

IMPORTANT INFORMATION Please have this translated

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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 ਉਲੱਥਾ ਕਰਵਾਓ

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

***Held on Tuesday, February 27, 2024
in the Site Manager's Office***

COUNCIL IN ATTENDANCE:	Andrew DeBenedictis	Vice-President
	Bev Andrews	Treasurer
	Kitty Morgan	Secretary/Privacy Officer
	Daniel Wang	President
	Michael Assouline	Member
REGRETS:	Lucy Maloney	Member
	Marco Dehghani	Member
SENIOR STRATA MANAGER:	John Boschert	FirstService Residential
BUILDING MANAGER:	Narendra Chandra	Strata Plan LMS712

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 January 30, 2024, with the correction noted in these minutes. **CARRIED.**

Correction: Council member Michael Assouline was in attendance.

FINANCIAL REPORT

1. **Review of Accounts Receivable:** The Strata Council reviewed the listing of accounts receivable as of January 22, 2024. The outstanding accounts total \$114,596.00 and are comprised of the following:
 - a) Strata Fees: \$22,962.00

- b) Special Levy Surplus Reimbursement – Phase 1 Podium Project: Some Owners did not cash the cheques issued to them for their share of the Podium Phase 1 surplus. The cheques became stale-dated and FirstService Residential issued replacement cheques in January 2024. ***If you receive mail from FirstService Residential, please open it. There may be a cheque in the envelope.***
- c) Special Levy for Phase 2 – Interior Podium: \$67,601.00.
- d) Other Amounts: Including fines, interest, chargebacks, move fees: \$51,033.00.
- e) Liens: It was moved and second to lien Strata Lots 96 and 124. **CARRIED.**
- f) Legal Collection: Currently monitoring.

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.

The final payments on the Special Levy for Phase 2 were due on January 1, 2024. FirstService has been asked to issue demand letters to the Owners who have not yet paid their full levy amounts.

Owners are reminded that payments for monthly Strata fees 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. 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 require payment assistance or questions regarding your account, please contact our Resident Support Services department directly at:

<https://fsresidentialbcsupport.zendesk.com>

- 2. **Monthly Statement(s):** It was moved and seconded to approve the financial statement for January 2024. **CARRIED.**

There is a surplus of \$8,603.00 in the Operating Fund reported in the unaudited financial statements. The budget for 2023 allowed for a deficit of \$200,000.00 which did not occur due to unused budget allocations for window washing, the replacement of the swimming pool dehumidifier and some projects that came in under budget. The financial statements for December 2023 will be updated by the auditors to include invoices for 2023 that are received in January and February 2024.

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 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. **2023 Audit – Reid Hurst Nagy:** The auditor has been instructed to proceed with the 2023 annual audit. The date for completion of the draft audit for Strata Council review and approval has been scheduled to be completed by the end of May 2024.
5. **2024 Operating Fund Budget:** Strata council will present the 2024 budget to the Owners at the Annual General Meeting scheduled for March 5, 2024, in the Ocean Tower Lobby at 7:00 p.m. The budget reflects a 6% increase in the Strata fees. There is no Special Levy being proposed at this time but there will likely be a Special General Meeting in the fall of 2024 to discuss the Elevator Renewal Project and the related Special Levy.

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, rectification of the unapproved alteration, and other related expenses.

COMMITTEE REPORTS

1. **Landscaping:** The committee updated the Strata Council that those plantings which may have suffered weather related stress are recovering and being monitored. Options for the boulevard renewal are in progress for review.

It was moved and seconded to approve the irrigation management scope of work as presented. **CARRIED.**

2. **Elevators:** The committee updated the Strata Council that KJA, the engineering consultant, has forwarded (2) proposals related to the construction engineering project scope and are currently under review.
3. **Personnel:** No significant matters to report.
4. **Renovations:** It was moved and seconded to approve the scope of work as submitted for Strata Lots 139 and 174. **CARRIED.**
5. **Bylaws and Rules:** No significant matters to report.

BUSINESS ARISING

1. **Directives:** The directives from the previous Strata Council Meeting are in process for updating. All relevant items currently in progress are contained in these minutes.

2. **Maintenance Schedule:** The maintenance schedule is being 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. Interior Podium Project - Phase 2:** A site tour was conducted with representatives of RDH Building Science and Nancy Paul, landscape architect, on January 24, 2024, to review the work completed and to discuss outstanding items.

The courtyard has now been released for use by residents, **except for the lawn area in the lower courtyard**. Residents are asked to remain on the sidewalks when in the courtyard. "Do Not Walk on The Grass" signs have been placed in the lower courtyard and we ask that all residents respect this until notified later in the spring. This includes families who entered the courtyard on the snow days and violated WorkSafe regulations because the Strata had not been given permission to use the space.

