

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

*Held on Tuesday, August 31, 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
	Kitty Morgan	Member
	Kerry Isbister	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. It was noted that to ensure continuity for the units where the strata engaged a contractor, a sign off form will be created for the affected strata lots to ensure full completion of the projects and to avoid potentially overlooked deficiencies.

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

Minutes of August 3, 2021 were approved. It was noted the monthly meeting of July was held on August 3, 2021.

### **FINANCIAL REPORT**

1. **Monthly Statements:** After review and discussion, it was moved, seconded and carried to adopt the July 2021 financial statements as presented. It was noted that the costs incurred for the two electronic AGMs were credited by the First Service Residential to the Strata. 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 ("AGM"). 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 August 27, 2021. Owners owe \$42,849.20 for strata fees, fines, interest, special levy and other amounts. The strata fees receivable total is \$17,387.57. 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.

### **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:** A conditional assessment of the common property trees is being requested from our landscaping company, Para Space Landscaping.
2. **Fitness Centre:** The Council noted that the pool and gym are open. Owners are asked to remove their name from the sign-up sheets if they are booked and unable to make that time slot thus making the spot available to other Owners. Everyone is also reminded not to prop open the outside door to the pool.
3. **Elevators:** The elevator committee was formed in the spring of 2021 to consider how best to move forward with the elevator modernization project. The most recent depreciation report and prior council discussion suggests funding the elevator project in 2024 following the completion of the podium renewal project.

Assessments by TKE and KJA suggest the elevators may be nearing the end of their stated operational lifetime and suggest a budget in the range of \$1.5 - \$2.5 million for the modernization project.

The committee with Council approval engaged KJA this summer as a project management consultant to advise Council on the project.

KJA's scope of work is to review the plans for the project, prepare specifications for contractor proposals, prepare a bidders list of qualified elevator contractors, and oversee the eventual project on behalf of the strata and Council.

KJA has completed the first task which is to prepare draft specifications for the project.

Next, KJA will be preparing a list of qualified contractors to do the work and assessing the reasonableness of the proposed time frame and budget for the work.

4. **Personnel:** No changes, special projects, or events to report.
5. **Neighbourhood Issues:** The City has installed new signs at the foot of Hornby Street to indicate that this section of the seawall is closed to cyclists. Unfortunately, the signs are not well observed and although physical barriers have been discussed with City staff, this measure has not yet been considered.
6. **Renovations:** An Indemnity Agreement has been signed approving a renovation in SL 17.
7. **Domestic Water ("Piping") Issues Committee:** In support of the Plumbing and Drainage section of the 2019 Depreciation report (page 102), the Council has struck a committee (currently council members Kerry Isbister, Kitty Morgan, Andrew DeBenedictis) to conduct an assessment of our hot and cold water delivery systems.

The committee will look to add additional interested owners, as the planning progresses. A previous (2014) assessment identified that some copper pipe samples showed "thinning", and that due to the expected lifespan of copper piping, we could start seeing more pinhole leaks appearing.

Several Owners have experienced leaks which are being addressed on a case-by-case basis. The 2014 report also recommended another study in the present timeframe. In preparation for this, the committee has debriefed with the Engineering firm responsible for the original report and started the scope and planning activities for conducting another study. As pipe samples will have to be removed from behind walls, for laboratory analysis,

there may be a request of, and an impact on, some homeowners. There will also be some localized disruption to water flows in the coming weeks and months.

### **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 continues to review 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. The bylaw package will be presented to the Owners for approval in the future at a Special General Meeting.
3. **Podium Projects:** A meeting has been scheduled for Monday, September 20, 2021 at 7 p.m. at the False Creek Yacht Club (1661 Granville) for the Owners, RDH and JNA to discuss the podium projects. Please note that this meeting date was determined prior to the announcement of the Federal Election. Due to Covid restrictions we will be limited to 50 people. Seven spaces will be reserved for the presenters and some council members leaving 43 for Owners. We request only one Owner per household. Vaccination passports are required. Emphasis will be on the exterior podium project. Owners will be receiving more information about this meeting via email. It will be necessary to follow Covid protocols at the meeting.
4. **Automatic Handicap Door Openers:** The Council discussed the installation of additional handicap access openers in the parkade and decided not to pursue this project at this time.
5. **S.L. 169 Drain Issue:** Williams Engineering is investigating an issue with the drain stack in the 02 units in Ocean Tower. Their report with recommendations will be further discussed at the next meeting.

