

**MINUTES  
STRATA COUNCIL MEETING  
THE OWNERS STRATA PLAN LMS 712  
888 BEACH**

*Held on Tuesday, July 26, 2016 at 4:30 p.m.  
in the Meeting Room  
1501 Howe Street, Vancouver, BC*

<b>COUNCIL IN ATTENDANCE:</b>	Jeff Sodowsky Bev Andrews Patricia Dairon Andrew Debenedictis Kitty Morgan	Vice-President Treasurer Secretary
<b>REGRETS:</b>	Mike Gallagher Marilou Appleby	President
<b>STRATA MANAGER:</b>	Bunny Porteous	FirstService Residential

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

**BUILDING MANAGER REPORT**

**RDH**

- Balcony inspection and testing completed for Ocean Tower suites: 703, 803, 903, 1003
- Inspection of leaky windows during heavy rain storms for suites 1401, 1501 – report to follow

**Nikl's**

- Repairs to TH03, TH15, TH09 courtyard gates are underway
- Locksmith worked with Thyssen Krupp to repair elevator lock for 18<sup>th</sup> floor in Ocean Tower
- Repaired ventilation fan in P2 storage locker room
- Nikl's reported that 2 outdoor fixtures cannot be refurbished without some demo - I asked them to leave them for now TH15 - railing needs to be removed to access the cover - TH26 - tile needs to be removed to access the cover
- Installed new opener on Garden Tower front entry doors

**Columbia Seal**

- Applied fire-stop to areas in bathroom ceiling of suite 1807
- Completed fish tanking (sealing work) to new IGU's installed this year
- As per RDH recommendation, diverter flashing was installed in 1702

**TEK Roofing**

- Cut test completed on Ocean Tower roof with RDH
- Roof replacement on Beach Tower had some minor delays due to many rain days in this month. Currently the metal work required to re-install the railings is underway. Glass block work begins next week.

- Balcony repairs for suite 511 have been completed

#### **Xpert Mechanical**

- Completed the replacement of 110' of hot water re-circ pipe in P1 ceiling

#### **Milani Plumbing**

- Technicians have completed emergency work on the roof storm drains on Beach Tower. A schedule for continuing drain inspection and cleaning will be forthcoming in the next week or so.
- Investigated 'noisy plumbing' in suite 2701

#### **JRV Secure Systems**

- Re-located all security equipment to temporary station in lobby while new concierge desk was being installed, then James completed the re-install of this equipment at new desk.

#### **Good Earth Landscaping**

- Weekly maintenance and roof top weeding is ongoing.

#### **Landscape Reflections-no report**

- Installed new UV light in pond filtration system.

#### **Rob Cross Carpentry(Handyman)**

- Drywall repairs and access panel installation due to roof drain work in suites 3102, 2001, 1808, 1903. Thank you to these residents for their cooperation.
- Common hallway drywall repairs from plumbing on floors 17, 18 and 22.
- Removed thick glue beneath old carpet under the concierge desk before new desk installation
- Installation of new tile in Beach Lobby should be completed this week

#### **By Law Issues**

- Several memo's sent out to individual suites to remind folks to be careful of dirty water runoff onto neighbouring balconies when watering plants or washing balconies.
- Memo delivered to several suites in Beach Tower reminding folks of the 'no smoking' on balcony by-law in response to several complaints of cigarette butts being dropped.

#### **Pool/Gym Areas**

- Narendra and Suki continue to do a great job balancing the pool chemistry. Vancouver Coastal Health found no deficiencies on upon routine inspection.
- Quotation was received from Imperial Paddock for resurfacing the pool plaster.

#### **Misc. Building Issues**

- Small plumbing leak from bathroom fixture of suite 409 into commercial unit 'store'.
- Allstar has completed window washing on Ocean and Garden Towers. A few deficiencies will be addressed next week.
- Phoenix Restoration continues repair work from 'owner plumbing' leak in Beach Tower
- Barclay Restoration continues in-suite and lobby repair work from roof drain failure

#### **Vanco Fire**

- Repaired broken sprinkler line and Garden Tower fire panel accelerator
- Annual Fire Inspection is scheduled for August and notices have been emailed and delivered to all suites.

