

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

*Held on Tuesday, April 26, 2016 at 4:30 p.m.
in the Meeting Room
1501 Howe Street, Vancouver, BC*

COUNCIL IN ATTENDANCE:	Mike Gallagher	President
	Jeff Sodowsky	Vice-President
	Bev Andrews	Treasurer
	Patricia Dairon	Secretary
	Marilou Appleby	
	Andrew Debenedictis	
	Kitty Morgan	
SENIOR STRATA MANAGER:	Bunny Porteous	FirstService Residential

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

BUILDING MANAGER REPORT

RDH

- Tony inspected view moisture on walls in suite 609 and ceiling stain(s) in TH04 and 2904-report pending

Niki's

- Repaired main door to Beach Tower mail box – appears someone tried to jimmy it open.
- Repaired patio doors in suite 2903.

Columbia Seal

- IGU measurement completed.

Michael Smith Duct Cleaning

- Investigated ceiling damage from dryer vent in suite 2603 – report pending.

Xpert Mechanical

- Repaired small leak into Ocean Tower lobby ceiling.
- Investigated and repaired hot water re-circulation line that leaked into 2602.

Trotter Morton-no report

ThyssenKrupp

- Installed the travel cables for security cameras in all 6 elevators.
- They have committed to replacing the damaged walk off mat – Beach Tower P4 elevator lobby.

Good Earth Landscaping

- Weekly clean up, spring over seeding and turf maintenance continues.

Landscape Reflections

- Irrigation system and outdoor water spigots turned on.

Rob Cross Carpentry(Handyman)

- Completed repairs to 1809 ceiling.

Canadian Pest Control

- Scheduled maintenance completed.

Parkade Levels

- Warning signs – Security camera's on premises – posted at Beach and Ocean P1 entrance gates.

Pool/Gym Areas

- West Coast Pools replaced tubing on chlorine pump.

Misc. Building Issues

- Sooty Outdoor Fireplace vents - BT - 909-1209-2103-1008-708-2002-2302-1708-507-1107-1307-1607.
- 909-507, 1102-702-602 are repeat and received notice to clean for the past 2 years (Owner's responsibility, will be charged back for cleaning).
- Sure Fire Gas onsite to inspect poor performance in 904 fireplace – found damaged vent – will be onsite to repair this week.
- Allstar has begun the building wash down – currently working on townhouses 5 through 13.

Vanco Fire

- Worked with SimplexGrinnell and repaired Garden Tower fire panel.

APPROVAL OF STRATA COUNCIL MEETING MINUTES

It was moved, seconded and carried to adopt the minutes from the March 24, 2016 Council meeting as circulated as circulated.

FINANCIAL REPORT

1. **Arrears:** The Building Manager will drop off arrears statements under the Owners' doors.

IMPORTANT REMINDER

There is an increase in strata fees retroactive to January 1, 2016.

As the Annual General Meeting was held after the Strata Corporation's fiscal year-end, all owners will be required to issue a "catch-up" payment via PAD, cheque or online

banking to cover the difference in your strata fees since the Strata Corporation's fiscal year-end and the time the new budget was passed on February 29, 2016.

For those Owners on pre-authorized debit (PAD), the Strata fee payments were adjusted to the new rate on April 1, 2016. This retroactive fee was deducted from your bank account and adjusted to the new fee April 1st.

For those Owners who pay by post-dated cheques, please issue new post-dated cheques made payable to "Strata Plan LMS 712" at the new strata fee amount. You will also be required to issue a "catch up" cheque payment made payable to "Strata Plan LMS 712" for the month(s) of January, February and March.

For those Owners who pay by online banking, please re-submit the new strata fee amount for future months and also make the retroactive payment.

Owners with accounting inquiries should contact FirstService Residential account department at 604.684.5329 or email at ar.bc@fsresidential.com.

