

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

*Held on Tuesday, January 24, 2017 at 4:30 p.m.  
in the Meeting Room  
1501 Howe Street, Vancouver, BC*

<b>COUNCIL IN ATTENDANCE:</b>	Mike Gallagher	President
	Bev Andrews	Treasurer
	Patricia Dairon	Secretary
	Marilou Appleby	
	Andrew De Benedictis	
	Kitty Morgan	
<b>REGRETS:</b>	Jeff Sodowsky	Vice-President
<b>BUILDING MANAGER:</b>	Shannon Brown	
<b>STRATA MANAGER:</b>	Bunny Porteous	FirstService Residential

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

**BUILDING MANAGER REPORT**

Manager's Monthly Report LMS 712 – January 2017

**RDH**

- Inspected planter at garden level for TH07 and found several tears in the membrane causing water to leak into neighbouring town homes
- Inspected water ingress from balcony deck into neighbouring unit – Ocean Tower
- Inspected water ingress from 2<sup>nd</sup> floor balcony of 3 town homes

**NIKLS**

- Installed 2 new stairwell locks in Ocean Tower
- Repaired door hardware on 5<sup>th</sup> floor of Beach Tower

**COLUMBIA SEAL-NO REPORT**

**TEK ROOFING**

- Rigged up a tarp for the problem area in TH07 garden level planter to prevent water ingress

- Inspected water ingress issue from deck membrane in Ocean Tower –the area has been tarped until the weather is conducive for repair

**MICHAEL SMITH DUCT CLEANING**

- Completed indoor duct cleaning for Beach Tower – 2 outdoor drops with the bosun chair was postponed until the weather is more co-operative

**MILANI PLUMBING**

- Completed PRV station repair in Beach Tower

**TROTTER MORTON**

- Repaired pump with leaking seal in Beach Tower mechanical room

**THYSSENKRUPP**

- Work continues on the elevator deficiencies: cabling for security camera is currently being installed.

**JRV SECURE SYSTEMS-NO REPORT**

**PARA SPACE LANDSCAPING – NEW CONTRACT BEGINS THIS MONTH**

**LANDSCAPE REFLECTIONS**

**CANADIAN PEST CONTROL- CONTINUED MAINTENANCE**

**BY LAW ISSUES**

- Memo delivered to an owner and contractor advising them to clean common hallway and apply carpet protection

**MISC. BUILDING ISSUES**

- Overhead Gate – repaired Beach Ave. entry gate
- Simpson Maxwell completed scheduled maintenance for the emergency generator
- Plumbing repairs to main manifold on the 19<sup>th</sup> floor of Beach Tower
- Instead of posting notices in the elevators, message boards for the elevator lobbies on all P levels have been ordered.
- Due to the extreme weather conditions, we have been experiencing in December and January the following work was postponed – Beach Tower window cleaning - a couple of remaining IGU replacements – Outdoor cleaning of dryer vents

**VANCO FIRE**

- Re-installed emergency speakers in upper lobby of Beach Tower
- Repaired leak into P1 sprinkler room – emergency equipment

*Submitted by Shannon Brown – January 16, 2017*

**APPROVAL OF STRATA COUNCIL MEETING MINUTES**

It was moved, seconded and carried to approve the Minutes of the Strata Council Meeting held November 29, 2016 as circulated.

**FINANCIAL REPORT**

4. ***Treasurer's Report:***

***Monthly Statements:***

After review and discussion, it was moved, seconded and carried to adopt the November, 2016 and the December 2016 unaudited financial statements, as presented. The December 31, 2016 Current Year Net Surplus of \$27,678 will be reduced by the auditors as invoices for 2016 are received from suppliers in January. The audited financial statement will be made available to the owners when it is completed.

Any owner wishing a copy of the strata corporation's monthly financial statement should 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](http://www.888beachvancouver.com). The Owners' Only section of the website can be accessed as follows:

User I.D.	owners
Password	\$B15Sea8

***Account Balances:***

The current balances for the period ending December 31, 2016 in the appropriate funds are as follows:

- Total Cash Balance                      \$967,199        (Including CRF Balance)
- CRF Balance                                \$ 434,934 (Contingency Reserve Fund)

***Arrears:***

Council reviewed the accounts receivable as of December 31, 2016. The amounts due to the strata from 26 owners total \$46,057 and are for the 2015 interior refurbishment special levy, strata fees, fines and amounts charged back to owners for repairs. Council would like to encourage all owners to use the Pre-Authorized Debit payment method for monthly strata fees and special levies.

Monthly statements are sent to Owners with balances due. Council requests that owners who receive statements contact the strata manager to arrange for immediate payment in full of overdue amounts. An owner must be paid up in all arrears of strata fees and special levies in order to vote at the annual general meeting.

