

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

***Held on Thursday, October 25, 2018 at 4:30 p.m.  
in the Meeting Room  
1501 Howe Street, Vancouver, BC***

<b>COUNCIL IN ATTENDANCE:</b>	Mike Gallagher	President
	Bev Andrews	Treasurer
	Pat Dairon	Secretary
	Kitty Morgan	
<b>REGRETS:</b>	Jeff Sadowsky	Vice-President
	Andrew DeBenedictis	
	Daniel Wang	
<b>BUILDING MANAGER:</b>	Shannon Brown	
<b>TRANSITIONS TEAM</b>		
<b>STRATA MANAGERS:</b>	Xantha Radley	FirstService Residential
	Henry Wang	FirstService Residential
	Fabio Franco	FirstService Residential

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The meeting was called to order at 4:34 p.m.

**BUILDING MANAGER REPORT**

The Building Manager briefly provided her verbal report to the Strata Council regarding the recent events, ongoing maintenance and items that require addressing at the Strata Corporation.

The Council asked for clarification regarding some events that occurred recently.

**COMMUNICATION PROTOCOLS/EXPECTATIONS**

1. **Introductions:** John Boschert who will be taking on permanent management of LMS 712 as of January 1, 2019 briefly introduced himself to Strata Council and then excused himself. FirstService's Transitions Team then introduced themselves. Common goals and guidelines for conducting the Strata Corporation affairs were discussed and it was mutually agreed that both the Council members and the Strata Management team will have open communication, transparency and understanding in the management of the Strata Corporation.

**APPROVAL OF STRATA COUNCIL MEETING MINUTES**

It was moved and seconded to approve the Minutes of the Strata Council Meeting held July 31, 2018 as circulated. **CARRIED.**

**TREASURER'S REPORT**

1. **Monthly Statements:** It was moved and seconded to approve the financial statements for July to September 2018. **CARRIED.**



Owners may go to the Strata's website [www.888beachvancouver.com](http://www.888beachvancouver.com) to view the financial statements. The Owners' Only section of the website can be accessed as follows:

User I.D.	owners
Password	\$B15Sea8

2. **Accounts Receivable:** The review of the Owners in arrears was tabled for a future Strata Council meeting. For all accounting inquiries, please contact FirstService Resident Accounts Receivable at 604.684.5329 or email [ar.bc@fsresidential.com](mailto:ar.bc@fsresidential.com).

In accordance with the Strata Bylaws, it is the Owner's responsibility to provide payments on time or a late fine will be assessed to the Owners account on a monthly basis until payment is received in full. Owners are sent all AGM/SGM Minutes which outlines payment terms. Please understand **FSRConnect™** CANNOT automatically deduct Special Levy payments from Owners accounts without Owner approval. Payment details are outlined in the AGM/SGM Notice and Minutes.

3. **FSRConnect™ Website:** Owners are highly encouraged to register with FirstService Residential Connect Program ([www.fsresidential.com](http://www.fsresidential.com)) where Owners are able to obtain minutes, reports, maintenance notices and Owner's statements. This is beneficial for Owners who are away for extended periods of time to check their accounts and to prevent late fines, interest and liens against their Strata lot.

Owners on FSRConnect will automatically receive monthly Council meeting minutes, AGM/SGM Notices, building notices and financial statements, etc.

4. **Invoices:** The Strata Manager and Council briefly discussed the online invoicing system, AvidXchange, as well as ongoing approval procedures. Further discussion and training will be undertaken with the Treasurer.
5. **Audit 2018:** After some discussion, it was moved and seconded to approve the annual audit of the Strata Corporation. **CARRIED.**
6. **Insurance Renewal:** It was noted that the annual insurance renewal is upcoming with Hub Coastal, however the premium rate for coverage was guaranteed to remain the same for 2019. The only contributing factor to potentially increasing the overall cost of the Strata Corporation's insurance for next year is the increased building value as per the appraisal.
7. **Year-end/Budget & AGM Planning:** The upcoming budget and AGM planning was briefly discussed; a tentative date for the 2019 AGM is still to be confirmed. The Treasurer also requested that the Transitions Team obtain confirmation of any proposed contract increases for next year from the Strata Corporation's regular contractors.

## **COMMITTEES**

1. **Landscaping:** No report this month.
2. **Fitness Centre:** No report this month.
3. **Refurbishment:** No report this month.



## **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.

## **BUSINESS ARISING**

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

- (a) **RDH Engineering/Columbia Seal:** The Building Manager reported that the majority of deficiencies listed by Columbia Seal have now been completed, although the leak from P2 is still unidentified at the time of the Strata Council meeting. A recommendation was made to potentially add a drip basin to redirect the leak.

