

# MINUTES OF COUNCIL MEETING STRATA PLAN BCS-460 CLASSICO

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## HELD

On Wednesday, June 27, 2013 at 5:30 p.m. in the Meeting Room,  
1328 West Pender Street, Vancouver, BC

## PRESENT

Roman Piechocki	President/Treasurer
Peter van Diepen	Vice-President
Lawrence Keenan	
Ken Sopko	(5:30 p.m. – 7:30 p.m.)
Mark Deppel	
Irfaan Hafeez	(5:30 p.m. – 7:05 p.m.)

## REGRETS

Douglas Soo

## STRATA MANAGER

Sylvia Brewer, 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 May 22, 2013 council meeting, as circulated.

## FINANCIAL REPORT

- Monthly Statement: The treasurer reviewed the May 2013 financial statement and it was moved, seconded and carried to approve the May 2013 financial statement, as presented. 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.
- Account Balances: The current balances for the 9<sup>th</sup> month ending May 31, 2013 in the appropriate funds are as follows:
  - Total Cash Balance      \$1,073,338.81      (including CRF Balance)
  - CRF Balance                \$ 883,616.07      (Contingency Reserve Fund)
- Arrears: The strata manager reported that letters will be sent to all owners with overdue accounts.
- 2013/2014 Working Budget: The treasurer presented the first draft of the budget for the next fiscal year. After review and discussion, several adjustments will be made as required and will be presented to the owners at the upcoming AGM in October.

## COMMITTEE REPORT

1. Design Committee: Council member Ken Sopko and owners Diane McGeachie and Paul McGeachie presented an update on the findings of the re-design committee. The committee requested and received submissions from five designers and are available for council's review, if requested. The committee has chosen one designer that fills their needs of their objective which includes:

- A unique design which is simple and timeless.
- A design that creates a relationship between the exterior and the interior.
- A design that is functional and has appropriate sustainability considerations, the appropriate cost effective staging of the project and price.

The committee has chosen a design by Adam Becker Designs. He has prepared a full quote for the strata at no charge (unlike the other companies who needed up to \$10,000, once chosen, to prepare a quote).

They propose to proceed with the re-model of the lobby first followed by the common hallways in the 2013/2014 budget year.

There are two options for approaching this project:

- (a) Hire Adam Becker Designs to manage and execute his design plan.
- (b) To have the committee manage and execute the re-model.

The lobby option (a) using Adam Becker Designs would cost approximately \$84,000 and take an estimated 10 days and would include replacing the tile floor in the lobby, mailroom elevator, hall and elevators; replacing the veneer panels in the elevators; replacing the marble on the exterior front door columns and carrying it inside; squaring off the rounded wall corners; painting the lobby, mailroom and elevator hallways.

Lobby option (b) the self-manage option would require additional time by the committee to create a comparable design and build the project costing.

The tower common hallway option (a) using Adam Becker Designs would cost approximately \$350,000, would take two months to complete and would include, replacing the carpet; replacing the baseboards; replacing the red wallpaper and paint.

The tower common hallway option (b) managing the re-model ourselves would require additional time to build the project costing.

If council wishes to proceed with the self-manage option then development of the design and the intended costing would be done by the committee in collaboration with any other volunteers and submitted to council via email as council is not meeting in the month of July. They request council allocate funds necessary to undertake this project.

Council then reviewed the samples for flooring, carpeting, etc., and a design board. It was agreed at this time there are no funds available for the first phase of the project and further discussion will be required to determine how and when funding for this project will take place. It will be discussed further at a special council meeting in July.

## **BUSINESS ARISING**

1. Elevator: District sales manager from Richmond Elevator met with council to review the deficiencies. Richmond Elevator asked for more time to deal with the deficiencies and council reported that several of the deficiencies have already been dealt with and have agreed to the terms suggested by Richmond Elevator. However, Richmond Elevator is aware that if the deficiencies are not dealt with in a timely manner, the contract for elevator maintenance will not be renewed.
2. 10-Year Warranty: Structural consultant, Glotman Simpson has been on site and council is awaiting their report. Quotes have been received from Vancouver Injection & Waterproofing for membrane and crack repairs and council has agreed that the external work should proceed at the quoted cost of \$10,000 plus taxes.
3. Annual Fire Inspections: The second inspection took place on June 6<sup>th</sup> in units where access had not been previously provided. Three units did not provide access for the second visit and these owners have been advised they will be fined. However, the common area deficiencies as quoted have not been dealt with. The strata manager will follow up with Voltech to determine when repair of deficiencies will take place.
4. Loading Zone Area/Garbage Disposal: There have been on-going concerns regarding the garbage bins for the commercial units. After further discussion, the strata manager was instructed to send a letter to all commercial units advising that the garbage bins are encroaching on the loading zone area. Council will consider building a new cage and charge back to the commercial units. The strata manager was instructed to request a quote from Nikls "One Call" Property Services.
5. Maintenance Projects:
  - Irrigation set-up has been completed.
  - Shower stall renovation quotes are being collected and will be presented at the AGM in October.
  - Tower sealant inspection – to date contractors requested to provide quotes have not attended the site. The strata manager was instructed to request a quote from Aqua City and will also request a quote from Columbia Seal.
  - Membrane and crack repairs work has been approved as quoted by Vancouver Injection & Waterproofing for a cost of \$10,000 plus GST. Back lane planter repairs will take place in the early fall.
  - Leak repairs for TH1 and TH5 will also be completed by Vancouver Injection & Waterproofing when they are on site to do common area repairs.
6. ICBC Claim: Three quotes have been received for the repairs to the "tile up stand" (short wall in the front driveway). The strata manager was instructed to forward the three quotes to ICBC and confirm when and how these repairs can proceed.
7. AXIS Sign: Two letters of the AXIS sign have been removed from common property as no response had been received from the commercial owners. The strata manager reported that a phone call had been received from AXIS and they were instructed to send their concern and complaints in writing.
8. Water Line Leak – 15<sup>th</sup> Floor: Repairs have been completed by Ram Mechanical.

