

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

HELD On Wednesday, June 26, 2013 at 4:30 p.m. in the Meeting Room, 1501 Howe Street, Vancouver, B.C.

PRESENT

Mike Gallagher	President	Unit #2701 – 1500
Jeff Sodowsky	Vice-President	Unit #2501 – 1500 (<i>arrived at 5:00 p.m.</i>)
Bev Andrews	Treasurer	Unit #1505 – 1500
Pat Dairon	Secretary	Unit # 706 – 1500
Kitty Morgan		Unit #2703 – 1500
Marilou Appleby		Unit #1003 – 1501 (<i>left at 6:15 p.m</i>)
Craig Dailly		Unit # 613 – 888

BUILDING MANAGER Jason Wroblewski

STRATA MANAGER Sylvia Brewer, Vancouver Condominium Services Ltd.

The meeting was called to order at 4:35 p.m.

MINUTES

It was moved, seconded and carried to adopt the minutes of the May 29, 2013 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:** The May 2013 financial statement was not available for council's review. FirstService Residential (formerly Vancouver Condominium Services Ltd.) went through a computer conversion in June to upgrade the financial and reporting services for its clients. When the conversion is completed, the May 2013 financial statement will be made available. Any owner wishing a copy of the strata corporation's financial statements may contact Vancouver Condominium Services Ltd. during regular business hours, 8:30 a.m. to 4:30 p.m., Monday to Friday.
2. **Account Balances:** The current balances for the period ending May 31, 2013 in the appropriate funds were not available.

3. Arrears: Council reviewed the accounts receivable as of June 25, 2013.
- (a) There are 83 units with balances in arrears totalling \$89,529. Approximately 40 of these overdue accounts are for amounts less than \$100, and most relate to the unpaid catch-up payments for the January to March 2013 strata fees. The remainder of overdue balances are related to late or insufficient payments of special levies, monthly strata fees and other miscellaneous charges.
 - (b) Accounts receivable statements will be sent to all units with overdue accounts. Owners with overdue accounts of \$1,000 or more will be advised that steps will be taken to put a lien on their unit. In accordance with the wording of the February 2, 2011 and December 13, 2011 resolutions, council instructed the strata manager to add interest charges on overdue payments for two levies at the rate of 10% per annum, compounded annually.

REMINDER

The first payment of the levy that was approved in November 2012 for Phase III was due February 1, 2013 and payments are due the 1st of each month until November 1, 2013. Those owners that have not made payments are requested to provide a cheque for the unpaid levy amounts for February, March, April, May and June and submit post-dated cheques for the balance of payments due July to November. Please note: if these payments are not made in a timely fashion, owners will receive a lien warning letter, and if payments are still not received, liens will be placed against owners' accounts.

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

• RDH	\$3,675.00	Project admin Phase III to May 31, 2013.
• RDH	\$15,750.00	Construction mgmt. Phase III to May 31, 2013.
• RDH	\$11,355.18	Site supervisor/misc. Phase III to May 31, 2013
• RDH	\$260.50	Site office Phase III to May 31, 2013.
• K.C. Plumbing	\$619.50	Emergency repairs – Garden Tower.
• K.C. Plumbing	\$5,137.50	Plumbing repair – Garden Tower
• Renewal Construction	\$8,174.25	Misc. repairs – January to June 2013.
• Procan Electric	\$1,255.59	Beach Tower – Elevator lobby lights.
• Clark Wilson	\$287.49	Legal advice.
• Decagny Construction	\$2,682.54	Townhouse 9 repairs.
• Columbia Seal Fire Stop	\$37,704.56	COP 2 Phase III
• JJK Development	\$825.77	COP 3 Phase III
• Matakana Scaffolding	\$29,625.45	COP 2 Phase III
• Pro-Can Electric	\$204.75	COP 3 Phase III
• Renewal Construction	\$1,769.04	COP 1 Phase III
• TNC Restoration Ltd.	\$37,268.91	COP 1 Phase III

* COP = Certificate of Payment

5. Investment of Funds: Once council has confirmed the current balance in the Phase III Fund, the strata manager will be instructed to invest monies already received for the Phase III levy in a 30-day cashable one-year term GIC.

