

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

*Held on Tuesday, August 25, 2020  
Via Zoom*

<b>COUNCIL IN ATTENDANCE:</b>	Daniel Wang	President
	Bev Andrews	Treasurer
	Pat Dairon	Secretary
	Mike Gallagher	Member
	Doug McDougall	Member
	Kitty Morgan	Member
<b>BUILDING MANAGER:</b>	Narendra Chandra	
<b>STRATA MANAGER:</b>	Kim O'Pray	FirstService Residential

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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](mailto: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.

It is essential that Owners provide their email address to the Building Manager and sign up for **FSRConnect™**. If there were an emergency, Owners would receive an email from both the Building Manager and **FSRConnect™**.

### **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:

- IGU Window replacement is almost complete. Exterior sealant of the replaced windows is outstanding.
- Vanco Fire Protection Ltd. is to carry out Annual Fire Inspection September 14 to September 17.
- Two units have complained about bird faeces landing on their balcony. Spikes have been removed by the window cleaning company in order to provide access for cleaning. Council notes that placing a fake owl and frequently moving this owl around on their balcony may assist these Residents. Building Manager to follow up with pest control company to confirm if they have any other suggestions.
- Charge back was issued to a unit relating to a Milani call out to repair a faucet leak following the water shut down. The Strata Corporation agreed to cover the cost of the call out, although noted that the faucet is the Owner's responsibility to replace/repair the faucet.
- Water Shut-Off Valve Inventory – Only a few units require further follow-up to determine the location of, or repair to, the shut-offs levers.
- There is not a supply of elevator laminate panels available for replacing damaged panels. The Building Manager suggested plexiglass be used to protect the existing panels. Council noted that this would not be aesthetically pleasing and as plexiglass can easily be scratched, this not a viable solution. Council agreed that the panels should be left uncovered and that the Building Manager should check with other companies to see if he can find another source of replacement panels.

**NOTICE TO RESIDENTS:** Council have been made aware that a Resident has removed the plastic that covers the buttons in one of the Beach Tower elevators. Please be aware that the plastic covering provides a flat surface that allows for the effective and efficient COVID-19 cleaning of the buttons. This efficiency also provides for extra time for the cleaning staff to clean other high touch areas. The existing damaged plastic coverings of the buttons will soon be replaced with new plastic covering.

**Residents must not remove/damage the plastic covering and if found doing so, may be subject to a fine of \$200.00 in accordance with the Strata Corporation's Bylaws.**

**The Strata Council would also like to take this opportunity to ask that Residents use either their elbow or a blunt object when pressing the elevator buttons to avoid scratching/damaging the surface of the plastic. Please do not use the end of a key or any other pointed sharp object to push an elevator button.**

We have noticed more street people in the neighbourhood since the COVID-19 pandemic began. For security reasons during this time, we have disabled the automatic door openers. When the exterior automatic door openers were functional, it was possible for someone to gain access to the building as the door remained open for a short period of time after a Resident entered the building. Unauthorized entrance has occurred.

We encourage all Residents to wait until the door closes when they enter and leave the building so that unauthorized persons will not gain access.

### **APPROVAL OF STRATA COUNCIL MEETING MINUTES**

It was moved and seconded to approve the Minutes of the Strata Council Meeting held July 28, 2020 as circulated. **CARRIED.**

### **TREASURER'S REPORT**

1. **Review of Accounts Receivable:** Owners are reminded that Strata fees are due on the 1<sup>st</sup> of each month. The Council thanks all Owners who have made their monthly Strata fee payments in full and on time each month.

As of August 20, 2020, 18 unpaid Special Levies not been collected. ***Any amounts not paid are subject to a fine of \$200 for late payment.***

#### **NOTICE TO OWNERS:**

**Please note that an Owner is fully responsible for ensuring that payments of Strata Fees/Special Assessments are paid on the due date in accordance with the following Bylaws.**

*2.3 A special levy is due and payable on the date or dates noted in the resolution authorizing the special levy.*

*2.4 Where an owner fails to pay a special levy in accordance with bylaw 2.3, outstanding special levies may be subject to an interest charge of 10% per annum, compounded annually. In addition to interest, failure to pay a special levy on the date or dates payable will result in a fine of up to \$200 for each contravention of bylaw 2.3.*

**As a courtesy to Owners, several reminders/notifications have been issued by the Strata Council including; AGM minutes, building notices, monthly Council Meeting minutes and documents/account balances available on FSR Connect. Despite these reminders, it is an individual Owners responsibility to review and remain apprised of all documents/updates issued by the Strata Corporation and ensuring that your account balance is fully up to date.**

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. **2021 Budget:** The Strata Council will commence working on the next fiscal year budget.

4. **Legal Expenses:** Owners are engaging lawyers on a more frequent basis, resulting in additional legal costs being incurred by the Strata Corporation. The Strata Council will be proposing an increase in the 'legal expenses' item in the forthcoming fiscal year budget to provide additional advice and support to the Strata Council in these circumstances.
5. **Monthly Statement(s):** It was moved and seconded to approve the financial statement(s) for July 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](http://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.