**APPROVAL OF STRATA COUNCIL MEETING MINUTES**

It was moved, seconded and carried to adopt the minutes from the June 28, 2016 Council meeting as circulated as circulated.

**FINANCIAL REPORT**

1. **Arrears:** Demand letters have been sent to several Owners with outstanding balances on their account requesting payment within 21 days or a lien will be filed against the Owner's Strata lot with a \$450 lien admin charge assessed to the Owner's account.

**STRATA PAYMENT BYLAWS**

- 2.1 *An owner must pay strata fees on or before the first day of the month to which the strata fees relate.*
- 2.2 *Where an owner fails to pay strata fees in accordance with bylaw 2.1, outstanding strata fees may be subject to an interest charge of 10% per annum, compounded annually. In addition to interest, failure to pay strata fees on the due date will result in a fine of up to \$200 for each contravention of bylaw 2.1.*

Owners are highly encouraged to register with FSRConnect website: [www.fsresidential.com](http://www.fsresidential.com) where you will be able to view minutes, reports and Owner statements which will allow Residents who are away for extended periods of time to ensure that their Strata fees and levy payments are up to date and prevent late fines, interest and liens filed on Owner's Strata lots.

2. **Invoices:**

COMPANY	GL CODE	AMOUNT	DESCRIPTION
RDH Building Science	5730	\$1,706.25	Consulting services for period ending April 30, 2016
Xpert Mechanical	7240	\$231.32	Leaks in P1 parkade
Sign BC Illuminated	7240	\$1,016.05	Reserved parking signs
Barclay Restorations	2200	\$5,606.59	Unit 2001 Jacuzzi en-suite bathroom
Trotter & Morton	5204	\$4,527.32	Contract billing June 1 <sup>st</sup> – 30 <sup>th</sup>
JRV Secure Systems	3778	\$19,116.28	1 <sup>st</sup> Draw (equipment portion)
Allstar Window & Pressure Cleaning Systems	6650	\$25,781.44	Progress Bill 2 – Building Cleaning
Vanco Fire Protection Ltd.	5909	\$287.18	Replace smoke detector P1 from flood
Cross Carpentry	7240	\$1,736.70	Miscellaneous repairs
Cross Carpentry	7000	\$3,045.00	Quarterly maintenance painting
Cross Carpentry	7240	\$1,774.50	Vent damage – Unit 706 1500 Hornby
Xpert Mechanical	7240	\$1,554.00	Replace piping on 21 <sup>st</sup> and 22 <sup>nd</sup> floors

Fortress One	7240	\$323.64	Service call to supply and install new knob lock on roof door
TEK Roofing	3778	\$150,680.25	Request for special cheque – Payment #1
TEK Roofing	3778	\$101,894.63	Re:TEK Roofing – Payment #2
RDH Building Science	3778	\$12,411.78	Consulting services for period ending May 31, 2016

3. **Monthly Statement:** It was moved, seconded carried to adopt the June 2016 financial statement as presented.

Any owner wishing a copy of the strata corporation’s financial statement should contact FirstService Residential 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 Name: Owners  
 Password: 8B@15sea

4. **Account Balances:** The current balances for the period ending May 31, 2016 in the appropriate funds are as follows:

- Total Cash Balance                      \$1,053,818.41                      (Including CRF Balance)
- CRF Balance                                      \$ 510,567.99                      (Contingency Reserve Fund)

5. **Recycling/City of Vancouver:** Starting October 1, 2016 the City of Vancouver will transition recycling collection services to a selected supplier, Waste Management Canada, and Strata Corporations will no longer be charged for City recycling service on the City utility bill or property taxes.

