

IMPORTANT INFORMATION Please have this translated

重要資料 請找人爲你翻譯

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

INFORMACIÓN IMPORTANTE Busque alguien que le traduzca

알려드립니다 이것을 번역해 주십시오

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੰਘਾ ਕਰਵਾਓ

**MINUTES
STRATA COUNCIL MEETING
THE OWNERS STRATA PLAN LMS712
888 BEACH**

***Held on Tuesday, April 25, 2023
Via Video Conference***

COUNCIL IN ATTENDANCE:	Daniel Wang	President
	Andrew DeBenedictis	Vice-President
	Bev Andrews	Treasurer
	Lucy Maloney	Member
	Kitty Morgan	Secretary/Privacy Officer
	Larry Madore	Member
REGRETS:	Marco Dehghani	Member
SENIOR STRATA MANAGER:	John Boschert	FirstService Residential

The meeting was called to order at 4:00 p.m.

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 28, 2023, with the following amendment noted. **CARRIED.**

Amendment - It was moved and seconded to approve the Minutes of the Strata Council Meeting held January 31, 2023.

FINANCIAL REPORT

- Review of Accounts Receivable:** Strata Council reviewed a listing of accounts receivable as of March 22, 2023. FirstService Residential continues to improve and correct its Accounts Receivable report. This is the first month that the report was issued with grand totals for the various categories. Based on the FirstService Residential report, there are overdue amounts for:

- (a) Strata fees, over 30 days old - \$6,000 plus some current overdue amounts for owners who did not pay on the first of the month.
- (b) Special Levy for Phase 1-Exterior Podium - \$24,500.
- (c) Special Levy for Phase 2-Interior Podium - \$60,000.

Some Owners have balances owing in more than one category. The Strata follows the proper protocol for notifying Owners of overdue amounts, placing liens on some units and forwarding the accounts to a lawyer for collection when appropriate to do so.

Owners are reminded that payments for monthly strata fees and for the special levy are due on the 1st day of each month. Reminder statements are sent out monthly. Any Owner who receives a statement should contact FirstService Residential to pay the overdue amounts on their account. Some accounts are now being sent for collection and liens will be placed on some units where applicable.

If you have any questions regarding your account, please contact the Accounts Receivable Department at ar.bc@fsresidential.com.

- (a) **Liens:** It was moved and seconded to issue liens on Strata Lots 10, 96 and 139. **CARRIED.**
 - (b) **Legal Collection:** It was moved and seconded to proceed with legal collection on Strata Lots 235 and 251. **CARRIED.**
2. **Monthly Statement(s):** It was moved and seconded to table the financial statement(s) approval for January to March 2023. **CARRIED.**

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 "Financial Document", and then selecting the desired file or go to the Strata's website www.888beachvancouver.com.

The secure *Owners' Only* section of the website can be accessed using the applicable username and password. If an Owner requires this information to be provided, please contact the Building Manager or Concierge for assistance.

3. **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.
4. **Refund to Owners of the Surplus in the Phase 1-Exterior Podium Levy:** There are surplus funds remaining for reimbursement, based on unit entitlement, in the Phase 1-Exterior Podium Levy that exceed the \$100 threshold for surplus funds to be automatically transferred to the Contingency Reserve Fund. A refund to Owners in accordance with the *Strata Property Act Section 108 (5) and (6)* applies as follows:

- (5). *If the money collected exceeds the amount required, or for any other reason is not fully used for the purpose set out in the resolution, the strata corporation must pay to each owner of a strata lot the*

portion of the unused amount of the special levy that is proportional to the contribution made to the special levy in respect of that strata lot.

- (6). *Despite subsection (5), if no owner is entitled to receive more than \$100 in total under subsection (5), the strata corporation may deposit the excess in the Contingency Reserve Fund.*

The surplus for the project resulted from credits issued by some contractors for work that was not as extensive as originally planned, unused project contingency funds and the use of the original \$200,000 project planning levy to pay some of the early invoices.

The surplus will be refunded by cheques issued in May 2023 to Owners on title as of April 25, 2023, calculated by the remaining surplus amount of \$641,545.25 divided by the total unit entitlement of 317,521 x individual unit entitlement.

