

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

**HELD** On Wednesday, September 26, 2012 at 4:30 p.m. in the Meeting Room,  
1501 Howe Street, Vancouver, BC

**PRESENT**

Colin McDougall	President	Unit # 711 – 888
Mike Gallagher	Vice-President	Unit #2701 – 1500
Bev Andrews	Treasurer	Unit #1505 – 1500
Pat Dairon	Secretary	Unit # 706 – 1500
Marilou Appleby		Unit #1003 – 1501

**REGRETS**

Jeff Sodowsky	Unit #2501 – 1500
Craig Dailly	Unit # 613 – 888

**GUESTS** Jason Wrobleski Building Manager

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

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

## **BUILDING MANAGER'S REPORT**

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

- Council approved purchase of a cellphone for Danny Silverio, the caretaker.
- Council approved a budget of up to \$1,000 for the purchase of bird netting for the roofs in order to prevent seagulls and geese from nesting on the rooftop.

## **MINUTES**

It was moved, seconded and carried to adopt the minutes of the August 29, 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](http://www.888beachvancouver.com)**

**user ID: owner  
password: 888**

## FINANCIAL REPORT

1. Monthly Statement: It was moved, seconded and carried to adopt the August 2012 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](http://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 August 31, 2012 in the appropriate funds are as follows:

- Total Cash Balance                      \$1,331,136.12      (including CRF Balance)
- CRF Balance                                \$393,283.91      (Contingency Reserve Fund)

3. Arrears:

- Council reviewed the accounts receivable and as of September 20, 2012 all receivables for the February 2, 2011 levy have been collected.
- A few 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 these units. In accordance with the wording of the December 13, 2011 resolution, council instructed the strata agent to add interest charges on overdue payments for the December 13, 2011 levies at the rate of 10% per annum, compounded annually. The strata agent has contacted Jamie Bleay of Access Law Group to assist in collecting overdue amounts on the February 2011 and December 2011 special levies. The strata agent reported that some accounts have been paid partially or in full and that post-dated cheques will be received from one owner.
- Approximately 5% of the March 13, 2012 levy of \$32,000 for the sauna and gym repairs remains unpaid as at August 31, 2012. The full amount of this levy was due on April 15, 2012.
- **A few owners have not yet paid their 2012 catch-up strata fees. A 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 32 owners who have not yet paid some or all of the amounts itemized above. Owners who have not made any payments to their share of the December 13, 2011 special levy 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.

4. Exterior Maintenance 2012 – Phase II: Strata council met with RDH Building Engineering Ltd. on September 18, 2012 to review the status of the current project and review additional work that can be done this year within the budget. The remaining work will be completed by the end of October 2012.

Strata council noticed an increase in hydro costs, which is likely due to operation of swing stages and the elevator in the scaffolding. The hydro costs during the construction period will be reviewed and at the completion of the project there will likely be a transfer of extra hydro costs from the operating budget to the project costs.

5. Exterior Maintenance 2013 – Phase III: Strata council met with RDH Building Engineering Ltd. to review the proposed work for Phase III of the exterior maintenance project. The budget for the Phase III project will be \$1,988,000 which is the same as the budget for the 2012 Phase II project. A presentation to owners will take place on September 26, 2012 and information outlining the project will be distributed to the owners later this week.

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

• RDH	\$30,759.20	Project Admin, Phase II, August 31, 2012.
• RDH	\$10,425.52	Field review to August 31, 2012.
• Columbia Seal	\$132,184.08	Phase II, COP #4.
• HIL Holding Ltd	\$22,337.28	Phase II, COP #3.
• Lindahl Aluminium	\$77,014.22	Phase II, COP #3.
• ProCan Electric	\$524.16	Phase II, COP #5.
• Renewal Construction	\$15,339.43	Phase II, COP #2.
• West York Developments	\$1,848.00	Phase II, COP #3.
• RDH	\$9,730.00	Field review for unit #811.
• McRae's	\$4,147.47	Sump pump cleaning.
• Landscape Reflections	\$600.00	Irrigation repairs.

7. Audit: The agent confirmed with council that an audit will be performed for the year ending December 31, 2012. A quote will be requested from Reid Hurst Nagy.
8. Draft Budget for 2013: The agent asked if there were additional items to be added to the working budget for the 2013 fiscal year. Several items were suggested and the agent will include them in the first draft of the working budget.

## **BUSINESS ARISING**

1. Exterior Maintenance Phase II Update: As noted under Financial Statements, RDH Building Engineering Ltd. presented a review of the work done to date for Phase II at the information meeting on Wednesday, September 26<sup>th</sup>. At this information meeting RDH also reviewed the project for Phase III of the exterior maintenance.