The courtyard lawn is being protected to give it time to grow without activities taking place on it. Also, many residents have noted that the courtyard lawn is two-toned. Total Ground Effects will deal with this issue in March when the weather is better. They will first do power raking and re-seed the entire lawn area. This will be allowed to grow for 2-3 months to determine whether the lawn becomes one colour. In May or June, if the lawn colour problem has not been rectified by the re-seeding, Total Ground Effects will likely have to plant new sod in one section to make the lawn a uniform colour. We hope this won't be necessary. In the meantime, which could be until June 2024, please **Keep Off the Grass**.

At the end of December 2023, there is a balance remaining in the Interior Podium Special Levy fund of approximately \$295,000.00. Due to the budgeting and management of the project, the Strata did not have to use any of the planned \$300,000.00 from the Structural Fund to cover extra items included in the podium project such as the pond liner, the replacement of the two driveways and the replacement of some townhouse patio doors. All expenditures to date have been covered by the Special Levy. The balance of the Special Levy monies will be used to cover the following podium related projects:

- Cleaning of the building surfaces that face the courtyard on the lower floors. This work was scheduled for January 2024 but due to the extreme cold weather and snow the contractor was unable to commence the work. It has been re-scheduled for February-March;
- Refurbishment of the boulevards;
- Repair or replacement of the pump for the water feature in the fountain. Milani will be dealing with this item. It was not part of the podium project but when the pond was completed it was found that the pump for the water feature did not work;
- Repair/paint the outside of the courtyard facing door at the swimming pool;
- Paint a column at one of the Townhouses;
- Re-location of the security gate at the Howe Street pedestrian entrance closer to the sidewalk;
- Levelling of the bricks in some places on the exterior podium sidewalk; and
- Items related to the exterior and interior podiums, if any, that may arise.

The Strata Council would like to thank all RDH Building Science personnel, especially Len Sakuragi (engineer), Michael Roche (project management) and John DaSilva (site superintendent) for the completion of both podium projects.

4. **1501 Howe Street Tower – 02 Drain Issues/Odors:** Offensive odours and pipe noise have been reported by Residents. It was suspected that unapproved alterations are 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 to Clark Wilson as the findings are related to the pending Civil Resolution Tribunal hearing.

Investigation continues and further inspection was completed at Strata Lot 185 on September 7, 2023, based on the engineering review findings. Further inspection is required based on findings and has been coordinated with the applicable trades. Notification has been issued for access on March 6, 2024, to Strata Lot 185 for the required further inspection.

5. **Parking Stall Assignment – Continued Assignment/Use Investigation:** The following Strata lots were notified as to the verification of their stall assignments which need updating and correction to the stall assignment tracking list. The stall assignment listing will be updated once verified and as follows:

- **Strata Lot 109:** Pending response and verification.
- **Strata Lot 29 and Strata Lot 17:** Requires further investigation and evidence of P3-20 assignment from Strata Lot 29 to 17.
- There was further discussion with the Strata Council and correspondence reviewed from Strata Lot 76 as the Strata Plan states assignment of stall #89 to this unit and the Tracking List states stall #88 as the assigned stall. The Tracking List was compiled using a list which had the stall numbers manually written on the Strata Plan for identification and is being audited to verify the stall numbering is accurate.

It was also noted that the Strata Plan may not reflect the actual stall(s) being used or assignment as noted on the Tracking List that since stalls may have been transferred amongst owners or reassigned through a private arrangement and the Strata Corporation not notified.

*The Strata Council would like to inform and advise Owners that any time an assigned parking stall or locker is sold or reassigned through a private legal agreement with another Owner, the Strata Corporation **must** be informed so that records can be updated to reflect the change. Not informing the Strata Corporation of any such legal changes in assignment puts the Strata at risk of financial liability.*

6. **Telus – Pure Fibre Installation:** The approved scope of work is pending a site review and project implementation plan from TELUS. **Tabled.**
7. **Community Fire – Annual Inspection:** Those units identified, from the contractor's report, which mandatory in-suite access was not provided for the annual inspection have been issued bylaw contravention notifications. Notification will be issued for re-inspection and mandatory access once the scheduled date and time is confirmed.

