

# MINUTES OF COUNCIL MEETING CLASSICO – STRATA PLAN BCS 460

Wednesday, September 30, 2020 at 5:30 pm

**PRESENT:** Roman Piechocki President / Treasurer  
Peter van Diepen Vice President  
Irfaan Hafeez *Joined 5:40pm*  
Lawrence Keenan  
Mark Deppel

**REGRETS:** Mona Zarbafian  
Renee Geragthy (Commercial Section)

**COUNCIL HEARING** A 6<sup>th</sup> Floor Unit 5:40pm to 5:50pm  
A 19<sup>th</sup> Floor Unit 5:55pm to 6:00pm

**STRATA AGENT:** Alex Korecki

## CALL TO ORDER:

The meeting was called to order at 5:30pm

## COUNCIL HEARING

The above-mentioned unit owners attended the meeting to dispute fines issued against their units. Further discussion on the issues can be located under Correspondence Item 1 and 2.

## MINUTES

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

## FINANCIAL REPORT

1. Monthly Statements: The Treasurer reported on the Financial Statements for August 2020 before and at the meeting. It was **MOVED/SECONDED** and **CARRIED** to approve the Financial Statements for August 2020.
2. Account Balances: The current balances for the month ending August 31, 2020 in the appropriate funds are as follows:
  - Total CRF: \$1,819,832.00(*It includes prepaid insurance premium*)
  - Total Operating Cash: \$81,146.00
3. Arrears Report: As of September 30, 2020, total arrears were \$22,846.72, majority of which are attributed to outstanding fines. The Council initiated claims at the Civil Resolution Tribunal (CRT) against some owners. The status of claims is as follows:
  - a. One Unit – CRT Order Granted, Clark Wilson LLP is in the process of seeking a wage garnish order via BC Supreme Court
  - b. One Unit – CRT Default Order Received, further collections discussion was deferred until the next meeting.

- c. One Unit – CRT Default Orders Received, the Strata Agent was directed to proceed with registering a judgement order and applying for a subsequent payment hearing via Hamilton and Co.
  - d. One Unit – CRT Claim field, discovery/negotiations hearings are in progress.
  - e. One Commercial Unit – CRT Claim filed, application approval pending.
  - f. Two Units – CRT Claims are due to be filed but have been deferred until after the Annual General Meeting.
4. Budget & AGM Planning: It was **MOVED/SECONDED** and **CARRIED** to approve the proposed operating budgets for the 2020/2021 fiscal period, which called for an overall increase in strata fees of 19%.

In addition, ¾ vote resolutions were approved to recover the budgetary deficit resulting from the increase in the insurance premium, and to reallocate CRF funds between sections, in line with recommendations of the 2019 depreciation report.

## **BUSINESS ARISING**

1. Insurance Loss Prevention: 21 owners have failed to respond to the fire sprinkler cage and washing machine hose audits. The installation of 20 sprinkler cages in common areas and some residential units was deferred until after the Annual General Meeting.
2. Windows Cleaning: The window cleaning has been rescheduled/extended by Pacific Heights through to September 25, 2020. As of the meeting, the work was still in progress.
3. Elevator Emergency Phone: Following a review from Richmond Elevator, it was noted that an emergency phone connected to the building lobby was not a code requirement. No further action was required.
4. Planter Drain Repairs / Back Lane Building Entry: Planter drain repairs and landscaping reinstallations have been completed.
5. Outstanding Insurance Claim: A revised proof of loss form has been executed, and the outstanding insurance claimed closed.
6. Building Amenities: The Council decided to maintain maximum four (4) residents' occupancy for the party room, and not to reopen the exercise room and the guest suite. Further reassessments of this decision will be based on current Health Canada and BCCDC guidelines.
7. Insurance Renewal: The Council representatives continue to investigate insurance alternatives interacting with HUB Coastal and BFL Canada to find potential reductions in insurance premiums. Irrelevant of the actions taken, HUB Coastal has advised the Council to expect an additional 50% increase in premium for the 2021 insurance renewal cycle.
8. Elevator Upgrade Recommendations: Richmond Elevator previously reported that some of the elevator parts are obsolete which may result in more frequent failures and longer down times while parts are being sourced. The Council continues to investigate the prospect of upgrading the elevator controllers and door operators as recommended by Richmond Elevator.

