

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-712

888 BEACH

HELD On Monday, July 23, 2012 at 3:30 p.m.

PRESENT

Colin McDougall	President	Unit # 711 - 888
Bev Andrews	Treasurer	Unit #1505 – 1500
Pat Dairon	Secretary	Unit # 706 – 1500
Marilou Appleby		Unit #1003 – 1501
Jeff Sodowsky		Unit #2501 – 1500
Craig Dailly		Unit # 613 - 888 (arrived 3:50 p.m.)

REGRETS Mike Gallagher Vice-President Unit #2701 - 1500

STRATA AGENT Sylvia Brewer, Vancouver Condominium Services Ltd.

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

GUESTS RDH – Kevin Ganzert, Michael Roche and Tony Guillard

RDH Building Engineering Ltd. met with council to review the construction update and schedule.

Beach Tower South:

- New railings are being installed.
- Soffit vents have been ordered and will be installed together with the soffit tie-back patching and paint touch-ups as the scaffold is removed.
- Caulking is 90% completed.
- Scaffold removal is scheduled for the beginning of August and all trades are pushing to make this date.

Beach Tower East West:

- Balcony prep is completed at 14 locations on East and 8 locations on west.
- Balcony scuppers have been installed as required.
- 6 balconies are sloped on the west and 4 are to be scarified (noisy work) on east.
- Columbia has finished membranes on 6 balconies.

Ocean Tower:

- Metal panel work is complete.
- Caulking is complete.
- Metal panel caulking is on schedule.

Seabreeze IGU:

- IGU replacements are complete, except for one suite requiring replacement glass.

Project is on schedule and latest costs show an approximate contingency of \$119,000.

There was further review of items regarding the concrete sloping application, vapour barrier, dust, flooring coverings, railing heights and some general concerns raised by the strata agent.

Council went on to prioritize the repairs to be completed should the balance of funds of the project allow. It was agreed that the investigation of the Beach Tower Entry leaks should proceed. Also approved was the investigation of the west end of the 6th floor California walkway to determine what repair is necessary to prevent further water ingress during heavy rains. Investigation of water ingress at exposed glass blocks was also approved.

In addition, RDH was instructed to proceed with the painting of east and west parapet guard rails on Beach tower and realignment of the davit arm bases.

RDH left the meeting at 4:40 p.m.

GUEST Wenda Deane

Wenda Deane presented the first draft of our revised bylaws. Council did a preliminary review and Ms. Deane answered questions. Also, forms to be used in conjunction with the revised bylaws were presented.

Wenda Deane left at 5:10 p.m.

A subcommittee will be formed with council members Bev Andrews, Jeff Sodowsky and Pat Dairon, who along with the building manager, will review and suggest changes if necessary.

BUILDING MANAGER'S REPORT

Council received and reviewed the report from the building manager, Jason Wrobleski, and discussed several items in the report.

Jason Wrobleski left at 4:45 p.m.

MINUTES

It was moved, seconded and carried to adopt the minutes of the June 27, 2012 council meeting, as circulated.

REMINDER

Minutes will not be delivered to each suite. A small quantity will be left in the mailroom of each tower. Owners may view the minutes on the strata website:

www.888beachvancouver.com

user ID: owner

password: 888

FINANCIAL REPORT

1. **Monthly Statement:** After review and discussion, it was moved, seconded and carried to adopt the June 2012 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements may 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 June 30, 2012 in the appropriate funds are as follows:
 - Total Cash Balance \$1,557,224 (including CRF Balance)
 - CRF Balance \$385,579 (Contingency Reserve Fund)

3. **Arrears:** Council reviewed the accounts receivable list.
 - One owner has not paid the February 2, 2011 \$750K special levy. A lien has been placed on the unit.
 - As of June 22, 2012, some owners have paid little or nothing towards their share of the December 13, 2011 \$1,988,000 special levy. Liens have been put in place on the units.

In accordance with the wording of the December 13, 2011 resolution, council instructed the agent to add interest charges on overdue payments for the February 2, 2011 and December 13, 2011 levies at the rate of 10% per annum, compounded annually.

- Approximately 20% of the March 13, 2012 levy of \$32,000 for the sauna and gym repairs remains unpaid as at June 30, 2012. The full amount of this levy was due on April 15, 2012.
- A few owners have not yet paid their 2012 catch-up fees. The schedule of catch-up payments was distributed to all owners in March with the AGM minutes.

Council instructed the strata agent to mail accounts receivable statements to 50 owners who have not yet paid some or all of the amounts itemized above. Owners who have not made any payments towards their share of the December 13, 2011 and February 2, 2011 special levies are urged to contact Sylvia Brewer, Strata Agent.

