

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-712

888 BEACH

HELD

On Wednesday, June 27, 2012 at 4:30 p.m.

PRESENT

Colin McDougall	President	Unit # 711 - 888
Mike Gallagher	Vice-President	Unit #2701 - 1500
Bev Andrews	Treasurer	Unit #1505 - 1500
Pat Dairon	Secretary	Unit # 706 - 1500
Craig Dailly		Unit # 613 - 888
		(arrived 4:45 p.m.)
Marilou Appleby		Unit #1003 - 1501

REGRETS

Jeff Sodowsky Unit #2501 - 1500

STRATA AGENT

Sylvia Brewer, Vancouver Condominium Services Ltd.

The meeting was called to order at 4:30 p.m.

BUILDING MANAGER REPORT

Council received and reviewed the report from the building manager, Jason Wroblewski, and discussed several items as noted in the report. Jason also presented copies of the updated emergency handbook, which has been reviewed by staff. Jason will email a PDF version to the strata agent to be kept on file.

MINUTES

It was moved, seconded and carried to adopt the minutes of the May 31, 2012 council meeting, as circulated.

REMINDER

Minutes will not be delivered to each suite. A small quantity will be left in the mailroom of each tower. Owners may view the minutes on the strata website:

www.888beachvancouver.com

**user ID: owner
password: 888**

FINANCIAL REPORT

1. **Monthly Statement:** It was moved, seconded and carried to adopt the May 2012 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements may contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday or go to the strata's website, www.888beachvancouver.com. The owners only section of the website can be accessed as follows: user ID: owner, password: 888.
2. **Account Balances:** The current balances for the period ending May 31, 2012 in the appropriate funds are as follows:
 - Total Cash Balance \$1,495,632 (including CRF Balance)
 - CRF Balance \$381,789 (Contingency Reserve Fund)
3. **Arrears:** Council reviewed the accounts receivable list.
 - One owner has not paid the February 2, 2011 \$750,000 special levy. A lien has been put in place on this unit.
 - As of June 22, 2012, four owners had not paid any amount toward their share of the December 13, 2011 \$1,988,000 special levy. In accordance with the wording of the December 13, 2011 resolution, council instructed the strata agent to add interest charges on overdue payments at the rate of 10% per annum, compounded annually.
 - Approximately 22% of the March 13, 2012 levy of \$32,000 for the sauna and gym repairs remains unpaid as at May 30, 2012. The full amount of this levy was due on April 15, 2012. A levy schedule was distributed to all owners in March, with the AGM minutes. The AGM minutes are also available on the strata website.
 - Several owners have not yet paid their 2012 catch-up fees. A schedule of catch-up payments was distributed to all owners in March with the AGM minutes.

Owners who have not made any payments toward their share of the December 13, 2011 and February 2, 2011 special levies are urged to contact Sylvia Brewer, strata agent. All owners are urged to check the strata fee and levy payment schedules attached to March 13, 2012 AGM minutes to ensure that their accounts are up to date.

The strata agent has contacted Jamie Bleay of Access Law Group and has requested a review of two units that are in serious arrears. The strata agent reported that Mr. Bleay has been away on vacation and will follow up with this request.

4. Exterior Maintenance 2012 (Phase II): RDH Building Engineering Ltd. prepared a project update report that was distributed to all residents on June 25, 2012. The report outlines the changes to the original scope of work and the reason for the changes. The project is on budget after accounting for the changes to the scope of work.
5. Exterior Maintenance 2013 (Phase III): Strata council met with RDH Building Engineering Ltd. and asked for an outline of the proposed work and related cost estimates for Phase III of the exterior maintenance project. Council will forward this information to owners when it is available in the fall.
6. Fund Balances Transfer to the Contingency Reserve Fund (CRF): Strata council approved the transfer of the balances in three funds to the CRF, now that the projects related to these funds have been completed.
 - (a) Special Expenditure: \$73.72.
 - (b) Special Expenditure 2010: \$15.33
 - (c) Interior Maintenance: \$9.70

7. Invoices: The following invoices were reviewed and approved for payment:

• RDH	\$31,847.50	Project administration Phase II, May 31, 2012.
• Westrim Plumbing	\$1,264.26	Beach Tower lobby leak repair.
• Best Window Fashions	\$1,440.32	Gym blinds.
• Trirock	\$1,310.40	Glass railings/awning replacement, #3102.
• Columbia Seal	\$170,107.10	COP #1, Phase II.
• Harris Coatings	\$336	COP #1, Phase II.
• JJK Developments	\$1,488.72	COP #2, Phase II.
• K&H Engineering	\$896	COP #1, Phase II.
• Matakana Scaffolding	\$12,665.52	COP #2, Phase II.
• ProCan Electric	\$782.97	COP #2, Phase II.
• Renewal Construction	\$1,550.30	COP #1, Phase II.
• Renewal Construction	\$100,321.20	COP #1, Phase II.
• Suspended Stages	\$1,456	COP #1, Phase II.
• West York Developments	\$15,568	COP #2, Phase II.
• OnSide Restoration	\$4,356.11	Beach Tower emergency clean-up.
• Renewal Construction	\$2,688	Beach Tower lobby window replacement.