6. **Monthly/Quarterly Contracts:** The Council is preparing the budget for the fiscal year commencing January 1, 2017 and will begin reviewing the list of monthly/quarterly contract services.

**REPORT ON LITIGATION**

The *Strata Property Act* requires that all Owners be notified as soon as possible of any legal action involving the Strata Corporation. To the best of our knowledge there is no litigation to report.

**COMMITTEES**

1. **Landscaping:** Good Earth Landscaping is proceeding with the summer maintenance as well as weeding on the townhouse rooftops. Residents with landscaping concerns should submit them in writing to the Building office.
2. **Elevator:** JRV is proceeding with the conduit upgrades to install security cameras in the elevators. The installation of the new cabs in Beach and Garden Towers has been

delayed and a schedule will be provided shortly from ThyssenKrupp. Ocean Tower's new cab interiors will be installed following completion of the rooftop replacement project.

3. **Interior Lobby Refurbishment:** The new concierge desk and tiles around the desk have been installed. Barclay Restoration is proceeding with the water damage repairs in the lobby from the storm drain back-up.
4. **Bike Storage and Security:** No report this month.

### **BUSINESS ARISING**

#### 1. **Structural Maintenance/RDH:**

##### (a) **Roof & IGU Replacements:**

- (i) TEK Roofing have completed 80% of the roofing work with the glass blocks and railings yet to be completed. RDH Engineering has requested a glass block mock-up from TEK Roofing before the glass blocks installed. TEK Roofing will bring in an electrician to review the lighting on the roof and advise whether the lights can be re-used or require replacement..
- (ii) **IGU Replacements/Columbia Seal:** Columbia Seal is substantially complete with the installation of the IGUs in Ocean Tower except for eight IGUs which will be installed within the next two weeks. Once TEK Roofing has completed the roofing project, Columbia Seal will proceed with the IGU replacements on Beach Tower once the roofing project is completed..

(b) **Windows/TH5./Window Color:** The Council approved a quote in the amount of \$8,510 to replace the IGUs in the living room bay windows of TH5 to ensure uniform color appearance after the recent IGU replacement.

(c) **Balcony Investigations:** RDH Engineering will issue a report of their findings on the balcony investigations of units 803, 903 and 1303 following discovery of water damage/ingress behind the metal panels that were removed to complete an investigation.

#### 2. **Maintenance Schedule:**

(a) **Exterior Building Cleaning:** Allstar Window & Pressure Cleaning has completed the building cleaning and window washing of Ocean and Garden Towers. Once TEK Roofing has completed the roofing project, Allstar Waterproofing will proceed with the building cleaning of Beach Tower.

#### 3. **Mechanical:**

**Drain Cleaning:** Milani Plumbing has completed the urgent drain cleaning of two drains on Beach Tower which recently backed up during a flash rain storm.

While the plumber is completing the drain augering, they may be required to open the drywall in several units (due to the offset on the pipe) to be able to complete the augering. Access panels will be installed in units where the offsets are located to assist with future drain cleaning.

Milani Plumbing provided a count of the total roof drains that should be augered: Beach Tower – 23, Ocean Tower – 13, Garden Tower – 10. The Council approved Milani Plumbing to proceed with the drain cleaning of all building drains, proceeding with Ocean Tower. The estimated cost to complete the drain cleaning is \$1,700 per day. It is difficult to determine the estimated cost of the total drain cleaning as it will depend on the condition of the drain. It took the technicians three days per storm drain in Beach Tower. The cost of the drain cleaning will be funded from the Contingency Reserve Fund.

