

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

*Held on Tuesday, June 29, 2021*

***Via Video Conference***

<b>COUNCIL IN ATTENDANCE:</b>	Daniel Wang	President
	Andrew DeBenedictis	Vice 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>	Mikhail Ratchkovski	FirstService Residential

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The Council 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.

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

Minutes of May 25, 2021 were tabled.

### **FINANCIAL REPORT**

1. **Monthly Statements:** After review and discussion, it was moved, seconded and carried to adopt the April 2021 and the May 2021 financial statements as presented. The amounts reported in the “YTD Budget” and the “Total Budget” columns are the 2020 budget amounts. The Owners will be asked to approve the 2021 budget at the Annual General Meeting. See the “Annual General Meeting” section below for more details.

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

2. **Review of Accounts Receivable:** The Council reviewed the accounts receivable as of June 29, 2021. Owners owe \$29,373 for strata fees, fines, interest, special levy and other amounts. The strata fees receivable totals \$7,317 and the majority of this amount is due from two owners. The strata follows the appropriate procedures to collect these accounts.

Monthly statements are sent to all owners who have balances due. The Council requests that owners who receive monthly statements contact FirstService Residential to arrange for immediate payment in full of overdue amounts. An owner must be paid up in all arrears of strata fees and special levies in order to vote at the annual general meeting.

3. **Term Deposits:** The Council reviewed investment terms from several financial institutions and decided to reinvest a maturing term deposit with VanCity into two separate deposits: \$200,000 - 90 days 0.65% redeemable 1 year term and \$106,980.47 – 30 days 0.60% redeemable 1 year term.

4. **Insurance Renewal:** The analysis of insurance quotes and decision to proceed with the proposals from HUB International.

The total **HUB** premium = \$360,805 + \$5,100 (water damage deductible buy-down) + \$35 (cybersuite coverage) + \$1,680 (DAS) = **\$367,620**

- **Notes on additional insurance coverages:**

- a) The water damage deductible buy-down will pay for repairs above the first \$25,000 of damage vs the first \$50,000. FSR obtained a legal opinion on this and suggest that Strata use this only for damage that Strata will incur and cannot pass back to an owner - ex. damage to the lobby area after a pipe burst in common property. Coverage is one time only, so after each claim, Strata will need to re-subscribe, hence this coverage is to be used sparingly. Since this coverage will only apply to Strata damage, owners are strongly encouraged to purchase contingent deductible coverage of \$50,000 on their individual condo policy.
- b) The cybersuite coverage increases Strata's payout in the event of a cyber event from \$25,000 to \$50,000. With cyber attacks becoming increasingly common, this is a very affordable coverage upgrade.
- c) DAS legal expenses complement the coverage provided by Platinum Legal Services, which Strata already has. DAS is a proper insurance coverage while Platinum is a legal retainer (a contract, not an insurance coverage). Platinum Legal Services is from Clark Wilson and may not respond if they are also representing the other side in case of a lawsuit (ex FSR or Strata's insurance broker). DAS has access to many law firms, so the issue of conflict of interest does not arise.

Council also obtained an insurance quote from BFL. The BFL quote was almost identical in coverage and premium. BFL's base premium was lower at \$363,009. But if Strata purchased the water damage deductible buy-down of \$5,100, the premium would be **\$368,109**, essentially a draw.

- a) In their favour, BFL were able to fully insure all their clients last year while HUB left our Strata under-insured for 6 months.
- b) In HUB's favour is the fact that, in the event of a total loss of the building, their payout is more straight forward.
- c) In order to hedge against any under-insurance issue from HUB at renewal in 2022, Council plan to ask BFL to quote again a few months ahead.
- d) And finally, it usually pays to stay with an insurer when there is no compelling reason to change.

Based on the above, and after discussion with a seasoned insurance agent who was also a former Council member, Council decided to renew with HUB International.

5. **Retroactive Strata Fees:** Owners are reminded that the strata fees in the proposed 2021 budget are approximately 9.6% higher than the 2020 strata fees that are currently being paid. The Treasurer announced at the postponed June 7, 2021 Annual General Meeting that the 2021-2022 insurance premium is lower than the amount budgeted. An amendment to reduce the 2021 budget by \$80,000 was presented to the Owners but it has not yet been passed. If the \$80,000 amendment and the resulting amended budget are passed by Owners, the actual 2021 strata fee increase will be approximately 6.5%.

