

**MINUTES OF COUNCIL MEETING**  
**STRATA PLAN LMS-712**  
**888 BEACH**

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**HELD**

On Wednesday, June 29, 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

**STRATA AGENT** Sylvia Brewer, Vancouver Condominium Services Ltd.

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

**BUILDING OPERATIONS SUPERVISOR REPORT**

No report for the month of June.

**MINUTES**

It was moved, seconded and carried to adopt the minutes of the May 25, 2011 council meeting, as circulated.

**FINANCIAL REPORT**

1. **Monthly Statements:** After review and discussion, it was moved, seconded and carried to adopt the April 2011 and May 2011 financial statements, 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's website [www.888beachvancouver.com](http://www.888beachvancouver.com).

2. Account Balances: The current balances for the period ending May 31, 2011 in the appropriate funds are as follows:

- Total Cash Balance \$1,120,946.20 (including CRF Balance)
- CRF Balance \$ 346,021.86 (Contingency Reserve Fund)

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

- South Coast Mechanical \$993.57 Beach Tower recirc. pump repair.
- South Coast Mechanical \$1,516.61 Domestic hot water seismic restraint.
- RDH Building Engineering \$1,889.10 Services to May 31, 2011.
- RDH Building Engineering \$8,210.00 Construction management services to May 31, 2011.
- Cora Bike Rack Ltd. \$711.20 Bike rack for P2.
- Westrim Plumbing \$192.64 Noisy pipes in TH 2.
- Westwood Plumbing \$227.91 Valve replacement/irrigation for suite 711. This item will be charged back to the owner.
- Common Ground Construction \$677.60 Exterior repairs to suite 405.
- Tek Roofing \$12,036.58 Membrane repair to suite 516.
- Tek Roofing \$14,050.34 Membrane repair for the 31<sup>st</sup> floor balcony.
- Tek Roofing \$25,734.80 Membrane repair for the 31<sup>st</sup> floor balcony.

4. Arrears: Council reviewed the June 28, 2011 accounts receivable list. There are 43 owners who have not fully paid their share of the February 2, 2011 \$750,000 Special Levy. The unpaid levy amounts total \$65,032. Fines have been assessed on these accounts. Of the 43 owners, some have paid most of their levy but there are 15 owners who have unpaid amounts greater than \$2,000 indicating that they have paid little or no amount for 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 levy and/or monthly strata fees.

5. Structural Fund: The 2011 Operating Budget includes an allocation of \$280,000 to the Structural Fund for reactive maintenance projects. The reactive maintenance projects in 2011 have included the replacement of several deck membranes as well as other areas of water ingress. As of May 31, 2011 \$90,525 has been spent on these projects and a further \$65,000 is budgeted to complete them.

6. Audit: Council approved the final audit of December 31, 2010 fiscal year that was received late in June 2011. Council had previously approved the audit in March 2011 but due to circumstances at the auditor's office, the financial statements could not be delivered at that time. As a result of the delay, the auditor performed a subsequent events review of the supplier's invoices in April 2011 which resulted in both increases and decreases to the 2010 expenses for a net increase of \$9,273. The final 2010 surplus after this adjustment was \$15,257.

## **BUSINESS ARISING**

1. Special Projects Committee – Phase 1: Start-up has commenced for Phase 1. Scaffolding and platforms for the swing stages have been set up and owners that are directly affected have been advised individually. The Building Operations Supervisor with the assistance of RDH has measured all windows with reported failed seals that will be included in the drops for maintenance. Quotes have been received for the IGU replacement and prices have been very competitive. Council has requested quotes for the balance of reported windows with failed seals and is hopeful that most, if not all, of the failed IGUs will be replaced with the funds that are allotted for window replacement.
2. Structural Maintenance / Repairs in Progress:
  - (a) Beach Towers 31<sup>st</sup> Floor Membrane Remediation: Tek Roofing has completed the work on the membrane remediation.
3. Landscaping: The agent advised that she has not received the quote for resodding of the boulevard on the lower half of Hornby outside the Beach Tower entrance. After further review and discussion regarding the type of hard surface that has been installed along Beach Avenue in the 900 block, the agent will follow up with the City to inquire whether this type of aggregate surface could be applied to the area in question.
4. P1 Parking/Signage: Residents are advised that due to the Phase I work and the parking requirements for RDH and contractors, many parking spaces on P1 will be reserved for trades only during the hours of 7:00 a.m. to 6:00 p.m. The affected areas are marked accordingly. Residents are asked to please use their own parking stalls on levels P2 – P4 at all times and to limit their use of the 30 minute resident parking on P1. Residents are also requested to have their visitors park in the P2 – P4 visitor parking stalls. There will be some available visitors parking on the 1<sup>st</sup> level but it will be limited.
5. 888 Beach Website: A website that has been set up to provide information to owners will include financial statements, minutes of strata council meeting, and notices for Annual General Meetings and Special General Meetings. The site also has contact information for the concierge staff and the strata agent as well as copies of bylaws, rules and many of the forms used within the strata.