A report was reviewed from Canadian Elevator Quality Assurance Inc., which pointed to several potential maintenance/service issues. The Agent was directed to forward the report to Richmond Elevator for further action/comment.

9. Sculpture Installation: A sculpture has been installed by the City at the corner of Jervis and W. Pender St. The Council representatives are negotiating improvements to the Jervis St. landscaping in exchange for allowing the installation of a sign on the building walkway pillar.

This topic will be removed from future meeting minutes until an update from the City is provided.

10. Drain Lines Inspection: Montalbano Plumbing, building staff and council member are in the process of inspecting various kitchen drains in order to prevent costly backups. The Council intends to present a  $\frac{3}{4}$  vote resolution at the upcoming Annual General Meeting in order to complete the required work.
11. Move Procedures: A new move booking form intended to prevent the possibility of double-booking moves was reviewed and approved. The staff will be directed to complete the form for every move.
12. Building Access by Police: Further discussion on the prospect of allowing nonrestricted access for emergency purpose was deferred until further notice.
13. Corporate Tax Return: As previously approved by the Council, Dong Russell & Company Inc., has been notified to complete the corporate tax return (T2/T1044) at the cost of \$375.00 (plus tax).
14. Parkade Gas Sensors Testing: Global Gas Detection has completed the annual gas sensors calibration at the cost of \$1,105.00 (plus tax).
15. Water Leaks & Floods: Flood prevention reminder notice has been distributed through the building.
16. Misaligned Water Supply: Repairs to the previously reported misaligned water supply lines in a 3<sup>rd</sup> floor unit have been completed.

### **CORRESPONDENCE**

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

1. Lobby Door Damage: A letter from a 6<sup>th</sup> floor unit owner appealing a bylaw fine relating to their food deliver driver damaging the building front entrance door. Following review of facts, the Council decided to reverse the fine. The owner agreed to pay the \$100.00 insurance deductible.
2. Hardship Dispute: A letter from 19<sup>th</sup> floor unit owner appealing NSF fees on their account due to COVID-19 hardship. A lien has since been filed against the unit in question. Following review of facts, the Council decided to reverse \$300.00 of NSF Fees (\$150 of which will be waived by Korecki Real Estate). The approval is subject to the owner paying off in full the outstanding amount (including the lien filing fees), within 30 days of a response letter being issued.
3. Parkade Gate Dispute: A letter from a 28<sup>th</sup> floor unit owner appealing a parkade gate fine. Following review of facts, the Council decided to reverse the fine.
4. Hardwood Flooring: Flooring installation approval letters issued to a 28<sup>th</sup> and 18<sup>th</sup> floor unit owners.
5. Fire Sprinkler Heads Reminder: A letter issued to a 24<sup>th</sup> floor unit owner, reminding them to remove items attached to their sprinkler head cages.
6. Bird Spike Installation: A letter issued to a 12<sup>th</sup> floor unit owner, authorizing the installation of bird spikes on their balcony.

7. Flood Repairs Reimbursement: A reimbursement letter/cheque issued to an 11<sup>th</sup> floor unit owner, for in-wall common hot water line repairs which would have fallen under the strata corporation's responsibility.
8. AC Installation: An Airconditioning unit installation rejection letter issued to a 23<sup>rd</sup> floor unit owner.
9. Locker Re-Assignment: Locker re-assignment rejection letter clarification request issued to Pinnacle International, the building developer, and the 26<sup>th</sup>/32<sup>nd</sup> floor owner(s) potentially affected by this rejection.
10. Electrical Upgrade: A request from an 18<sup>th</sup> floor unit owner to upgrade an electrical outlet to 40 amps in order to install an electric cooktop. An approval was granted in principal subject to using licensed/bonded contractors, obtaining all necessary permits, and executing an indemnity agreement.
11. Tree Trimming: A request from a 3<sup>rd</sup> floor unit owner to trim tree branches allegedly touching their property. Following review, it was noted that the branches in question have either been pruned back and/or are no longer touching the property.
12. Entrance Door: A request from a 36<sup>th</sup> floor unit owner to have their front entrance door replaced due to a gap at the bottom of the door. It was subsequently determined that the door gap is acceptable, and the request was rejected.
13. Garage Entrance Tree: A request from a townhouse unit to have the tree next to their garage pruned. The request was approved and is to be attended by the strata landscaper.

