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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, March 26, 2024
in the Site Manager's Office***

COUNCIL IN ATTENDANCE:	Daniel Wang	President
	Andrew DeBenedictis	Vice-President
	Bev Andrews	Treasurer
	Kitty Morgan	Secretary
	Michael Assouline	Privacy Officer
	Lucy Maloney	Member
REGRETS:	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.

NOMINATION OF OFFICERS

The members of Council accepted the officer position noted below:

Daniel Wang	President
Andrew DeBenedictis	Vice President
Bev Andrews	Treasurer
Kitty Morgan	Secretary
Michael Assouline	Privacy Officer

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 on February 27, 2024, as circulated. **CARRIED.**

FINANCIAL REPORT

1. **Review of Accounts Receivable:** Strata council reviewed a listing of accounts receivable as of March 19, 2024. While the accounts receivable has improved, there are overdue amounts totalling \$61,343 including strata fees of \$14,218 and Special Levy for Phase 2-Interior Podium amounts of \$15,051.

a) Liens: Currently monitoring.

b) Legal Collection: It was moved and second to proceed with legal collection on Strata Lot 96. **CARRIED.**

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 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 require payment assistance or have 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 statements for February 2024.

These financial statements do not reflect the 2024 budget amounts. The 2024 budget was approved at the March 5, 2024, Annual General Meeting and the 2024 budget amounts will appear in the March financial statements.

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 and Payment of Strata Fees:** Owners approved the 2024 budget at the March 5, 2024, Annual General Meeting. There is a 6% increase in strata fees for 2024 (there was no increase in 2023). Payment of the 2024 strata fees will commence April 1, 2024. All Owners on pre-authorized debits will see the new amount deducted from their account on April 1st along with a catch-up payment for three months, January, February and March 2024. There is no need to submit a new pre-authorized debit form. The one on file will continue to be in effect.

Owners who do not pay their strata fees by pre-authorized debit should review the minutes of the AGM that were distributed in March 2024 to determine the amounts they should pay commencing April 1st for the new strata fees and for the 3-month catch up amount.

6. **Interior Podium Project - Phase 1 Surplus Refund:** The surplus in the Phase 1 Podium Project was refunded to Owners in May 2023. Eighteen (18) Owners did not cash their surplus cheques which were re-issued in January 2024, as they had become stale-dated. As of February 29th, only 4 of the re-issued surplus cheques had been cashed.

Please check your mail and cash your surplus cheque once received.

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 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:** Options for the boulevard renewal are in progress for review by the committee and require consultation with the City of Vancouver.
2. **Elevators:** The Elevator Committee will convene with KJA, our elevator consultant, in April to review proposals from two engineering firms that KJA has identified to be qualified to carry out the elevator modernization project.
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 1 and 7. **CARRIED.**
5. **Bylaws and Rules:** No significant matters to report.

BUSINESS ARISING

1. **Directives:** The directives from the previous Strata Council Meeting have been reviewed with the Strata Council and are being attended to at the present time. All relevant items currently in progress are contained in these minutes.
2. **Maintenance Schedule:** The Annual Maintenance schedule was reviewed with the Strata Council, Building Manager, and Strata Management. The maintenance schedule is reviewed for periodic updating as to current preventative and periodic maintenance, frequency, and current service provider information. All relevant items currently in progress, are contained in these minutes.
3. **Podium Replacement Project. Interior Podium Project - Phase 2:**
 - As mentioned in the February 2024 minutes, the courtyard has 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. The courtyard lawn is being protected to give it time to grow without activities taking place on it. Total Ground Effects advises that the lawn will be re-seeded by Para Space and will be fertilized in April. In the meantime, please **Keep Off the Grass** until the signs are removed, likely in June.
 - Nancy Paul, landscape architect, will contact the wholesale nursery to ask their advice on how to protect the plants in the pond. We planted three varieties of plants in the pond, but the Canada Geese have eaten some of them.
 - Two Owners in Ocean Tower have volunteered to plan a courtyard opening party. The Council appreciates residents who volunteer for special projects. Many thanks to Frances and Anita.
 - The brick walls and other surfaces of the townhouses and the suites on the California walkway facing the courtyard will be pressure washed. We recommend that townhouse and California walkway residents not put their patio furniture out until after the washing takes place. The strata is not responsible for water or other damage that may result from this cleaning process. The towers will be washed during the spring, and residents will be notified in advance so that they can move their furniture inside to avoid damage.
 - Window washing that could not be done during the podium project, is now underway.
 - The boulevards will be remediated in the spring. The Landscaping Committee is working on a proposal for the work to be done.
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 was required and was coordinated with the applicable trades. Notification has been issued for access on March 6, 2024, to Strata Lot 185 for the required further inspection. The report from the latest inspection was received on March 26, 2024, and sent to the Strata Council and legal for review.