Refunds will not be issued to Owners who have not paid their share of the Special Levy – Podium Phase 1 and interest and penalties related to the overdue amounts.

It was moved and seconded to proceed with the special levy refund. **CARRIED.**

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 Owners are advised the Strata Corporation is party to the following actions Action(s):

1. **Civil Resolution Tribunal File #138092 Re: Strata Lot 185:** The Strata Council has initiated Civil Resolution Tribunal proceedings related to legal and professional expenses incurred by the Strata Corporation which have been charged back in accordance with the bylaws and remain outstanding, and to include continued investigation costs and expenses.

COMMITTEE REPORTS

1. **Landscaping:** No significant activities to report.
2. **Elevators:** No significant activities to report.
3. **Personnel:** No significant activities to report.
4. **Renovations:** No significant activities to report.
5. **Domestic Water ("Piping") Issues Committee:** Site review and inspections have been completed. Piping samples have been obtained at various locations; the completed condition assessment report from McCuaig is available on the building website or by logging in to your account on FSRConnect™ using the following link: <https://lms712.connectresident.com/>.

The Strata Council continues to review the report for further discussion on preventative maintenance recommendations.

6. **Bylaws:** The Bylaw Review Committee continues to work with a lawyer at Clark Wilson LLP on our updated bylaw package to ensure that 888 Beach bylaws are in line with the

Strata Property Act and that the bylaws are enforceable. Once the review is completed, there will be an information meeting held to present the updated bylaw package to Owners prior to a Special General Meeting at which the updated bylaws will be proposed for adoption. The Committee is in the process of developing a grid to show all the changes that have been made to the existing bylaw package. The grid will include changes to wording as well as showing where each existing bylaw can be found in the updated package as the order in which the bylaws are presented may have changed.

This agenda item has been tabled for tentatively scheduling of the Town Hall and subsequent Special General Meeting in the fall.

BUSINESS ARISING

1. **Directives:** Council was advised that a directives list is being drafted to be included in the next meeting agenda for ease of tracking activities in progress and completed.
2. **Maintenance Schedule:** The Annual Maintenance schedule was discussed. The maintenance schedule is in progress to be updated to reflect current preventative and periodic maintenance, frequency, contract status and service provider information. All relevant items currently in progress are contained in these minutes.
3. **Podium Replacement Project:**
 - (a) **Exterior Podium Project – Phase 1:** The project has been completed with the exception of the railings on the exterior of the site, which will be painted in June. This was delayed to accommodate the transfer of some of the materials for the Interior Podium Project through the pedestrian gates. Surplus levy funds are in process to be refunded.
 - (b) **Interior Podium Project - Phase 2:** RDH issues weekly notices advising residents of the dates that work will be undertaken and to identify specific issues for the coming week. Please read the notices that are posted on all bulletin boards and distributed by **FSRConnect™** and by email from Narendra.
4. **2023 IGU Replacements:** The approved scope of work is currently in progress.

Owners previously submitted their forms to identify failed IGU's in their units. These were tabulated and forwarded to RDH Engineering Services to arrange for the IGU replacements approved for 2023.

The IGU program occurs in the fall each year so that we have an estimate of the amount that should be included in the following year's budget. IGU's can fail at any time during the year and not just in the rainy winter season. If you notice a failed IGU during the year, perhaps it could be marked with a post-it or a piece of tape so that you will remember to report it on the next year's form.
5. **1501 Howe Street Tower – 02 Drain Issues/Odors:** Offensive odours and pipe noise have been reported by Residents. It was suspected that various alterations conducted in several units may be contributing to these issues. Common and vent stack alterations to original construction have been identified in a particular strata lot. Williams Engineering completed their investigation on March 27, 2023, and the report has been provided to the

Strata Council for review and Clark Wilson as to the findings related to the pending Civil Resolution Tribunal hearing.

