAL STRATA - OPERATING ACCOUNT**

Revenue	1,267,197
Expenses	1,286,564
<b>Current budget deficit</b>	<b>-19,367</b>

The above budget deficit comprises of the following sectional balances:

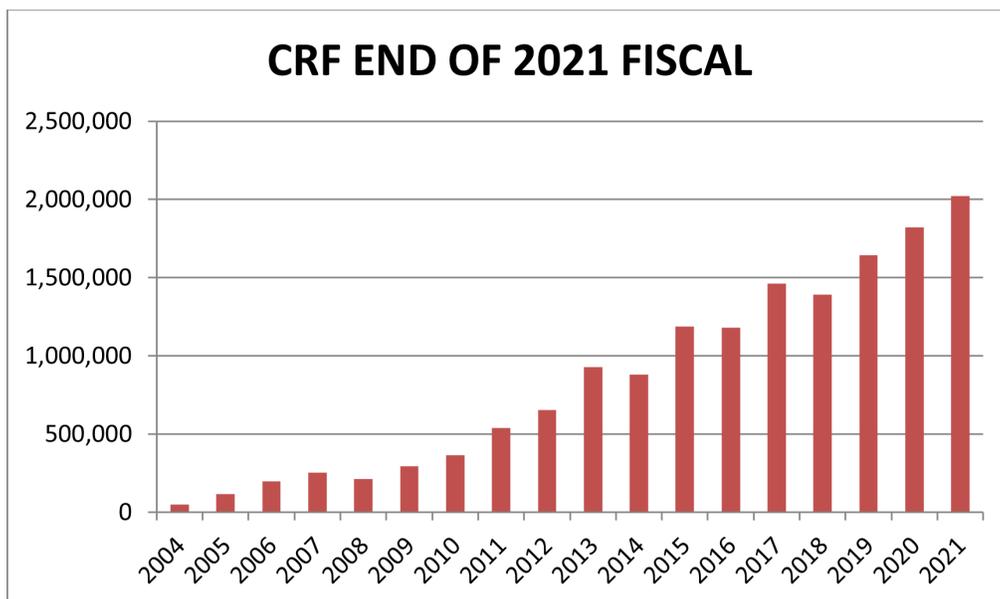
Strata Corporation (Joint)	-9,654
Residential	-12,804
Commercial	3,091

**MONEY IN THE BANKS** (Based on bank statements)

**CONTINGENCY RESERVE FUND**

Strata Corporation (Joint)	427,072	(It includes 70,977 of prepaid insurance premium)
Residential	1,502,893	
Commercial	90,472	
<b>CRF total</b>	<b>2,020,437</b>	

Please note that we are focusing on a long-range planning; our proposed total contribution to CRF is increased by 60,500 as recommended by the Depreciation Report of 2019. If approved by owners, it will amount to annual contribution of 376,500, being about 28% of the combined strata corporation budget.



Due to the above listed deficits, increased cost in many operational activities, and increased contribution to the Contingency Reserve Fund (CRF), to balance the next year budget we are proposing a modest 10% increase in the strata maintenance fee.

## **Our budget proposal includes an increase in the Strata Maintenance Fee of 10%**

### **Maintenance and operation**

Our regular maintenance cost remains relatively low because most of the minor repairs, routine tasks and upgrades are performed by the building staff.

We continued having problems with:

- Leaks and floods resulting from malfunction of appliances and deficiencies in water lines
- Recurring elevator failures
- Drainage in planters
- Drainage in kitchen sink risers
- Noise violations by inconsiderate residents
- Cigarette smoking and cigarette butts disposal
- Unarranged and unauthorized moving
- Illegal garbage and furniture disposal
- Short term rentals
- Other noncompliance resulting in increase of correspondence and prolonged meetings

### **Remedies for reducing costs and minimizing problems**

Introducing water conservation measures

Appealing for a reasonable use of fireplaces

Utilizing current technology in correspondence (Proposed  $\frac{3}{4}$  Vote Resolution)

Streamlining procurement of janitorial supplies (Taken over from service contractor by building staff)

Educating residents in prevention of leaks and floods

Modernizing elevators equipment (Replacement of drivers and door operators by contractor)

Regular cleaning of kitchen drains risers (Proposed  $\frac{3}{4}$  Vote Resolution)

Implementing measures minimizing violations which inconvenience residents (Warnings and fines)

Amending moving in/out procedures (Proposed  $\frac{3}{4}$  Vote Resolution)

Averting lawsuit by reaching a compromising agreement for the access to parkade by the developer

### **Building structure**

The recent collapse of towers in Florida, has prompted owners and residents alike to evaluate the structure of their buildings. Please be assured that we have been regularly assessing, monitoring, and repairing structural components of our facility. Our last inspection was performed by structural engineers in 2013, and all deficiencies have been addressed. The next thorough inspection is planned for 2023. In addition, every several years we are addressing deficiencies observed in the building's substructure. This year again, following inspection of the underground structure by a qualified contractor, we are presenting for the owners' approval a  $\frac{3}{4}$  Vote Resolution to repair cracks, damaged membrane and failing concrete areas.

In closing, I remain indebted to many of my friends and colleagues on the council helping to chair this organization. Thank you to our staff for keeping our building safe, secure, clean, and well maintained.

Sincerely,

Roman Piechocki, president/treasurer