2. Structural Maintenance: Repairs continue for suite # 811 . The agent was instructed to confirm investigation of work needed at townhouse #4.
3. Landscaping: The agent advised that a quote in the amount of \$600 was received and approved from Landscape Reflections to repair the irrigation system on Howe Street. The repairs have been completed.
4. Mechanical Maintenance/Trotter & Morton: There has been ongoing investigation of the hot water problems from cold water taps in Ocean Tower. The agent was instructed to request a quote from Western Plumbing to add shut-off valves to one suite on the 5<sup>th</sup> floor that appears to be the source of the problems.
5. Bylaw Review: This item was deferred.
6. Townhouse #12 Gate Installation: This item was deferred.
7. Annual Fire Inspection: The agent advised that the second inspection has been completed but a report has not been received from Effective Fire noting any suites that have not provided access. Any owner who has not provided access for the annual fire inspection during the first or second visit, will be notified that the inspection must be completed and costs for the inspection will be charged back to the unit.
8. Carpet Cleaning: There was further discussion regarding the carpet cleaning that is scheduled for the first week of November. The agent was instructed to confirm that RDH will be finished their work by the end of October. She was also asked to ensure that the entrance and elevator lobby carpets will be included in the cleaning. After further discussion, the agent suggested that a quote also be requested from Carpeteer as they did some spot removal with great success in Beach Tower.
9. Caretaker's Hours: The agent reported that Danny Silverio is in receipt of a letter advising that his hours will change. His start time will now be 7:30 a.m.

## **CORRESPONDENCE**

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

1. A letter was received from an owner requesting permission to park a small camper trailer in their parking stall. After review and discussion, the agent was instructed to advise the owner that according to Bylaw 39.1, permission will not be granted.

*39.1 A resident must not permit any oversized, commercial or recreational vehicles including, but not exhaustively, boats, trailers and campers to enter or be parked or stored on common property, limited common property or land that is a common asset without prior written consent of the strata council.*

2. A letter was received lodging a formal complaint against another unit on the 9<sup>th</sup> floor. The agent advised that a bylaw violation letter has been sent to the owner advising of the complaint.
3. A letter was received from an owner with ongoing concerns about the way that the balconies were reconstructed. This letter has been forwarded to RDH and a response from RDH will be forwarded to the owner.
4. Bylaw Violations:
  - a) A noise complaint letter has been sent to an owner on the 9<sup>th</sup> floor. To date, no response has been received. After review and discussion, the agent was instructed to fine the owner \$200.
  - b) A complaint had been received regarding an owner's barking dog in a suite on the 6<sup>th</sup> floor. The agent sent a letter to the owner advising of the pet complaint. The owner responded advising that their 13½ year-old dog appears to be suffering from separation anxiety. The owner is working with a vet to resolve the issue, and has written notes to the neighbours apologizing for this disruption. Council thanks this owner for responding to this complaint in a timely manner and no fines will be imposed on their account.

## **NEW BUSINESS**

1. Information Meeting: Council held an information meeting on September 26 starting at 7:00 p.m. RDH was in attendance and 55 owners attended. There was a review of Phase II and the floor was opened up to the owners for questions. Owners in Beach Tower were reminded to ensure that they install rubber pads under the legs of all patio furniture such as chairs, tables and planters to make sure that the new membrane is not damaged by sharp edges. RDH went on to present recommendations for the work to be completed in Phase III and the floor was then again opened up to questions. The Phase III budget will be \$1,988,000 and will be presented to owners at a Special General Meeting scheduled for Wednesday, November 7, 2012. Owners were also advised that the schedule of payments will be the same as for Phase II with owners being able to make payments over a 10-month period.
2. Special General Meeting: Owners are reminded that the Special General Meeting will be held on November 7, 2012 to approve the ¾ Vote Resolution for Phase III of the building maintenance and renewal program.

3. Insurance Renewal: Council was in receipt of an email advising of the upcoming insurance renewal. It included a "Frequently Asked Questions" section to help explain why Vancouver Condominium Services will only be obtaining quotes through the current broker, BFL.
4. Trotter & Morton Quote for Make-up Air Gas Train Component: The agent presented a quote from Trotter & Morton for repairs to the Beach Tower make-up air gas train component. The amount quoted for these repairs is \$1,295 plus taxes. The agent was instructed to have Trotter & Morton proceed with this repair.
5. Sump Pump Cleaning: The agent reported that McRae's has been on-site and the sump pump cleaning has been completed for 2012.
6. Cleaning of Exterior Entrances: A quote was received for cleaning of the exterior entrance granite steps. After review and discussion, this item will be deferred until 2013.

There being no further business, the meeting was adjourned at 5:45 p.m. The next meeting will be held on Wednesday, October 31, 2012. The Special General Meeting is scheduled for Wednesday, November 7, 2012 at 7:00 p.m.

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