

# MINUTES OF COUNCIL MEETING CLASSICO – STRATA PLAN BCS 460

Wednesday, January 27, 2021 at 5:30 pm

**PRESENT:**

Roman Piechocki	President / Treasurer	
Peter van Diepen	Vice President	
Irfaan Hafeez		Arrived: 5:40pm
Lawrence Keenan		
Mark Deppel		
Mona Zarbafian		Via phone - 5:30pm to 7:00pm
Renee Geraghty	(Commercial Rep)	Via phone - 5:44pm to 6:15pm

**STRATA AGENT:** Alex Korecki, Korecki Real Estate Services Inc.

## **CALL TO ORDER:**

The meeting was called to order at 5:30pm

## **MINUTES**

It was **MOVED/SECONDED** and **CARRIED** to approve the December 16, 2020 Council meeting minutes as distributed.

## **FINANCIAL REPORT**

1. **Monthly Statements:** The Treasurer reported on the Financial Statements for December 2020 before and at the meeting. It was **MOVED/SECONDED** and **CARRIED** to approve the Financial Statements.
2. **Account Balances:** The current balances for the month ending December 31, 2020 in the appropriate funds are as follows:
  - Total CRF: \$1,864,673.00 (*It includes prepaid insurance premium*)
  - Total Operating Cash: \$138,777.08
3. **Arrears Report:** As of January 27, 2021, total arrears were \$59,485.95. The drastic increase in arrears was attributed to Special Levy and Strata Catch-up fees that are now due and payable.

The Council previously initiated claims at the Civil Resolution Tribunal (CRT) against several owners. The status of claims is as follows:

- a. One Unit – A bank garnish order has been served to the owner's bank account by Clark Wilson LLP. Due to ongoing garnish delays, it was agreed to proceed with filing a judgement against the owner. A Council member volunteered to reach out to Clark Wilson LLP to discuss cost savings measures.
- b. One Unit – CRT Default Order Received, further collections discussion was deferred pending resolution of item 3, c.
- c. One Unit – A judgement order has been registered by Hamilton & Co, a law firm. The owner has appealed the CRT ruling. Further action on the collection is pending the outcome of the appeal.
- d. One Commercial Unit – A CRT Default order was previously received. The owner has since paid all outstanding fees in full.

4. Term Deposit: The Residential Section Executive approved reinvestment of the term deposits totalling \$1,015,127.41 at First West Credit Union in a one-year term GIC at an annual rate of 0.65%.

The Council of BCS460 the Classico authorized McCurdy Financial Planning Inc. to administer placement of GIC investments with financial institutions on its behalf.

### **BUSINESS ARISING**

1. Insurance Renewal: The insurance policy for the strata corporation has been renewed with HUB Costal effective December 31, 2020 to December 31, 2021 at the cost of \$212,932.00. It was noted that the water and sewer deductibles have been reduced from \$250,000.00 to \$100,000.00.
2. Elevator Upgrade Recommendations: A list of responses was reviewed from Richmond Elevator relating to the deficiency report prepared by Canadian Elevator Quality Assurance. Further discussion on the report was deferred until the next meeting.

A replacement elevator controller has been ordered from Richmond Elevator at the cost of \$15,690.00 (plus tax). The controller will be stored on site and replaced as/when required. A storage location for the controller is being confirmed.

The strata corporation continues to experience sporadic elevator failures. The latest incident was attributed to a failed door operator and resulted in significant delays. To ensure the safety of the residents, especially during COVID-19 conditions, it was **MOVED / SECONDED** and **CARRIED** to replace all three (3) door operators at the total cost of \$54,120.00 (plus tax). The work is being undertaken on an emergency basis and is to be funded from the Residential Contingency Reserve Fund.

3. Kitchen Drain Lines Inspection and Cleaning: Drain line inspection in units 2507, 2003, and 1903 remain outstanding. The Strata Agent is in the process of scheduling the work with Montalbano Plumbing.
4. Flood Restoration Equipment: Two (2) blowers, and a moisture reader has been purchased from Sycorp Environmental Inc. at the cost of \$859.04. The equipment will be used by the building staff responding expeditiously to floods requiring dry out service.
5. Digital Distribution of Minutes: Further discussion on transitioning to fully digital distribution of Annual/Special General Minutes and Notices was differed until the end of the fiscal period.

