

MINUTES OF COUNCIL MEETING
STRATA PLAN LMS-712
888 BEACH

HELD

On Wednesday, July 27, 2011 at 4:30 p.m. in the Meeting Room,
1501 Howe Street, Vancouver, B.C.

PRESENT

Colin McDougall	(President)	# 711 – 888
Mike Gallagher	(Vice President)	#1709 – 1500
Bev Andrews	(Treasurer)	#1505 – 1500
Pat Dairon	(Secretary)	# 706 – 1500
Rob Skene		# TH2 – 1500
Craig Dailly		# 613 – 888

REGRETS

Wenda Deane	TH 26 – 888
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GUESTS

James Bourget	RDH Building Engineering Ltd.
Michael Roche	RDH Building Engineering Ltd.

STRATA AGENT

Sylvia Brewer, Vancouver Condominium Services Ltd.

The meeting was called to order at 4:30 p.m.

GUEST BUSINESS

Michael Roche presented council with quotes for the IGU Replacement Project. Quotes were received from Columbia Seal, Renewal Construction and Extreme Glass. These quotes are to replace failed seal units in Beach Tower (north and south), Ocean Tower, Garden Tower, Hornby townhouses and Seabreeze townhouses.

After review and discussion, it was agreed to accept the quote from Renewal Construction for \$35,340 plus HST for Beach Tower north and south drops and from Columbia Seal for Ocean Tower for \$31,203 plus HST. Council will hold off on approving further IGU replacements for Garden Tower, Hornby townhouses and Seabreeze townhouses until they can further review and ensure that the strata corporation has enough funds to complete the rest of the replacement of failed seals.

There was further discussion with RDH regarding the project in general and RDH reports that overall the project is going well. Owners are providing access for replacement of IGU units and, to date, approximately 25 windows have been replaced in Beach Tower.

There was further review and discussion with RDH to ensure that there are enough funds from both the special levy of \$750,000, window special levy budget of approximately \$70,000 and monies that may also be available from the Structural Fund and the window replacement budget in the Operating budget.

James Bourget and Michael Roche left the meeting at 5:30 p.m.

MINUTES

It was moved, seconded and carried to adopt the minutes of the June 29, 2011 council meeting with the following amendment:

“Craig Dailly left the council meeting at 6:15 p.m.”

FINANCIAL REPORT

1. **Monthly Statement:** Following discussion, it was moved, seconded and carried to adopt the June 2011 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday or go to the strata corporation's website:

www.888beachvancouver.com

The owner's only section of the website can be accessed as follows:

User ID: owner
Password: 888

2. **Account Balances:** The current balances for the period ending June 30, 2011 in the appropriate funds are as follows:
 - Total Cash Balance \$ 1,244,362.70 (including CRF Balance)
 - CRF Balance \$ 348,048.60 (Contingency Reserve Fund)
3. **Arrears:** Council reviewed the July 22, 2011 accounts receivable list. There are 21 owners who have not fully paid their share of the February 2, 2011 \$750,000 special levy. The unpaid special levy amounts total \$29,269. Fines have been assessed on these accounts. Of the 21 owners, there are 7 owners who have made no payments for their share of the levy. These owners have received reminder statements and letters. Steps are being taken to place liens against these units for non-payment of special levies and/or monthly strata fees.

4. Invoices: The following invoices were reviewed and approved for payment:

• RDH Building Engineering Ltd.	\$1,539.24	Engineering services to June 30, 2011.
• Eagle Sheet Metal Fabrication Div.	\$378.56	COP #1 Phase 1
• JJK Developments Inc.	\$5,108.33	COP #1 Phase 1
• Matakana Scaffolding B.C. Inc.	\$21,226.46	COP #1 Phase 1
• Pro-Can Electrical Ltd.	\$4,482.33	COP #1 Phase 1
• Renewal Constructions Inc.	\$2,410.37	COP #1 Phase 1
• Renewal Constructions Inc.	\$44,830.80	COP #1 Phase 1
• RDH Building Engineering Ltd.	\$27,763.20	Construction management/site supervision/project administration Phase 1 to June 30, 2011.
• RDH Building Engineering Ltd.	\$31,692.26	Design documents and field review Phase 1.
• Philip Conrad	\$1,043.84	TH17 interior repairs re: water ingress.
• Philip Conrad	\$812.00	Suite 405 interior repairs re: water ingress.
• Philip Conrad	\$750.40	Suite 3301 interior repairs.
• Philip Conrad	\$655.20	Suite 705 bathroom repairs will be charged back to suite 805.
• Overhead Doors	\$656.32	Gate 3 repairs.
• ThyssenKrupp Elevator	\$602.04	Required access to elevator shafts re: fire equipment inspection.
• Aon-Reed Stenhouse	\$2,500.00	Insurance for Exterior Maintenance Project Phase 1
• Just George Maintenance	\$2,681.28	Temporary cleaning services.
• Vidtech	\$2,822.40	60 transmitters.
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• Overhead Doors	\$4,160.79	Gate #2 replacement.