2. **Invoices:**

COMPANY	GL CODE	AMOUNT	DESCRIPTION
Cross Carpentry	2818	\$190.00	Storm drain flood into washrooms and hallway.
RHN Chartered Accountants	5015	\$5,944.50	Audit.
Xpert Mechanical	7240	\$486.68	Cracked drain pipe along the bottom in P3.
Vancouver Fire Protection Ltd.	5909	\$483.00	Attended site to identify circuit breakers to control the fire panel. Card 6 failure.
Houle Electric Limited	7240	\$1,155.00	Repairs in infrared report during vault shut down.
RDH Building Science	5730	\$1,296.75	Miscellaneous extra work.
RDH Building Science	3778	\$661.50	Consulting services for period ending January 31, 2016.
Barclay Restorations	2818	\$30,000.00	Flood mechanical room.
Innovative Repair Services	7240	\$525.00	Repair patio door.
Vanco Fire Protection Ltd.	5909	\$1,857.14	Replace 100 w. amp.
Tyco Integrated Fire & Security		\$1,661.31	Attended site to replace 100 w. amp.

Garaventa (Canada) Ltd.	5715	\$860.00	BCSA safety test.
Pro-Bel Safety	7240	\$1,622.25	2015 roof anchor inspection performed.

3. **Monthly Statement:** It was moved, seconded and carried to adopt the March 2016 financial statements as presented.

Any owner wishing a copy of the strata corporation's 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 Owners' Only section of the website can be accessed as follows:

User Name: Owners
Password: 8B@15sea

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.

4. **Account Balances:** The current balances for the period ending March 31, 2016 in the appropriate funds are as follows:

- Total Cash Balance \$1,110,428.00 (Including CRF Balance)
- CRF Balance \$ 472,680.78 (Contingency Reserve Fund)

REPORT ON LITIGATION

The *Strata Property Act* requires that all Owners be notified as soon as possible of any legal action involving the Strata Corporation. To the best of our knowledge there is no litigation to report.

COMMITTEES

1. **Landscaping:** The landscaping committee agreed to wait until the fall to upgrade the garden beds with azaleas.

- Remove the long azalea hedges in the garden beds on either side of the pond including green waste disposal.
- Deliver and install garden mix soil to a depth of 3".
- Deliver and install aged bark mulch (looks like a dark, rich soil) to a depth of 3".
- Deliver and install 3 gallon pots of azalea japonicas (colour to be determined) in the beds beside the pond.

- Cost \$18,296.35.
2. **Elevator Project Updates:** ThyssenKrupp Elevator has scheduled the installation of the new cabs in the Ocean and Garden Towers during the month of June (notices to be posted with elevator shutdowns). The Council agreed to defer the installation of the new cabs in the Beach Tower project until the completion of the roofing project and installation of IGUs as these projects will require access to an elevator.
 3. **Interior Lobby Refurbishment.** The millwork and marble has been ordered for the installation of the new Concierge desk and the committee is awaiting the installation timeframe.
 4. **Bike Storage and Security.** The bike committee is continuing to work on improving the overcrowded bike storage rooms; i.e. relocating some bikes to another storage area. Details to follow. Forty bikes were removed from the bike rooms that were untagged.

IMPORTANT

Residents who have been absent for the last six months and have been unable to locate their bike in the bike room should contact the Concierge as the untagged bikes have been put in storage for six months until donated to a bike charity.

BUSINESS ARISING

1. **Structural Maintenance/RDH:**
 - (a) **Roof & IGU Replacements – Beach Tower.**
 - (i) **Beach Tower Roof Replacement:** The Council met with RDH Engineering to review five bids received for the replacement of the roof project.

TEK Roofing Ltd.	\$596,085.00
Bollman Roofing & Sheet Metal Ltd.	\$652,680.00
Advanced Systems Roofing	\$669,900.00
Renewal Construction Inc.	\$745,290.00
Arbutus Roofing & Drains Ltd.	\$1,011,885.00

Due to the bids being higher than anticipated, RDH Engineering and TEK Roofing provided Council with an alternative plan to defer the EIFS and block glass wall repairs until the summer of 2017.