All other owners are urged to check the strata fee and levy payment schedules attached to the March 13, 2012 AGM minutes to ensure that their accounts are up to date.

3. Exterior Maintenance 2012 Phase II: As noted earlier, strata council met with RDH Building Engineering to review the status of the current project and to review additional work that can be done this year, within the levy budget. Council approved the painting of the balcony guard rails on the east and west side of Beach Tower and some remedial work required to align the davit arms' bases. RDH will report back to council on any additional work that can be undertaken this year.

It is anticipated that dismantling of the scaffolding will be on schedule and will commence the second week of August. This process will take two to three weeks.

4. Exterior Maintenance 2013 Phase III: RDH Building Engineering Ltd. will report back to council in August on the proposed work and related cost estimates for Phase III of the exterior maintenance project. Council will provide this information to owners when it is available.
5. March 13, 2012 \$32,000 Levy for Sauna & Gym Repair: The repairs and upgrade for the sauna and gym have been completed. The funds raised by special levy were spent as follows:

Sauna

- Sauna interior rebuild \$6,664
- Heater hook-up and electrical \$2,153

Gym

- Flooring \$9,609
- Electrical (including pool) \$1,358
- Wall removal and painting \$3,352
- Fan and Dehumidifier \$986
- Blinds \$1,440
- Fan mounting \$1,231
- Elliptical trainer \$4,276
- Posters \$84
- Free weights \$572

Total: \$30,726

Council is investigating the costs of a lease to purchase option for a treadmill as there are insufficient funds to purchase a new treadmill at this time.

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

- RDH \$33,111.04 Project admin, Phase II, June 30, 2012
- RDH \$7,459.31 Field review to June 30, 2012.
- Westrim Plumbing \$6,796.00 Beach Tower P2 pipe repair.
- Eric Conrad \$988.86 Interior repairs to Suite #3003, re: Phase I.
- Eric Conrad \$470.40 Interior repairs to Suite #2903, re: Phase I.
- OnSide Restoration \$9,910.66 Final repairs for water damages to #1202, #1302 and #1402. There will be a charge back to #1402.

- Nikls \$1,108.80 Townhouse #12 repairs regarding B&E.
- Nikls \$1,428.00 Townhouse #12 repairs re: B&E
- Westrim Plumbing \$1,239.71 Ocean Tower pipe repair.
- Columbia Seal \$96,020.88 COP #2, Phase II.
- HIL Holding Ltd. \$19,152 COP #1, Phase II.
- Matakana Scaffolding \$12,665.52 COP #3, Phase II.
- ProCan Electric \$972.99 COP #3, Phase II.
- Renewal Construction \$57,531.60 COP #2, Phase II.
- Suspended Stages \$5,007.21 COP #2, Phase II.

* COP = Certificate of Payment

BUSINESS ARISING

1. RDH Exterior Maintenance Phase II Update: As noted under Guest Business, RDH attended the meeting and overall the project is on time and on budget. Council also reviewed the budget forecast and cost report.
2. Structural Maintenance: Investigation and repairs continue for Suites #811, #611, #1802 and Townhouse #4. The agent was instructed to request an updated report from RDH on their findings.
3. Landscaping: The agent reported that Good Earth has planted more plants in the entrance planters. After further discussion, council determined that in some instances, Good Earth Landscaping has improved the lawns and the pruning. The planters; however, are not as they have been in the past. There was some discussion as to whether council should consider developing a landscaping plan going forward and it was decided at this time with the amount of work on the exterior of the building that nothing will be done until the exterior maintenance work has been completed.

4. Mechanical Maintenance/Trotter & Morton: Trotter & Morton submitted their quarterly report. There was a third occurrence of a boiler recirculation pump failure. The new one that was installed is covered under the maintenance program with Trotter & Morton.

There continues to be problems of hot water coming from the cold water taps in Ocean Tower. This is determined to be an in-suite problem and Trotter & Morton is investigating further. It is believed the Koehler mixing valves could be the source.

5. Bylaw Review/Update: As noted earlier, under Guest Business, council received the suggested bylaw updates from Wenda Deane. The committee will further review the proposed changes and make recommendations to council.
6. Bike Room Audit: Eleven (11) bikes were removed and five (5) locks were cut. These bikes are being stored on site and owners may contact the building manager if they think one of their bikes has been removed. This opened up a number of spaces for bike room storage and owners that have been on the wait list are being contacted.
7. Townhouse #12 Gate Installation: The agent reported that she has spoken with several contractors to request quotes for the new gate.
8. Annual Fire Inspection: The annual fire equipment inspection took place on July 3rd to 12th. Twenty-three (23) units were not inspected due to lack of access. A second visit will be scheduled and any repairs or deficiencies will be completed at that time. The agent is waiting for a date from Effective Fire and owners of the 23 units will be advised when access is required.

