

MINUTES OF COUNCIL MEETING
STRATA PLAN BCS-460
THE CLASSICO

HELD On Thursday, August 15, 2013 at 5:30 p.m. in the Meeting Room, 1328 West Pender Street, Vancouver, B.C.

PRESENT

Roman Piechocki	President/Treasurer
Peter van Diepen	Vice-President
Lawrence Keenan	
Ken Sopko	
Irfaan Hafeez	
Mark Deppel	<i>(arrived at 5:50 p.m.)</i>
Douglas Soo	<i>(arrived at 6:00 p.m., departed 6:30 p.m.)</i>

STRATA MANAGER Sylvia Brewer, FirstService Residential BC Ltd.

The meeting was called to order at 5:35 p.m.

MINUTES

It was moved, seconded and carried to adopt the minutes of the June 27, 2013 council meeting minutes, as circulated.

FINANCIAL REPORT

1. **Monthly Statement:** The treasurer reviewed the June 2013 financial statement and it was moved, seconded and carried to approve the June 2013 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact FirstService Residential during regular business hours, 8:30 a.m. to 4:30 p.m., Monday to Friday.
2. **Account Balances:** The current balances for the 10th month as at June 30, 2013 in the appropriate funds are as follows:
 - Total Cash Balance \$1,095,589.04 (including CRF Balance)
 - CRF Balance \$896,450.42 (Contingency Reserve Fund)
3. **Arrears:** The strata manager reported that letters will be sent to all owners with overdue accounts.
4. **2013/2014 Working Budget:** Council met separately to review the budget for the 2013/2014 fiscal year and will continue to update as required.

COMMITTEE REPORTS

1. Redesign Committee: Tower upgrades have been deferred for the time being. Council agreed to repaint the lobby in September 2013.

BUSINESS ARISING

1. Elevator Update: District sales manager from Richmond Elevator responded to a number of deficiencies identified in the Canadian Elevator Quality Assurance. Council reported that there have been continuation of breakdowns of Elevator "C". Apparently, it may be due to a need for a software upgrade. The new software from MCE (Control Manufacturer in California) is expected to be installed; the cost of it remains to be determined.
2. 10-Year Warranty: Council received the report from Glotman Simpson related to the crack located on the level P1 West adjacent to parking stall 121 A. The report advised council that concrete delamination is not a result of a "structural defect" as defined in the *Homeowner Protection Act* Regulations. However, repairs of the affected area should be undertaken with appropriate patching materials.

The strata manager was instructed to mail copies of the 10-year warranty reports (Morrison Hershfield and Glotman Simpson) to the warrantor and the developer.

3. Annual Fire Inspection: All the deficiencies have been addressed by Voltech and building staff, except testing of the pressure gauges. As proposed by Voltech, it was agreed that the issue of gauges testing will be revisited at the next annual inspection.

It was also noted that owners that required a second inspection will be charged back their portion of the cost for this second inspection.

4. Loading Zone Area:
 - (a) A quote was received for an enclosure for the commercial garbage bins from Nikls. However, upon further review and discussion, it was agreed that a revised drawing will be sent to Nikls for review and ask them provide a revised quote.
 - (b) Water Outlet Installation: Council has decided to install a hose bib to assist in cleaning out of the garbage bins to help sanitize and deal with on-going flies, etc. in the garbage area for the commercial units.
5. Maintenance Projects:
 - (a) Shower Stall Renovations: Council is still waiting for further quotes for repairs to shower stall areas for both the men's and ladies' washrooms.
 - (b) Tower Sealant: Several quotes have been received to review the building sealants. After further review of the quotes from both Columbia Seal and Enviro Pro Building Consultants, it was agreed to accept the quote from Enviro Pro in the amount of \$8,450 plus GST and this will include a review of the current condition of all sealants, deck coatings and exterior paint finishes.

The strata manager was instructed to advise Enviro Pro to set a date for this inspection in September.