### **CORRESPONDENCE**

Based on the Council previous decisions, the Strata Agent reported sending / receiving the following correspondence:

1. Parkade Gate Fine Dispute Response: A response to a dispute letter issued to a 7<sup>th</sup> floor unit owner.
2. Parkade & Storage Fine Dispute Response: A response to a dispute letter issued to a 16<sup>th</sup> floor unit owner.
3. Swimming Pool Fine Dispute Response: A response to a dispute letter issued to a 29<sup>th</sup> floor unit owner.
4. Leak Investigation Reimbursement (2<sup>nd</sup> Request): The Council reviewed and rejected an AC leak investigation reimbursement request from a 37<sup>th</sup> floor unit owner.

5. Late Payment Dispute Response: A response to a dispute letter issued to a commercial unit owner.
6. Guest Suite Upgrade Request: The Council reviewed a guest suite upgrade request from an 8<sup>th</sup> floor unit owner. The Council recognizes a need to upgrade the guest suite to some degree, however, due to budgetary constraints, further discussion on the issue was deferred until the end of the fiscal period.
7. Maintenance Responsibilities Notice: Maintenance responsibilities letter issued to a 12<sup>th</sup> floor unit owner.
8. Maintenance Responsibilities Notice: Maintenance responsibilities letter issued to a 21<sup>st</sup> floor unit owner.
9. Maintenance Responsibilities Notice: Maintenance responsibilities letter issued to a 10<sup>th</sup> floor unit owner.
10. Dryer Vent Cleaning Reimbursement: The Council reviewed and approved a dryer vent cleaning reimbursement request from a 9<sup>th</sup> floor unit owner in the amount of \$187.11.
11. Water Feature Reactivation Response: A response letter issued to a 5<sup>th</sup> floor unit owner requesting its reactivation.
12. Parkade Gate Fine Dispute Response: A response to a dispute letter issued to an 11<sup>th</sup> floor unit owner.
13. Form K Fine Dispute Response: A response to a dispute letter issued to 15<sup>th</sup> floor unit owner.
14. Parkade Gate & Pet Noise Fine Dispute Response: A response to a dispute letter issued to an 18<sup>th</sup> floor unit owner.
15. Recycling Fine Dispute: The Council reviewed a fine dispute letter from a 9<sup>th</sup> floor unit owner. Following review of facts, the Council decided to reverse the fine.
16. Form K Fine Dispute: The Council reviewed a fine dispute letter from a 30<sup>th</sup> floor unit owner. Following review of facts, the Council decided to reject the dispute.
17. Parking & Storage Fine Dispute: The Council reviewed a fine dispute letter from a 31<sup>st</sup> floor unit owner. Following review of facts, the Council decided to reject the dispute.
18. Renovation Approval: A renovation approval letter issued to an 18<sup>th</sup> floor unit owner.
19. Renovation Approval: A renovation approval letter issued to an 11<sup>th</sup> floor unit owner

### **BYLAWS AND RULES VIOLATIONS**

1. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to a 20<sup>th</sup> floor unit owner.
2. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to a 26<sup>th</sup> floor unit owner.
3. Unauthorized Signage Fine & Dispute: The Council reviewed and approved a \$200.00 fine letter issued to a commercial unit owner. A dispute from the owner was reviewed and rejected.

