

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

Held on Tuesday, May 25, 2021

Via Video Conference

COUNCIL IN ATTENDANCE:	Daniel Wang	President
	Andrew DeBenedictis	Vice President
	Bev Andrews	Treasurer
	Pat Dairon	Secretary
	Mike Gallagher	Member
	Doug McDougall	Member
	Kitty Morgan	Member
BUILDING MANAGER	Narendra Chandra	
STRATA MANAGER:	Mikhail Ratchkovski	FirstService Residential

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 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

It was moved and seconded to approve the Minutes of the Strata Council Meeting held March 30, 2021 as distributed.

CARRIED.

FINANCIAL REPORT

1. **Monthly Statements:** After review and discussion, it was moved, seconded and carried to adopt the March 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 operating budget at the Annual General Meeting.

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

2. **Review of Accounts Receivable:** The Council reviewed the accounts receivable as of May 25, 2021. Owners owe a total of \$25,800 to the strata for monthly strata fees, fines, interest and other amounts. The strata fees receivable of approximately \$13,000 are related to four units. The strata follows the appropriate procedures to issue warning letters in order to place liens on these units.

Monthly statements are sent to all owners who have balances due. 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. **2020 Audit:** The draft audited financial statements for the year ended December 31, 2020 were received on March 29, 2021. Council will review the audit and complete the subsequent events process with the auditors. The final audit is available to the owners.

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:** The landscaping committee noted that irrigation line repairs were completed and a proposal from Para Space Landscaping has been requested to address the issue of the gaps in the hedges in the courtyard.
2. **Fitness Centre:** The Council discussed the opening of the pool noting that it will be opened as soon as the logistics of the coordination of the pool testing, janitorial, and permits have been addressed. The Council also noted that as there is a concern related to the lack of strong ventilation in the Gym. It will be scheduled to be opened sometime later, depending on the pandemic conditions.
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 has been waiting for a considerable time to get a response from TK clarifying these additional items and their associated costs. The committee is using KJA Consultants Inc. to review quotes regarding the elevator project and then eventually to oversee and monitor the project when it is underway.
4. **Renovation:** The Council tabled renovation requests from TH16 and TH20 noting that they will be approved upon receipt of their signed indemnity agreements.
5. **Personnel:** No special projects or events to report.
6. **Neighbourhood Issues:** No special projects or events to report.

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:** See item 2 in New Business below.
4. **TH6/TH7 Water Leak:** The Council noted that repairs resulting from a water leak related to a deck drain and repairs to the deck balcony itself are nearing completion.
5. **1602 Water Leak:** The Council decided to undertake localized repair and replacement of the affected horizontal section of the common property plumbing in the suite. It was noted

that with the potentially significant expenses related to the proposed replacement of the hot and cold water risers, a comprehensive repair will require project planning. The Council decided to establish a piping committee that would further review this matter and present recommendations to the Council for the necessary planning.

6. **Pool Closure:** This item was discussed under the committee report.

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™** and on the strata's website. 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

Please be aware that in order to maintain the most effective and efficient manner in which to review and respond to Owners' correspondence intended for Council, Owners are politely reminded of the following procedures and information.

All correspondence that Owners would like Council to consider should be sent in writing to the Building Manager or the Strata Management Agent directly. Owners are politely reminded not to issue emails directly to Council individually.

Correspondence (if doesn't require immediate action in accordance with the *Strata Property Act*) will be added to the next Council Meeting agenda for Council review and a response (if required) will be provided within the minutes of the meeting.

The Strata Council very much appreciates Owners' input/feedback and will do their utmost to review correspondence from Owners. However, it should be noted that the Strata Council are volunteers and dedicate their own time to fulfilling the obligations of the Strata Corporation and this time is limited. As such, it may not always be possible to review all correspondence at each meeting. Please also note that the Strata Council are not obliged to respond to all correspondence received unless there is a specific requirement under the *Strata Property Act*.

1. Correspondence received from unit 1501 requesting that the Council to include biographies of the candidates for council. The Council noted that all owners are welcome to campaign and provide their information to the other owners by posting that information on the bulletin boards in the building.
2. The Council acknowledged receipt of correspondence from the owner of TH 02 who researched a claim from a relator that the building was losing deals because of the vote at the most recent SGM. After speaking with a variety of realtors and pulling the sales

history in our building over the last 6 months, the end result is that there have been 8 sales in the last 6 months and only one sales contract was terminated after 90 days on the market. This is seen as average activity for our building and our property values are still great. Sales continue to be on par with the current market.

