

MINUTES OF COUNCIL MEETING CLASSICO – STRATA PLAN BCS 460

Wednesday, March 25, 2020 at 5:30 pm

PRESENT:

Roman Piechocki	President / Treasurer
Peter van Diepen	Vice President
Irfaan Hafeez	
Lawrence Keenan	
Mark Deppel	
Mona Zarbafian	
Renee Geragthy	(Commercial Section)

STRATA AGENT: Not in attendance

CALL TO ORDER:

The meeting was called to order at 5:30 pm and conducted electronically over several days.

MINUTES

It was **MOVED / SECONDED** and **CARRIED** to approve the February 26, 2020 Council meeting minutes as distributed.

FINANCIAL REPORT

1. Monthly Statements: The Treasurer reported on the Financial Statements for February 2020. It was **MOVED / SECONDED** and **CARRIED** to approve the Financial Statements for February 2020.
2. Account Balances: Based on the bank statements, the current balances for the month ending February 2020 in the appropriate funds are as follows.
 - Total CRF: \$1,696,099.00 (*It includes prepaid insurance premium*)
 - Total Operating Cash - \$226,101.00
3. Arrears Report: The total arrears for the Strata Corporation remains high at \$26,424.00. The Council decided to file claims at CRT against six owners for outstanding debt.

BUSINESS ARISING

1. Dryer Duct: On February 3rd, Pacific Heights inspected the dryer vent in a unit on the 9th floor. The owner was provided with a copy of the inspection report which in summary stated that no duct blockage, water build-up or any significant amount of condensation in the duct was found. The owner reports that water drips on the balcony floor. It is water condensation; no further action will be taken.
1. Janitorial: Following a meeting with Bar-el Building Maintenance Ltd. addressing the Council's request for service and cost reduction, the contractor submitted a revised janitorial service agreement eliminating the eight-hour weekend cleaning service as of April 1, 2020. This will result in about \$6,500.00 saving per year. Any required common area cleaning on weekends will be attended by the building manager concurrently with, already in place, general building control and pool water testing.

2. Annual Fire Inspection: Based on the building staff report, four units failed to provide access for the inspection. A report from Elite Fire is pending.
3. Two Units Rental Conditions: The Council instructed the Strata Agent as follows:
 - a) Request two owners to inspect their units in line with requirements of Strata Bylaw R.4.1 and report back in writing that inspection took place.

R.4 Use of Property
R.4.1 An owner must not use a strata lot or common property in a way that:
(d) is illegal
i) Where a strata lot is rented in accordance with the strata corporation's residential rentals bylaws, it is the responsibility of the strata lot owner to be in contact with the tenant and ensure that the strata lot is inspected on a regular basis, and in any event not less than once every six (6) months, to ensure that there is no illegal activity taking place within the strata lot, and upon request of the strata council to provide written confirmation to the strata council that the inspection took place.
 - b) Contact City of Vancouver regarding potential violation of the Fire Code requirements as a result of installation of unapproved partitions within two units. (Pictures obtained by the Strata Corporation during the recent annual fire inspection should be attached to this correspondence.)
 - c) Send bylaw violation letters to two owners indicating possibility of \$200.00 fine.

Bylaws violated:
R.4 Use of Property
An owner must not:
(m) do anything that will increase the risk of fire or the rate of insurance on the building or any part thereof;
(n) permit a condition to exist within his strata lot which will result in the waste or excessive consumption of the building's domestic water supply or heated water;
4. Leak: According to the contractors' report, provisional repairs have been completed, the leak has been contained. If the leak reappears, additional repairs will be performed.
5. Backflow Preventers: On March 17th, 2020, MDT Backflow completed annual inspection of backflow preventers.
6. City of Vancouver Operating Permit: Following City of Vancouver requirement, Malburg Pump & Boiler, the building mechanical contractor filed application for the operational permit of the Classico water feature.
7. Lobby renovation/upgrading: Glory Carpet, the contractor responsible for installation of additional tiles in the lobby advised that tiles from Italy arrived in Vancouver on March 23rd, 2020 and will be delivered to Classico on March 30th. Due to COVID-19 pandemic, the installation of tiles is on hold.

CORRESPONDENCE

The Council reviewed the following correspondence received or sent to the date of this meeting as following, the Strata Agent will respond as per Councils instructions.

1. A response from a unit regarding a rule infraction letter.
2. A response from a unit with regards to a bylaw violation.
3. A response to a bylaw infraction letter.
4. Correspondence with complaints against another unit.