COMMITTEES

1. Free Standing Balcony Floor Covers: The committee reported that they had a successful information meeting on Thursday, June 20th in Ocean Tower. Approximately 22 residents attended. There was also a further drop-in on Saturday, June 22nd between 10:00 a.m. and 6:00 p.m. in the Beach Tower lobby where owners could review the products and request quotes for their particular balcony. The products reviewed will not damage the new membrane surface which would void the warranty. The products chosen will not noticeably change the look of our building as seen from the street and other buildings. After much research, the strata council identified two products that met the set criteria. Owners wishing to purchase these approved products will have their application fast-tracked for approval and the post-installation inspection will not be necessary. In addition, a volume discount is being offered if there is enough participation. The products can be ordered immediately for installation now or at a later date. Council was pleased with the comments they received from owners and 14 orders were placed.
2. Insurance: The strata manager was requested to set up a meeting with Tanya Millage, Senior Regional Director for FirstSevice Residential, in late August or early September to discuss the insurance requirements for the strata.
3. Landscaping: No Report.
4. Fitness Centre: After further review and discussion, it was agreed that the \$500 approved at last month's council meeting for an assessment by a designer regarding the aesthetics of the gym will not take place at this time. However, it was agreed that a second elliptical machine should be purchased. Based on the April financial statements there is approximately \$4,600 left in the Fitness/Gym Fund and Operating Fund to cover the purchase. Council agreed that a second elliptical machine will be purchased.
5. Interior Maintenance: No report.

BUILDING MANAGER

Jason Wroblewski submitted his report for the month of June. It was noted:

1. Painting: Hemlock Painting has performed the second round of touch-ups and paint renewal. Various areas included completed swimming pool walls, elevator lobbies and several Beach lobby P1 doors and Ocean Tower lobby.
2. Mechanical Garden Tower Hot Water Storage Tanks Replacement: On Friday, June 21st after a major plumbing chase leak repair and restoring the water pressure and temperature to the Garden Tower, the number two hot water storage tank began to leak. Three companies have been requested to quote on the replacement of the number two hot water storage tank, as well as an option to replace both tanks and to include expansion tanks.

BUSINESS ARISING

1. Exterior Maintenance – Phase III:
 - (a) 2013 Phase III Hoists: As reported in the minutes of May 29, 2013, WorkSafeBC ordered that work be stopped on a number of projects in Metro Vancouver due to an issue with a low capacity of hoists installed in the scaffolding. 888 Beach as well as many projects have been caught up in the situation where WorkSafeBC do not have a

many projects have been caught up in the situation where WorkSafeBC do not have a standard for US material hoists and, as such, have deemed them unsafe for use, although they have been safely used in the province for 15 years. WorkSafeBC recognize that this situation is regrettable and are currently writing a standard. What it means for 888 Beach is that we have to remove the current rack and pinion-type hoist and replace it with a low capacity cable hoist. The hoist for our project will be changed in the following week. The cost for the dismantling the existing hoist and installing the motor and cables is between \$5,000 and \$10,000.

- (b) In spite of the work stoppage, work has been pushed by RDH. The demolition of the balcony surfaces continues and the materials are being transported through suites. Council wishes to thank all owners who are affected by this progress in order to keep the overall project on track. At his point, RDH believes the schedule will be met.
- (c) All trades working on the balconies of Beach Tower, bid the job based on the hoist and RDH has been leaning on good will and alternative plans to prevent costs being claimed by the trades for lack of access which would be expensive.

2. Additional Work to be Completed in Phase III:

- (a) Contracts for the work at 1801, 1802, Ocean Tower 710 Beach Tower and 602 Beach Tower have been awarded. Work on 402 and 503 is out for costing.
- (b) Balcony Membrane Work: As reported in the May 29th minutes, Columbia Seal will replace the original contractor to complete the balcony membrane work on Beach Tower. The original contract was awarded to the lowest bidder, contingent on successful completion of two balconies that were entirely installed with quality and on schedule. These conditions were required because the contractor had not worked on the Beach Tower membranes in Phase II during 2012. While the test work met the quality standard, it was not on schedule. After discussion with RDH, the contractor asked to be released. RDH approached Columbia Seal to complete the balcony membrane work in Phase III because they had submitted the next lowest bid which was \$38,000 higher. Columbia Seal were not asked to complete two test balconies because they completed the membrane work in Phase II and knew what was required for the Beach Tower project. The construction management team of RDH is engaged to handle all aspects of the Phase III project including the tendering process. The bids are reviewed by RDH with council and contracts are awarded. Conditions are placed on contractors who are new to the 888 Beach project to ensure they can provide the quality of service required on a timely basis. This is the first time in the three phases that it has been necessary to replace a contractor who could not deliver the required service on schedule at the price they bid. Individual council members do not meet with contractors. The council relies on the recommendations of the construction management of RDH in order to keep the project moving.
- (c) A response had been received from the owner of 401 regarding the painting of their balcony ceiling advising they are not happy with council's decision.