***Contingency Reserve Fund (“CRF”):***

The activity in the CRF during 2016 was reported in the monthly financial statements that are posted on the strata’s website. The December financial statement reports 2016 expenditures totaling \$136,477 for drain cleaning, flood remediation in Beach Tower, a \$30,000 insurance deductible and replacement of courtyard lights deemed a safety issue. The \$136,477 will be increased by the auditors if additional 2016 invoices are received in January. The 2017 budget will include a reimbursement to the CRF in order to bring the CRF balance to the amount required by law.

***Structural Fund:***

The Structural Fund balance reported in the December 2016 financial statements was \$44,463. This fund was utilized in 2016 to cover work on roof replacements, IGU replacements, four townhouse patio door replacements and additional wiring and cabling costs related to the elevator refurbishment project. The balance of the Structural Fund will be carried forward to 2017.

***2017 Operating Budget:***

Strata Council is recommending no increase in strata fees for 2017. The operating fund budget for 2017 and budget commentary will be distributed to owners with their Annual General Meeting packages.

As mentioned above, the budget will include a repayment to the Contingency Reserve Fund. It will also reflect increases in expenses for more frequent organic waste removal and, in response to owners’ requests, an increase in cleaning services to cover evening and weekend shifts.

There will be a reduction of approximately \$10,000 in the insurance premium. The strata will deal with a new insurer, HUB International, for 2017 which resulted in the reduced premium and a reduction of the water and sewer deductibles to \$25,000 each. Council would like to thank Bunny Porteous for her perseverance in obtaining additional quotes for the insurance committee to review and evaluate.

There are two additional reductions related to change of contractors. The Exterior Landscaping contract was awarded to Para Space and the Boiler & Mechanical quarterly maintenance contract was awarded to Milani Plumbing Drainage & Heating.

***Special Levy:***

Strata Council is recommending a \$2.3 million special levy to finance the 2017 Exterior Maintenance project. The details of the 2017 project and a summary of the renewals and maintenance work that was completed from 2011 to 2016 were reviewed with owners at a meeting in December 2016 that was attended by representatives of RDH Engineering. A copy of the RDH presentation slides is available on the strata’s website. The major components of the 2017 project are:

- Completion of the Beach Tower roof project that commenced in 2016; the EIFS replacement was deferred to 2017 due to funding issues last year.

- Ocean Tower balcony renewal including the replacement of balcony surfaces and railings and the repair and painting of soffits (ceilings).
- Continued replacement of Ocean Tower roofs that are the original construction.
- Beach Tower front entry to mitigate water ingress.

The 2017 replacement of IGU's (foggy windows) will be covered by the Operating Fund's budget allocation to the Structural Fund.

Strata Council recommends that owners approve the special levy of \$2.3 million to continue our planned Maintenance and Renewals program. The last special levy for this program was in December 2012 for the 2013 Phase 3 project. All subsequent maintenance and renewals projects were on a smaller scale and were covered by the annual Operating Fund allocation to the Structural Fund.

***Depreciation Report:***

Strata Council is recommending that there not be an update to the Depreciation Report in 2017. Owners will be asked to vote at the AGM to waive the preparation of an updated Depreciation Report. A copy of the Depreciation Report is on the strata's website.

During 2014 to 2016 the Strata Council reviewed and dealt with the projects outlined in the 2013 Depreciation Report prepared by Halsall & Associates. The major projects listed for 2014 to 2016 were re-piping, elevators and replacement of flat roofing, decks and IGU's.

Owners were advised in 2015 that there was no need to re-pipe any of the buildings at that time. A copy of the "Analysis of Domestic Water System" prepared by McCuaig & Associates Engineering Ltd. Is on the strata website.

The elevators were reviewed by ThyssenKrupp and some mechanical work and the refurbishment of the elevator cabs is almost completed. There was no need to undertake all of the elevator mechanical work at this time which will result in a deferral of some of the elevator project for a few years.

Strata Council understands that some owners do not want to be assessed an amount each year to be placed in the Contingency Reserve Fund to cover the projects outlined in the Depreciation Report. For this reason, it is necessary to have a special levy in 2017 to cover the Exterior Maintenance & Renewals project.

A copy of the Depreciation Report is available on the Strata website "888Beachvancouver.com" or on FSRConnect website "fsresidential.com"

2. ***Invoices:***

<b>COMPANY</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
RDH Building Science	\$3,051.56	Miscellaneous extra work; period ending October 31, 2016