8. **Milani Plumbing – Quote #29325-1189025 – Dehumidifier:** It was noted that, due to parts availability issues and the anticipated timeline to receive the parts, this work will be completed in the spring of 2024. **Tabled.**
9. **RDH Engineering – Building Enclosure Condition Assessment (BECA):** The last BECA report was prepared by RDH in 2010. Since then, the Owners have followed a plan of significant renewals and maintenance funded by Strata fees and by special levies. The Strata Council approved a proposal for a BECA report to be prepared in 2024. The investigative work for the report will include a review of some balconies, roofs, decks, patios, cladding, and sealant areas that have been repaired and replaced to ensure that there are no failures or weaknesses that need to be addressed. RDH will contact all Owners to request information about their units to ensure that there are no unreported water ingress issues. More details on this project and the communications with Owners will be available in 2024.
10. **Houle Electric – Installation of Insulation Materials:** The approved scope of work is in progress and scheduled to be completed on March 5, 2024. A shutdown of the building's electrical system will be necessary and notification will be issued.
11. **Columbia Seal - Common Property Maintenance – Doors/Windows:** The approved scope of work is in progress for scheduling and pending completion.
12. **Sure-Fire Gas - Annual Fireplace Inspection – Deficiency Review:** The reporting was further reviewed to update the list of units whose fireplaces have been decommissioned or removed. The Strata Council has directed that those units which were not completed on the originally scheduled date for inspection be issued bylaw contravention notifications.

Important Note: *Do not move or adjust fireplace logs without professional assistance as this will cause inefficient combustion, resulting in excessive soot discharge and staining of the exterior of the building. Such soot deposits may result in applicable cleaning fees being charged back to the source unit.*
13. **Vancouver Fire & Radius Security/Community Fire:** The Strata Council was provided with reports submitted by Vancouver Fire & Radius Security and Community Fire Prevention as to recommendations for the updating of the life, fire, and safety system. These recommendations were reviewed for further discussion and the Strata Council has requested that the Fire Alarm Project Manager from Community Fire attend the next Council Meeting to discuss the recommendations for clarity and planning purposes.
14. **Napoleon Hi-Tech Systems Quote 1011 – Parkade Clean Service:** The scope of work has been rescheduled for July or August after the accelerator replacement work in the parkade is completed. **Tabled.**
15. **Strata Lot 166, 215 and 156 Re: Refund Waive Loitering Charging Fee:** It was moved and seconded to issue the loitering change reimbursements in the amount as received by the Strata Corporation, less taxes and fees charged by the service provider. **CARRIED.**
16. **Vancouver Fire Rescue Services – Unable to Self Evacuate Procedures Manual:** It was moved and seconded to approve the procedures manual. **CARRIED.**

The draft manual was reviewed by Vancouver Fire Rescue Services and has been distributed to residents.

17. **Legal Retainer Advice – Clark Wilson Re: Investigation Responsibility Unapproved Alteration – Strata Lot 227:** The Strata Council has reviewed the legal retainer advice provided to the Strata Council and recommendations from Milani Plumbing. This will be coordinated to be investigated further by Milani Plumbing to assess the alteration completed in the unit and provide reporting for further review. Access to the unit directly below will be required for this inspection.
18. **Milani Plumbing Quote #29325-1233194 – Pond Pump:** The scope of work is pending scheduling and completion.

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 where remedial costs have been incurred by the Strata Corporation. 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:** Owners are advised that they are requested to complete a Bylaw complaint form, which is available on **FSRConnect™**, through our Resident Support Services department directly at <https://fsresidentialbcsupport.zendesk.com> or at the on-site Building Manager's office to submit to the Strata Manager for Strata Council review and consideration.

The Strata Council has reviewed the alleged Bylaw notification summary report; any responses received for decisions on fines to be assessed or noted as resolved were directed to the Strata Manager to issue the applicable correspondence.

2. **Chargeback Violation Report:** The Strata Council has reviewed the chargeback notification summary report; any responses received for decisions on fines or noted chargebacks to be assessed and directed the Strata Manager to issue the applicable correspondence.

CORRESPONDENCE

1. **Correspondence Received Strata Lot 51 Re: Response to Bylaw Contravention Notification:** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

It was moved and seconded to deem the matter satisfactorily resolved. **CARRIED.**

2. ***Correspondence Received Strata Lot 33 Re: Temporary Water Interruption:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

3. ***Correspondence Received Strata Lot 48 Re: Report Alleged Bylaw Contravention:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

It was moved and seconded to issue a warning letter to the alleged source Strata lot.
CARRIED.

4. ***Correspondence Received Strata Lot 71 Re: Report Continued Odour Concern:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

The Strata Council has directed for an inspection be coordinated to inspect the hood vent operation and exhaust piping in the suspected source unit. The Strata Council would like to advise the reporting resident, in the meantime, if the odours reoccur to report to the Building Manager or concierge immediately to witness and investigate the potential source to report on findings.