3. Correspondence received from TH 02 questioning the need for the new signs in the Courtyard. The Council noted that the signs were not optional and that the size of the signs and the wording had to be in compliance with requirements of the City of Vancouver.

NEW BUSINESS

1. ***Garage Gate Broken Spring:*** The Council reviewed and approved a proposal from Overhead Door for the replacement of the garage gate torsion springs for the main gate of Howe Street at a cost of \$4,003.50 and replacement of the reverse edge safety for the P4 gate at a cost \$518.50.
2. ***JNA Podium Product Review:*** The Council noted that an alternative review of the podium has been requested and results will be discussed at a future meeting once the report is available. The Council is working with the engineers who are asked to find the best solution for the long term that would be the most cost-effective as well. It was also noted that a notice has been distributed to all owners on April 27th informing that James Neill & Associates (JNA) has been engaged by the strata to do a second review of the podium refurbishment project.
3. ***Replacing Podium Waterproofing Article from BC Housing:*** The Council discussed an information article Number 17 issued by the BC Housing related to the podium membranes. A copy of this article is attached to this set of minutes for information. An engineer from RDH, Marcus Dell, also provided some comments on the article and the current condition of the membrane at the complex and those comments and photos are also included with the article.
4. ***Handicap Door Openers:*** The Council reviewed a request to reactivate the handicap door openers, noting that where possible the openers will be re-activated. Everyone who uses a handicap door opener is reminded to please wait for the doors to close behind them before leaving. This security requirement will be monitored and if not followed all door openers may be need to be permanently deactivated to ensure the safety of the residents.

TERMINATION OF MEETING

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

Next Meeting: June 29, 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

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: <http://www.fsresidential.com/connect/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.

MAINTENANCE MATTERS



Replacing Podium Waterproofing

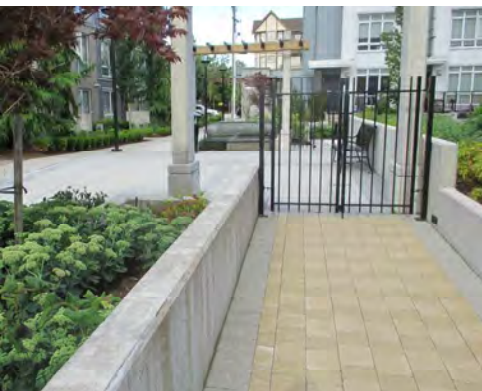
Annual maintenance and inspections of podiums and perimeter drainage are important obligations for owners of multi-unit residential buildings. Learn how to find the signs of water leakage and best practices for planning podium water replacement.

This bulletin informs stratas, co-operative boards, and other types of building owners when to consider replacing podium waterproofing and what to plan for during the replacement process.

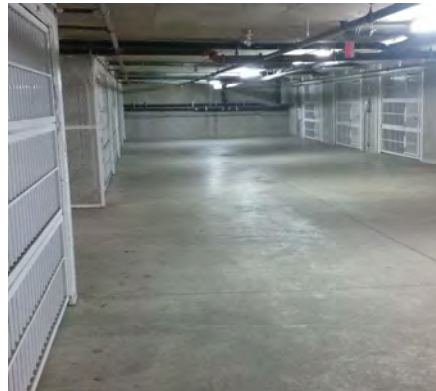
Many multi-unit residential buildings have some form of below-grade parking or storage areas. When these areas extend out beyond the building footprint, the area above them is referred to as a “podium” or “plaza.” These podiums are usually covered with landscaping, walkways, ponds or other features.



Failures of podium waterproofing regularly cause leaks and water damage. Similar to roofs, podiums must be waterproofed to prevent water exposure damage to the structure, interior finishes or property below.



Above the podium



Below the podium

Maintenance Matters

This series of bulletins and companion videos is designed to provide practical information on maintaining residential buildings. Produced by BC Housing, in collaboration with Polygon and the Condominium Home Owners' Association (CHOA), this bulletin was prepared by a consortium of building envelope experts.

How is water managed on podiums?

Podiums are exposed to water from rain, irrigation and other sources. Water management is mainly through two, simultaneous methods; drainage and waterproofing.

Drainage directs bulk water to drains throughout the podium area or to the perimeter boundary, away from the structure. Sloping the podium structure or other area components creates unobstructed paths for water to flow out.

Waterproofing resists water that remains on the podium structure while most of the water drains. This is typically accomplished by applying a membrane to the podium structure.

What are the components of a podium?