Council had originally thought that the Ocean Tower balconies would be included in the scope of work for Phase III, due to a potential water-proofing deficiency similar to the one RDH Building Engineering found in Beach Tower, and this was communicated to owners at large. However, when RDH did additional investigation at Ocean Tower, they determined the balconies did not pose a threat and that we could get approximately

In summary, RDH advised council that the Ocean Tower balconies were a cosmetic concern at this time. They recommended that cosmetic concerns are most efficiently dealt with when the balcony water-proofing remedial work takes place sometime in the future when the balconies are indeed at the end of their useful life.

Upon further inspection, a few more balconies have similar cosmetic issues as the owner in unit 401 has reported. It was agreed these units should have the balcony ceilings painted. A quote has been received in the amount of \$1,200 plus applicable taxes from Hemlock Painter. The owners will be contacted for access to complete this painting over the next several weeks.

3. Landscaping: No report.
4. Depreciation Report: The strata manager reported that Halsall will be on site on July 10th to inspect 20 residential units. Owners will be advised of a time access will be required. The strata manager will also confirm a time for the committee to meet with Halsall and confirm if Halsall would like to meet with RDH Building Engineering to discuss the exterior maintenance that has taken place over the last years.
5. Tile Installation on Beach Tower: After further review of the indemnity letter received from Clark Wilson, council agreed to confirm several additional issues with Clark Wilson. Once those have been discussed, the strata manager will complete the letter and forward it to the owner for signing.
6. Townhouse 2 – Mould: The strata manager has followed up with Hazmat and a date for access will be confirmed with the owner.
7. Window Cleaning: Black Tie will be on site to do the window cleaning between June 24th and June 28th.
8. Rules and Forms: The strata manager was asked to re-send the rules to the committee for final review and discussion. Any owner wishing to perform a renovation must complete the new renovation form for presentation to council. Please ask the strata manager or building manager if you have any questions.
9. Electric Vault Cleaning: The second visit for the electric vault cleaning was completed on June 25th and a report should be forthcoming to advise council of any areas of concern.
10. Annual Fire Equipment Testing: The annual fire equipment testing will take place between July 8th and July 17th. All owners, both resident and non-resident, received a schedule for the alarm testing and request to provide access. Owners are reminded that access is mandatory and special appointments for access cannot be made. Please return the suite access authorization form to the concierge at least one day before access to your suite is required.
11. Men's Shower Room Door: The strata manager reported that she received a second quote from Decagny Construction for \$500 to replace the men's shower room door and replacement has been completed.

CORRESPONDENCE

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

1. A letter was received from a resident who lives on Hornby Street across from the main Beach Tower lobby doors, advising that when the door closes it is quite noisy, especially in the middle of the night. The strata manager reported that the building manager will investigate and, if required, Nikls will be called to make adjustments.
2. A letter was received from an owner regarding the change of contractors for the balcony membrane work, suggesting that more detail should have been included in the minutes. Please note that more detail has been inserted in the minutes under *Business Arising for Exterior Maintenance – Phase III* and council thanks the owner for his suggestion.
3. A letter was received from an owner reporting a noise complaint from the unit above them. After review and discussion, the strata manager was instructed to send letters to the resident and the owner of the unit advising of this complaint.
4. A letter was received from an owner on the 22nd floor reporting another noise incident from their neighbour. After review and discussion, the strata manager was instructed to send a bylaw violation complaint to the suite in question.
5. A letter was received from a resident regarding a pet complaint and how on numerous occasions another resident allows their dog to run off-leash on the floor and other common areas. The resident reported that they have requested on several occasions that the dog owner ensures the dog is on-leash on common property. This request has not been observed. After further review and discussion, the strata manager was instructed to send a bylaw violation complaint to the resident in question advising them of the bylaws regarding pets.
6. A request was received from a resident asking permission to have a second dog. After review and discussion, as per the bylaws only one dog is permitted, the resident was advised that a second dog will not be permitted.
7. A letter was received from an owner advising of residents in the suite below them are smoking on their balcony and the smoke is wafting into their unit. After review and discussion, the strata manager was instructed to advise the resident of the suite in question that they should smoke indoors and/or ensure that their smoke does not drift to another patio.
8. A letter was received from an owner regarding the reference in the May 29, 2013 council meeting minutes, expenditure of \$500, to review the options to make the fitness centre more appealing. They reported they use the fitness centre on a regular basis and are happy with the changes that have been made to date and the flooring is a much needed improvement and the new equipment and revised layout is terrific. In their opinion, there was no need to improve the aesthetics, and would prefer any money be directed to purchase of more equipment.