4. Parkade Gate Fine: The Council reviewed and approved a \$50.00.00 fine letter issued to a 21<sup>st</sup> floor unit owner.
5. Form K Fine: The Council reviewed and approved a \$200.00 fine letter issued to a 20<sup>th</sup> floor unit owner.
6. Recycling Violation & Dispute: After reviews of a \$50.00 fine letter issued to a commercial unit owner and the owner's dispute letter, the Council decided not to impose the fine.
7. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to a 35<sup>th</sup> floor unit owner.
8. Garbage Disposal Chargeback: The Council reviewed and approved a \$50.00 chargeback issued to a 22<sup>nd</sup> floor unit owner.
9. Move Fine: The Council reviewed and approved a \$200.00 fine letter issued to a 21<sup>st</sup> floor unit owner.
10. Garbage Disposal Chargeback: The Council reviewed and approved a \$50.00 chargeback issued to a 35<sup>th</sup> floor unit owner.
11. Weekend Move Chargeback: The Council reviewed and approved a \$100.00 chargeback issued to a 35<sup>th</sup> floor unit owner.
12. Recycling Violation: The Council reviewed and approved a \$50.00 fine letter issued to a 35<sup>th</sup> floor unit owner.
13. Form K Fine: The Council reviewed and approved a \$200.00 fine letter issued to a 19<sup>th</sup> floor unit owner.
14. Parkade Gate Fine & Dispute: After reviews of a \$50.00 fine letter issued to a commercial unit owner and the owner's dispute letter, the Council decided not to impose the fine.
15. Pet Fine: The Council reviewed and approved a \$50.00 fine letter issued to a 18<sup>th</sup> floor unit owner.
16. Recycling Violation: The Council reviewed and approved a \$50.00 fine letter issued to a 20<sup>th</sup> floor unit owner.
17. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to a 35<sup>th</sup> floor unit owner.
18. Patio Storage Fine: The Council reviewed and approved a \$200.00 fine letter issued to a 5<sup>th</sup> floor unit owner.
19. Vehicle Insurance Fine: The Council reviewed and approved a \$200.00 fine letter issued to a 6<sup>th</sup> floor unit owner.
20. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to an 8<sup>th</sup> floor unit owner.
21. Vehicle Insurance Fine: The Council reviewed and approved a \$200.00 fine letter issued to a 10<sup>th</sup> floor unit owner.
22. Parkade Gate Fine & Dispute: After reviews of a \$50.00 fine letter issued to an 11<sup>th</sup> floor unit owner and the owner's dispute letter, the Council decided not to impose the fine.

23. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to a 15<sup>th</sup> floor unit owner.
24. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to an 18<sup>th</sup> floor unit owner.
25. Parkade Gate Fine & Dispute: After reviews of a \$50.00 fine letter issued to an 18<sup>th</sup> floor unit owner and the owner's dispute, the Council decided not to impose the fine.
26. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to an 20<sup>th</sup> floor unit owner.
27. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to an 20<sup>th</sup> floor unit owner.
28. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to an 26<sup>th</sup> floor unit owner.
29. Recycling Violation: The Council reviewed and approved a \$50.00 fine letter issued to a 26<sup>th</sup> floor unit owner.
30. Defiance of PHO Order: The Council reviewed and approved a \$200.00 fine letter issued to a 30<sup>th</sup> floor unit owner.
31. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to an 35<sup>th</sup> floor unit owner.
32. Recycling Violation: The Council reviewed and approved a \$50.00 fine letter issued to a 35<sup>th</sup> floor unit owner.
33. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to an 35<sup>th</sup> floor unit owner.
34. Parkade Gate Fine & Dispute: After reviews of a \$50.00 fine letter issued to a 38<sup>th</sup> floor unit owner and the owner's dispute, the Council decided not to impose the fine.
35. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to a 28<sup>th</sup> floor unit owner.
36. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to a townhouse unit owner.
37. Form K Fine: The Council reviewed and approved a \$200.00 fine letter issued to a 20<sup>th</sup> floor unit owner.
38. Furniture Disposal Fine: The Council reviewed and approved a \$200.00 fine letter issued to a 20<sup>th</sup> floor unit owner.
39. Move Fee Charge: The Council reviewed and approved a \$100.00 move fee levied against 20<sup>th</sup> floor unit owner.
40. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to a 30<sup>th</sup> floor unit owner.
41. Parkade Gate Fine: The Council reviewed and approved a \$50.00 fine letter issued to a 3<sup>rd</sup> floor unit owner.