The address of the website is [www.888beachvancouver.com](http://www.888beachvancouver.com). The owners' only section can be accessed as follows:

**User ID: owner and Password: 888**

Many owners would prefer to receive their minutes electronically and can now do so by accessing the website. Approved monthly financial statements and minutes of the strata council meetings will be posted on the website approximately 1 week after the strata council meeting date.

6. 401 Backup: The agent reported to council that she has been in discussion with Synergy and they have indicated that opening up of the ceiling of the suite below is the only way to review the layout of the pipes in order to offer suggestions that may prevent further backup. This issue continues to be monitored.
7. Sauna Repair: The agent provided information regarding the installation of an infra-red sauna to replace the current sauna. This sauna is made of solid hemlock wood with tempered glass windows. The cost for the sauna is \$1,200 plus HST and does not include the removal of the old sauna or the installation of the new one. The agent will follow up with Relaxus and have them do a preliminary quote for removal and installation of the new sauna and/or will contact Houle Electric for their input.
8. P2 Garage Gate: Installation of a new gate from P1 to P2 has been installed.
9. 11<sup>th</sup> Floor Ocean Tower Water Ingress: The agent reported that it was determined that a faulty cartridge was the cause of water ingress between two 11<sup>th</sup> floor suites. The cartridge has been replaced and repairs to the suite that reported the water ingress are being arranged.
10. Vidtech: The agent presented a quote for a split screen monitor to be installed at the concierge desk. After review and discussion, it was determined to table this item until a later date.
11. Fire Equipment Testing: The agent advised that the fire equipment testing has taken place. Twenty units in Beach Tower, twelve units in Ocean Tower and one townhouse did not provide access for the fire equipment inspection. The agent will send letters to these owners advising that access is mandatory and a second date will be arranged. If these owners do not provide access during this second visit by Effective Fire Prevention, a third visit will be charged back to the owners and fines may be placed on their account.
12. Bike Room Audit: This item is deferred.
13. Roof Anchor Inspection: The agent advised that the roof anchor inspection has been completed.

## CORRESPONDENCE

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

### 1. Renovation Requests:

- (a) 2701 – Suite Renovations: Council approved the May 30, 2011 application by the owners of suite 2701 to do a major renovation of their unit which included upgrading a gas stove which was installed by the original developer of the complex, and therefore, predated out current bylaw. Although one member was not in favour of approving the request by the owner to replace the existing gas stove with another gas stove, the majority of council did approve an exemption to the current bylaw and recommended approval. The agent was instructed to advise the owner.
- (b) 2104: Council approved a request from the owner of suite 2104 in terms of their application dated June 14<sup>th</sup> to install a closet and move a sprinkler. The Alterations Committee has reviewed the request and recommended approval with the condition that Effective Fire Services be hired to move the sprinkler. The agent was instructed to advise the owner.

### 2. Correspondence:

- (a) A letter was received from an owner requesting information regarding a building envelope report prepared for the strata in July of 2000. The owner requested that the agent provide a documented report outlining the actions taken by the council in implementing the engineer's recommendation. As no report exists, the agent is not required to create a report and will advise the owner accordingly.
- (b) A letter was received from an owner requesting replacement of a west facing door and frame on their patio, to have interior repairs completed now that water ingress repairs has been repaired and to have the hardwood floor that had been warped due to water ingress repaired. After review and discussion the agent was instructed to have RDH further investigate the door and frame, to have the painting of the interior dealt with and to confirm the cost to replace the area of hardwood floor as if it were the original carpet in order to compensate the owner accordingly as the hardwood floor is an upgrade.
- (c) A letter was received from an owner with a photograph of water ingress on the ceiling of their balcony. Council reviewed this request and as repairs of the balcony ceilings are not part of the current building maintenance and renewal program, the repair will not be dealt with at this time and will be reviewed again in the future.
- (d) A letter was received from an owner advising of their displeasure the length of time it has taken to have failed seals of windows replaced. Council instructed the agent to advise this resident that window replacements are in progress.