(c) Waterproof Membrane/Planter Repairs: Membrane repairs have begun and the planter repairs have been completed. There was some further discussion regarding the trees and plants for the planters. This will be monitored and new greenery will be planted if required. Potential replacement of the trees will be discussed at the upcoming AGM.

6. ICBC Claim: The strata manager reported that she has sent the three quotes for repairs to the tile upstand (short wall in the front driveway) and has not had any advice if these repairs can proceed. It was agreed that if no reply is received from ICBC shortly, that the quote from Glory Carpet in the amount of \$500 plus applicable taxes will be instructed to proceed with these repairs.

7. AXIS Sign: Response was received from the commercial owner, AXIS, regarding the removal of two of the letters of the AXIS sign. Portion of the sign was located on the common area of the commercial section. They were not pleased with this removal and suggested that their subsequent poll of all the commercial tenants found that only two of the six commercial units had issue with the signage. After further review of this letter from AXIS, it was agreed that the strata manager will send them a reply with a copy of the poll done by the strata council, indicating also that only the letters on common property were removed. The other two letters are located on the owner's portion of the property and they have remained. Axis was provided adequate notices to act and respond earlier but failed, which led to the council's action.

AXIS also complained about placement of the sandwich boards by other owners of the commercial section. AXIS will be advised that if sandwich boards are on City property, council has no recourse and these signs can only be removed by the City. Any sandwich boards installed on common property, which includes planters on Broughton Street, will be addressed by strata.

8. Bylaw Violations – Follow-Up:

(a) A letter was received from a resident in response to a noise bylaw violation and it was determined that they did not respond to the letter as the original violation letters were sent to the unit but in the name of the previous tenant and the current tenant disposed of the letters and were not aware of the content.

After further review and discussion, council will not reverse the fine, as the owner of the unit was also in violation of not providing an updated Form K and the strata manager will advise both the resident and the owner of the unit that the \$200 fine will not be removed from the account.

(b) A letter was received from an owner regarding missed fire inspections and resulting fines and felt that they that did not receive notices in a timely manner; however, after further review and discussion, council will not reverse the fine as posted to the owner's account.

(c) A letter was received in response to a bylaw violation regarding missed fire inspection and council will not reverse the \$200 fine and the owner will be advised.

(d) A letter was received from an owner regarding missed fire inspection and the \$200 fee imposed. They advised that they have been out of town and feel that as a key was given to management of the building that they assumed that fire inspection would be dealt with.

After further review and discussion, it was determined that strata did not have the key as suggested and the fine stands as posted to the owner's account.

CORRESPONDENCE

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

1. Unit #804 requested permission to install hardwood flooring. After review and discussion, as the hardwood floor and underlay meets all the requirements of the strata corporation, approval will be given and the owner will be advised.
2. A letter was received from the owners of Unit #1330 requesting approval to change the flooring of their bedrooms from carpet to laminate. After review and discussion, as the owner's flooring and underlay meets the guidelines of the strata corporation, installation will be approved.
3. A letter was received from an owner regarding installation of an automatic door opener for the main lobby entrance. After review and discussion, council will investigate costs to install an automatic door opener. Council agrees that this would be helpful in assisting residents with mobility problems.

It was noted that the request was sent directly to the council member and the owner will also be advised that in future all formal requests should be sent to the attention of the strata manager and not mailed directly to council.

4. An owner reported a rusting vent in the ceiling of their balcony. After further review and discussion, the building manager will investigate and suggest required repairs to council.
5. A letter was received from an owner advising that the fire inspection that had been missed has been completed on their behalf by Voltech Fire.
6. The owners of Unit #3507 have advised that although a reno was approved several years ago for their unit (June 2011), they did not proceed with these renovations and were advising now that they will proceed; however, requested one additional item added to their renovation request. After review and discussion, the renovation has been approved and the owner advised.
7. A violation letter was received from an owner regarding a barking dog and reported this has been an off and on situation. The strata manager reported that the owner did report an original complaint and then the barking stopped. However, the barking has resumed and the strata manager was instructed to send a letter to the unit where the dog resides and to advise of this on-going nuisance.