BYLAW VIOLATIONS

1. A letter was received from a resident in regards to a noise violation that was sent to them and they apologized for the inconvenience they have caused their neighbours and requested that the fine be waived. However, as a second complaint has been received, council will not waive a fine and the resident will be advised of the second complaint.

NEW BUSINESS

1. Garden Tower Pipe Leak/Elevator Shaft: On June 12th, water ingress was reported on the 7th floor of Garden Tower. After further investigation, it was determined that there was a leak in the plumbing chase of Garden Tower next to the elevator. Water also was found in the base of

the elevator shaft. Numerous plumbing companies were called in to review the required repair. K.C. Plumbing and Heating were awarded the emergency work for a total cost of \$7,750 plus applicable taxes, to replace the entire domestic hot water stack piping from the roof mechanical room down to the 1st floor. The replacement pipe is Type-K copper which is the thickest copper on the market. The strata manager also reported that emergency cost invoices have not yet been received, but there will be invoices received from ThyssenKrupp Elevator for the shutdown of the elevator and Phoenix and McRaes to pump up the water and the oil from the elevator pit.

2. Elevator Repairs – Garden Tower: A quote was received from ThyssenKrupp for further repairs to the Garden Tower elevator due to the water ingress incident. After review and discussion, although council understands that these repairs must take place in order not to void the maintenance contract with ThyssenKrupp, they questioned the hourly cost for labour and the strata manager has been requested to confirm why these hourly rates are so high.
3. Pipe Insulation – Garden Tower: K.C. Plumbing provided a quote for pipe insulation at Garden Tower to replace the insulation that was removed during the emergency repairs. Total cost to re-insulate the hot water piping in the elevator shaft is \$3,500 plus GST. Council will defer the decision of this repair until the next meeting.
4. Shutter Replacement: A letter was received from an owner of townhouse 9 requesting council pay for the replacement of the California shutters on their patio doors as the doors were replaced due to water ingress. After review and discussion, the strata manager was asked to confirm that attachment of California shutters to the doors will not void the warranty. After further review and discussion, council will only reimburse the owner for the cost of Venetian blinds which were original to the unit and any upgrades will have to be borne by the owner.
5. Upgrade of Lighting at Ocean Tower: Council reviewed a quote from Pro-Can Electric to retrofit the Ocean Tower lighting in the elevator lobby, at a cost of \$700 plus taxes. After review and discussion, council approved that this work proceed.
6. Change of Security Companies: The strata manager reported that United Protection Services has filed for bankruptcy and Prowest Security has taken over their contracts for security services. At this time, council will continue with Prowest, providing security services for the weekend shift from 9:00 p.m. to 5:00 a.m. and for security for move-ins and move-outs.
7. Chargeback of Contractor Invoice: The strata manager had sent a letter to Tight 5 advising of an emergency invoice that was charged to the strata for work that was required after Tight 5 had been on site for boiler connection repairs. Tight 5 was doing the insulation of pipes from the boilers. After review and discussion, it was agreed to split the chargeback cost of \$974.40 and the strata manager was instructed to send a letter to Tight 5 requesting payment of \$500.
8. Exer-Tech: The strata manager reported that a letter was received from Exer-Tech that the quarterly preventative maintenance for the exercise equipment at 888 Beach will increase by \$13.50 per service. They also reported that the Vision Fitness elliptical trainer was inspected during the first year as a courtesy. They will charge \$28 per visit to continue to service this unit.
9. Pets: All owners are reminded that pets should be on-leash when on common property. Please review the bylaws pertaining to pets:

5. Pets and animals

- 5.1 *A resident or visitor must not keep any pets on a strata lot or common property or on land that is a common asset except in accordance with these bylaws.*

- 5.2 *A resident or visitor must ensure that all animals are leashed or carried when on the common property or on land that is a common asset. A pet found loose on common property or land that is a common asset may be delivered to the municipal pound at the cost of the strata lot owner.*
- 5.3 *A resident must not keep a pet on a strata lot other than one or more of the following:*
- (a) a reasonable number of fish or other small aquarium animals;*
 - (b) up to 2 small caged mammals;*
 - (c) up to 2 caged birds;*
 - (d) one dog or two cats.*
- 5.4 *A resident may apply in writing to the strata council before a pet is brought on the strata lot for approval for a temporary exception to the number of pets which may be kept on a strata lot on the basis of special need or compassion; such permission shall expire with the special need or occupancy of the resident or the pet, whichever occurs first.*
- 5.5 *A resident must not harbour exotic pets, including not exhaustively, snakes, reptiles, spiders or large members of the cat family.*
- 5.6 *A resident must register a pet with the strata council within ten (10) days of the pet being brought on a strata lot by providing, in writing, the name of the pet, breed, weight, colour and markings, together with the name, strata lot number and telephone number of the pet owner.*
- 5.7 *A resident must not keep a pet which is a nuisance on a strata lot, on common property or on land that is a common asset. If a resident has an unregistered pet or a pet which, in the opinion of council, is a nuisance or has caused or is causing an unreasonable interference with the use and enjoyment by residents or visitors of a strata lot, common property or common assets, the council may order such pet to be removed permanently from the strata lot, the common property or common asset or all of them.*
- 5.8 *If a resident contravenes or keeps a pet which contravenes bylaws 5.3, 5.5, 5.6, 5.7, the strata council may order such pet to be removed permanently from the strata lot, the common property or common assets or all of them.*
- 5.9 *A resident whose pet contravenes bylaw 5.7 may be subject to an injunction application and the owner of the strata lot will be responsible for all expenses incurred by the strata corporation to obtain the injunction, including legal costs.*
- 5.10 *A pet owner must ensure that a pet is kept quiet, controlled and clean. Any excrement on common property or on land that is a common asset must be immediately disposed of by the pet owner. Any damage caused by a pet to the common property, including damage caused by fouling will be repaired at the owner's expense.*
- 5.11 *A pet owner must keep a pet only in a strata lot, except for ingress and egress to the street or parking areas. Pets are not permitted in the courtyard area, on level "2" lobby of Ocean Tower, Level "L" lobby of Beach Tower or the 5th and 6th floor of California Walkway except for pets belonging to residents of California Walkway.*

- 5.12 *A strata lot owner shall be liable for all actions by a pet, regardless of whether the owner had knowledge, notice or forewarning of the likelihood of such action.*
- 5.13 *The strata council may, from time to time on behalf of the strata corporation, enact such rules with respect to the keeping of pets as the strata council, acting reasonably, deems necessary or desirable, provided that, in the event of any conflict between these bylaws and any such rule, the provisions of these bylaws will prevail.*
- 5.14 *A resident or visitor must not feed birds, rodents or other wild animals from any strata lot, limited common property, common property or land that is a common asset. No bird feeders of any kind are permitted to be kept on balconies, strata lots, common property or land that is a common asset.*
- 5.15 *Where a resident contravenes bylaws 5.1, 5.2, 5.3, 5.5, 5.6, 5.7, 5.10, 5.11, 5.14 (inclusive), the owner of the strata lot will be subject to a fine of up to \$200.*

There being no further business, the meeting was adjourned at 6:50 p.m. The next council meeting is scheduled for Wednesday, July 24, 2013 at 4:30 p.m.



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SyB/nd

Water Restrictions

Metro Vancouver Sprinkling Regulations will be in effect June 1st through September 30th.

Lawn sprinkling is permitted:

- Three days per week from 4:00 a.m. - 9:00 a.m.
- Even-numbered addresses can sprinkle on Mondays, Wednesdays and Saturdays
- Odd-numbered addresses can sprinkle on Tuesdays, Thursdays and Sundays

While these restrictions apply only to grass (lawn areas) at this time, Metro Vancouver may introduce more stringent regulations on outdoor water use as the summer progresses.

Your local municipality may have different rules for lawn sprinkling, so we suggest you research them before setting up your sprinkler.