

IMPORTANT INFORMATION Please have this translated

重要資料 請找人爲你翻譯

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, July 28, 2020
via Zoom*

COUNCIL IN ATTENDANCE:	Daniel Wang	President
	Bev Andrews	Treasurer
	Pat Dairon	Secretary
	Mike Gallagher	Member
	Doug McDougall	Member
	Kitty Morgan	Member
REGRETS:	Andrew DeBenedictis	Vice-President
BUILDING MANAGER:	Narendra Chandra	
STRATA MANAGER:	Kim O'Pray	FirstService Residential

The meeting was called to order at 4:32 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 public information of general interest. 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 a 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. Form K must be updated at any time there is a change in tenancy to ensure that the occupants are listed as part of the unit information.

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

BUILDING MANAGER REPORT

Council has reviewed the monthly report provided by the Building Manager. Specific items to be discussed and acted upon, 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 include:

- Kitchen drain cleaning completed for the lower floors of the three towers
- RDH replaced the wheels of the sliding doors (patio door) for a number of suites in B T
- IGU Window replacement still in progress
- Bike racks installed in P2 (visitor parking stalls) by Urban Racks.
- Carpet cleaning was completed by Carpeteer.
- Water shut off valve inventory was done by the Building Manager and a Concierge from July 13 to July 27. A small number of units remain outstanding.
- Modern Niagara installed the seismic gas shut off valve on July 21/2020. Modern Niagara relighted all the boilers and the make up air unit furnaces.
- Sure Fire Gas relighted all the fireplaces – July 22 to July 24.

APPROVAL OF STRATA COUNCIL MEETING MINUTES

It was moved and seconded to approve the Minutes of the Strata Council Meeting held June 30, 2020 as circulated. **CARRIED.**

FINANCIAL REPORT

1. ***Review of Accounts Receivable:*** Strata Council reviewed the accounts receivable as of July 2020. All Owners are reminded that payment of the Special Levy approved at the Annual General Meeting is now past due and ***a statement of accounts has been sent to all Owners with an arrears balance.***

As of July 28, 2020, \$15,279 has not been collected for the \$200,000 Special Levy. ***Any amounts not paid are subject to a fine of \$200 for late payment.***

Payment of monthly Strata fees by automatic debit did not cover the payment of the special levy. Owners must complete a new authorization form for the special levy payment or issue a cheque.

Statements of account from FirstService Residential are only sent to Owners who have overdue balances. If you receive a statement, it means that you owe money to the Strata. Please make arrangements to pay overdue balances immediately.

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:** The *Strata Property Act* requires that all Owners be notified as soon as possible of unapproved expenditures.

It was moved and seconded to pay Rescue Restoration the amounts of \$7,104.83 and \$23,465.51 from the Contingency Reserve Fund for emergency restoration work to the commercial units and 4th floor residential units following a kitchen drain flood. **CARRIED.**

It was moved and seconded to pay Milani Plumbing the amount of \$5,397.00 from the Contingency Reserve Fund for the remaining 50% payment for work done on the sumps. **CARRIED.**

3. **Monthly Statements:** It was moved and seconded to approve the financial statements for June 2020. **CARRIED.**

Any Owner wishing a copy of the Strata Corporation's monthly 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.

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 clicking on "Financial Document", and finally selecting the desired file.

It was moved and seconded to temporarily loan \$151,256.00 from the Contingency Reserve Fund to pay the Strata Insurance Premium to cover the premium to June 8, 2021. **CARRIED.**

It is noted that the Strata Corporation will not be financing the Strata Insurance premium and a Special Levy will not be proposed at this time. A deficit of approximately \$27,000 will occur in the Insurance expense in 2020 and the Council will further review funding for this during the 2021 budget review.

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.

The Strata Council has engaged legal counsel to assist with ongoing violation disputes between units.