In general, the podium components (or “podium assembly”) consist of the following:

- **Structure:** typically concrete, sheathed metal decking
- **Membrane:** sheet applied, mop-on hot rubber
- **Insulation:** over conditioned space (where required)
- **Root barrier:** vegetation landscaping (where required)
- **Drainage layer:** loose gravel, drainage mat
- **Overburden:** landscaping, growing medium, pavers, decking

Depending on the construction approach, the number and arrangement of layers can be varied.

What maintenance needs to be performed?

Annual maintenance and inspections of the podium and perimeter drainage are important obligations for building owners. Regular inspections help prevent water leakage through a podium, which can lead to electrical or mechanical damage or even structural deterioration.

Any podium drainage or waterproofing issues should be monitored. This includes ponding water or significant efflorescence (the white powdery salt residue) from migrating water in the concrete, on the slab. A landscaping

service, building staff or owners themselves can undertake an inspection of the overburden and underside of the slab.

Keep drains clear and ensure that exposed membranes are protected by replacing worn flashings or topping up the dirt in planters that covers them.

What do you do when water leaks start?

Contact your warranty provider to find out what repairs are covered. Typically, the first step is to conduct targeted repairs from the underside of the podium. This avoids the expense of removing the overburden.

Targeted repairs can be completed by a contractor that specializes in concrete repair or roofing. Refer to Maintenance Matters No. 10: At-Grade and Below Grade Assemblies for a detailed overview of this topic. Often these types of repairs are only a temporary solution. The best approach to fix a water leak is to trace the leak and repair the waterproofing from above.

Spalling concrete — why it’s a big deal

If there are continuing leaks through the podium concrete, the reinforcing steel in the concrete can corrode and expand. This causes the concrete to flake off the structure, known as “spalling.” This damage exposes the reinforcing steel to greater corrosion and further spalling. Spalling concrete can cause serious damage to property, piping and fire safety equipment, all of which put people at risk. Any spalling concrete should be investigated. Take immediate action if rebar is exposed to determine the cause of the leak (such as a water-proofing failure). Make the appropriate repair promptly.



Spalling concrete

When is it time to renew the podium waterproofing?

Typically, a building's waterproofing renewal timeline is based on the standard service life for the type of membrane used in the podium membrane application. The recommended schedule of podium repair is included in the strata corporation's capital depreciation report, also referred to as a *Reserve Fund Study*, which is produced by an engineering consultant.

This official timeline of building repair is required by the province of British Columbia for multi-unit residential buildings owned by strata corporations. It provides a 30-year timeline for building repairs, and acts as a helpful financial planning tool for building owners. This is especially important for planning large-scale maintenance and repairs such as replacing podium waterproofing.

Depreciation report timelines may need to be updated as water leak incidences increase. If the report flags potential issues, the podium may need a more detailed investigation. Note that estimates only cover the cost of replacing the waterproofing membrane, not investigations and subsequent reports.

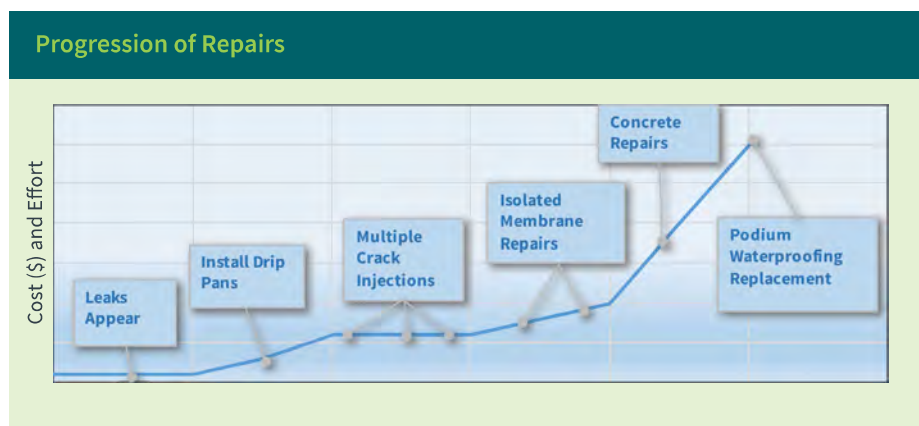
Once targeted repairs occur at an accelerated pace, costs associated with stopping leaks and repairing concrete can become more expensive than a podium waterproofing replacement. The figure below shows a typical progression for repairs versus cost.