6. **Depreciation Report:** The report from McCuaig regarding the test results on domestic water system piping in various areas of the complex has now been received and provided to RDH to proceed and finalize the draft report for approval.
7. **Beach Tower Canopy Repair:** Tabled pending weather.
8. **Exterior Railing Painting – Remdal:** The approved scope of work will be completed tentatively in June, depending on weather and conditional on the Phase 2 Interior Podium Project completion.
9. **225KVA Transformer Replacement – Houle Electric:** Due to reported transformer vibration output concerns by a resident that lives in the vicinity of the transformer, Houle Electric conducted monitoring of the transformer, having installed data monitoring equipment to assess and provide further recommendations to the Strata Council to mitigate the concerns.

There is a solution in place which has temporarily mitigated the transformer noise and recommendations are pending as to a potential permanent fix to stabilize the transformer which will be considered prior to proceeding with replacement.

10. **Commercial Parkade Business License Fees - EV Charging Requirement:** Notification has been received from the City of Vancouver related to electric vehicle charging stations, applicable to commercial parking facilities, which will be mandatory to be implemented in future. Further review and clarification are required to assess infrastructure and compliance requirements, if any, that apply to 888 Beach.
11. **Parking Stall Assignment Dispute – Strata Lot 19 and 119:** The Strata Council has obtained legal assistance involving a parking stall assignment dispute between (2) Strata Lots. Information obtained from the Owners, Strata Corporation and original developer records that relate to the assignment are being investigated. The legal review has not been able to determine the rightful assignment of the disputed stall.

The Strata Council has conducted a physical audit of the parking stall assignments and cross referenced with the strata plan to determine any unassigned stalls. The information received from the initial review has identified additional duplicate assignments being recorded and will require further investigation and auditing to resolve assignments for those units which may be impacted. Recommendations to the Strata Council on how to proceed forward have been discussed and in process.

The Strata Council would like to inform and advise Owners that any time an assigned parking stall or locker has been sold or reassigned through a private legal agreement with another Owner that the Strata Corporation must be informed to update the records accordingly. Not informing the Strata Corporation of any such legal changes in assignment put the Strata at risk and financial liability.

12. **Keyscan Project – JVR Systems:** This agenda item has been tabled to the next meeting, pending an additional quote to be obtained for consideration.

13. **Columbia Seal Quote #2231 – Parkade Membrane Repairs:** The approved scope of work is on hold pending further review by RDH Engineering. The requested report is pending for review.

BYLAW VIOLATION REPORT

Council directed the Strata Manager to issue Bylaw violation letters with possible fine(s) to the applicable Owner/Tenant for any complaints received for alleged Bylaw violations. All materials related to such will be reviewed in depth by Strata Council at the upcoming Meeting. Any necessary investigations and/or decisions related to enforcement will be at the majority direction of Strata Council.

Additionally, Council directed the Strata Manager to issue Bylaw violation letters to any Owner/Tenant that may be responsible or deemed responsible for a property damage loss and costs have been incurred by the Strata Corporation to remedy. Any necessary investigations and/or decisions related to enforcement will be at the majority direction of Council.

Council may direct the Strata Manager to seek legal advice on the Strata Corporation's behalf under one of the applicable legal retainer programs for matters where the *Strata Property Act* and/or the Bylaws are unclear.

1. **Bylaw Violation Report:** It was noted that bylaw notifications have been issued for payment arrears of Strata fees, parking violations and one remaining unit pertaining to mandatory maintenance, which are currently pending decision by the Strata Council.
2. **Chargeback Violation Report:** It was noted that bylaw notifications have been issued for potential chargeback of associated costs due to common property damage which are currently pending decision by the Strata Council.

CORRESPONDENCE

1. **Correspondence Received Strata Lot 3 Re: Phase 2 Project Concerns:** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

The Strata Council appreciates the inconvenience to residents during the project activities. In particular, those that may be impacted due to work in the immediate vicinity of their residence. Further correspondence will be issued to the unit Owner addressing the common property door replacement and prior alterations.

2. **Correspondence Received Strata Lot 39 Re: Request to Waive Assessed Fine:** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

It was moved and seconded to deny the request. **CARRIED.**

3. **Correspondence Received Strata Lot 65 Re: Report Damages to Common Property:** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

The Strata Council has reviewed the correspondence and notification will be issued to the unit Owner to address the in-suite maintenance required and chargeback of expenses to remedy the common property damage.