## **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:** Concerns were raised relating to the sense of urgency and response time of Para Space Landscaping to attend to repairs to the irrigation system. Follow up with the contractor is required. Council has asked the Building Manager to review other options for the maintenance of the irrigation system.
2. **Fitness Centre:** 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. The Committee is awaiting a response.
4. **Renovation:** The Committee has agreed to permit renovations once again providing that all contractors and unit Owners comply with COVID-19 safety requirements.
  - (a) **Renovation/ Indemnity Agreement Approval SL 103 & 198:** It was moved and seconded to approve the scope of work for both Strata Lots as per their Indemnity Agreement. **CARRIED.**

5. **Personnel:** A staff member has changed from full time to part time. Follow up letter to be issued.
6. **Neighbourhood Issues:** Nothing new to report at this time.
7. **Bike:** The Committee are researching options for Residents to start registering their bikes. Residents will be advised further once this information is available.
8. **Security:** The Committee have updated and attached the Move In/Move Out form. The Committee would like to remind Owners of the requirement to register all fobs/transmitters for every change of Owner/Tenant in the interests of building security. A copy of the Move In/Move Out form can be obtained from the Concierge.

***Important Note – Please register all fobs and Transmitters with concierge when there is change of suite Owner or Tenant. If this is not done all fobs / transmitters for the unit will be deactivated.***

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. **LED Lighting:** The Building Manager to follow up with the contractor regarding a quote for the LED lighting on the tower rooftops. Council has asked the contractor to change the test lighting to the white option. There will be an option to use coloured lighting for special occasions.
3. **Bylaw Review:** Nothing to report at this time.
4. **Podium Projects:** In August, the Strata Council met with representatives of RDH Building Science and Nancy Paul, Landscape Architect, via Zoom. The exterior and interior podium renewal projects were reviewed.

The exterior podium project, which is the perimeter of the complex, should be done in 2021. This project is given priority so that the previous exterior podium work done at Beach Tower lobby, Ocean Tower lobby and TH14 are not compromised by future rains. The exterior podium project will include renewal of the podium waterproofing membrane, replacing of some of the hardscaping such as sidewalks and walkways as well as replacing the landscaping.

Nancy Paul reviewed the landscaping of the exterior of the complex and in the interior courtyard. She will plan to follow Christopher Phillips & Associates original design. Nancy presented recommendations for alternate plants and trees to replace the ivy and the cherry trees that are very invasive. The landscaping plan will be part of the overall construction plan that will be presented to the City of Vancouver for approval.

Due to COVID-19, a meeting with the Owners will not be possible. The information on the exterior podium project will be made available following a process that been used at other Strata Corporations:

- RDH Building Science will tape a presentation to be distributed to the Owners. A copy of their presentation slides can be made available to Owners.
- A small group of RDH representatives and others will then hold a panel meeting via Zoom or similar to answer questions posed by the Owners.

The estimated budget for the exterior podium project remains at \$2.4 million, as was previously reported. In order for the project to commence in the spring of 2021, we will require some of the special levy funds to be collected before then.

There will be a Special General Meeting in the fall for the Owners to vote on a special levy to fund the exterior podium project. FirstService Residential has handled Zoom or similar meetings for other Stratas' Annual General Meetings and Special General Meetings. Details of this process will be made available later.

The Strata Council urges Owners to continue to support the ongoing repairs and maintenance of the complex including the podium renewal projects. Our site has a reputation for being well run and maintained. The continued maintenance including large scale projects are looked upon favourably by our insurers, by lenders and by prospective purchasers and their agents. The Strata Council realizes that some Owners may be under stress due to the COVID-19 pandemic, but we must continue to maintain our complex. We look to the Owners to support this objective.

5. **Deck Repairs:** This item is complete so far.
6. **Spring PM:**
  - (a) **Rooftop Lighting:** The Building Manager previously received a quote in the amount of \$11,450 plus taxes for twelve (12) 40W LED fixtures. Further discussion will continue at a later meeting.
  - (b) **IGU Replacements:** This work is almost complete.
7. **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. It should be noted that if there is an emergency that Owners need to be made aware of, an email will be sent to all Owners by **FSRConnect™** and/or the Building Manager.

- (a) **Bylaw Infraction: Noise – SL 170 x2:** Strata Council reviewed letters received in response to the complaints issued. Council agreed to postpone making a decision until the next meeting and in the meantime, request further follow up by the Owner.
- (b) **Bylaw Infraction: x16 Noise – SL 185:** Strata Council is consulting with legal counsel to seek alternative resolutions to ongoing complaints, therefore agreed not to issue fines.

