

IMPORTANT INFORMATION Please have this translated

重要資料 請找人為你翻譯

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

INFORMACIÓN IMPORTANTE Busque alguien que le traduzca

알려드립니다 이것을 번역해 주십시오

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਵਾਓ

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

*Held on Tuesday, November 26, 2019
Within the Meeting Room of 1501 Howe Street
Vancouver, BC*

COUNCIL IN ATTENDANCE:	Mike Gallagher	President
	Daniel Wang	Vice-President
	Bev Andrews	Treasurer
	Pat Dairon	Secretary
	Andrew DeBenedictis	Member
	Doug Mcdougall	Member
	Kitty Morgan	Member
BUILDING MANAGER:	Narendra Chandra	
GUESTS:	Alex	Milani Plumbing
	Addy Ching	Owner, SL 169
	Mark Tourigny	Resident, SL 168
	William Vance	Owner, SL 177
STRATA MANAGER:	Cam Carruthers	FirstService Residential

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

IMPORTANT INFORMATION TO OWNERS

RE: PAYMENT OF STRATA FEES / FSRCONNECT REGISTRATION / FORM K

- Owners are reminded to submit updated PAD Forms for convenient automatic withdrawal of Strata fees. **If you require assistance in setting up payment arrangements or have any questions related to your account, please contact our Accounts Receivable directly at ar.bc@fsresidential.com or 604.684.5329.**
- Council would like to encourage all Owners to register themselves as users of **FSRConnect™** in order to have online access to the Council Meeting Minutes, Strata Corporation financial records, the Strata's Bylaws and Rules, Engineering Reports, Building Notices, Owners' individual accounts and other general interest public information. To register, please follow the instructions on the last page of these Minutes.
- **Assistance and Access for Residents with No Current Form K:** Owners are advised that the front desk will be limited in their ability to assist occupants not included in the unit

information or Tenants that do not have a current Form K on file identifying them as associated with a particular Strata lot. Owners not in compliance with the Form K Bylaws are subject to Bylaw infraction notification, which may result in applicable fines.

Owners are advised of the importance of ensuring that a current Form K is on file with the Strata Corporation and is updated at any time there is a change in tenancy and occupants are listed in the unit information.

This includes ensuring that information is updated at any time the unit is no longer tenanted, as current mailing and contact information on file will require updating if changed to being Owner occupied.

GUEST BUSINESS

A number of Owners attended the meeting to express concern about a water leak on October 25, 2019 that resulted from the cleaning of the roof drains. The leak affected a number of units and the Owners wanted assurances that such leaks would not occur in the future. Milani provided a summary of the process they use for clearing drains and answered a number of questions raised by the Owners and Strata Council. After much discussion, Strata Council agreed to the following:

1. Request details from the Milani technician that was on-site the day of the water leak to determine what may have caused the leak,
2. Consider alternative plumbing contractors other than Milani, and
3. Provide the Owners with Milani proposals, reports and invoice details for the past year.

The guests left the meeting at 5:15 p.m.

BUILDING MANAGER REPORT

Council has reviewed the monthly report provided by the Building Manager. Specific items to be discussed and actioned, as contained in the report, will be directed to the Building Manager and Strata Manager by Council for completion by the appropriate service provider or follow-up by onsite building services. Items to note:

1. The concierge staff will be taking conflict resolution training in January 2020.
2. Davit arm repair is in progress. Building Manager to forward quote to Treasurer for budget purposes.

APPROVAL OF STRATA COUNCIL MEETING MINUTES

The October 22, 2019 Minutes had a typographical error. They indicated the next meeting was October 22, 2019. It should have read November 26, 2019. It was moved and seconded to approve the amended Minutes of the Strata Council Meeting held October 22, 2019. **CARRIED.**

FINANCIAL REPORT

1. **Review of Accounts Receivable:** As of November 25, 2019, some Owners owe a total of \$33,919.00. The breakdown of this amount is:

• Fees:	\$17,399.00
• Fines:	\$6,255.00
• Interest:	\$557.00
• Other:	<u>\$9,708.00</u>
	\$33,919.00

Three (3) Owners owe \$18,361 or 54% of this total.

It was moved and seconded to send SL 251 to collections. **CARRIED.**

Strata Council directed the Strata Manager to have Statements of Account “hand delivered” to a number of units before proceeding to lien.

Owners are reminded that Strata fees are due on the 1st of each month. The Council thanks all Owners who have made their monthly Strata fee payments in full and on time each month.

2. **Report on Unapproved Expenditures:** There are no unapproved expenditures to report. The *Strata Property Act* requires that all Owners be notified as soon as possible of unapproved expenditures.
3. **Monthly Statement(s):** It was moved and seconded to approve the financial statement(s) for October 2019. **CARRIED.**

Owners may go to the Strata’s website at 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

Owners wishing to view the most recent financial statement are encouraged to log onto **FSRConnect™**. The financial statement can be viewed by logging into your account, clicking on “Forms and Documents”, then “Financial Document”, and then selecting the desired file.