- Devak Lock \$870.24 Beach Tower and Garden Tower lock repairs and key replacements.
- Effective Fire \$13,529.60 Annual fire inspection.
- Effective Fire \$1,489.60 5-year dry sprinkler service.

(COP = Certificate of Payment)

5. Structural Fund: The 2011 Operating Fund budget includes an allocation of \$280,000 to the Structural Fund for reactive maintenance projects. The reactive maintenance projects in 2011 have included replacement of several deck membranes as well as other areas of water ingress. As of June 30, 2011, \$145,344 has been spent on these projects.
6. Special Levy Expenditures: As of June 30, 2011, \$30,894 has been expended for the Renewal and Refurbishment Project.

BUSINESS ARISING

1. Special Projects Committee Phase 1: Please review minutes under Guest Business from RDH Building Engineering Ltd.
2. Structural Maintenance: There are no repairs currently in progress.
3. Landscaping:
 - The agent advised that she is still awaiting a quote for re-sodding of the boulevard on the lower half of Hornby, outside Beach Tower entrance. There was further discussion regarding the planting of Russian laurel on the very lower section of that boulevard in front of TH4 and the agent was instructed to have West Coast Horticultural revise requested quote to include planting of laurel. The agent reported that she has requested information from the City whether a type of aggregate surface could be applied to this area and has had no response.
 - The owner of unit 516 has requested permission to have a Paper Bark maple tree planted instead of the usual Styrax tree that has currently been installed in the rooftop planters of the townhouses and large decks. After review and discussion, as the owner is willing to pay the difference of approximately \$160 plus HST, the agent was instructed to advise both the owner and West Coast Horticultural to proceed with the planting of the Paper Bark maple tree.

4. 888 Beach Website: Owners are advised of the new LMS-712 Beach website. The address of the website is www.888beachvancouver.com and the owners only section can be accessed as follows:

User ID: owner
Password: 888

Approved monthly statements and minutes of council meetings will be posted on this website. The agent was instructed to develop a form to be circulated to owners over the next month for owners to advise council if they would prefer not to receive a hard copy of the minutes in order to save both printer and paper costs.

5. Sauna: The agent advised that she is awaiting a quote for installation of an infrared sauna and will continue to follow up.
6. 11th Floor Ocean Tower Water Ingress: The agent reported that an invoice has been received from On Side Restoration for emergency repairs to suite 1101 in the amount of \$849.79 for what was determined to be a faulty cartridge in the shower of unit 1104. The leak occurred when the previous owner lived in the suite. The agent was advised to send the invoice to the new owner who in turn could go back to the real estate agent to see if costs could be recovered from the previous owner.
7. Fire Equipment Testing: The agent advised council that a quote has been received from Effective Fire Prevention for the second visit to units where access was not provided by residents for the annual fire equipment testing and to units where deficiencies were determined during the fire equipment inspection. After review and discussion, council approved the quote of \$3,147.50 plus HST to deal with testing of missed suites, replacement of speakers and/or smoke detectors as required, to hydro test the fire hoses and to replace 100' of 1 ½" hose.

The agent also reported that Effective Fire Prevention has reported that there are some extraordinary service requirements for fire sprinklers and stand pipes due to existing codes. In addition, the building stand-by systems are required to be pressure and flow tested. This is a significant amount of work and Effective Fire Prevention will forward a quote to determine the best method to accomplish this. The dry pipe fire sprinklers throughout the parking structure require obstruction investigation and codes require that a portion of the system be internally inspected to ensure there is not an accumulation of organic or inorganic material that pose the risk of plugging the fire sprinklers. Effective Fire Inspection will provide a quote but expect this work to cost approximately \$5,000 - \$6,000 and have suggested that the strata corporation budget for this work in their 2012 Operating budget.

8. Bike Room Audit: This item is deferred.

9. South Coast Mechanical: The agent reported that South Coast Mechanical has agreed to a new monthly fee of \$800 for inspection and maintenance of all mechanicals instead of the \$980 they had requested.

CORRESPONDENCE

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

1. Renovation Requests:

- (a) The owners of unit 1501 have requested an amendment of their original request to install hardwood floor. After review and discussion, council approved the July 15, 2011 application by the owners to extend the hardwood flooring into the master bedroom.
- (b) The owners of TH18 have requested approval of installation of hardwood floor on the ground level of their townhouse. After review and discussion, it was agreed to approve this request and the owner will be advised.
- (c) Council approved a request from the owner of suite 1702 for a bathroom renovation as per their application dated June 21, 2011. The alteration committee has reviewed the request and recommended approval with the condition that a licensed plumber and appropriate permits are acquired. The agent was instructed to advise the owner.

There was further discussion by council to allow the agent to approve hardwood flooring installation requests if underlay requirements are met. Council would be advised of the requests and approvals would be included in the minutes.

2. A letter was received from an owner regarding several concerns. He requested confirmation of the inclusion of one failed unit on his upper floor which he feels may have been missed as it was not marked when final measurements were being taken.

The owner also advised that the irrigation system has not been working properly in the rooftop planter that holds the tree. He also wished to know who was responsible for maintenance of the planter. The agent has advised that West Coast Horticultural has since repaired the irrigation system and that they are responsible for the weeding of the rooftop planter.