Following discussion, Council voted to proceed with TEK Roofing to complete the roofing project on Beach Tower.

TEK Roofing has been provided with the Notice of Award for the roof replacement work.

Roofing Pricing for Beach Avenue:

	Budget Pricing	Original Pricing Scenario	Revised Pricing
Beach main roof	\$423,825.00	\$567,70.00	\$371,500.00
Contingency	42,382.50	56,770.00	37,150.00
Construction	466,207.50	624,470.00	408,650.00
RDH fees	84,000.00	84,000.00	84,000.00
Sub total	550,207.50	708,470.00	492,650.00
GST	27,510.38	35,423.50	24,632.50
TOTAL COSTS	\$577,717.88	\$743,893.50	\$517,282.50

Notice to the Residents of Beach Tower

For the next three to four months, TEK Roofing will be on site completing the roof membrane replacement in Beach Tower. During this time, the freight elevator will be shut down for periods of time during the day to allow the contractors to haul their materials up and down. Notices will be posted with the timeframe of the closures.

Council would like to thank the Residents for their patience while the work is being completed and apologizes for any inconvenience during the required elevator shutdowns.

- (ii) **IGU Replacements – Columbia Seal:** The Council reviewed and approved the quotes to replace the IGUs in Garden, Ocean and Beach Towers.

Garden Tower	\$16,234	
Ocean Tower	\$52,941	
Beach Tower	\$46,218	(Deferred until the roofing project has been completed. Notices to be posted with the IGU Replacement schedules.

- (b) **Townhouse Doors:** A quote was received from RDH Engineering on the replacement of the courtyard doors of TH23 and possibly on three to five other townhouses in a row (estimated cost \$5,000 - \$8,000 each). RDH still has one townhouse to be inspected and will provide a report on the condition of all townhouse doors.
- **Townhouse 12 Front Door:** Two quotes were received for the replacement of the door in TH12 (fibreglass door in a Fehr frame).
 - Nikls "One Call" Property Services - \$3,884
 - Fehr Repairs - \$4,500 plus GST

The Building Manager has contacted both contractors to obtain a sample of the stain on the fibreglass door before a quote is approved.

- (c) **Unit 404:** Council approved an estimated cost of \$8,000 to do the following work:
- Balcony repairs on membrane and complete sealant repairs on the walls, balcony parapets and window interfaces on the balcony of unit 404 in Ocean Tower.
- (d) **1707 – 888 Beach:**
- Council approved a quote from Columbia Seal in the estimated amount of \$800 to install a silicon strip between the window corner coupler and south elevation window sealant at the mitred corners of the metal panels between 1707 and 1807 and install sealant at the mitred joint of the outside corner deflection track at unit 1707 window.

2. **Building Maintenance:**

- (a) **Exterior Building Cleaning:** Allstar Window & Pressure Cleaning is on site to complete the exterior building cleaning of all vertical panels, window mullions, metal flashings and rooftop housing including all horizontal patio decks as well as the brick and concrete fascia. A complete pressure cleaning of all surfaces following by hand scrubbing of metal surfaces using a preferred aluminum cleaner will be completed. The contractors will complete the window cleaning of all inaccessible windows, outside face of the balcony railing glass, exterior and interior of the lobby windows, amenity rooms, pool areas and top side of the canopies following the completion of the building cleaning.

As TEK Roofing is scheduled to commence with the roof replacement on Beach Tower, the building cleaning/window cleaning of Beach Tower has been deferred until the completion of the roofing project.

- (b) **Pressure Washing:** Allstar Window Washing will complete the pressure washing of the sidewalks, courtyards, parkade entrances, etc. Due to the garden improvements, the Council agreed to defer the pressure cleaning to the fall of 2016.

3. **Heart Defibrillator Quote:** The Council approved a quote in the amount of \$2,073.47 to install a self-use heart defibrillator by the Concierge desk for resident's emergency use.