### **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:

SL 87 – The Council reviewed complaints about water dripping from the balcony onto the units below and decided to issue a \$200 bylaw fine for this infraction.

SL 203 – The Council reviewed complaints about the residents of the unit who were observed smoking at the property and decided to issue a \$200 bylaw fine for this infraction.

The Council also discussed correspondence about someone permitting their pet to urinate inside the building. All pet owners are reminded to please ensure that necessary preventative measures are taken to avoid such incidents. Please use pet sanitary garments or carry your pet outside if they are prone to an incident.

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**

S.L.127 - The Council reviewed a request from the owner asking to reverse a chargeback related to in-suite repairs. Noting that the charges were incurred due to a common property water shut off the Council agreed to reverse the charge.

S.L. 59 – An owner brought forward a complaint about a unit above allowing the water to escape from the balcony when watering plants. It was noted that a letter has been sent to the unit in question informing them of the allegation.

### **NEW BUSINESS**

1. **Roof Anchors:** The Council noted that the fall safety inspection of the roof anchors has been completed by the Pro-Bel Group.
2. **SL 39 Chargeback:** The Council noted that repairs in the unit related to a slow draining bathtub were not related to the common property plumbing so the invoice from Milani Plumbing in the amount of \$490.00 will be charged back to the unit.
3. **SL 151 Pool Rental Request:** The Council reviewed a request to reserve a pool for a children's birthday party. Noting that Covid restrictions could not be met (only one household at a time is allowed to be in the pool area) the Council decided that it would not be able to approve this request.
4. **Dental Office Security Upgrade:** The Council reviewed a request from the Owner of strata lots C1 and C2 requesting that Council share the expenses related to the installation of a metal security scissor fence inside the dental office. The Council noted that installation of such an improvement would be the sole responsibility of the strata lot owner and that the Council would not be able to authorize the expenditure of the common property funds for this upgrade.
5. **Owners of SL 25 Request to Hire a Landscaper with EV Tools:** The Council discussed a request to consider hiring a landscaping contractor who would use electric tools instead of the commonly used gas-operated equipment. A proposal to this effect has been requested from Para Space Landscaping and this matter will be further discussed at future meetings.
6. **Junk Removal:** Junk removal project has been scheduled for September 17<sup>th</sup> – 19<sup>th</sup> as per the posted notices.
7. **Masks Protocol:** The Council noted that due to the ongoing pandemic everyone including all tradespersons are reminded to please wear masks when on the common property of the Strata.

8. **Window Cleaning:** The Council discussed the window cleaning project noting that the contract has been awarded to Pacific Heights Services. Notices have been distributed to the owners and posted on site informing that this project will commence on September 19<sup>th</sup> and is expected to be completed on September 29<sup>th</sup>.
9. **Smoking in 05 Units:** The Council discussed the concern of an ongoing issue with cigarette smoke originating from one of the 05 units. All residents are reminded the 888 Beach is a smoke-free building and the no-smoking bylaws are strictly enforced and infractions are subject to \$200 fines.
10. **Annual General Meeting:** The AGM will be held on October 18, 2021 at 7:00 pm at the Holliday Inn and Suites at 1110 Howe Street. Owners are reminded that they must show their BC Vaccine Card along with picture ID at the entrance to the AGM. The agenda will include the usual required items of business, approval of the 2021 budget and the election of the Strata Council. It will also include the resolutions presented previously for air conditioning, EV charging, secure bicycle storage and a special levy related to the exterior podium project.

The Owners who were planning to run for Strata Council and still wish to be a candidate have re-confirmed their intention to run for office. The Strata Council has enlisted the assistance of two Owners who will independently co-edit a document that will include bios written by the Owners who are running for council. Each candidate has been contacted by the co-editors to provide the guidelines and due dates for the information to be included in the document. Strata Council has obtained confirmation from FirstService Residential that the document can be distributed with the electronic and hard copies of the AGM package. It is a requirement that copies of the AGM packages be mailed to all Owners. As the candidates for council will be asked to share the cost of the extra printing, the co-editors have been asked to provide a limit on the number of words submitted by each candidate.

### **TERMINATION OF MEETING**

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

**Next Meeting:** September 28, 2021.

**FirstService Residential BC Ltd.**



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

MR/cg

**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: <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.