5. Owner reporting issues with water dripping from the ceiling of the balcony.
6. An owner advising that sprinkler heads have the appropriate protective cages and the laundry washing machine supply valves have been closed and in the process of replacing the washing machine hoses.
7. A response to a bylaw infraction letter disagreeing with the complaint regarding the visitor parking.
8. A complaint regarding smoking on the balcony.
9. An owner responding to a Rule Infraction letter for visitor parking.
10. A response from the representative of HUB International, stating in summary that in the current market, Strata's with a lower claims' history will always be perceived by the underwriters as a lower risk. In order to secure the best possible terms in the future, the underwriters will want to see an improvement in the loss history as well as any plans the strata has put in place to avoid future losses.

The Council instructed the Strata Agent to respond to HUB, listing the following flood preventative measures implemented in the Classio building:

- Replacement of washing machine rubber hoses with steel braided type in all residential units in 2011.
- Recessed fire sprinkler heads in critical locations in 2009.
- Placement of flood detector and alarm device in all residential washing machine closets in 2014, 2017 and 2020.
- Installation of protective cages on all fire sprinkler heads in the building, including all residential suites in 2015.
- Audit of washing machine rubber hose in February 2020.
- Audit of fire sprinkler head cages in February 2020.
- Cleaning kitchen sink drain risers from level 5 to the ground, every year since 2013.
- Cleaning washing machine drain risers from level 12 to the ground in 2019.

BYLAW AND RULES VIOLATIONS

The Council reviewed and discussed the following correspondence sent for various bylaw and rules infractions:

1. Bylaw Infraction: After review of all related correspondence and circumstances of two Bylaw infraction letters for Use of Property, the council decided not to fine the owners.
2. Rental Bylaw Infraction (Form K): The Council decided to fine the owners \$200.00.
3. Rule Infraction (roller blades in the lobby): The Council decided not to fine the owners, it is a warning.
4. Rule Infraction (Gate): The Council decided to fine the owners \$50.00.
5. Bylaw Infraction (Parking in Circular Driveway): The Council decided to fine the owner \$200.00.
6. Rule Infraction (Gate): The Council decided to fine the owner \$50.00.
7. Bylaw Infraction (Parking in Circular Driveway): The Council decided to fine the owner of \$200.00.
8. Rule Infraction (Not taking shower before entering the pool): The Council decided to fine the owner \$50.00.
9. Rule Infraction (Visitor Parking): The Council decided not to fine the owner, it is a warning.

10. Bylaw Infraction (Parking in Circular Driveway): The Council decided to fine the owner \$200.00.

Please note that owners or tenants must address all their issues in writing and direct it to the Strata Council via Korecki Real Estate Services Inc. to the attention of the Strata Agent, Fernanda Mendo, fernanda@korecki.ca.

Please be reminded that as per Section 135 of the *Strata Property Act* and in line with the Strata Corporation policy, owners/tenants have 14 days to respond to the complaint or contravention of a bylaw or rule, or to request a Council Hearing. If a response is not received within this period, the Council may impose a fine or other penalty for contravention of the bylaw or rule.

NEW BUSINESS

1. Classico Security Contract: CMI Concierge & Security proposed a price increased by \$1.00 per hour of service. The Council decided to reject the proposed price increase at this time and instructed the Strata Agent to approach the contractor with the following request:
 - Postpone potential increase to as of September 1, 2020 (new fiscal year budget)
 - The approval of the increase is subject to noticeable improvement in service.
2. Unit 1362 W. Pender St. - Commercial: On early morning of March 4th, the show room window was vandalized; the Insurance Claim was filed. Accurate Glass installed new window on Wednesday March 18th.
3. Electronic Equipment Service Review: Following the review of the existing service, the search for potential service replacement is under way. No service contract is contemplated.
4. Preventing Coronavirus: The Council and Property Management distributed relevant notices to owners and residents. The building managers, janitors and security guards were advised on precautions to be taken when dealing with customers. They were ordered to stay home when fallen sick. Janitors were instructed to reprioritize tasks focusing on disinfecting commonly touched surfaces multiple times per shift. Appropriate warning signs were posted where required. All amenities have been closed until further notice.
5. Waste Management Service Review: The Council decided to determine the details of termination clause in the contract with Waste Management. Reliability and competitiveness of potential alternative service will also be assessed.
6. Water Leak 37th floor: The building staff performed preliminary inspection. The leak appeared to have originated at the suite above. As the leak was very small and easy to contain, the owner/resident of the affected unit requested to postpone further action, due to coronavirus conditions.
7. Cardboard Disposal: A conditional arrangement was reached with Waste Management for the once a month pick up of the residential cardboard container. The sufficiency of this frequency will be monitored and increased to every two weeks if required.

The commercial section occupants are requested to dispose their paper and cardboard materials in the designated, commercial section's containers.
8. Elevator - Emergency Operation: Richmond Elevator was authorized to replace one of the key locks with a standard common one type, which is used for operation of elevators during emergency. They no longer manufacture keys for our existing lock.

