

MINUTES OF COUNCIL MEETING
STRATA PLAN LMS-712
888 BEACH

HELD On Wednesday, October 26, 2011 at 4:00 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
Wenda Deane		TH 26 – 888
Craig Dailly		# 613 – 888

GUESTS James Bourget and Michael Roche – RDH Building Engineering Ltd.
Jason Wroblewski – Building Manger

STRATA AGENT Sylvia Brewer, Vancouver Condominium Services Ltd.

The meeting was called to order at 4:00 p.m.

GUEST BUSINESS

James Bourget and Michael Roche from RDH Building Engineering Ltd. attended the meeting and provided a preliminary review of potential work for Phase II and a brief review of Phase I work. They are pleased with the amount of work accomplished this year.

James Bourget and Michael Roche left the meeting at 4:45 p.m.

MINUTES

It was moved, seconded and carried to adopt the minutes of the September 26, 2011 council meeting as circulated.

FINANCIAL REPORT

1. **Monthly Statement:** After review and discussion, it was moved, seconded and carried to adopt the September 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's website: www.888beachvancouver.com The Owners' 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 September 30, 2011 in the appropriate funds are as follows:

- Total Cash Balance \$ 990,664 (including CRF Balance)
- CRF Balance \$ 354,157 (Contingency Reserve Fund)

3. Arrears: Council reviewed the October 24, 2011 accounts receivable list. There are some owners who have made little or no payments on their share of the February 2, 2011 \$750,000 special levy. Liens have been put on place on these units. Their unpaid levies amounts to over \$10,000.

4. 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 the replacement of several deck membranes as well as repairing other areas of water ingress. As of September 30, 2011, \$162,000 has been spent on these projects. Council has earmarked \$90,000 to \$100,000 from the Structural Fund to be used for IGUs (window replacements) in order to complete the list of failed IGUs and other structural work. All the scaffolding and swing stages have been removed. Failed IGUs reported by owners after the project was put out for tender will be replaced next year.

5. \$750,000 Special Levy: As of September 30, 2011, \$603,491 has been expended for the renewal and refurbishment project. All of the remaining funds are fully committed. The work continued through mid-October and has been completed on time and on budget. Council monitored the project on a regular basis and achieved cost savings which resulted in funds being available for additional caulking on two drops on Beach Tower not included at the start of the project.

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

- Western Plumbing \$1,836.98 C3 hot water tank. This will be charged back to the owner of C3.
- Albright \$1,058.41 Light bulbs and lens covers.
- Simson-Maxwell \$768.10 Block heater for generator.
- On Side Restoration \$849.79 Clean-up re: water ingress into #1101 from #1201. This will be charged back to the owner of #1201.

• Vidtech	\$1,411.20	30 4-button fobs.
• Effective Fire Prevention	\$985.60	Dry sprinkler winterization.
• Overhead Door	\$1,904.00	Gate #4 repair.
• Matakana Scaffolding	\$3,651.20	Water ingress repairs to TH16 and TH19.
• Nawkaw	\$2,352.00	Brick tinting for TH3 and TH6.
• Pro-Can Electrical	\$469.37	31 st floor exterior light fixtures and repairs.
• RDH Building Engineering Ltd.	\$3,802.40	Re: investigations due to water ingress for TH19, TH9, #611, #301 and TH3.
• RDH Building Engineering Ltd.	\$2,152.56	Construction phase to September 30 th .
• RDH Building Engineering Ltd.	\$31,211.96	Project administration, construction management, site supervision and site office to September 30 th .
• Columbia Seal	\$95,076.63	COP #3.
• Maticana Scaffolding	\$3,281.04	COP #4
• Renewal Construction	\$1,159.20	COP #4
• Renewal Construction	\$66,151.01	COP #4
• Suspended Stages	\$1,061.76	Davit arm.

One invoice was questioned and not approved for payment. The agent will follow up.

* COP – Certificate of Payment

7. Audit 2011 Year End: The strata agent presented a letter of engagement from Reid Hurst Nagy for the 2011 year end audit. After review and discussion, council approved the letter of engagement and fees in the amount of \$4,945 plus HST.
8. 2012 Budget: The agent presented a second draft of the budget for the 2012 fiscal year. Council will review, advise the agent of suggested changes and discuss at the next council meeting.

BUSINESS ARISING

1. Special Project Committee – Phase I: The agent reported that Certificates of Completion have been received for the renewal and maintenance work done during Phase I. Council will be meeting with RDH Building Engineering Ltd. in early November to discuss in detail the planning and budgets for Phase II.

2. Structural Maintenance:
 - TH16/TH19 repairs: The repairs to water ingress to the upper floor windows of TH16 and TH19 have been completed.
3. Landscaping: The agent reported she has not received a quote from West Coast Horticultural for the 2012 landscaping contract.
4. Fire Equipment Testing – 3rd Inspection: The 3rd inspection has been completed.
5. Mechanical Maintenance: The agent reported three new companies reviewed the mechanical equipment on site and each presented a quote for mechanical and HVAC systems annual maintenance. After review and discussion, council agreed that Trotter & Morton presented a very comprehensive report with photographs indicating a number of areas that require immediate attention. The agent was instructed to follow up with Trotter & Morton to answer a number of questions. There was further discussion regarding the work of South Coast Mechanical. The agent was instructed to cancel their services as of November 1, 2011.
6. Patio Doors: The agent advised that she is awaiting a quote from HHI for this maintenance.
7. Window Washing: The agent presented council with a third quote from Allstar for \$13,255 plus HST for window washing. Although the cost for “a construction clean” from Renewal construction was higher, council would prefer them to do this cleaning as they installed and are familiar with the new IGUs. The agent was instructed to ask Renewal if they would lower their price to \$19,000 plus HST. The agent will report back to council on the outcome of that request.
8. Suite Access Authorization: The agent reported that Alison Baker of Clark Wilson advised she did not have a template for a suite access authorization form. After discussion, council will use the current form and will distribute it to owners.
9. Treadmill Replacement: Following discussion, vice-president Mike Gallagher and the building manager will review options for a treadmill replacement as part of a special assessment to be presented to the owners at the next AGM. The agent advised that one owner had requested that the blinds that had been removed from the gym be replaced. The agent reported the blinds had been removed due to the number of times they required repair.
10. Front Door Locks: The agent reported back to council that front door locks are the responsibility of the owner. Council will develop a policy for the replacement of front door hardware.