COMMITTEE REPORTS

1. **Landscaping:** Nothing further to report.
2. **Fitness Facilities:** There are no further updates to report and Council agreed that the fitness center and the pool will remain closed. The Strata Council will continue to review the closure based upon BC health authority announcements.
3. **Elevator:** The Committee is seeking the assistance of an elevator project manager to oversee the mechanical upgrades that are required for the elevators. Follow-up is required with the elevator contractor.
4. **Renovation:** The Committee has agreed to permit renovations once again providing that all contractors and unit Owners comply with COVID-19 safety requirements.
5. **Personnel:** A staff member has successfully completed his probation period. Council has reminded all staff to use their vacation time before December 31, 2020. The Committee is also working with the staff to increase building security.
6. **Neighbourhood Issues:** The Committee has noted that the Vancouver Park Board is permitting alcohol consumption in a select number of local parks beginning mid-August.
7. **Bike:** New bike racks have been installed on level P2 and may now be used by residents. The bicycle audit has been temporarily delayed but the Committee hopes to send information about the audit to residents by the end of August.
8. **Security:** The Committee noted that the fob audit has not yet occurred due to COVID-19. In the meantime, the Committee is working with the Concierges to ensure fobs/remotes are cancelled and re-programmed when the occupancy of a unit changes. The Move in & Move out form will be added to the Welcome Package.
9. **EV Charging:** Nothing new to report at this time.

BUSINESS ARISING

1. **Directives:** The directives from the previous Council Meeting have been reviewed with Council. 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:** Nothing to report at this time.
3. **Podium Renewal – Update:** The Strata Council is scheduled to meet RDH Building Science in August. Once Council receives further information, this will be provided to Owners. A meeting with Owners is likely to be scheduled in the fall.
4. **Deck Repairs – Update:** This item is complete so far.
5. **Spring PM:**
 - (a) **Davit Arms:** This work is now complete.

- (b) **Rooftop Lighting:** The Building Manager previously received a quote in the amount of \$11,450 plus taxes for twelve 40W LED fixtures. Further discussion will continue at a later meeting.
 - (c) **IGU Replacements:** Window replacements are still in progress.
 - (d) **Seismic Gas Shut-off:** This work is now complete.
6. **Milani In-Suite Servicing:** This has been deferred to a later date.

CORRESPONDENCE

1. **Reports from FSRConnect™:** The Strata Council reviewed a summary of letters and violations that were issued since the last meeting. Strata Council reviewed the complaint process and have agreed to the following:
- All complaints must be in writing. A copy of the complaint form is included with these minutes. Copies are also available from concierge. It is the responsibility of the person submitting the complaint to identify which Bylaw or Rule is being violated. Copies of Bylaws and Rules can be found on **FSRConnect™**. All complaints that are submitted will result in an “alleged” infraction letter that gives the Resident 14 days to respond in writing or request a hearing. Strata Council will then review all ‘open’ alleged infractions at their next meeting and make their decision, on a case-by-case basis, depending on the information that they have available to them.
- (a) **Bylaw Infraction: Move Fee – SL 52:** Strata Council reviewed details of the alleged infraction and noted that the Owner has paid the move fee therefore agreed not to issue a fine.
 - (b) **Bylaw Infraction: x4 Noise – SL 177:** Council is consulting with legal counsel to seek alternative resolutions to ongoing complaints, therefore agreed not to issue fines.
 - (c) **Bylaw Infraction: Noise – SL 185:** Council is consulting with legal counsel to seek alternative resolutions to ongoing complaints, therefore agreed not to issue fines.
 - (d) **Bylaw Infraction: Parking – SL 252:** It was moved and seconded to impose a fine of \$200.00 as a trailer that is being stored in the parkade has not yet been removed. **CARRIED.**
 - (e) **Bylaw Infraction: Noise – SL 91:** Council reviewed correspondence from the unit providing an apology for the disturbance. Council agreed not to issue a fine given the circumstances.
2. **Correspondence Received:**
- (a) Strata Council reviewed correspondence requesting the reversal of a fine for late payment of the special levy as the amount provided was not correct. Council reviewed and agreed to reverse late payment fines and interest for the two units that are owned by the same Owner. Council also agreed to reverse Bylaw violation fines that totalled \$600.00.