42. Visitor Parking: The Council reviewed and approved a \$50.00 fine letter issued to a 6<sup>th</sup> floor unit owner.
43. Electrical Vehicle Chargeback: The Council reviewed and approved a \$70.00 chargeback issued to a 23<sup>rd</sup> floor unit owner.
44. Visitor Parking: The Council reviewed and approved a \$50.00 fine letter issued to a 30<sup>th</sup> floor unit owner.
45. Unauthorized Renovations/Noise: The Council reviewed and approved a \$200.00 fine letter issued to an 11<sup>th</sup> floor unit owner.

## **NEW BUSINESS**

1. Commercial Section Waste Disposal: The Council reviewed and revised the waste disposal arrangements by placing the commercial section organics bin in the visitor parkade and merging the commercial section's recyclables pickup with the residential section.

The commercial section blue bin will remain under the commercial section emergency staircase (level 1). The organics bin will be in the visitor parkade. The cost allocations are:

- o Blue bins – Residential 90%, Commercial 10% paid annually to the City
- o Organic bins–Residential 90%, Commercial 10% paid monthly to Waste Management

2. Toilet Tank Water Supply Line Leak: As discussed previously, the strata corporation suffered a water loss on Wednesday, December 9<sup>th</sup> originating from a 21<sup>st</sup> floor unit toilet supply line. Emergency response was conducted by Avenue Restoration Services at the cost of \$24,188.66.

As this was an in-suite issue, a chargeback letter will be issued to the responsible unit in full. It was **MOVED/SECONDED** and **CARRIED** to pay the respective invoice from the Residential Contingency Reserve Fund on an emergency basis.

3. Common Water Supply Line: Repairs were completed to a common water supply line located above a 19<sup>th</sup> floor unit. Malburg Pump & Boiler is in the process of insulating the affected lines and installing firestops. The in-suite drywall repairs will be completed by the affected owners, in accordance with the strata corporations repair policies.
4. Planter Drain Repairs – TH6: The Council was made aware of an improperly draining planter adjacent to TH6. The issue is being investigated by Hoe! Hoe! Hoe! Gardening Services Ltd, a quote is still pending.
5. Water Ingress – Door TH8: The Council was made aware of water ingress along the door of TH8. The building staff is in the process of sealing the door, following which further action may need to be undertaken.
6. Janitorial Contract: The Council reviewed and approved the proposed by Bar-El Building Maintenance cost increase for their janitorial services. The revised monthly costs are for residential section - \$3,612.84 (plus tax), for commercial section - \$240.86 (plus tax).
7. False Fire Alarm: The building recently experienced a false fire alarm due to an owner opening their front door after burning a toast. Residents are reminded not to allow smoke to vent into common hallways as it will set off the common area smoke alarm.
8. Broughton St. Development: The Council was made aware of a development proposal at 480 Broughton St, which included a 340-student elementary school, 65-space childcare center, and 11 storeys of social housing. Owners are encouraged to contact the city and express their opinions.

9. Special Offer: The Council reviewed a request from a commercial owner offering to advertise discounted renovation services to the residents. The request was rejected.
10. COVID-19 Policy: The Council reviewed and approved COVID-19 Policies and Procedures, the policy will be disseminated to the owners and building staff.
11. Security Cameras: It was noted the security cameras are nearing their life expectancy. The Agent will liaise with the council President to source security system upgrade quotes.
12. Back Lane Entry Level 2: Drainage repairs have been completed by BCT Contractor at the cost of \$1,000.00 (plus tax). The damaged by the water leak drywall in the parkade will be repaired by the building staff.
13. Emergency Generator Annual Service: The Agent is in the process of sourcing emergency generator service quotes.
14. Recessed Step Lights – Retrofit: The Council approved a quote from the previous building manger, Cornell to retrofit 60 step lights at the approximate cost of \$1,800.00.
15. Waste Management – Contract Review: The Council is conducting an audit of the Waste Management service contract. The Agent will send over all current contracts on file.

### **TERMINATION**

There being no further business, the meeting was terminated at 8:25pm. The next council meeting has been scheduled for 5:30pm, Wednesday, February 24, 2021.

**Alex Korecki, Dip. ULE**  
Strata Agent

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