Podium leaks are not the only reason for renewing the waterproofing. Sometimes upgrades to existing buried equipment, landscaping renewals or major at-grade alterations provide an opportunity to carry out the work. If the membrane is approaching the end of its service life, proactive owners may wish to perform waterproofing renewal at the same time to save additional costs.

How to determine the scope of work for podium waterproofing replacements

Engineering consultants conduct podium waterproofing assessments evaluating membrane and overall podium condition, including associated building damage caused from leaks. Assessments may involve removal of small portions of the landscaping, removal of interior finishes for test openings in ceilings, and gaining access to the podium membrane at multiple locations. Initial investigations often provide the information necessary to lay the groundwork for replacement of podium waterproofing.

As a general rule, a professional, such as an engineer or architect experienced with podium waterproofing, should be responsible for the design. These professionals can help owners undertake large-scale projects. Furthermore, a professional can review the work during construction to ensure it follows design intent, building code and industry best practices.



This process is critical to help avoid potential issues from inadequate design work or construction. There can be much more to a podium waterproofing renewal than just waterproofing. Additional consultants, such as a landscape architect, arborist, mechanical engineer or structural engineer may be needed to help determine overall scope.

What are the major considerations for building owners?

After determining the scope of work, the prime consultant should provide the building owners with an initial design brief. This brief includes a drawing of the general layout of the work and several critical anticipated aspects that the building owners must decide upon before carrying out further design work. Although professional consultants can provide guidance, it is the owner who makes the decision to proceed. Their decision is subject to code compliance and other recommendations.

The following sections highlight six key considerations:

1) How to remove materials

The first decision is to determine what amount of overburden — landscaping over the waterproofing — will be removed or relocated. This includes landscaping features, such as gazebos, playgrounds or other items.

If the amount of overburden is small or easily handled, such as pavers on pedestals, removal is straightforward. However, large, deep areas of dirt fill, vegetation or concrete toppings may require specialized equipment for efficient removal. It can be difficult to remove water features if these are cast in place with concrete with a sandwiched membrane. The concrete must be broken up and removed to access the membrane.

It's important to ensure good access for specialized equipment, and for large-scale movement of materials in and out of the replacement areas. Removal equipment can range in size from shovels and jackhammers to backhoes. For elevated podium

areas, this may include cranes. For podium spaces accessible directly off the street, this may not be an issue. Specialized equipment may be necessary in select areas, such as inner courtyards, where removing podium materials requires more time and effort.

2) Which replacement waterproofing design is best?

Next, building owners must consider the replacement waterproofing design. Key issues include:

- Membrane type and service life
- Interface detailing of the waterproofing
- Accounting for the podium features, such as planters, walls, upstands, or piping

The best approach is one that is tailored to each project. The engineering consultant can provide guidance where required. Where the waterproofing is above grade, the owner must make other aesthetic decisions on how to protect an exposed membrane, such as flashings, cladding, or concrete upstands.

3) Is this a good time for other site upgrades?

With landscaping removed, owners may want to upgrade or install other items for the building that could be too costly or impractical to upgrade later on. As well as upgrading electrical systems, this may include installing:



Walkway removal

- Emergency generators
- Gas lines
- Plumbing and irrigation lines
- Insulation
- Additional drainage

Some of these items may require specialized consultants or coordination with the local municipality or utility companies. For instance, new features that weigh more than the original overburden may require design work from a structural engineer or further reinforcement to support additional loads.

4) Are code upgrades necessary?

Some building features, such as stairs, piping or electrical systems, may no longer conform to current codes. Replacing any non-conforming features must be upgraded to current codes and standards. These upgrades can add significantly to the scope and costs of a project, and should be addressed in the pre-planning and design stages.

5) How to choose replacement landscaping and overburden:

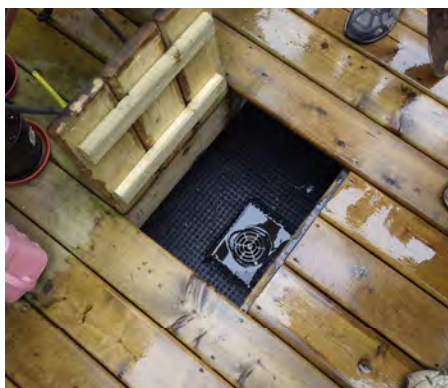
The amount of material and level of complexity of the new landscaping design can have a big impact on cost. The new landscaping or overburden can affect:

- The amount of detailing for the waterproofing
- Site storage

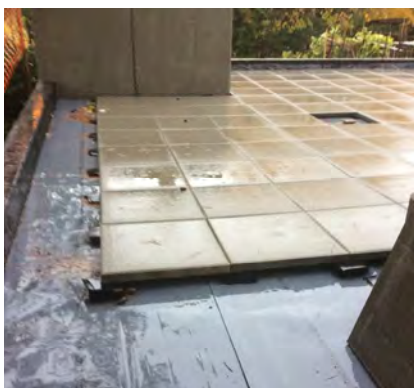
- Required access
- Specialized installation or equipment

The most important consideration for building owners to decide on is what to put back on top of the podium. There are a number of options for replacement landscaping and overburden:

- **Return of previous overburden:** For many building owners, this may be the easiest option. Depending on the original material, putting it back may not be cheaper or even feasible if it requires large amounts of material storage during construction or negatively impacts the sequencing of the work.
- **Accessibility of membrane:** Considering the effort and cost it takes to remove the overburden, building owners may want to consider new soft or hard landscape assemblies that allow for easier access for future maintenance of the waterproofing assembly. This may include: a raised wooden deck, using void fill, or pavers on pedestals instead of dirt or backfill.
- **Improved podium functionality:** As with below-grade podium upgrades, this is also an opportunity to upgrade the use of the podium space itself. These upgrades can encourage greater community involvement, such as common barbecue areas, shared gardens, or play areas to provide safe locations for individuals, families and pets. Note that any modification of the original design may be subject to municipal planning approval.



Wood decking with accessible membrane



Stone pavers



Vegetation

- **Additional upgrades:** Besides space usage, other podium landscaping upgrades can help increase safety and decrease operational costs. These can include renewing podium lighting and increasing accessibility via new ramps and guardrails.
- **Aesthetics:** Renewing the appearance of landscaping can significantly improve property values. Before proceeding too far with any design work, strata owners should review the proposed scope of work. If any significant changes in use or appearance are planned, a three-quarter majority vote resolution must be approved at a strata general meeting. In many cases, engineering consultants will not proceed with design work drawings without a strata-approved landscaping plan.

6) What plants should you choose?

Avoid plants and trees, such as bamboo or hardwoods with invasive or penetrating root systems. Proper membrane root-barrier protection should be included in the waterproofing design. Trees that grow at a high rate or are too large for the space will require more maintenance and can pose a risk to property or resident safety under severe wind conditions. They may also add significant costs to building maintenance and landscape servicing.

For reduced costs and environmental impact, building owners should consider low maintenance plants. This includes drought-resistant or native plants that thrive with minimal care therefore reducing irrigation and pest control requirements. Plant selection may be subject to municipal approval because some municipalities, such as the City of Vancouver, have regulations governing the removal of trees.

What are the likely costs?

The costs for a podium waterproofing renewal can vary greatly. All the items outlined in this bulletin can impact final costs. Costs of assemblies range from \$50,000 for a small building with minimal podium footprint, to millions of dollars for extensively landscaped podiums and terraces. Cost depends on the size of the renewal, access for removal and installation, and the complexity of the replacement.

Pre-planning helps, however unexpected issues can arise after excavation has started, including:

- Unmarked irrigation, electrical or gas lines that must be moved or protected
- Poor condition of podium concrete slab that requires repairs before waterproofing can be installed
- Electrical systems in poor condition
- Unexpected podium layout where waterproofing areas differ from the available drawings

As a general rule, at least 10 percent of the total project costs should be set aside to cover any unexpected issues. A larger contingency fund may be needed depending on project size, or if the building has a history of major water leakage issues.

What are the costs and timelines for permits?

After the design work is complete, the project can go to tender to select contractors and sub-contractors. If a building permit is required, it's best to discuss the proposed design with the authority that has jurisdiction before proceeding to tender. This will ensure no major design changes are needed.

It can take at least 90 days to obtain a building permit. The costs of a building permit can vary and are often a percentage of the contract value. This can be anywhere from \$2,000 to \$10,000. Note that in many cases, consultants do not include the costs of the building permit process in their fee proposals. Instead, they proceed on a time-and-expense basis for liaising with the authority that has jurisdiction.