4. **Correspondence Received Strata Lot 69 Re: Request to Waive Assessed Fine:** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

It was moved and seconded to approve the request. **CARRIED.**

5. **Correspondence Received Strata Lot 103 Re: Request to Waive Assessed Fine:** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

It was moved and seconded to approve the request. **CARRIED.**

NEW BUSINESS


1. **Milani Quote #29325-1191625 – Backflow Repairs:** It was moved and second to approve the scope of work as presented. **CARRIED.**

TERMINATION OF MEETING

There being no further business, the meeting was terminated at 5:45 p.m.

Next Meeting: Tuesday, May 30, 2023 at 4:00 p.m. by electronic meeting.

FirstService Residential BC Ltd.



John Boschert
Senior Strata Manager
Per the Owners
Strata Plan LMS712

JB/ac

Email: info.bc@fsresidential.com

Customer Care Centre: 1.855.273.1967 (24 hours non-emergency)
604.683.8900 (24/7 emergencies)

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 please visit here: <https://portal.connectresident.com/#/registration> and click on the 'Create Account' 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.

Risk Control Engineering's regular ongoing bulletin on construction, fire protection, equipment hazards and all things risk management.

WILDFIRE PREPAREDNESS

In recent years, record breaking wildfires have been experienced worldwide. Climate change continues to drive longer hotter summers and overall wildfire risk is anticipated to increase over time. Wildfire exposure is managed through the creation of fuel management steps across the three Interface Priority Zones shown in the figure. Preparing a safe zone up to 100 meters can help reduce potential exposure to flame and radiant heat.¹

Zone 1: 0-10 meters

The first 10 meters around your home are the most critical. A fuel free zone gives firefighters a better chance to save your home from advancing fire.

- Remove all fuel sources (ex. lawn furniture, potted plants, woodpiles, BBQ's, toys).
- Rake leaves, dead limbs and twigs, and clear out all flammable vegetation. Any grass should be kept short and watered as allowed.
- Clean debris from roof and gutters, no trees or vegetation overhanging the roof, keep chimneys clean and maintained. Prune tree branches/shrubs within 15 feet of a stove or chimney outlet.
- Maintain a hose and sprinkler that can reach all areas of home/structure

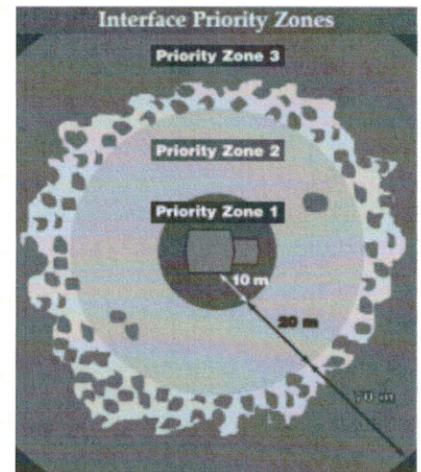


Figure 1: Interface priority zones for wildfire.

Zone 2: 10-30 meters

Zone 2 is important to reduce the spread of fire by reducing fuel sources. Tree density is the priority in this zone as fire spreads quickly through the crowns of trees.

- Prune all tree branches within 2 meters of the ground. Remove leaves, twigs, and thick shrubbery that might provide the opportunity for a ground fire to spread into the forest canopy.
- Maintain tree crown spacing of 3-6 meters.
- Coniferous trees (Pine, Spruce, Douglas Fir, Hemlock, etc.) are much more combustible, than deciduous trees, and create an easy fuel source for fires. Reduce or remove coniferous trees in this zone

Zone 3: 30-100 meters

Zone 3 is intended to slow an approaching wildfire allowing additional time for emergency actions.

- Prune tree branches within 2 meters of the ground.
- Maintain tree crown spacing of 3-6 meters.

The preparation of a three stage interface zone around your property can be an effective way to manage wildfire risk from flaming ignition and radiant heat.

Got a question for a future bulletin? Submit a confidential question to: riskcontrol@bflcanada.ca with the subject line "Ask an Engineer".

¹ British Columbia Ministry of Forestry. *The Home Owner's FireSmart Manual*. <https://homeowners-manual.firesmartbc.ca/>.