3. Bylaw Violations:

- (a) Rentals: A letter was received in reply to correspondence sent to the owner regarding rental of his suite for less than the minimum of three (3) consecutive months as noted in the bylaws. The owner has advised that they have since cancelled their contract with the accommodation company and are looking to rent out their unit as a long term lease. After review and discussion the agent was instructed to advise the owner, thanking them for their response. A bylaw violation fine will not be placed on their account.

**NEW BUSINESS**

1. Quote for Make-Up Air Sheaves in Beach Tower: The agent presented a quote from South Coast Mechanical to replace the drive sheaves (pulleys) on the make-up air unit fans in Beach Tower. Total cost for replacement of these sheaves is \$1,478.88 plus HST. After review and discussion the agent was instructed to have South Coast proceed with these repairs.
2. Boiler Inspection Deficiencies: The agent presented council with a report from the Safety Authority regarding the installation of the boilers. There were a number of deficiencies noted by the inspector and quotes have been received for these deficiencies from both Synergy Mechanical and South Coast Mechanical. After review and discussion, South Coast will be awarded the contract to repair the gas regulator, label all the equipment, supply and install thermometers, install drip lines and to put lockable disconnect switches on each boiler. Total price for these repairs is \$2,588.40 plus HST. The agent was instructed to have South Coast proceed with these repairs.
3. Wheelchair Lift: The agent advised that Garaventa Lift have advised us of an increase in their fees for quarterly scheduled Preventative Maintenance visits. They also advised of changes to the mandatory safety device testing as required by the B.C. Safety Authority. In the past they have invoiced separately for these tests every three years at a cost of \$250. The B.C. Safety Authority now requires these tests be performed on an annual basis and they understand that charging \$250 a year for these mandatory tests would be unreasonable. The new fee for the mandatory testing will be \$95 per year and will be added to the annual contract fee.
4. Miscellaneous Installation of Corner Guards Kick Plates & Shelves: The agent presented a quoted from HHI Services. This item will be deferred until the next meeting.
5. Bike Racks: A 3<sup>rd</sup> bike rack has been installed on P2 and the bike rack that had been located on P1 has also been moved to P2. These racks are available on a first come, first serve basis and residents are reminded to properly lock their bicycles to the bike rack.

6. Housekeeping Items: Several housekeeping items had been brought to the attention of the strata agent and have been dealt with:
  - o California walkway 6<sup>th</sup> floor door handle has been repaired.
  - o Areas of the parkade have been cleaned.
  - o Beach Tower front door entrance handle has been repaired.
  - o The California walkway repairs to the areas of water pooling has been deferred.
  
7. Increase in Premiums: The agent advised that there has been an increase of the Manulife Premiums for extended benefits for the staff and the new premium will be \$1,328.72 per month.
  
8. Approval Process for Window Screens: This item has been deferred.
  
9. Mechanical / Maintenance: South Coast has advised that they wish to increase their monthly fee for inspection and maintenance of all mechanicals at LMS-712. They have requested a monthly increase of \$300 plus HST, increasing their monthly fee from \$680 to \$980, advising there has not been an increase in several years. After review and discussion the council reviewed the quote from Synergy Mechanical and requested that the agent go back to South Coast and advise that Synergy Mechanical has provided a lesser quote and see if South Coast is able to come in at the same costs as council had not budgeted for an increase in mechanical maintenance.

There being no further business, the meeting was adjourned at 7:00 p.m. The next council meeting is tentatively scheduled for July 27, 2011 at 4:30 p.m.



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SB/am

Is Your Address Changing?

**CHANGE TO:**

Strata Plan \_\_\_\_\_ Unit # \_\_\_\_\_

NEW ADDRESS: \_\_\_\_\_

NEW CITY/PROVINCE: \_\_\_\_\_

NEW POSTAL CODE \_\_\_\_\_

TELEPHONE #: HOME: ( \_\_\_\_\_ ) WORK: ( \_\_\_\_\_ )