- (a) **Trotter & Morton Leak Detection/Control. Systems:** A proposal was received from Trotter & Morton to install a flood prevention system made up of controls, sensors and water detection products. All of the components would tie into a central control that would automatically shut the cold water supply to the rooftop mechanical room and open a drain valve which will direct water down the drain. This will eliminate a very large volume of water in the storage tanks, boilers and hundreds of feet of large piping should a storage tank fail. In the event of a leak, the water detection equipment would sense the water and send a signal to the controller which would turn off the automatic shut-off valve and open the drain valve. The controller would be connected to the Internet and would send out an alarm via email to the Building Manager and Trotter & Morton. The controller could also be programmed to Trotter & Morton so they could dispatch a technician.

The estimated cost to supply and install the controls, water detection equipment, automatic shut-offs and drain valves per building is \$25,333.

To supply and install the equipment needed to view temperatures and receive alarms for the domestic hot water system and make up air unit is \$10,560 per building.

Trotter & Morton will provide a presentation to Council on August 11<sup>th</sup>.

- (b) **PRV Valves:**

- (i) Quotes were received from Trotter & Morton and Milani Plumbing to replace the four domestic cold water PRVs (pressure reducing valves) that regulate the water pressure for the piping system:

Milani Plumbing – \$29,942 plus GST

Trotter & Morton – \$40,000 plus GST

The Council approved Milani Plumbing to replace the PRVs with the work to be completed in September.

- (ii) Quotes were also received to replace the domestic cold water booster pump PRVs within the next two years. Estimated costs were received as follows:

Trotter & Morton – \$16,000 to replace all four valves or \$12,000 to possibly re-build them all.

Milani Plumbing – \$12,800 to re-build them.

The Council will budget the replacement of the four domestic cold water booster pump PRVs within the new fiscal year budget commencing January 1, 2017.

4. **Storm Drain Flood:** The Strata Corporation will complete the common area water damage repairs. A letter was sent to the Owners of units 405, 508 and 509 to contact their personal home insurance providers to complete their repairs as the total damages are less than the Strata Corporation's insurance deductible. The Strata Corporation is responsible to maintain and repair common property and common assets. Neither the Strata Corporation nor the Managing Company are provided with any authority under the *Strata Property Act* to handle the repairs within a Strata lot other than to deal with the initial emergency clean up when the total expenses are less than the insurance deductible of \$20,000.

5. **Fire Inspection:**

Please be advised that Vanco Fire will be on site to inspect and test the fire safety equipment on:

**As required by the BC and National fire code access to ALL the suites must be provided to test the in-suites devices.**

DATE OF SERVICE	SUITES TO BE TESTED	TIME OF TESTING
Monday, August 15 <sup>th</sup>	Beach Tower, 1500 Hornby 33 <sup>rd</sup> – 16 <sup>th</sup> floor	9:00 a.m. – 2:00 p.m.
Tuesday, August 16 <sup>th</sup>	Beach Tower, 1500 Hornby 15 <sup>th</sup> – 3 <sup>rd</sup> floor Townhouses 1 – 4 & Commercial Units	9:00 a.m. – 2:00 p.m.
Wednesday, August 17 <sup>th</sup>	Ocean Tower – 1501 Howe All Floors (Starting from the top) Townhouses 5-16	9:00 a.m. – 2:00 p.m.
Thursday, August 18 <sup>th</sup>	Garden Tower – 888 Beach All Floors (starting from the top) California Walkway Townhouses 17-26	9:00 a.m. – 2:00 p.m.

Technicians will continue in-suite inspections at 9:00 a.m. and will endeavour to complete them as quickly as possible. Your cooperation is appreciated. To conduct this process as quickly and efficiently as possible technicians will be starting at the top floor

and working their way down. Technicians will not be doing any backtracking to inspect suites.

If you will not be home, please leave a key with a neighbour or concierge so that your suite may be checked. Please leave a note on your door if you have given them to a neighbour. Technicians will not enter any suites unaccompanied.

**The fire alarm bells will ring periodically during the week between 9:00 a.m. – 5:00 p.m.**

as we test all the equipment in the building. Please do not be alarmed. Thank you in advance for your patience and understanding.