Should access not be provided, these owners will be fined and a third visit will be charged back to the owner.

9. Beach Tower Roof Drain: Milani Plumbing was on site to do a camera inspection of the Beach Tower roof drain. It has been unplugged and a large amount of debris cleaned out.

CORRESPONDENCE

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

Renovation Requests

1. A request was made from Suite #1905 to replace their fireplace. After review and discussion, the strata agent was instructed to confirm that the type and model of fireplace was appropriate in terms of gas consumption and it will fit with the existing venting system.

Correspondence

1. A letter was received from an owner regarding a number of issues related to repairs that were required after a break and entry. The strata agent will confirm with the contractor that all repairs have been completed. The agent will advise the owner that the City has approved installation of a gate for which council is currently requesting quotes. The owner also inquired about transformer noise and, as noted in the June minutes, this problem cannot be dealt with satisfactorily, so nothing further can be done.

The owner also had previously requested that notices not be left outside any of the doors of the townhouses and advised that none have been left outside their door, as requested. They reported, however, that an RDH Construction Report that was hand-delivered by a concierge was left on the front step of another unit and was still after days.

They also inquired about the planter next to their patio where the plants have died due to a broken sprinkler. The strata agent will have this area reviewed and considered for new plants.

3. A letter was received from an owner with several concerns that they wanted addressed including signs of water ingress and one bedroom window that had failed.

The owner also wanted to know to whom they should report issues that need to be addressed – should it be the strata agent or the building manager. He also had concerns that RDH would not advise him of the nature of water ingress. The agent was instructed to report back to the owner that RDH was hired by the strata council to address building issues. RDH investigates an issue and writes a report that comes back to the strata council for review. Council then decides how to proceed. RDH is not required to inform owners directly of required repairs. The owner will be advised that for emergency-type issues he should call the building manager. For financial inquiries or other matters, owners should call the strata agent.

4. A letter was received from an owner regarding a concern over the replacement of a lobby window and in the letter suggests that the window was broken by contractors on site. After review and discussion, council thanks the owner for their concerns.
5. A letter was received from an owner regarding dust infiltration reported in the minutes from June 27th. This owner was dismayed that council agreed to pay for cleaning of excessive dust in some units caused by balconies repairs.

Council wishes to note that this was excessive dust infiltration. It was reported immediately to the RDH site supervisor who inspected the area upon being advised and confirmed the suites had extreme infiltration of dust.

All owners are advised that should something out of the ordinary happen during the repairs, they should please either contact the strata agent or the building manager who will report the incident to RDH, who will then investigate immediately.

Bylaw Violation

1. A bylaw violation letter was sent to an owner who was observed standing on their balcony while the railings were no longer in place. The owner has responded that individuals were only on the balcony to smoke. Council had advised that this was an extremely unsafe situation and notices are posted on all sliding doors of units without balcony railings that access to the outside is not permitted.

The agent was instructed to confirm that the residents of this unit were asked more than once to remove themselves from the balcony. If this is the case, then council will apply the fine of \$200 as noted in the letter.

NEW BUSINESS

1. Common Area Repairs: A quote was received from Imbrex Project Management for repairs of several common area ceilings and walls. After review and discussion, it was agreed that one noted repair for the 5th floor California walkway will be deferred at this time, as RDH has been instructed to do further investigation. The agent will ask for the quote to be revised and then have the work proceed.
2. Pool Cover: There was a suggestion that a pool cover be considered. After review and discussion, it was agreed that this was not necessary at this time.
3. Beach Tower #3 Elevator: There have been on-going issues with Beach Tower Elevator #3 not levelling properly when the car arrives at each lobby. ThyssenKrupp Elevator has been working on a number of solutions and is continuing to try to determine the cause of the problem.
4. Parking Violation Notices: It was brought to the attention of the strata agent that an owner or owners have made copies of the LMS-712 parking violation notice in order to have cars not park in certain areas for their convenience.

Any owners in receipt of such a violation should bring it forward to the building manager and/or the concierge, as the notice from the strata has an official stamp on it. It is requested that this owner or owners please discontinue this practice.

There being no further business, the meeting was adjourned at 7:00 p.m. The next council meeting is scheduled for Wednesday, August 29, 2012 at 4:30 p.m.

Sylvia Brewer
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STRATA PLAN NUMBER

Please note your strata plan number on the front of these minutes. It is very helpful (especially in emergency situations) if you can provide your strata plan number when calling our office as it allows for quick access to your file.