**All Owners will be required to pay a retroactive amount for the higher 2021 strata fees after the "amended" 2021 budget is passed.** The calculation to estimate your 2021 strata fees and the amount of your retroactive payment based on the amended budget is as follows:

- Current monthly strata fees x 1.065 = estimated 2021 monthly strata fees.

- Subtract the current monthly strata fees from the estimated 2021 monthly strata fees to determine the amount of the monthly increase
- Multiply this difference by the number of months from January 2021 onward.

e.g. Based on current monthly strata fees of \$700 (substitute your own fee amount here) and assuming the budget will be passed by early October 2021:

$\$700 \times 1.065 = \$745.50$  estimated 2021 strata fees

$\$745.50 - \$700 = \$45.50$  increase per month

$\$45.50 \times 10$  months (Jan to Oct) = \$455.00 retroactive payment

### **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 REPORT**

1. **Landscaping:** no report.
2. **Fitness Centre:** The Council noted that the pool committee completed all steps necessary to safely open the pool and it is opening today.
3. **Elevators:** Some time ago ThyssenKrupp (TK) provided Council with a proposal for the necessary upgrade of the mechanical systems of our elevators. As part of the proposal, TK indicated that there would be additional costs related to the mechanical upgrade that was not included in their proposal. The committee noted that the modernization project has begun and the committee is working with KJA Consultants Inc. who are pursuing a credit that is available to the Strata for this project.
4. **Personnel:** No changes, special projects or events to report.
5. **Neighbourhood Issues:** The City acknowledged receipt of the request to reinstall missing signs on Hornby directing bicyclists. The engineering department is reviewing this matter.

### **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:** Council are currently reviewing Bylaw amendments/additions made to our current bylaws by a lawyer at Clark Wilson LLP to ensure that our existing bylaws are in line with the Strata Property Act and that they are enforceable. Once the review is complete, the bylaw package will be presented to the Owners at a Special General Meeting for approval.
3. **Podium Projects:** A review of the podium projects was undertaken by James Neill & Associates Ltd. ("JNA"). A copy of the JNA report is on the strata's website and is also available through FSR Connect.

The report from JNA confirms that the podium projects should be undertaken and suggested timelines are presented in the report. JNA mentions the option of spreading the exterior podium project over two years. This option has always been available to the Owners, but was not presented as the preferred choice because the costs would be higher for a 2-year project and there would be an additional year of disruption in the complex both on the exterior podium sections and on level P1 of the parkade due to additional vehicles, portable toilets and use of the construction office. Also, a 2-year exterior podium project will further delay the necessary work to be done on the interior podium.

The strata council will hold a virtual meeting with representatives of RDH and JNA to discuss the options for the exterior and interior podium projects and will request updated estimates for the projects including the option of spreading the exterior podium renewal over a 2-year period. The estimates of \$2.4 million and \$4 million previously provided for the exterior and interior podium projects respectively are now over two years old. The strata council would not be able to rely on these out-of-date cost estimates when a meeting of Owners with RDH and JNA is held to discuss the podium options.

The strata council would like to schedule a meeting in the fall for the Owners, RDH and JNA to discuss the podium projects. The timing of the meeting will depend on provincial health guidelines.

#### **PODIUM ISSUES**

- (a) The Strata Council has undertaken repairs to fix a water leak in front of a Hornby Street townhouse. Para Space investigated and found there was a slow leak from an irrigation valve. The ground was extremely root bound and Para Space required a lot of time to dig up the area in order to complete the repair. This area is part of the exterior podium project and the planter, the vegetation and the irrigation systems will be replaced when the Owners approve the exterior podium project. In the meantime, the strata will continue to deal with water problems as they arise and the Owners will pay for the costs from the Operating Budget.
  - (b) An owner arranged for a tour of parkade level P1 to view the leaks firsthand. He has recommended to the Council that we provide the Owners with 8-10 photos to show the water ingress and damage. The strata council will discuss this with RDH and possibly arrange for some tours of the parkade level P1 if there is interest from the Owners.
4. **Domestic Water (“Piping”) Issues:** Some localized pipe repairs are underway at a unit in Ocean Tower. It is possible that there are piping problems in a section of Ocean Tower. The 2021 Operating Budget provides for a review of the piping in the entire complex. The Strata Council has set up a Piping Review committee to oversee the piping review project with concentration on the issues in Ocean Tower first. Kerry Isbister, who was a member of the Air Conditioning Committee, has agreed to serve on the committee along with council members Doug McDougall, Kitty Morgan and Andrew DeBenedictis. Other Owners will be included in the committee as the piping review project progresses.