2. **Correspondence Received & Sent:**

- (a) Strata Council reviewed correspondence regarding a unit Resident knocking on the door of another Resident in regards to a noise dispute. Strata Council agreed a letter should be issued reminding the Owner of the appropriate Bylaws, and the procedure for making a complaint. Owners should not be knocking on another Owner's door to register a complaint.
- (b) Correspondence received from an Owner requesting a charge back reversal due to repairs required following building water shut down. Council discussed this earlier in the meeting under 'Building Manager Report'.
- (c) Correspondence received from four (4) separate Owners requesting for special levy fines to be waived. Council agreed that these will be waived once payment has been received in full, including the interest owing.
- (d) Correspondence received from an Owner's agent relating to a charge back for rekeying requesting police reference details. This information has been provided to the unit's agents.
- (e) Correspondence received from a Telus Fibre representative for Council review. Council noted that this has been proposed in the past and Council does not wish to pursue further.
- (f) Correspondence received advising Council of a unit renting out a bedroom. Council agreed for a follow up letter be issued to the responsible unit reminding them of the applicable Bylaws.
- (g) Correspondence received from a unit complaining of a Resident smoking on their balcony. A Section 135 warning letter is being issued to the alleged unit.
- (h) Correspondence received from an Owner reporting a unit Owner tailgating in order to move quickly through a P1/P2 parkade gate. Council will issue a warning letter to the unit responsible. **All Residents as reminded that "A resident must ensure that only one vehicle traverses the P1/P2 gates during each gate opening" as per Bylaw 38:15.**

**NEW BUSINESS**

1. ***Carpet Dyeing:*** This work has been scheduled for August 26 & 27, 2020.
2. ***Mechanical Room Beach Tower Leak Into Unit Below:*** The Strata Council has been provided with a report from RDH Engineering with 5-6 possible options for the Strata Corporation. Further investigations are required.
3. ***Window Washing:*** This work is being scheduled for October/November depending upon availability.
4. ***Semi-annual Junk Removal:*** This has been scheduled for October 26, 2020.

**TERMINATION OF MEETING**

There being no further business, the meeting was terminated at 6.32 p.m.

**Next Meeting:** Tuesday, September 29, 2020 6.32 p.m. by video conference.

**FirstService Residential BC Ltd.**



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

KO/tl

**Email:** info.bc@fsresidential.com  
**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™ 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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## Barbecue and Grilling

Using a barbeque is a fantastic benefit of warmer weather! Abiding by some basic courtesies make it a more pleasant experience for everyone.

### Things to consider:

1. Check your by-laws to learn what type of barbeque is allowed, where it can be used and if communal barbeques need to be reserved.
2. Do not use lighter fluid unless explicitly allowed and needed.
3. Keep functioning fire extinguishers (manual or ceiling mounted) close by.
4. If your grill is smoking particularly badly, or the wind is wafting toward your neighbors' open windows, close the lid, turn down the heat or scrape off the grate.
5. As a courtesy to other grillers, avoid grilling foods with a strong aroma (fish, seafood, onions, cruciferous vegetables) on a community grill unless wrapped in heavy-duty aluminum foil or the grill is lined with foil.
6. Clean up after yourself. Use a barbecue brush or balled up aluminum foil ball to scrape the cooking grates. Use paper towels and approved spray cleaner on the entire area, including the counter, the grill knobs and the outside of the grill, especially where raw meat many have touched. Put everything back where it belongs.



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# STRATA PLAN LMS 712

## 888 Beach

### STEP 1

### *Move Advisory Form*

\*Suite \_\_\_\_\_ ( BT or OT or GT or T )      Date of Booking \_\_\_\_\_

\*Email Address: \_\_\_\_\_

\*Resident's Name \_\_\_\_\_ Tenant or Owner

\*Phone # for day of move \_\_\_\_\_ Phone # for Enterphone: \_\_\_\_\_

\*Move In or Move Out      Move date \_\_\_\_\_ Move time \_\_\_\_\_

\* is required information

Advised resident that \$200 fine will apply for bookings without 7 days notice?	yes	no
Advised resident of Move -In charge to owner's account (\$200) as per bylaws?	yes	no

Note to Concierge: Resident to be advised of the LMS712 Strata Bylaw No. 39 and charge of \$23.75 per hour including taxes. (Minimum of four hours - \$95.00 total). A cheque is required for the minimum amount at the time of the booking.

\* *The strata council shall be at liberty to engage the services of a security guard to monitor any moves in or out of the property and the cost of such security shall be borne by the respective owner of a strata lot where there is a move.*

**Important Note – Please register all fobs and Transmitters with concierge when there is change of suite owner or tenant, if not done all fobs / transmitters for the unit will be deactivated.**

Cheque attached to this Form?      **yes**      and amount of cheque \$ \_\_\_\_\_      **no**

Resident advised of bylaw and guard costs?      **yes**      **no**

Booking Communication      Telephone      In-Person      Other \_\_\_\_\_

Booking Concierge \_\_\_\_\_

Notes \_\_\_\_\_

Manager use	Guard Booked?	yes / no	Letter to Owner?	yes / no
	Calendar Booked	yes / no	Adjustments?	yes / no