5. ***Correspondence Received Strata Lot 84 Re: Request for Common Property Drain Line Service Reimbursement:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

It was moved and seconded to issue the reimbursement requested. **CARRIED.**

6. ***Correspondence Received Strata Lot 111 Re: Report Alleged Bylaw Contravention:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

It was moved and seconded to issue an infraction letter to the alleged source Strata lot.
CARRIED.

7. ***Correspondence Received Strata Lot 205 Re: Lobby Floral Arrangements:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

The request to consider a change in the lobby floral arrangements, was reviewed and to consider further the Strata Council would need details related to care and pricing to be submitted for their review and consideration as not enough information has been provided to make an informed decision to the request.

8. ***Correspondence Received Strata Lot 214 Re: Parkade Bike Storage:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

Currently additional bicycle storage is not available, and the Strata Council has approved temporary common property storage locations while options for additional secure storage is considered.

9. ***Correspondence Received Strata Lot 232 Re: Request to Waive Fine Assessed:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

It was moved and seconded to waive the assessed fine. **CARRIED.**

NEW BUSINESS

1. **JVR Secure Systems Quote #1628a-r1 – Software Upgrade/Fob Supply:** It was moved and seconded to approve the scope of work as presented. **CARRIED.**

The scope of work has been completed satisfactorily.

2. **Expert Mechanical Sump Pump Replacement/Rebuild P3:** It was moved and seconded to approve the scope of work as presented. **CARRIED.**

The scope of work is in progress and pending completion.

3. **Milani Plumbing – Preventive Maintenance Summary:** The Strata Council has reviewed the summary report as submitted and will discuss with the service provider at the maintenance review meeting to be scheduled in March.

4. **Simson Maxwell Quote #SVQ006133 – Block Heater:** It was moved and seconded to approve the scope of work as presented. **CARRIED.**

The scope of work has been completed satisfactorily.

5. **RDH Building Science – Mechanical & Electrical Review Proposal #3436.096:** It was moved and seconded to approve the scope of work as presented. **CARRIED.**

The scope of work is in progress and pending completion.

6. **SWTCH Energy – EV Charging – Loitering Policy Change:** The Strata Council has reviewed the notification submitted by the electric vehicle charging station service provider, recently SWTCH implemented a policy limiting the loitering charge to a maximum of \$100.00 per charging transaction.

7. **SWTCH Energy – Carbon Credit Program:** The Strata Council has reviewed the proposal submitted by the electric vehicle charging station service provider, to be included in the carbon credit pooling program. While not feasible independently due the nominal credits generated, through the facilitation of an aggregator the Strata Corporation is able to participate and receive additional carbon credit revenue.

It was moved and seconded to approve inclusion in the program as presented. **CARRIED.**

TERMINATION OF MEETING

There being no further business, the meeting was terminated at 6:00 p.m.

Next Meeting: March 26, 2024, at 3:30 p.m.

FirstService Residential BC Ltd.

John Boschert
Senior Strata Manager
Per the Owners
Strata Plan LMS712

JB/cw

Email: info.bc@fsresidential.com
Customer Care Centre: 1.855.273.1967 (24 hours non-emergency)
604.683.8900 (24/7 emergencies)
<https://fsresidentialbcsupport.zendesk.com>



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 1.855.273.1967

We're here for you.

For faster service, our local Resident Support Services team is available to answer your inquiries! Our newly formed team can assist with:

- Account updates
- Payments
- Strata corporation general inquiries
- Maintenance inquiries
- Strata corporation document requests
- Strata lot renovation requests
- Document submission
- and much more!

To submit a request, please visit:

fsresidentialbcsupport.zendesk.com

Phone: 1.855.273.1967

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CONDO OWNERS' *Coverage*

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INTERESTING FACT



FS Insurance Brokers

Imagine returning home from the month-long vacation of your dreams to an onslaught of voice-mails and letters. You soon discover that a leak originated in your unit while you were away, and even though you'd thought about getting insurance, you never did. Now, you are legally (and personally) responsible for damages and repairs. The Strata Council is seeking payment of the building's insurance deductible and your neighbors are suing for damages. Did you know that Condo Owners' Coverage is available to help in situations exactly like this? Don't wait until it's too late!

Condo Owners' Coverage provides protection for:

- ▶ Deductible Assessment Insurance
- ▶ Loss Assessment Coverage
- ▶ Additional living expenses
- ▶ Upgrades inside the unit
- ▶ Personal contents
- ▶ Personal liability
- ▶ Leak originating in your unit causing damage to:
 - Your unit
 - Neighboring units
 - Common property

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