- (b) Strata Council reviewed correspondence from legal counsel and agreed to reverse outstanding late payment fines of \$600.00 from an owners account.
- (c) Strata Council reviewed correspondence requesting that the Strata Corporation reimburse the Owner for drywall and painting costs within their unit. The Strata Council noted that the Strata Corporation is not responsible for the cost of repairs within a Strata Lot that fall below the Strata Insurance deductible. If the leak/damage occurs again, the Owner should contact the Building Manager so that the source of the leak can be further investigated.
- (d) Strata Council reviewed correspondence from two units explaining reasons for postponing access to their unit during COVID-19 to complete the water shut-off valve inventory. A Concierge will reach out to them directly to confirm when a video call/photos of the shut off locations can be scheduled to confirm that the shut-offs have been tested and are functional.
- (e) Strata Council reviewed correspondence disputing a charge back invoice that Milani advised was a dishwasher leak, however, the Owner insisted that this was not a dishwasher leak but rather a drainage issue. Council will look into this and advise the Owner once details have been confirmed.
- (f) Strata Council reviewed correspondence raising a concern about the rooftop lighting and a possible change to the building's appearance. Council acknowledged the concern and noted that the lighting will be white as in the original building design so there will be no change to the building's appearance. There will be an option to use coloured lighting for special occasions.
- (g) Strata Council reviewed correspondence requesting the reversal of a special levy late payment fine. The Strata Council noted that the Owner had authorized the payment to be withdrawn but not until September 1, 2020. Council will further consider the reversal of the fine once payment including interest has been received.

NEW BUSINESS

1. ***Mechanical Room Urethane Membrane:*** It was moved and seconded to approve a change order from RDH Building Science in the sum of \$21,500.00 for extra costs to complete renewal of an existing urethane membrane. **CARRIED.**
2. ***Window Screens:*** The Strata Council agreed that interior window screens are permitted as long as they are held in place by compression only. Window screens must not be attached in any way that would damage the window frame or the integrity of the building envelope.
3. ***Reduction to Chargeback:*** The Strata Council reviewed a chargeback issued to the Owner of a unit for damage and rekeying as a result of a break in. It was noted that the unit was charged back more than the deductible amount, therefore Council agreed to reduce the chargeback to \$2,500.00 only.
4. ***Townhouse Decks:*** It was moved and seconded to approve a change order from RDH Building Science in the sum of \$2,600.00 for extra work to the townhouse decks. **CARRIED.**

5. **As Per Council:** The Strata Council have expressed concerns regarding recent interactions between a dog and some residents in the complex. Council requested that a letter to be sent to the owner of the dog to ensure that the dog is always on a leash and wears a muzzle when moving through common areas in the building.

The Strata Council have become aware that an exit sign above a unit door may need to be moved. Council is waiting for the Building Manager to confirm the cost as well as to get advice from the fire maintenance company before approving the move.

TERMINATION OF MEETING

There being no further business, the meeting was terminated at 6:12 p.m.

Next Meeting: Tuesday, August 25, 2020

FirstService Residential BC Ltd.



Kim O'Pray
Strata Manager
Per the Owners
Strata Plan LMS 712

KO/jh

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**

did you
KNOW?

Condo Owners' Coverage

Imagine returning home from the month-long vacation of your dreams to an onslaught of voice-mails and letters. You soon discover that a leak originated in your unit while you were away, and even though you'd thought about getting insurance, you never did. Now, you are legally (and personally) responsible for damages and repairs. The Strata Council is seeking payment of the building's insurance deductible and your neighbors are suing for damages. *Did you know* that Condo Owners' Coverage is available to help in situations exactly like this? Don't wait until it's too late!

Condo Owners' Coverage provides protection for:

- Deductible Assessment Insurance
- Loss Assessment Coverage
- Additional living expenses
- Upgrades inside the unit
- Personal contents
- Personal liability
- Leak originating in your unit causing damage to:
 - Your unit
 - Neighboring units
 - Common property



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