### **2. Maintenance:**

- (a) **Window Cleaning:** City View Systems is completing the remaining window cleaning at LMS712 – 888 Beach. Residents should contact the Building Manager with any window cleaning concerns.
- (b) **Townhouse Steps:** The Building Manager reported that the tiling on the townhouse steps that were not previously re-tiled are completed. Lights for the steps have been ordered to be installed in the near future.
- (c) **Elevator Assessment:** KJA Elevators has completed their review of all the elevators and have submitted a report to Council with maintenance concerns. The Strata Manager has been requested to reach out to ThyssenKrupp to address these maintenance items. The Strata Council is currently proactively preparing a future capital plan to modernize the elevators at the Strata Corporation.
- (d) **Rooftop Planters:** The Building Manager reported that the lights in the rooftop planters area have been completed. The Strata Council was advised that there was a complaint received from a neighbouring building that the lights were too bright in the evenings.
- (e) **Ongoing Plumbing/Mechanical Work:** The Strata Council briefly discussed and approved various work authorized to Milani Plumbing in recent memory, including but not limited to the VFD Booster Pump station, the roof drain water testing, as well as the auguring of kitchen lines on the lower floors of all three (3) towers.
- (f) **Semi-Annual Junk Removal:** The Strata Council thanked the Building Manager for her prompt assistance in locating a company to complete the project after the initial contractor backed out of the commitment.
- (g) **Townhouse Doors Replacement:** The Building Manager reported that she is still awaiting quotes to be submitted by Nikls "One Call" Property Services for the replacement of the 24 remaining townhouse doors.



3. **Depreciation Report Update:** RDH Engineering is proceeding with the update of the Depreciation Report originally completed by Halsall Engineering in 2013; a draft should be available for Council's review shortly.

### **CORRESPONDENCE**

No correspondence was reviewed by the Strata Council at the time of this meeting.

### **NEW BUSINESS ARISING**

1. **Bylaw Amendments:** The Strata Council briefly discussed the newly passed legislation in Canada for cannabis. The Strata Manager advised that it would be in the best interest of the Strata Corporation to have a lawyer review and write relevant bylaws that would be presented to the Ownership at an upcoming General Meeting.

### **TERMINATION OF MEETING**

There being no further business, the meeting was terminated at 6:00 p.m.

**Next meeting:** Tuesday, November 27, 2018 at 4:30 p.m.

**FirstService Residential BC Ltd.**



Henry Wang  
Strata Manager  
*Per the Owners*  
Strata Plan LMS712

HW/kn

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

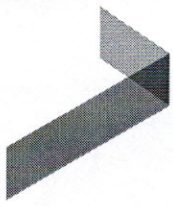
www.fsresidential.com

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™ REGISTRATION**

To benefit from **FSRConnect™** and help your Strata save money, please contact Connect Customer Care at [connect.bc@fsresidential.com](mailto:connect.bc@fsresidential.com) to further assist you in your registration process.





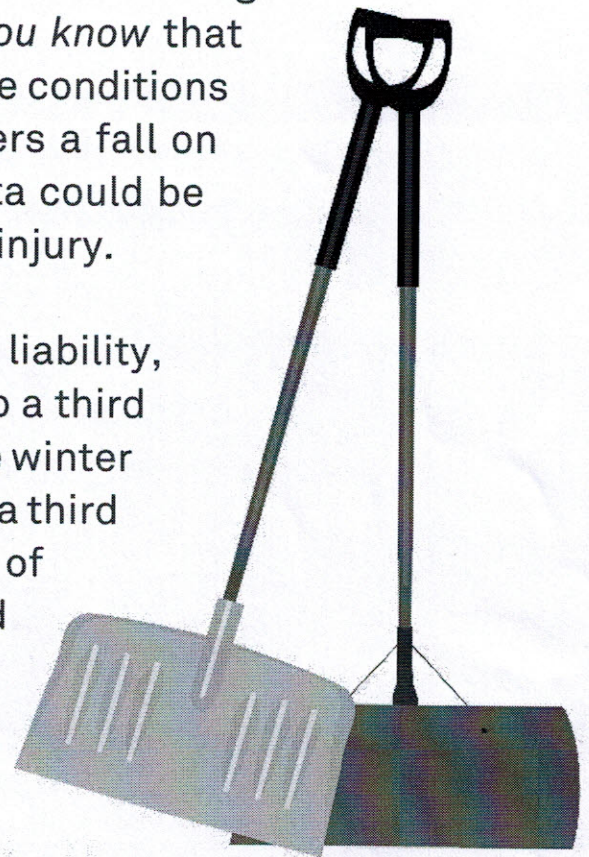
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did you  
**KNOW?**

## Snow Removal & Deicing

Snow and ice on the grounds of your building is a major hazard for slip and fall accidents, as parking lots and building entrances can become extremely slick. *Did you know* that it is the Strata's responsibility to maintain safe conditions on their property? If a resident or guest suffers a fall on untreated, unmaintained walkways, the Strata could be liable for lost wages, medical bills and bodily injury.

To keep your building protected and limit your liability, contract snow removal and deicing services to a third party who can maintain the grounds during the winter months. If this service is not contracted out to a third party, keep a log of dates, times and names of personnel who performed snow removal and deicing on the building grounds. In case of an insurance claim, the log can be used as evidence that your building was adhering to an appropriate standard of care to residents and guests.



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