#### **BYLAW VIOLATION REPORT**

**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 the 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.

### **CORRESPONDENCE**

The Council reviewed a request from an owner asking to see the original request issued to James Neill & Associates and it will be provided to the owner along with the recently issued report.

### **NEW BUSINESS**

1. **Noise From Garbage Collections:** The Council reviewed a concern about the noise generated in the morning hours from the transferring of the bins. It was noted that the contract requires the bins to be out by 7 a.m. and scheduling this work for a later time in a day is not possible. Moving the bins the previous evening would result in odours for the adjacent townhouses, attraction of vermin, and garbage in the street from the bins being rifled through overnight.
2. **Kitchen Lines and Roof Drains and Cleaning:** The Council reviewed and approved a proposal from Milani Plumbing to auger out the kitchen transition lines in all three buildings at a cost of \$6,450 and to auger the roof drains in the towers and townhouses. It was noted that the roof drains cleaning project will take approximately 5 to 8 days to complete, depending on the complexity with the budget of \$2,150 per day.
3. **TH16 Security System Installation:** The Council discussed a request from the owner to install a video security system that would include the front door of the unit. The owner will be requested to provide specific details of the cameras’ location and will have to sign an indemnity agreement as part of the application process.
4. **1602 Drain Issue:** The Council discussed a concern about the sewage smell coming from the kitchen sink in the unit. The issue is being investigated by Milani Plumbing. This matter will be further discussed at the next meeting.
5. **Garage Gate Damage Chargeback TH6:** The Council reviewed expenses incurred by the strata for the garage gate damage. A review of the video security identified a vehicle belonging to a contractor hired by unit TH6 damaging the gate on June 16, 2021. The amount will be charged back to the owner of the unit who authorized access of the contractor to the property.
6. **Annual General Meeting:** The Strata Council and many Owners would prefer to have in-person Annual General Meetings (“AGM”) and Special General Meetings (“SGM”). AGMs and SGMs must meet certain timelines, notice periods and procedures as set out by the Strata Property Act. Important business is also conducted at AGMs, such as approving annual budgets and electing the strata council. The Strata Council hopes that an in-person AGM can occur in a few months depending on guidelines from the provincial health authority. A few owners have suggested that we

consider renting a large meeting space. That will be considered when we know the provincial health guidelines for the number of people allowed to attend a meeting. In prior years the strata rented 75 chairs. We will count on at least that number of owners wishing to attend an in-person AGM.

A review of the minutes of the AGMs and SGMs for the past 10 years reveals that the attendance at the virtual meetings held during the past year was much higher than in-person meetings. Attendance at the virtual meetings held in October 2020 and June 2021 were 58% and 59% respectively. The attendance at in-person meetings since 2012 has ranged from 27% to 48% including two years where there were large special levies presented to the owners for approval.

As stated above, the current council favours in-person meetings and will work toward that goal while complying with legal requirements and provincial health orders.

### **TERMINATION OF MEETING**

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

**Next Meeting:** August 3, 2021.

**FirstService Residential BC Ltd.**



Mikhail Ratchkovski  
Senior Strata Manager  
*Per the Owners*  
Strata Plan LMS 712

MR/mr

**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**

Sign up for the Resident Portal today to get access to the latest essential documents and information for your community. To register, search for your community website here: <https://www.fsresidential.com/corporate/homeowners/find-my-community/> and click on the 'Register' button. Having trouble? For assistance call our Care Center which is open 24/7 365 days a year with translation services available in 31 different languages. The Care Centre team can be reached at 833-710-6869.

**THIS POLICY CONTAINS A CLAUSE WHICH MAY LIMIT THE AMOUNT PAYABLE**

**Policy No. CLMS712**

**Summary of Coverage**

Named Insured: The Owners of Strata planLMS 712 - 888 Beach  
 Additional Insured(s): First Service Residential BC Ltd.  
 Mailing Address: c/o FirstService Residential BC Ltd., 700 - 200 Granville Street, Vancouver, BC V6C 1S4  
 Location Address(es): 1500 Hornby Street, Vancouver, BC V6Z 2R1,  
 & 1501 Howe Street, Vancouver, BC V6Z 2P8  
 & 888, 896, 898 Beach Avenue, Vancouver, BC V6Z 2P9  
 Policy Period: **June 9, 2021 to June 9, 2022** 12:01 a.m. Standard Time  
 Loss Payable to: The Insured or Order in Accordance with the Strata Property Act  
 Insurers: As Per List of Participating Insurers Attached.