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 confirmation of acceptance from the unit owners 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 has been audited to verify the stall numbering is accurate. It was found to be a numbering error and has been corrected.

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 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:** A site review has been scheduled with members of the Strata Council and TELUS to finalize the project implementation plan.
7. **Community Fire – Annual Inspection:** Those units identified from the contractor's report, for which mandatory in-suite access was not provided for the annual inspection, have been issued bylaw contravention notifications.

Notification will be issued for deficiency repairs, re-inspection and mandatory access, beginning on April 18, 2024.

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 tentatively completed in June of 2024. **Tabled.**
9. **RDH Engineering – Building Enclosure Condition Assessment (BECA):** All Residents, Owners, and Renters, are asked to respond to the BECA questionnaires for the BECA Report being prepared by RDH. The questionnaires were distributed on **FSRConnect™** and by the Building Manager's email list. If you are not on one of the

distribution lists, please sign up to receive Strata information. There are also copies of the BECA questionnaires in the mail rooms. RDH and the Strata Council want to hear from everyone regarding any issues you have with moisture problems in your unit, around the windows or on the balconies. RDH has provided instructions for you to submit the questionnaire and to provide photos of your unit and the balconies. Please respond even if you have no issues.

10. **Houle Electric – Installation of Insulation Materials:** The approved scope of work is in progress was completed on March 5, 2024. The problem continues to persist, and replacement of the transformer is required.

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

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 Strata Council had previously directed for those units which were not completed on the originally scheduled date for inspection, be issued bylaw contravention notifications.

It was discussed by the Strata Council to issue a chargeback for the additional inspection expense only to those units which completed the service on the second service date, and to issue a chargeback for the expense and assess a fine of \$200.00 to those units which failed to provide access to complete.

It was moved and seconded to proceed as proposed. **CARRIED.**

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. This has been confirmed for attendance and discussion at the next meeting as the project manager was unavailable for today's meeting.

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. **Milani Plumbing – Inspection Strata Lot 227 Re: Investigation Unapproved Alteration:** The Strata Council has reviewed the legal retainer advice provided to the Strata Council and recommendations from Milani Plumbing. This has been coordinated to be investigated further by Milani Plumbing to assess the alteration completed in the unit to provide reporting for further review. Access to the unit directly below will be required for this inspection.

16. **Milani Plumbing Quote #29325-1233194 – Pond Pump:** The scope of work has been completed satisfactorily.
17. **Expert Mechanical Sump Pump Replacement/Rebuild P3:** The scope of work is in progress and pending completion.
18. **Milani Plumbing – Preventive Maintenance Summary:** The Strata Council has reviewed the summary report as submitted, and has discussed with the service provider at the maintenance review meeting in March.

The initial units have been identified to proceed with the piping investigation to locate and resolve the 90-degree pipe locations, which will be converted to 45-degree piping to prevent debris accumulation. This will be an ongoing project to completed in stages as approved budget funds allow.

19. **RDH Building Science – Mechanical & Electrical Review Proposal #3436.096:** The scope of work is in progress and pending 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 48 Re: Report Alleged Bylaw Contravention:***
The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

The Strata Council is monitoring this situation and has advised the complainant to call the Vancouver Police Department in the event their personal security is compromised, or harassment continues.