BUILDING MAINTENANCE / REPAIRS

1. Dryer Vent Cleaning: The Dryer vent cleaning will be attended as currently scheduled in late May or early June.
2. Window Cleaning: Due to the Classico's present financial situation, the Council instructed the Strata Agent to approach the contractor with request to postpone window cleaning to early fall 2020.
3. Swimming Pool - the non-stabilized chlorine feeder installation: The Council approved a quote from Bright Pools for the installation of non-stabilized chlorine feeder at a cost of \$1,925.00 + taxes, subject to the contractor obtaining required permit. According to the contractor, the non-stabilized chlorinator will sanitize pool water without raising the level of stabilizer. It will substantially reduce the frequency of draining the pool water, and additionally reduce the use of chemicals.
Note: This project was previously approved by the Council. Council meeting minutes of September 11, 2019 - "*Swimming Pool: The Council approved a quote from Imperial Paddock Pool to convert the pool, spa disinfectant system to non-stabilized chlorine at the cost of \$2,560.00 (plus tax).*"
4. Hot Water Supply Readjustments: Following the Council decision at the February 26, 2020 meeting:
"Hot Water Supply Readjustments: The reduction of water flow velocity in the hot water recirculation system, implemented on trial bases to minimize copper pipes corrosion, appears inconveniencing some residents. Following several reports of sporadic low hot water temperature, the Council decided to revisit solutions that are expected to reduce copper pipes corrosion with negative impact on the hot water supply. Several previous proposals provided by Malburg Pump & Boiler will be re-evaluated."

The ad hoc committee comprising three Council members re-evaluated the revised proposal of Malburg Pump & Boiler, which included updated costs.

Recognizing urgency required to mitigate pinholes in the domestic hot water supply which result in water leaks and potential significant floods, affecting negatively Strata Insurance premium; the committee recommended to allocate \$10,000.00 for implementation of the Malburg Pump & Boiler proposal. This expenditure is in line with the Strata Bylaws:

S.18 Spending Restrictions

S.18.1 A person may not spend the strata corporation's money unless the person has been delegated the power to do so in accordance with the bylaws and the expenditure has been approved by the owners either in the budget or by ¾ vote resolution.

S.18.2 Despite subsection 18.1 and pursuant to section 98 (2)(a) of the Act, the strata council may approve an expenditure out of the operating fund if the expenditure, together with all other expenditures not otherwise previously approved by the owners, whether of the same type or not, that were made under this subsection in the same fiscal year, is less than \$10,000.00.

S.18.3 Despite subsection S18.1 and in addition to the exception contained in subsection S.18.2, the strata council may authorize spending the strata corporation's money to repair or replace common property or common assets if the repair or replacement is immediately required to ensure safety or prevent significant loss or damage.

The proposed project's installation will comprise of combination of Grundfos variable speed pumps and Tekmar staging controller.

The Council approved the project at a maximum cost of \$10,000.00 to be charged against the Residential Section Operating Fund.

5. Emergency Generator: Awaiting a quote from Finning Power Systems for repairs of deficiencies listed in their inspection report. The recommended by Finning fuel polishing to be arranged by the Strata Agent with Mini-Tankers, the fuel supplier.

***Fuel polishing** is the technical cleaning process used to remove or filter microbial contamination from oil and hydrocarbon fuel in storage. It is essentially the removal of water, sediment and microbial contamination from diesel fuel.*

6. Elevator to Lobby Communication: Awaiting site visit by Webbelectronics to investigate repairs to failed telephone connection from inside the elevator cabs to the lobby.

OLD BUSINESS

The following is a list of items being still in progress or requiring later follow-up:

1. Parking Assignment: Awaiting CRT adjudication.
2. Unit #2507 Flood Repairs: The Strata Corporation Insurance adjuster continues to resolve issues with the unit owner.
3. CRT Claims filing outstanding debts: Council is in process of filing claims at CRT against six owners for outstanding debt.
4. Roof & Patio Membranes: Quote from Vancouver Injection & Waterproofing deferred pending review of the Depreciation Report.
5. Slip and Fall: Incident of November 24th, Insurance Claim #34696467. The Strata Agent will follow up with the adjuster on the status of this claim.
6. Legal: CRT Order was filed with Provincial Court in September 27, 2019. Council approved to proceed with additional legal assistance to enforce the CRT order – in process by the Strata's lawyer.
7. Pet Registration: Procedure reinstatement and updating.
8. Back Lane Parking: The Council continues locating proper contact at the City of Vancouver to legally designate and appropriately mark two Classico's loading zones at the back lane.

TERMINATION

There being no further business, the meeting was terminated on March 29th, 2020.

NEXT MEETING

Meeting scheduled for Wednesday, April 29th, 2020 at 5:30 pm



Fernanda Mendo
Strata Agent

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"Service Without Compromise"

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