Insuring Agreements	Deductibles	Amount of Insurance
<b>PROPERTY COVERAGES</b>		
All Property, All Risks	\$25,000	\$143,966,000
Additional Living Expenses	Included	\$1,000,000
Water Damage	\$50,000	Included
Back up of Sewers, Sumps, Septic Tanks or Drains	\$50,000	Included
Earthquake Damage	10% minimum \$100,000	Included
Aggregate Limit		\$143,966,000
Flood Damage	\$75,000	Included
Aggregate Limit		\$143,966,000
Key and Lock Replacement	Nil	\$25,000
Stated Amount Co Insurance, Replacement Cost	Included	Included
Property Form STR 06/20 Endorsement - Form STREND5 3/21		
Zurich Communicable Disease Endorsement - Form STREND6 - 3/21		
Temple Communicable Disease Endorsement - Form STREND1 - 1/21		
<b>WATER DAMAGE DEDUCTIBLE BUY DOWN</b>		
\$50,000 to \$25,000	\$25,000	Included
<b>BLANKET EXTERIOR GLASS INSURANCE</b>		
	Residential \$ 100	Blanket
	Commercial \$ 250	Blanket
<b>COMMERCIAL GENERAL LIABILITY</b>		
Each Occurrence Limit	\$5,000	\$30,000,000
Coverage A - Bodily Injury & Property Damage Liability - <i>Per Occurrence</i>	\$5,000	\$30,000,000
Products & Completed Operations - <i>Aggregate</i>		\$30,000,000
Coverage B - Personal Injury Liability - <i>Per Occurrence</i>	\$5,000	\$30,000,000
Non-Owned Automobile - SPF #6 - <i>Per Occurrence</i>		\$30,000,000
<b>CONDO DIRECTORS &amp; OFFICERS LIABILITY</b>		
Primary Policy	Nil	\$20,000,000
Cyber Security and Privacy Liability		\$250,000
<b>ENVIRONMENTAL LIABILITY POLICY / POLLUTION LEGAL LIABILITY</b>		
Limit of Liability – Each Incident, Coverages A-G		
Limit of Liability – Each Incident, Coverage H	\$25,000 Retention	\$1,000,000
Aggregate Limit	5 Day Waiting Period	\$250,000
		\$5,000,000

Insuring Agreements	Deductibles	Amount of Insurance
<b>VOLUNTEER ACCIDENT INSURANCE COVERAGE</b>		
Personal Accident Limit - Maximum Benefit - Lesser of \$1,000,000 or 7.5x Annual Salary		\$1,000,000
Weekly Accident Indemnity - Lesser of \$750 or 75% of Gross Weekly Earnings (52 weeks)	8 day Waiting Period	
Accident Expenses - various up to \$15,000 (see policy wording) Dental Expense - \$5,000		
Program Aggregate Limit		\$10,000,000
<b>COMPREHENSIVE DISHONESTY, DISAPPEARANCE AND DESTRUCTION</b>		
Employee Dishonesty / Excess	Nil	\$1,000,000
Broad Form Money & Securities / Excess	Nil	\$60,000
Program Aggregate Limit		\$10,000,000
<b>EQUIPMENT BREAKDOWN</b>		
I Standard Comprehensive Plus, Replacement Cost	\$1,000	\$143,966,000
II Consequential Damage, 90% Co-Insurance	\$1,000	\$25,000
III Extra Expense	24 Hour Waiting Period	\$250,000
IV Ordinary Payroll – 90 Days	24 Hour Waiting Period	\$100,000
<b>TERRORISM</b>	\$ 500	\$1,000,000
<b>CYBER SUITE COVERAGE FORM 918200-01</b>	\$1,000	\$50,000
A. Data Compromise Response Expenses		
Forensic IT - sublimit \$12,500 (sublimit 50% of Data Compromise Response Expenses Annual Aggregate)		
Legal Review - sublimit \$12,500 (sublimit 50% of Data Compromise Response Expenses Annual Aggregate)		
Public Relations - sublimit flat \$5,000		
Regulatory Fines & Penalties - sublimit \$12,500 (sublimit 50% of Data Compromise Response Expenses Annual Aggregate)		
PCI Fines & Penalties - sublimit \$12,500 (sublimit 50% of Data Compromise Response Expenses Annual Aggregate)		
Named Malware - sublimit flat \$25,000		
<b>DAS LEGAL EXPENSE INSURANCE COVERAGE</b>		
DAS business for Condominiums Legal Protection Insurance Policy		
Per Claim Limit		\$500,000
Program Aggregate		\$1,000,000

This is a generalized summary of coverage for quick reference. In all cases the terms and conditions of the policy in effect are the determining documents.