2. ***Correspondence Received Strata Lot 59 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 bylaw contravention notification. **CARRIED.**

3. ***Correspondence Received Strata Lot 86 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 bylaw contravention notification. **CARRIED.**

4. ***Correspondence Received Strata Lot 91 Re: Request to Waive Fine – No Access:***
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 to waive the assessed fine. **CARRIED.**

5. ***Correspondence Received Strata Lot 115 Re: For Council Consideration – Common Property Maintenance:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

The Strata Council has reviewed the correspondence and notes that the elevator indicator lighting maintenance items being scheduled for repair, COVID signage have been addressed and general maintenance items in progress. Some items suggested such as additional automatic doors, may be considered in future. The Strata Council has directed to issue a bylaw reminder to non-residential unit as to recently approved rule related to exterior signage.

6. ***Correspondence Received Strata Lot 228 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 bylaw reminder notification. **CARRIED.**

7. ***Correspondence Received Strata Lot 143 Re: Request to Waive Fine – No Access:***
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 to waive the assessed fine. **CARRIED.**

Residents are reminded that to coordinate access assistance an authorization form must be completed and submitted for each occasion when mandatory access is required.

8. **Correspondence Received Strata Lot 211 Re: Request to Waive Fine – No Access:** 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 as the current Owner was not the owner at the time of occurrence. **CARRIED.**

9. **Correspondence Received Strata Lot 15/16 Re: Suspect Noise – Parkade Gate:** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

Further investigation is required to identify the reported noise/vibration by residents in the vicinity of the parkade ramp and gate. Notification for access to the units required will be issued.

10. **Correspondence Received Strata Lot 94 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 bylaw contravention notification with conditions. **CARRIED.**

NEW BUSINESS

1. **Out of Reach Services – Annual Inaccessible Windows/Decks/Townhouse:** It was moved and seconded to approve the scope of work as presented. **CARRIED.**

2. **Barclays Restoration Emergency Restoration – File#2402SR133-EO – Chargeback Strata Lot 54:** It was moved and seconded to charge back the scope of emergency restoration services. **CARRIED.**

The scope of work has been completed satisfactorily.

3. **Ideal Door – Parkade Gate Repairs – Chargeback Strata Lot 17:** It was moved and seconded to charge back the scope of emergency restoration services. **CARRIED.**

The scope of work has been completed satisfactorily.

4. **Milani Plumbing Quote #29325-1238910 – Pond Re-piping – Additional Scope:** It was moved and seconded to approve the scope of work as presented. **CARRIED.**

It is noted at the time of these minutes being written, that the additional scope of work was not required.

5. **Hush City Soundproofing – Excer-Tech – Sound Abatement Gym:** It was moved and seconded to approve the scope of work as presented. **CARRIED.**

Unit access has been coordinated to facilitate the investigation for recommendations to be issued.

6. **Milani Plumbing Quote #29325-1217336 – Sump Pit Maintenance:** It was moved and seconded to approve the scope of work as presented. **CARRIED.**

7. **Milani Plumbing Quote #29325-1237875 – Exhaust Fan Replacement – Garbage Area:** It was moved and seconded to approve the scope of work as presented. **CARRIED.**
8. **Milani Plumbing Quote #29325-1240210 – Garbage Chute Backflow Repair:** It was moved and seconded to approve the scope of work as presented. **CARRIED.**
9. **Barclays Restoration Emergency Restoration – File#2402SR151-EO – Source Pending Strata Lot 54:** It is noted at the time of these minutes being written, that the investigation has been completed and identified as originating from common property.

TERMINATION OF MEETING

There being no further business, the meeting was terminated at 5:50 p.m.

Next Meeting: April 30, 2024, 3:30 p.m. by electronic meeting.

FirstService Residential BC Ltd.

John Boschert
Senior Strata Manager
Per the Owners
Strata Plan LMS712

JB/db

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

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- Strata corporation general inquiries
- Maintenance inquiries
- Strata corporation document requests
- Strata lot renovation requests
- Document submission
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- ▶ Purchase a heater that automatically shuts off if tipped over
- ▶ Read all manufacturer's instruction for use and care
- ▶ Place the heater on a solid and level surface
- ▶ Regularly inspect for cracked or damaged plugs or connections
- ▶ Never use an extension cord or power strip; plug directly into an outlet
- ▶ Keep heaters at least three feet away from anything that is flammable
- ▶ Clean the heater to prevent dust build-up

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Source: National Fire Protection Agency*