4. **Ocean Tower Flood – February 1, 2016:** A letter was received from Trotter & Morton insurance adjuster Claims Pro who completed an investigation into the flood in the rooftop mechanical room on February 1, 2016 in Ocean Tower and determined Trotter & Morton shared no responsibility to the flood. The Council approved a letter to be sent to Trotter & Morton to advise them that the Council is concerned that the adjuster only spoke with the Trotter & Morton's mechanical technician and not with the Building Manager and Concierge who were on site within a few minutes after the flood started. It

appears the details of the flood are not consistent with the reports from the Building Manager and Concierge.

The Strata Council has requested that the Strata Corporation's insurance adjuster review Trotter & Morton's insurance adjuster's report and pursue Trotter & Morton to recover the \$30,000 water damage deductible paid by the Strata Corporation. A letter of response was received from Claims Pro that if the Strata Corporation is able to provide further evidence such as an expert report, the insurance providers would be happy to give further consideration and/or re-evaluate their position.

5. **Renovations:** Following receipt of the required details, the Strata Council approved the renovations in unit 613 – 888 Beach Avenue.

CORRESPONDENCE

1. A copy of the manufacturer's details for the new mats in the gym has been provided to an Owner following concerns with the odour coming from the new mats. According to the manufacturer's details, the odour coming from the mats is not toxic and windows should be opened until the smell dissipates.
2. The landscaping committee will follow up with the landscaper to replace the plants in the concrete planter outside of Ocean Tower as per an Owner's request.
3. The Council will review and follow up with an Owner's maintenance recommendation:
 - (a) Refresh the brass address numbers in the tower and townhouse entrances;
 - (b) Standardize the parkade signage.
4. A letter was received from the legal counsel of unit 408 regarding the water damage in the unit incurred in December 2015. The Council directed the Strata Manager to submit a letter to the Owner's legal counsel to advise that all required information has been provided for the unforeseen incident of the excess rain causing a storm pipe failure.

NEW BUSINESS

1. **Fireplace Pilot Lights:** Residents are highly recommended to turn off their pilot light on their gas fireplaces during the summer as an energy/cost saving measure of the strata corporation. Leaving the pilot light on will exert heat although the fireplace is turned off. Thanks for your help in conserving energy.
2. **Roof Anchor Testing:** The mandatory annual roof anchor testing on May 6th at a cost of \$1,545.
3. **Insurance Info Meeting:** The Council will be scheduled an Information Meeting will be held on the Strata Corporation's insurance, the Residents' responsibility for damages under the Strata Corporation's insurance deductible etc. Notices to be posted.

TERMINATION OF MEETING

There being no further business, the meeting was terminated at 6:10 p.m.

Next meeting: Tuesday, May 31, 2016 at 4:30 p.m.

FirstService Residential BC Ltd.



Bunny Porteous
Senior Strata Manager
Per the Owners
Strata Plan LMS 712

BP/ys

Email: info.bc@fsresidential.com

General: 604.683.8900 (24 hours emergencies)

Customer Care Centre: 1.855.273.1967 (24 hours non-emergency)

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™

FirstService Residential provides a complimentary website for each of its strata clients. The website gives residents and owners secured log-in and access to:

- ✓ *Account balance & history*
- ✓ *Meeting minutes*
- ✓ *Building notices & announcements*
- ✓ *Other strata documents such as engineering report, depreciation report, homeowner's manual, etc.*
- ✓ *Owner's profile update*
- ✓ *Bylaws and rules*
- ✓ *Insurance summary of coverage*
- ✓ *Event calendars*

It also allows your Strata Manager to send you emergency alerts via the contact numbers as indicated in your registered profile.

To sign up, please visit the following site to complete the **FSRConnect** Registration form:

<https://www.fsresidential.com/british-columbia/homeowners/forms/fsrconnect-information-collection-form>