**Other Services and Service Providers**

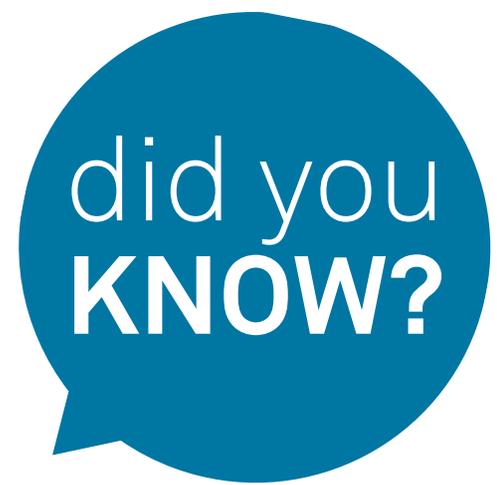
**PLATINUM LEGAL SERVICES RETAINER – CLARK WILSON LLP**

Legal advice and exclusive benefits. See Contract for details.

Retained

Limits: \$1,000,000/Legal Proceeding \$1,500,000 Aggregate

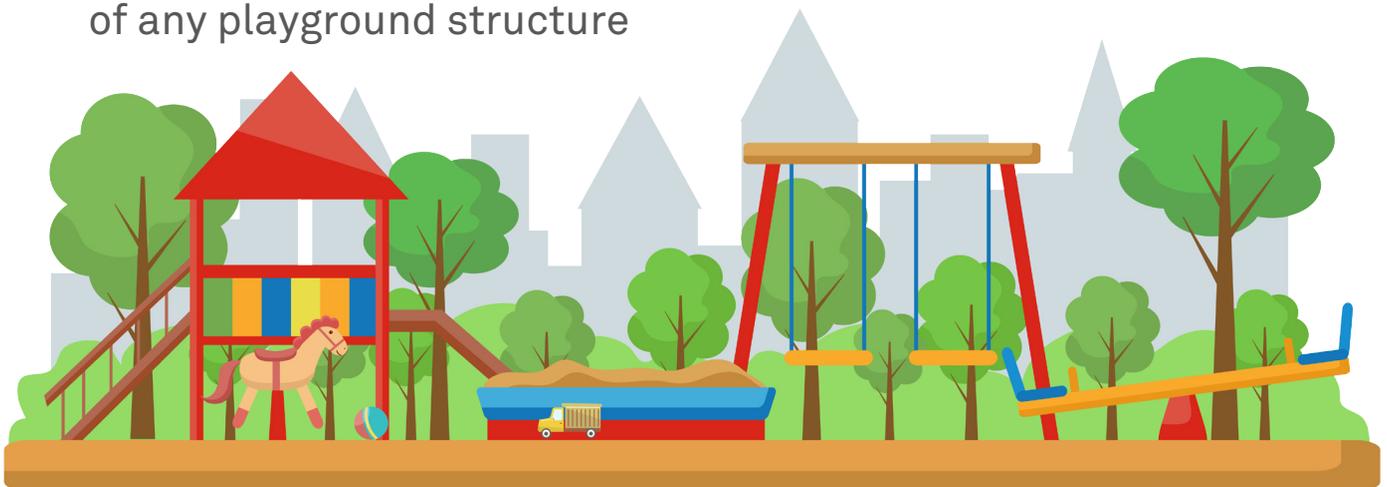
Fee: 100% Retained



## Playgrounds & Equipment

*Did you know* that each year more than 200,000 children are treated in the emergency room for playground-related injuries? To help prevent injury, use the tips below for maintaining a safe playground or outdoor play area:

- ▶ Regularly check for all of the following:
  - ▶ Trip hazards such as rocks, roots, stumps, and uneven surfaces
  - ▶ Accessible pinch, crush, or shearing points on equipment
  - ▶ Fraying/damage to any climbing apparatus or cable
  - ▶ Sharp points, corners, edges, or splinters on any components
  - ▶ Hazardous debris or litter
  - ▶ Broken or missing components, protective barriers, steps, guardrails, etc
  - ▶ Damage to benches, fences, or signs
- ▶ Play surfaces and surrounding areas should be clean with a slip-resistant coating applied
- ▶ Signs including all playground rules should be posted and visible
- ▶ Remove skipping ropes or strings that are not a permanent part of any playground structure



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