Action Plan Tips

- ❑ Conduct regular maintenance on membrane and landscaping drains around the site.
- ❑ Monitor the podium for flooding, and the underside of the podium slab for active leaks and excessive efflorescence.
- ❑ Once active leaks appear, contact the warranty provider prior to undertaking repairs.
- ❑ Conduct a reserve fund study or capital depreciation report for the building. Update as needed.
- ❑ Seek early legal advice if there are anticipated issues regarding coverage and responsibility for repairs.
- ❑ Conduct targeted repairs as needed.
- ❑ Conduct an envelope investigation through a professional engineer if target repairs become too costly, the repairs are ineffective, or there is spalling concrete.
- ❑ Engage a professional consultant to coordinate the renewal once the need for podium waterproofing replacement is confirmed.
- ❑ Review credentials and past project work of potential professional consultants before selecting one for your project. Ideally, choose one with extensive history with podium renewals.
- ❑ Consider supplementary construction management for large-scale projects.
- ❑ Gather all previous construction documentation, such as built drawings or previous site upgrades. Work with prime consultants and sub-consultants to determine the scope and design of new water-proofing, landscaping and site upgrades.
- ❑ Develop a landscaping plan and decide on replacement podium assemblies.
- ❑ Gain owner (strata) approval for significant landscaping or site use changes.
- ❑ Consider additional warranty coverage for new podium waterproofing.
- ❑ Develop waterproofing details in conjunction with the landscaping plan.
- ❑ Modify design as needed to accommodate site upgrades.
- ❑ Determine preliminary costs for the project with assistance from a consultant. Include a provisional fund of at least 10 percent.
- ❑ Determine how to fund the project.
- ❑ Apply for a building permit.
- ❑ Issue design for tender for contractors and sub-contractors to perform the work, with help and guidance from the prime consultant or construction manager. Contractors should have previous podium repair experience.
- ❑ Provide input for site logistics, including safety measures and material storage.
- ❑ Share construction updates or important information to other building owners once excavation begins, and on an as-needed basis.
- ❑ Expect delays in excavation and renewals based on project timing. Rainy fall and winter months can delay work, and summer months limit contractor availability.
- ❑ Prepare to make additional decisions based on unforeseen issues during excavation. Discovery of unmarked utility lines, poor condition of concrete or other items require new direction for contractors from owners.

More Information

- Maintenance Matters No. 10: At-Grade and Below-Grade Assemblies, available at www.bchousing.org
- Refer to your building's maintenance manual
- Subscribe to receive Maintenance Matters bulletins at www.bchousing.org

Notice to Readers

This bulletin is intended to provide readers with general information only. Issues and problems related to buildings and construction are complicated and may have a variety of causes. Readers are urged not to rely simply on this bulletin and to consult with appropriate and reputable professionals and construction specialists before taking any specific action. The authors, contributors, funders, and publishers assume no liability for the accuracy of the statements made or for any damage, loss, injury or expense that may be incurred or suffered as a result of the use of or reliance on the contents of this bulletin. The views expressed do not necessarily represent those of individual contributors or BC Housing. The regulations under the Homeowner Protection Act contain specific

provisions requiring owners to mitigate and restrict damage to their homes and permitting warranty providers to exclude coverage for damage caused or made worse by negligent or improper maintenance. These apply to both new and building envelope renovated homes covered by home warranty insurance. Failure to carry out proper maintenance or carrying out improper maintenance either yourself or through qualified or unqualified personnel may negatively affect your warranty coverage. It is important for the property owner to read and review their warranty documents to understand how to file any claims and correspondence in the proper written form directly with the warranty company. Refer to your home warranty insurance documentation or contact your warranty insurance provider for more information.

The "Maintenance Matters" regarding replacing podium waterproofs is a good educational document and I think it will be helpful to provide it to the general ownership. I provide the following additional comments:

- Due to configuration at 888 Beach, water leakage through the podium waterproofing at your building has resulted in water ingress into a significant number of Suites, not just the parking garage. The leakage into Owners' homes is considered more critical than water ingress into the parking garage.
- The podium waterproof membrane is approximately 30 years old and has already exceeded the typical expected performance life of a single ply membrane of the type currently on your podium.
- Many of the drains exposed during the previously implemented localized repairs were plugged with roots and roots have penetrated the membrane (Photos 1 and 2).
- The original podium assembly did not include a root barrier. The proposed in assembly includes a root barrier.

I have attached two photographs taken at 888 Beach.

- Photo 1 illustrates roots behind the membrane at a planter.
- Photo 2 illustrates a root that has fully plugged at planter drain. The root was cut by the contractor to aid in removal, however, the full scupper drain had to be removed to allow removal of the root.

RDH would be pleased to meet with you and Council once you have received the report from James Neill.

Sincerely,

Marcus Dell | P.Eng, MASc
Senior Building Science Specialist

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