9. Moving Fees: There was further discussion of moving fees and it was agreed that a fee of \$100 for furnished suites and \$200 for unfurnished suites for move-in would be presented at the upcoming AGM for owners' approval.

## **CORRESPONDENCE**

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

1. A letter was received from a commercial tenant, Coldwell Banker, unit 310, requesting approval of banners or flags for public advertising of the brokerage. After further review and discussion, council will not approve installation of the flags as requested.
2. A letter was received from an owner advising that their neighbour's rooftop was unattended and unsightly and requested that council ask this owner to clean-up their rooftop. The strata manager was instructed to send a letter to the owner requesting that the area be properly maintained and cleaned up.
3. A letter was received from the owner of unit 3802 for permission to install artificial turf on their concrete tiled patio. They advised that the product is not adhered to the concrete surface of the slab protecting the membrane but is attached to a very effective form of drainage underlay that allows the normal run off of water and any dust or dirt that may settle. This provides the necessary weight to hold the product and allows the area to dry; similar to if the concrete was left exposed. After review and discussion, the strata manager was instructed to advise the owners that they have permission to install turf as noted.
4. A letter was received from an owner requesting refund of their move-in fee, as when they purchased the unit as furnished and their status remained "non-resident". After review and discussion, council agreed in this instance to refund the \$125 move-in fee.
5. A letter was received from an owner requesting repairs as suggested in the Morrison Hershfield report. After further review and discussion, the owner will be advised that the strata has engaged a contractor and will undertake the repairs as suggested by Morrison Hershfield.
6. A letter was received from a commercial owner requesting approval to install signage. The strata manager was instructed to advise the commercial owner that until they submit a special proposal for council's review, no approval will be granted.
7. A letter was received from a 15<sup>th</sup> floor owner with concerns that although the repair of the water leak has taken place, the area may have mold and are concerned that this is a health issue. After review and discussion, the strata manager was instructed to advise the owner that all areas of mold have been removed and should pose no health concerns.

## **NEW BUSINESS**

1. VCS Name Change: As of July 1, 2013, Vancouver Condominium Services Ltd. have formally changed their name to FirstService Residential BC Ltd. dba FirstService Residential.

2. Change of Management Company: Council's current contract with Vancouver Condominium Services Ltd. dba FirstService Residential expires September 1, 2013 and will not be renewed. Council has signed an agreement with Pacific Quorum Property Management Services to begin September 1, 2013.
3. Exercise Equipment Repairs: A number of repairs are required for the bike control panel and the Procor treadmill. These repairs will take place and are under warranty.
4. Keyscan System Repairs Upgrade: This will be deferred until the next council meeting in August when quotes have been received.
5. Pool Maintenance: The pool will be closed until July 8<sup>th</sup> to undergo maintenance and repairs by Imperial Paddock Pools.

There being no further business, the meeting was adjourned at 7:50 p.m. The next meeting will be held on Thursday, August 15, 2013 at 5:30 p.m.



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SYB/ys

### **WATER RESTRICTIONS**

Metro Vancouver Sprinkling Regulations will be in effect June 1st through September 30th.

Lawn sprinkling is permitted:

- Three days per week from 4:00 a.m. - 9:00 a.m.
- Even-numbered addresses can sprinkle on Mondays, Wednesdays and Saturdays
- Odd-numbered addresses can sprinkle on Tuesdays, Thursdays and Sundays

While these restrictions apply only to grass (lawn areas) at this time, Metro Vancouver may introduce more stringent regulations on outdoor water use as the summer progresses.

Your local municipality may have different rules for lawn sprinkling, so we suggest you research them before setting up your sprinkler.