CORRESPONDENCE

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

1. Renovation Requests:

- (a) Further information was received from the owners of suite #2602 regarding replacement of shower tiles. After review and discussion, council approved the request based on the application submitted by the owner which includes removal of wall tiles, water proofing the shower walls with a Schluter system and new wall tiles but leaving the existing base of the shower. The agent was instructed to advise the owner that the renovation is approved but to write to the owner advising if the whole shower stall is not waterproofed and if leaks should occur, owners will be responsible for damages to both their unit and any other affected unit.
- (b) A letter was received from the owner of suite #706 requesting approval to install hardwood flooring. On recommendation by the alterations committee and after review and discussion, it was agreed to approve the request. The owner will be advised.

2. Correspondence:

- (a) A letter was received from the owners of suite #516 requesting reimbursement for blinds in the amount of \$378 necessitated by rust on blinds due to water ingress from suite #616. The owner advised there was minor damage to the wall during the installation of the blinds and although this area has been touched up there was one area that may require re-painting. The agent was instructed to advise the owner to call the agent if this area needs to be re-painted.
- (b) A letter was received from an owner advising that prior to the replacement of their balcony membrane, lights in the cherry tree planter had been removed. The agent reported these lights had been damaged and could not be reinstalled. The agent was instructed to request Houle to quote on replacement of the planter lights.
- (c) A letter was received from two owners advising of possible illegal activity in a 5th floor unit. The agent reported the rental agent who manages the suite had advised the resident's partner was a photographer and had used the empty suite to take photographs of scantily clad females. This activity has since stopped and the concerned owners have been advised.
- (d) An owner responded to a pet complaint and apologised for any disturbance to any of their neighbours. After review and discussion, council agreed to take no further action.

- (e) A letter was received from an owner regarding a second hand smoke complaint. The agent reported that a letter has been sent to the owner of the offending unit advising of the complaint.
- (f) A letter was received in response to the complaint of second hand smoke ingress (outlined above). After review and discussion, council decided that the owner did not answer the allegations in the complaint. The owner, in their response, went on to complain of a barking dog in a unit above and complained about inadequate underlay under the hardwood floors in the unit. After review and discussion, the agent was instructed to advise the owner that any future complaints of barking dogs should be reported immediately to the concierge and to review the renovation approval regarding the type of underlay that has been installed.
- (g) A letter was received from an owner advising that the Howe Street parkade gate creates a high level of noise when the gates open and close. After review and discussion, council will monitor and investigate options to lower or prevent the noise from the Howe Street gate.
- (h) A letter was received from an owner regarding a leak in their storage unit. The owner advised they discovered the leak and reported it to the concierge but it was later determined that information on the reported leak was not passed on to the building manager or the strata agent. The building manager brought this to the attention of the concierge. After review and discussion, the agent was instructed to talk to the concierge and to remind him of the importance of reporting all incidents to either the building manager or the strata agent. This owner also made several other allegations which the agent will discuss with the concierge when she meets with him.
- (i) A letter was received from an owner regarding numerous noise complaints and apologizing for any inconvenience. Unfortunately, several days later, further complaints were reported. Council agreed that fines levied against the account will not be removed.

3. Bylaw Violations:

- (a) The agent reported noise complaints relating to incidents regarding the same unit were received; on September 23rd and on October 8th. The agent reported letters have been sent to the owner regarding the on-going noise from their suite and no response has been received. The agent was instructed to place a fine of \$200 for each incident on the owner's account.

NEW BUSINESS

1. **Fobs: All residents are reminded that the old garage remotes will no longer be active or able to open the garage gates as of November 1st.** Owners are also advised that after December 1st, credit will not be given for trade-ins of grey fobs or old garage remotes. The new 4-button fob is available for \$100 and small grey fobs are \$25.
2. **Annual Fireplace Maintenance:** The agent was instructed to obtain quotes for annual fireplace maintenance.
3. **Dryer Duct Cleaning:** The agent was instructed to arrange dryer duct cleaning for Ocean and Garden towers.

BUILDING MANAGER'S REPORT

The council received and reviewed the October reported prepared by Jason Wroblecki.

There being no further business, the meeting was adjourned at 7:15 p.m. The next meeting will be held on Wednesday, November 30, 2011 at 4:30 p.m.



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SYB/ys

A WORD OF APPRECIATION

Many thanks to all owners who provide their monthly strata fees promptly and without problems - either by PAC or post-dated cheques. Your co-operation is most appreciated. Please remember if you write cheques, to make them payable to your strata plan and to identify your suite number or strata lot. Payments are due on the first of each month.