4. **CRF Expenditure:** It was moved and seconded to pay Cross Carpentry Invoice #1137 in the amount of \$1,074 from the CRF as an emergency expenditure. **CARRIED.** It was moved and seconded to pay RDH Building Science Invoice #1037395 in the amount of \$1,827.50 from the CRF as an emergency expenditure. **CARRIED.**
5. **Audit Service:** Strata Council reviewed a proposal from Reid Hurst Nagy Inc. regarding their Audit Shield Fee Waiver Service and decided not to participate at this time.
6. **2019 Audit:** Strata Council directed the Strata Manager to initiate the 2019 audit.
7. **2020 Budget Preparation:** The budget process for 2020 is underway. There are some key issues to be finalized for the Operating Fund Budget such as confirmation of the insurance premium for 2020 which is expected to increase significantly for all Vancouver Strata’s and a review of any boiler and mechanical work that may be required.

The October minutes included a summary of the October 8, 2019 presentation to Owners by RDH Building Science on the Depreciation Report and the Podium Assessment Review Report. The final estimates for replacement of the interior and exterior podiums will not be available until further planning is done in 2020, but the Depreciation Report suggested an amount of \$6 million. Not all of the podium replacement work would be done in one year so the Owners will be able to spread the funding of the project over 3 years.

Council has received the Elevator Upgrade Plan-Stage 2 from Thyssenkrupp Elevator Limited. The contents of the report are being reviewed by Council and discussions will take place with representatives of Thyssenkrupp. A copy of the plan will be made available to Owners when the Strata Council has more information regarding the timing of the project and other issues. The itemized pricing including GST for the 3 towers is projected at approximately \$1.25 million.

Before the actual amounts were known for these two large projects, Council suggested to Owners that they put the money into the Contingency Reserve Fund in 2020 in anticipation of future costs. As the amounts for the projects are now available, Council will be recommending that Owners approve a special levy at February 2020 Annual General Meeting for the elevator project and the initial phase of the podium replacement project.

Our complex is recognized for its proactive attitude towards repairs and remediation. We should continue to maintain our complex but recognize that the first step will be the funding and that should commence in 2020.

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.

COMMITTEE REPORTS

1. **Landscaping:** The Committee has submitted their budget to the Treasurer for the 2020 fiscal year.
2. **Fitness Centre:** Nothing to report at this time.
3. **Elevator:** The Committee is waiting on a report including cost estimates for recommended upgrades.
4. **Renovation:** During the renovation of SL 16 and SL 33, the Owners contractor discovered an issue with the ducting for the fireplace in the unit above. In order to bring this to code, fire separation needs to be added, which will be a Strata Corporation expenditure. The Owners' contractor is working with RDH Building Science to complete this fire separation.
5. **Personnel:** Kulwant Kaur will commence part-time concierge duties in early 2020. The Committee also raised an issue with another member of the concierge staff and directed the Strata Manager to prepare a warning letter for their employment record.

6. **Neighbourhood Issues:** City of Vancouver representatives will be meeting with the Neighbourhood Committee to discuss the MOBI station location and other bike traffic calming issues.
7. **Bike:** The Committee will be meeting to discuss a possible location for a bike cage. They will seek quotes to build a new bike cage for consideration by Strata Council. As the Committee is proposing to utilize some visitor parking for this proposed bike cage, Strata Council will include a "change of use" resolution in the upcoming Annual General Meeting notice.
8. **Security:** The Strata insurer (BFL Canada) has completed their loss inspection of the property. The Committee is waiting on their report.

The Committee is also installing CCTV signage in certain locations in the common property.

The Committee has recommended that the building adopt "Project Access" an initiative of the Vancouver Police Department which will provide police with access to the building for emergency situations. It was moved and seconded to sign the Memorandum of Understanding between the Vancouver Police Department and 888 Beach. **CARRIED.**

BUSINESS ARISING

1. **Directives:** The directives from the previous Council Meeting have been reviewed with Council, and Council is satisfied that they are being attended to at the present time. All items currently in progress are contained in these minutes.
2. **Bylaw Review:** The Bylaw review is currently on hold until after the February 2020 General Meeting.
3. **RDH Update:** There is nothing to report at this time.
4. **Electric Vehicle Charging:** Strata Council reviewed an EV Charging Feasibility Report prepared by Power-Pros Electrical which confirms that the building has sufficient spare electrical capacity for a variety of EV charging options ranging from a couple of EV chargers in visitor parking to a Share-2 load managed EV charger for each unit. Strata Council will arrange a meeting with Power-Pros to discuss the options, costs associated with each option and next steps.
5. **High Efficiency Boiler Rebate:** Milani has completed the installation of the three high efficiency boilers. Strata Council directed the Strata Manager to release the deficiency hold-back and proceed with the necessary paperwork for the rebate.
6. **Seismic Gas Shut-Off.** This work has been deferred until warmer weather (spring 2020) as the installation of the shut-off will temporarily disrupt the gas to each unit and require that pilot lights be reset.
7. **Pool Maintenance:** The Strata Manager is still waiting for a quote for pool maintenance.