#### **BYLAWS AND RULES VIOLATIONS**

1. Fire Testing Chargebacks: The Council approved various chargebacks associated with missed inspection, fire alarm and emergency lighting replacement issued to 14 separate units.
2. Parkade Gate Violation: A \$50.00 rule violation fine issued to a 26<sup>th</sup> floor unit was approved by the Council.
3. Unauthorized Move Violation: A \$200.00 bylaw violation fine issued to a 37<sup>th</sup> floor unit owner was approved by the Council.
4. Parkade Gate Violation: A \$50.00 rule violation fine issued to a 23<sup>rd</sup> floor unit was approved by the Council.
5. Parkade Gate Violation: A \$50.00 rule violation fine issued to a 31<sup>st</sup> floor unit was approved by the Council.
6. Form K Fine: A \$200.00 bylaw violation fine issued to a 15<sup>th</sup> floor unit was approved by the Council.
7. Form K Fine: A \$200.00 bylaw violation fine issued to a 31<sup>st</sup> floor unit was approved by the Council.
8. Form K Fine: A \$200.00 bylaw violation fine issued to a 7<sup>th</sup> floor unit was approved by the Council.
9. Move Violation: A \$200.00 bylaw violation fine and a \$129.83 charge back issued to a 31<sup>st</sup> floor unit owner, associated with an unscheduled move were approved by the Council.

10. Parkade Storage: A \$200.00 bylaw violation fine issued to a 31<sup>st</sup> floor unit was approved by the Council.
11. Parkade Gate Violation: A \$50.00 rule violation fine issued to an 8<sup>th</sup> floor unit was approved by the Council.
12. Parkade Gate Violation: A \$50.00 rule violation fine issued to an 11<sup>th</sup> floor unit was approved by the Council.
13. Parkade Gate Violation: A \$50.00 rule violation fine issued to a 31<sup>st</sup> floor unit was approved by the Council.

## **NEW BUSINESS**

1. Common Area Carpet Cleaning: Maxima Property Services completed carpet cleaning on September 28<sup>th</sup> to 29<sup>th</sup>, 2020.
2. Sprinkler System Winterization: The Council agreed not to proceed with the sprinkler system winterization.
3. 6-year Fire Extinguishers Testing: A quote was reviewed from Elite Fire Protection to conduct the 6-year fire extinguishers testing. The work will be performed during the next annual fire inspection.
4. In-Suite Water Leak: The Council was made aware of a water leak affecting a 26<sup>th</sup> and a 25<sup>th</sup> floor unit. Emergency dry out procedures were completed by the building staff.
5. Kitchen Sink Backup: The Council was made aware of a kitchen sink backup affecting a 23<sup>rd</sup> floor unit. The backup was contained by volunteer council members, the previous building manger and Montalbano Plumbing.
6. Floor Restoration Equipment: To assist with emergency flood containment the Council decided to purchase two (2) blowers, a dehumidifier and a moisture detector, at a cost not to exceed \$3,000.00.
7. Emergency Response/Damage Repairs Policy: An updated policy was reviewed and approved by the Council. A copy of the policy can be obtained via the Strata Corporation website [www.theclassico.ca](http://www.theclassico.ca).
8. Pigeon Excrement: The Council was made aware of excessive pigeon excrement on the balconies of a 25<sup>th</sup> floor unit. The unit has been unoccupied for several years. To limit the potential balcony membrane damage and possible health hazard, the Council decided to have the excrement professionally cleaned, the cost of which will be charged back to the unit owner.

## **TERMINATION**

There being no further business, the meeting was terminated at 8:30pm. The next meeting will be an Annual General Meeting, and has been scheduled for Wednesday, October 28, 2020 at 6:00pm at the Westin Bayshore.

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

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