Owners are also reminded that they should report such noise complaints directly to the building staff as often it can be dealt with immediately as opposed to waiting for a complaint letter to be sent to owners.

8. A complaint was received regarding a violation regarding the use of the swimming pool, hot tub and sauna and a letter has been sent to the residents. The strata manager was instructed that if the response has not been received by the 20th of August to impose the rule fine of \$50.
9. A noise complaint letter was received from an owner regarding a party that went on until 3:00 a.m. After review and discussion, the strata manager was instructed to send a formal bylaw violation letter to the unit.

NEW BUSINESS

1. Keyscan System Repairs/Upgrade: This item has been deferred.
2. Washing Machine Overflow: A unit on the fourth floor has had a washing machine overflow and has caused damage to their unit, several units below and adjacent to it, party room and a common area corridor. The strata manager reported that letters have been sent to all affected residents advising of who is responsible to pay for repairs and a chargeback of the insurance deductible will go to the fourth floor unit in which the washing machine overflow occurred.
3. Security Upgrade:
 - (a) Following an attempted break-in, a quote was requested from West Coast Communications for CCTV camera to be installed in the back lane to capture the commercial section entrance and the commercial waste disposal area. Costs for a HD-51 Honeywell Day/Night Vandal-Resistant Dome Camera and its installation was \$1,350 plus taxes. Council approved the quote.
 - (b) Metal plates will also be installed on several exterior doors to prevent break-ins.
4. Boiler Replacement: Council president met with RAM Mechanical to review potential replacement of the roof boilers. The report from this review is forthcoming. The council intends to present the issue to the owners at the upcoming AGM in October.
5. Quote for Water Line Insulation: Council has requested quotes for re-insulation of the water lines on the 5th, 15th and 27th floor to eliminate moisture condensation in these locations. Council will review these quotes once received.
6. Water Leak on the 35th Floor: A water leak was reported in a 34th floor unit and after investigation, it was determined that the leak was coming from a 35th floor unit. The leak has been located at the discharge from the washing machine and the owner was advised to perform necessary repairs. Any damages to units will be dealt with between the unit owners and investigation costs will be charged back to the owner of the 35th floor suite.
7. 6th Floor Water Leak: A report was received from a 5th floor unit owner of a water leak from the suite above. After investigation, it was determined it was a faulty water line of the ice maker in the refrigerator of the 6th floor unit. This has been dealt with and any costs from investigation will be charged back to the 6th floor owner.

The strata manager was also instructed to send a letter to the 6th floor unit owner to suggest that they move the access of the shutoff behind the washer to the adjoining closet for easier access, should immediate shutoff be required to the water in the entire suite.
8. BC Hydro Grant: The strata manager was instructed to apply for a BC Hydro grant regarding recent LED light bulbs purchased for common areas and the strata manager will advise council once this application has been fulfilled.
9. Window Washing: It was agreed that Pacific Heights should do the window washing and the strata manager was instructed to confirm the cost and book a date for September.

There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting is scheduled for Wednesday, September 18, 2013 at 5:30 p.m.



Sylvia Brewer
FirstService Residential BC Ltd.
1281 West Georgia Street, Suite 400
Vancouver, B.C.
V6E 3J7

Telephone: 604.684.6291 (24 Hour Emergency Services)
Toll free: 1.877.684.6291 / Fax: 604.684.1539

SyB/nd

FirstService Residential - Services Now Available

Available Now - FSRConnect is a proprietary software system that maximizes customer experience. It assists the Strata Council, Strata Manager, owners and site staff by communicating more effectively. FirstService Residential provides this complimentary website and service for each of its strata clients. Details and instructions on how to sign up attached to these minutes.

Available August 15 - The Customer Care Centre is being provided to residents free of charge and allows our clients to call in **24 hours a day, 7 days a week, 365 days a year** with strata related issues involving such things as account balances and how to sign up for FSRConnect.

Call us. We can help! **1.855.273.1967**.