CORRESPONDENCE

8. **Reports from FSRConnect:** Strata Council reviewed a summary of all letters and violations that were issued since the last meeting.
 - (a) **Bylaw Infraction Notification – No Form K – SL 225:** It was moved and seconded to fine to issue a fine in the amount of \$200. **CARRIED.**

9. **Correspondence Received:**
 - (a) **Unit Access:** Strata Council reviewed correspondence from an Owner to the Building Manager regarding access for window replacements. Strata Council would like to remind Owners and residents that a contractor needs access to perform work that is the responsibility of the Strata Corporation, Owners are required to provide access as per Bylaw 9 – Permit Entry to a Strata Lot. If you are unable to provide access, you can make arrangements with the concierge staff.
 - (b) **Owner Concern:** Strata Council reviewed an Owner concern arising from a police incident on October 25, 2019 and directed the Strata Manager to send a response letter.
 - (c) **Owner Concern:** Strata Council reviewed an Owner concern regarding some work within their unit around the dryer vent. The Building Manager has been into the unit and this matter has been addressed.
 - (d) **Tenant Response:** Strata Council reviewed a response from a tenant regarding a parking Bylaw violation. After much review around the matter, it was agreed to reverse the fine.
 - (e) **Owner Inquiry:** Strata Council reviewed correspondence from an Owner regarding a maintenance charge-back. After reviewing the details of the matter, it was agreed to reverse the maintenance charge-back for carpet replacement as the Owner had paid the insurance deductible portion last year.
 - (f) **Owner Inquiry:** Strata Council reviewed correspondence from an Owner regarding a maintenance charge-back for a plumbing inspection. After reviewing the details, it was agreed to reverse the charge-back in this instance. Strata Council wishes to remind Owners that if they request Strata Council to incur expenses, there may be a charge-back to the Owner.
 - (g) **Upgrade Request:** Strata Council reviewed a request from an Owner to install a CCTV camera on the exterior of their unit. This request has been denied. Strata Council directed the Strata Manager to send a response to the Owner.
 - (h) **Owner Letter to Strata Council:** Strata Council reviewed a letter from an Owner with suggestions regarding the current rental Bylaws. Strata Council thanks the Owner for their input and will look into preparing rental guidelines for Owners and agents who wish to rent out their units.

NEW BUSINESS

1. **Monitoring Equipment Quote:** Strata Council reviewed a quote to change monitoring companies and directed the Building Manager to obtain additional information. Further discussion has been deferred to a later date.
2. **Garbage Renewal Proposal:** It was moved and seconded to enter into a new, 36-month contract with Waste Connections Canada at a base monthly price of \$3,780.84 plus GST. **CARRIED.**

TERMINATION OF MEETING

There being no further business, the meeting was terminated at 7:00 p.m.

Next Meeting: Budget Meeting: Thursday January 16, 2020 (no Strata Manager)
Council Meeting: Tuesday, January 28, 2020

Annual General Meeting: Tuesday, February 25, 2020

FirstService Residential BC Ltd.



Cam Carruthers
Senior Strata Manager
Per the Owners
Strata Plan LMS 712

CC/oh

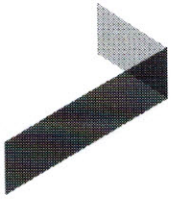
Email: info.bc@fsresidential.com
Customer Care Centre: 1.855.273.1967 (24 hours non-emergency)

www.fsresidential.com

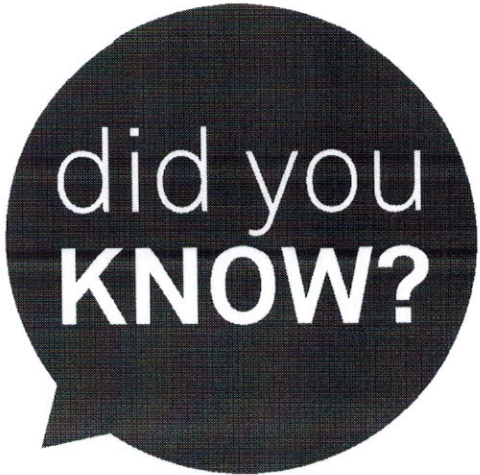
Please keep a copy of these minutes for future reference, which will be required at the time of sale. A charge, as per the *Strata Property Act*, will be assessed for replacement copies.

FSRConnect™ REGISTRATION

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



**FS Insurance
Brokers**



Strata Earthquake Deductibles

Did you know, even though your building has earthquake coverage, you still need earthquake insurance under your own personal policy? This will protect your unit and contents, *and* provide funds to cover your special assessment toward the building's earthquake deductible.

How much Earthquake Deductible Assessment do I need?

<p>Your Unit Entitlement</p> <input type="text"/> <hr/> <input type="text"/> <p>Total Unit Entitlement</p>	×	<input type="text"/> %	×	<input type="text"/>	
		Strata Earthquake Deductible		Strata Building Value	
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