The owner also stated that the outside windows were dirty and was wondering when they would be cleaned.

Finally, the owner was concerned about the maintenance of the exterior shell of the building over time.

The agent was instructed to reply to the owner accordingly.

3. A letter was received from an owner to report another failed window seal in their suite. The agent reported back to council that she has had the building operations supervisor arrange to have the window measured and add it to the list. This does not guarantee that this third failed window will be included with the others when IGU replacements will be done, as window replacements have already been tendered.
4. A letter was received from an owner regarding water ingress through the exhaust fan in the ceiling in their main bathroom in May. It has been determined that there is no moisture but the owner requested confirmation as to where the water came from. The agent advised that a letter was sent to the owner of the suite above and to date, no response has been received. The agent advised the owner should there be any signs of water damage that the strata will repair the ceiling immediately.
5. A letter was received from an owner regarding having received a \$200 fine for non-payment of the special levy. They advised that they misunderstood the paper work and did not realize that there was a final payment to be made. After review and discussion, council stated the instructions on how payments were to be paid were very clear from the beginning and will not reverse the fine.

NEW BUSINESS

1. Building Operations Supervisor: Council wishes to advise the owners of 888 Beach that the employment of Ernest Ferrante, Building Operations Supervisor will be terminated as of Friday, July 29th. It has been determined that the position of building operations supervisor has not gone as well as council had hoped and has decided on a slightly different model and thus, the services of Ernest Ferrante are no longer required.
2. Building Manager: A new building manager has been hired. Jason Wroblewski will begin his employment at 888 Beach as the building manager starting Tuesday, August 2, 2011. This will be part-time position of 6 hours per day/5 days a week at a salary of \$3,000 per month. The agent will meet with Jason on Tuesday, August 2nd to introduce him to the staff and to show him around the site. Council is hopeful that the new building manager and the change of duties will be more in keeping with what council had hoped for when the strata agent was no longer permanently on site.
3. Caretaker Duties: Danny Silverio will be requested to change his duties from cleaning five days per week to cleaning on Mondays and caretaker duties on Tuesday to Friday.

4. Cleaning Services: Just George Cleaning has been hired to do the daily cleaning for 888 Beach from Tuesday to Saturday for 6 hours per day. The cost for their services will be \$600 per week. Council is hopeful that these changes will be positive.
5. Parkade Gates #2 and #3: The agent presented a report from Overhead Door regarding solutions to vehicles being trapped between the two security gates #2 and #3 leading from P1 to P2. The agent reported these issues involve the two types of transmitters being used to open the gates. There is the old remote and the new 4-button transmitter. After review and discussion, council will phase out the old garage fobs. Owners are reminded that forms to order new fobs can be picked up at the concierge desk with the strata corporation giving credit of \$50 for an old garage remote toward the purchase of a new 4-button transmitter is \$100.

Owners are also reminded to not to press all the buttons at the same time when trying to get the gate to open; sometimes there is a slight delay and owners/residents must be patient. The Howe Street gate is button #2 (red), the first gate from P1 to P2 is button #3, the bottom gate from P2 to P1 is button #4 and the Beach Avenue visitor's gate is button #1. Signs will be put on the gates to remind owners of the correct button number.

Overhead Door also suggested replacing the motor in gate #4 as it is quite old due to standard wear and tear the shaft and bearings are worn out. After review and discussion, it was determined to defer this until the next meeting.

6. Miscellaneous Installation of Corner Guards and Kick Plates: This item was deferred.
7. Approval Process for Window Screens: This item was deferred.
8. Oil Leaks in Parking Stalls: The agent advised that there a number of parking stalls that have oil leaks from vehicles. Letters will be sent to these owners requesting that the parking stall be cleaned up or costs for the cleaning, if done by the strata corporation, will be charged back to the owner.
9. Fortis B.C.: The agent presented information from Fortis B.C. reporting on the natural gas consumption history for 888 Beach which has remained fairly consistent compared with previous years.
10. Quotes for Storage Room on P1: This item was deferred.
11. Exer-Tech: The agent reported that Exer-Tech will increase their quarterly fees by \$12.50 per visit.
12. ThyssenKrupp: The agent advised that ThyssenKrupp will be charging a service charge of \$100 plus HST per elevator in order to comply with B.C. Safety Authority annual brake test and servicing to be performed on all traction elevators.

Council regretfully says goodbye to council member Rob Skene who has sold his unit and will be leaving the middle of August. Mr. Skene has been key in helping the strata corporation prepare for the Exterior Maintenance & Renewal Project and thank him for all his hard work and wish him all the best in his new home.

BUILDING OPERATIONS

The building operations report for July 2011 was not reviewed.

There being no further business, the meeting was adjourned at 6:30 p.m. The next meeting will be held on Wednesday, August 31, 2011 at 4:30 p.m.

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LIEN CHARGES

As per the bylaws, strata fees are due on the 1st day of every month. Please be sure to have your payment in our office by the 1st of each month or risk having a fine levied on, and/or interest charges added to your account. Accounts which remain unpaid are potentially also subject to a lien at a further cost of \$175. It can become expensive not to pay on time.