*** COP = Certificate of Payment**

BUSINESS ARISING

1. RDH Exterior Maintenance - Phase II Update:

- **Heavy Dust Infiltration:** A number of owners reported excessive dust into their units during the balcony repairs. These owners have submitted invoices for clean-up, which will be reimbursed. RDH has been instructed to review this issue, as it appears to be a deficiency with the original construction of the building.
- **Green Windows:** It has been noted that there is some colour variance on the windows. It was determined that in the original development of the building, different elevations had different shades of green windows. Over the years, as broken and foggy windows were replaced, the shade of green has varied. RDH is aware of this and going forward, the colour of green will remain as consistent as possible. Unfortunately, there will be some variance between newly replaced IGUs and previously installed IGUs.
- **Balcony Tiles:** As noted previously, tiles may **NOT** be attached permanently to the new membrane. Council will ask RDH for recommendations for a decorative tile that may be placed over the new membrane and will advise owners of options, should there be any.

As noted under Finances, the project is on budget after including changes to the scope of repairs.

- **Suite Repairs Re: Phase I:** The agent will follow up with RDH to confirm the suite numbers of units that had reported leaks prior to Phase I work, which subsequently were repaired. Those owners will be requested to advise if there have been any new signs of water ingress. Arrangements for repairs of interiors of units will be made if necessary.

2. Structural Maintenance: Investigation and repairs to Units #811 and #611 are in progress. Unit #1802 has reported a drain issue that will be investigated by RDH. Townhouse #4 has reported several issues of signs of water ingress around patio doors that will be investigated by RDH.

3. Landscaping: It was noted that the Ion device was not installed as previously noted in the May minutes. It was determined that there was a problem with the installation of the device. It has since been reported that the problem with the growth of algae seems to be improving and will continue to be monitored.

The agent also reported that she has been in contact with Good Earth, noting that the flowers planted in the front planters are wilted. She reported that Good Earth will be adding more flowers to the planters. The agent will follow up with the concierge staff to ensure that the planters are watered on a regular basis.

There was also a complaint regarding noise level of the leaf blowers being used on site. It has been requested that Good Earth use a quieter model.

4. Mechanical Maintenance: Trotter & Morton investigated several reports of issues related to hot water supply to suites. The cause of one of the problems was that one Beach Tower unit had a hose bib installed by a previous owner, which was interfering with hot water supply to other units on the same floor. Further investigations will take place for several Ocean Tower units.
5. Bylaw Review Update: The agent reported that she has not made contact with Wenda Deane on the status of the update of bylaws and will continue to follow up.
6. Bike Room Audit: Owners are reminded that the final day for the bike room audit is July 1st. Owners are reminded to register their bikes by going to the concierge desk to receive a coloured ribbon to attach to their bicycle.

All untagged bikes will be removed once the bike audit has been completed. It will then be determined how many stalls are available in the bike rooms. Owners on the wait list will be advised of availability.

7. Wind Mobile: The agent reported she has had no further communication from Wind Mobile and it is assumed that LMS-712 has been rejected as a candidate for installation of antennas.
8. Townhouse #12 Gate Installation: The agent reported she has confirmed with the city that a permit is not required to install a gate, but there are several guidelines that must be followed regarding egress from the building. After review and discussion, the agent was instructed to request quotes. The agent will also suggest that the owners of Townhouse #12 consider installing a piece of glass on the front of their balcony, facing Seabreeze, to eliminate easy access to their balcony.
9. Transformer Noise Investigation: An electrician was contacted to suggest options to eliminate the noise coming from a transformer. The electrician reported that it is not possible to insulate the transformer to prevent noise transference. The agent also reported that she has contacted another consultant and their approximate cost for an investigation would be between \$3,000 and \$4,000.

After review and discussion, it was determined that no further action will be taken.

10. P2 Pipe Replacement: A quote was received from Westrim for this work and their quote was \$6,068.16 plus HST to complete this repair. Westrim was instructed to proceed as their quote would provide significant cost savings compared to another quote that was received. This repair has been completed.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters.

1. A letter was received from an owner with concerns of the hygienic practices of residents using the swimming pool at 888 Beach. It was suggested that more signage to remind owners of the need to shower would be helpful. The owner reported it is advised that residents take a cleansing body wash, with soap provided in the shower rooms in order to reduce the load of organic substances handled by the water purification system, thereby reducing its efficiency. The objective is to reduce organic matter, body lotions and other foreign substances that interact with the pool disinfectant system, which can produce chloramines, as outlined in the material attached to the end of the minutes. Residents that use the pool are requested to review the information provided by this owner.

Council thanks this owner for their concerns.

2. A letter was received from an owner reporting on-going problem of dysfunctional water temperatures in several units in Ocean Tower. As noted earlier in the minutes, Trotter & Morton is investigating this issue. They also reported that they were disappointed with the planters outside the front entrance at Ocean Tower. Council thanks this owner for their concerns and as noted in the Landscaping section of the minutes, the contractor will augment the flowers.
3. A letter was received from an owner noting numerous deficiencies in their unit regarding water ingress. As noted, RDH is investigating these concerns and the agent will follow up with RDH to confirm that they are aware of all of the reported issues.