6. **Renovations:** Following receipt of the required details and the signed Indemnity Agreement and Trades Renovation form, the Owners of units 1810 and 1902 1500 Hornby and 1402 1501 Howe Street were approved to complete renovations.

**IMPORTANT**

**With the increase of water damages in units during renovations, the Council highly encourages Owners' plumbers know where the location of the water shut off valves are located in their units and that water is shut off during plumbing repairs or improvements.**

**Recent water damages have been extensive causing inconvenience and expensive costs to neighbouring Residents who suffer from the damages. The recent Strata insurance claims could increase the water damage deductibles and insurance premiums during the renewal period (December 31, 2016).**

**CORRESPONDENCE**

1. A letter was received from the Owner of 508 1500 Hornby regarding the recent storm drain backup. The Owner reviewed the memo distributed to all Owners regarding the storm drain augering that has been scheduled and is satisfied that the Council is being proactive with the storm drain augering of all rooftop drains.

**NEW BUSINESS**

1. **Imperial Paddock Pools Quotes:** The following quotes were received from Imperial Paddock Pools:
  - Pool acid wash: Drain the pool through the existing system and perform an acid wash of the interior of the pool as well as remove stains etc. and apply grout in the required areas along with replacing the main drain plug or relief valve at the pool bottom. Cost \$2,855 plus GST.
  - To re-plaster the swimming pool: Drain the pool through the existing system, remove required amount of existing plaster from under tile and around fittings, acid wash the swimming pool and supply and install 40 linear feet of non-slip tile



at stair edges, apply new white plaster and supply and install relief valve and new and improved main drain covers and grout ring. Total price \$14,980 plus GST.

The Strata Manager will obtain a second quote and inquire about the urgency of the proposed work.

**Parking Stall Lockers:** The Council received a letter of concern from an Owner regarding a re-assignment of lockers by a previous Owner. In 2005, an Owner who owned two Strata lots switched the lockers assigned to the units. The Strata Corporation's lockers are designated as common property and Owners do not have the right to re-assign or sell lockers. Owners must submit a letter to the Strata Corporation should they wish to transfer or re-assign any common property.

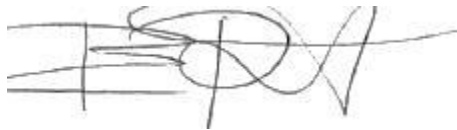
The parking stalls are designated as limited common property and Owners are not permitted to transfer or sell parking stalls. Residents may temporary re-assign parking stalls to another unit but upon conveyance of the unit, the parking stall must return to the original Owner's unit.

### **TERMINATION OF MEETING**

There being no further business, the meeting was terminated at 6:30 p.m.

**Next meeting:** Tuesday, August 30, 2016 at 4:30 p.m.

**FirstService Residential BC Ltd.**



Bunny Porteous  
Senior Strata Manager  
*Per the Owners*  
Strata Plan LMS 712

BP/ys

**Email:** info.bc@fsresidential.com  
**General:** 604.683.8900 (24 hours emergencies)  
**Customer Care Centre:** 1.855.273.1967 (24 hours non-emergency)

[www.fsresidential.com](http://www.fsresidential.com)

**Please keep a copy of these minutes for future reference, which will be required at the time of sale. A charge, as per the *Strata Property Act*, will be assessed for replacement copies.**

## FSRConnect™

FirstService Residential provides a complimentary website for each of its strata clients. The website gives residents and owners secured log-in and access to:

- ✓ *Account balance & history*
- ✓ *Meeting minutes*
- ✓ *Building notices*
- ✓ *Other strata documents such as engineering report, depreciation report, homeowner's manual, etc.*
- ✓ *Owner's profile update*
- ✓ *Bylaws and rules*
- ✓ *Insurance summary of coverage*

To sign up, please visit the following site to complete the **FSRConnect** Registration form:

<https://www.fsresidential.com/british-columbia/homeowners/forms/fsrconnect-information-collection-form>