NEW BUSINESS

1. Depreciation Report: Council member, Marilou Appleby, attended the Depreciation Report seminar given by RDH Building Engineering. Ms. Appleby reported that the seminar was very informative, and will be useful in her position as a real estate agent and as a strata council member.

One interesting fact that Ms. Appleby shared was that the average contribution to CRF by strata corporations is \$15 to \$30 per month, but probably should be between \$60 and \$100. RDH advised that a Depreciation Report only requires a visual review of building components. If there appears to be a problem, the company preparing the Depreciation Report will recommend a condition assessment report be prepared. This will be usual in buildings that are over 10 years old. A Depreciation Report will provide a 30-year maintenance plan and will help stratas plan and budget for items that need to be replaced.

It will be to every strata's benefit to have a Depreciation Report in place.

2. Ocean Tower Pipe Repair: A quote was received from Westrim Plumbing to repair a fourth floor hot water recirculation pipe. After review and discussion, it was brought to council's attention that it should be confirmed that Westrim will be using Type K piping, as this is the best piping currently available. The agent will follow up and advise council if there is any change in the price, which was quoted at \$1,106.88.
3. Annual Fire Inspection: The annual fire inspection is scheduled to start July 3rd. Notices have been sent to owners with authorization forms for suite access. Owners are reminded that inspection of fire equipment in your unit is **mandatory**.
4. Carpet Cleaning: There was a discussion regarding carpet cleaning of all common area carpets. After review and discussion, it was determined that the carpet cleaning will take place in October, near the end of the Phase II maintenance and repairs. The agent reported that previous quote for cleaning was approximately \$2,000 plus HST. The agent will request quotes.
5. Window Washing: There was discussion regarding window washing and whether it should be held off until Phase II repairs and maintenance work has been completed or if some of the elevations can be washed earlier. The agent suggested there may be conflict with using roof anchors that are also currently in use by contractors for Phase II. In the meantime, the agent was instructed to request quotes. It was also suggested that the glass canopies be cleaned on a more regular basis and that cleaning should also to include the solarium windows of townhouses along Seabreeze Walk.
6. Beach Tower Roof Drain: It was suggested that the roof drain that was the cause of the leak in the Beach Tower lobby be inspected. Milani Plumbing, the company that has previously been on site to inspect the drains, quoted costs of a \$50 truck charge, \$50 camera charge and then \$80 per hour.

After review and discussion, the agent was instructed to follow up with Milani to have them proceed with a six-hour maximum.

7. P1 Garbage: It has been reported that owners are dropping unwanted household items in the garbage rooms. Owners are reminded that "cameras are watching" and such items as empty paint cans, etc. need to be recycled to the nearest paint recycling facility. If it is determined which owners are dropping off unwanted household items, they will be asked to remove the item(s) and/or will be fined.
8. Treadmill: ExerTech, the company who performs the regular maintenance of the exercise equipment, has reported that treadmill #1 is in need of numerous repairs and is not worth refurbishing. Treadmill #2 needs a drive motor to be replaced and a quote has been received in the amount of \$500, including installation and travel time.

The agent was instructed to have ExerTech proceed with this repair for treadmill #2 and will request quotes to replace treadmill #1. At this time, there are not sufficient funds to replace treadmill #1, therefore this will be added to considerations for the next fiscal year budget in 2013.

There being no further business, the meeting was adjourned at 6:50 p.m. The next council meeting is scheduled for Monday, July 23, 2012 at 4:30 p.m.

Sylvia Brewer
Vancouver Condominium Services Ltd.
#400 - 1281 West Georgia Street
Vancouver, B.C.
V6E 3J7

Telephone: (604) 684-6291 (24 Hour Emergency Services)
Toll Free: 1-877-684-6291 / Fax: 604-684-1539

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24-Hour Emergency Services

Clients using Telus Anonymous Call Blocking feature must deactivate this service (*87) to receive return calls from VCS after hours.

Please note that we will take no action on any emergency unless we have talked first to the person placing the call. If you have placed an emergency call, please keep the phone line clear so that VCS can return your call promptly.

PLEASE NOTE THAT THIS SERVICE IS FOR BUILDING EMERGENCIES ONLY: IT IS NOT FOR PERSONAL EMERGENCIES. Personal emergencies include lost building or suite access devices (i.e., keys, fobs, IRTs, garage remotes) access to relatives' apartments, inquiries about account balances, "someone parked in my stall", neighbours are having a loud party, and neighbours' security alarm is going off and similar situations. We are also unable to provide assistance on calls such as "I saw a strange person enter the garage..." Suspicious activity and loud parties should be reported to the police. Break and enter and/or vandalism to your automobiles or suites should be reported to the police department.

Please feel free to report floods, broken water lines, fires, fire alarms, stuck elevators, garage gates not working and other similar building/property issues requiring immediate attention.

The 24-hour answering service is not available for general inquiries concerning accounts, council policies and other matters which are regular administration items.