RDH Building Science	\$2,278.50	Maintenance and renewals 2017; period ending November 30, 2016
RDH Building Science	\$6,750.71	Miscellaneous extra work; period ending November 30, 2016
RDH Building Science	\$862.31	888 Beach 2016; period ending November 30, 2016
RDH Building Science	\$1,855.88	Maintenance and renewals; period ending October 31, 2016
RDH Building Science	\$2,887.50	888 Beach 2016; period ending October 31, 2016
JRV Secure Systems	\$7,301.62	Replace faulty control board.
Columbia Seal	\$28,591.94	Payment #4 (IGUs)
Columbia Seal	\$4,738.26	Payment #5 (IGUs)
Vanco Fire Protection	\$9,212.70	Annual inspection completed August 2016
Vanco Fire Protection	\$676.73	Leak in the mechanical room – 1500 building
Vanco Fire Protection	\$3,117.82	Repairs from August 2016 annual inspection
Milani Plumbing	\$1,538.76	Unit 1802 – replace 90 and assess condition of the pipes
Milani Plumbing	\$591.15	Leak in mechanical room – 1501 Howe. 2” copper pipe coming off hot water tank. Small pinhole.
Overhead Door	\$2,240.90	Emergency callout – P1 door stuck open; cable came off
Michael A. Smith Duct Cleaning Ltd.	\$6,798.75	Dryer exhaust ducts (from inside and outside)
JRV Secure Systems	\$1,427.99	Front door holding unlocked
Milani Plumbing	\$2,170.87	Vacuum out catch basins
Nikls "One Call" Property Services	\$1,117.46	Repair multiple gates and railings
Simson Maxwell	\$1,613.75	Serviced emergency power system

3. **Monthly Statements:** It was moved, seconded and carried to approve the November, December 2016 and January 2017 financial statement as presented.

**Payment of Strata fees and special levies**

- 2.1 *An owner must pay Strata fees on or before the first day of the month to which the Strata fees relate.*
- 2.2 *Where an owner fails to pay Strata fees in accordance with bylaw 2.1, outstanding Strata fees may be subject to an interest charge of 10% per annum, compounded annually. In addition to interest, failure to pay Strata fees on the due date will result in a fine of up to \$200 for each contravention of bylaw 2.1.*

Owners with accounting enquiries should contact FirstService Residential Accounting Department at 604.684.5329 or email [ar.bc@fsresidential.com](mailto:ar.bc@fsresidential.com).

**FSRConnect™:** Residents are highly encouraged to sign up with FirstService Residential Connect website: [www.fsresidential.com](http://www.fsresidential.com) where they will be able to obtain minutes, reports, important notices and Owner's statements. This will ensure Owners who are absent for extended periods of time to view their Owner statements and recent meetings where special levies have been passed. This will prevent late fines, interest and liens filed on Strata lots. Please see the FSRConnect™ registration sheet attached.

4. **AGM:**

- **Date:** Thursday, March 2, 2017 at 7:00 p.m. in the Lobby 1501 Howe Street, Ocean Tower
- **Budget:** The Treasurer is finalizing the draft budget for the Owners' consideration. Once the draft audit has been received, the budget will be updated to be presented to the Owners at the AGM.
- **Agenda:** The following 3/4 Vote Resolutions will be presented to the Owners for their consideration:
  1. Waived Depreciation Report:
    - The Owners wish to waive the requirement to update the existing Depreciation Report otherwise required every 3 years under the Section 94 of the Strata Property Act.
  2. Exterior Maintenance Project:
    - Whereas the Owners wish to proceed with exterior maintenance repairs as recommended by RDH Engineering with a sum of money not exceeding \$2,300,000 to be charged as a special levy upon the Owners in proportion to the unit entitlement of their respective strata lots.

3. Bylaw Amendment – Permit Entry to Strata Lot:
  - Add a new bylaw 9.1 (c) to read as follows:

Suites that do not provide access for the initial annual fire equipment safety inspection, dryer vent inspection, gas fireplace inspection and/or testing and other such requests for in-suite inspections shall be charged the cost for call backs for these inspections and may be assessed a Bylaw fine
  
4. Bylaw Amendment – Procedures for Alterations:
  - By amending 8.6 to read as follows:

*Construction activities are not permitted on Sundays or Statutory holidays, or between December 24<sup>th</sup> and January 2<sup>nd</sup> except:*

    - (a) activities which do not generate noise which disturbs an occupant of another strata lot; or
    - (b) with prior permission of the strata council
  
5. Bylaw Amendment – Smoking:
  - By amending 42.1 to read as follows:

A resident or visitor must not smoke on limited common property (including balconies, patios and/or decks), common property or in a Strata lot.
  
6. Bylaw Amendment – Use of Property:
  - By amending 4.5 to read as follows:

An owner shall indemnify and save harmless the strata corporation from the expense of any maintenance, repair or replacement rendered necessary to the common property, limited common property, common assets to the extent that such expense is not reimbursed from the proceeds received by operation of any insurance policy. In such circumstances, and for the purposes of bylaws 4.1, 4.2 and 4.3, any insurance deductible paid or payable by the strata corporation shall be considered an expense not covered by the proceeds received by the strata corporation as insurance coverage and will be charged to the owner,
  
5. **Insurance Renewal:** The Strata Council approved the renewal of the Strata Corporation's insurance policy with Hub International as of December 31, 2016 to December 31, 2017.

The important deductibles for 2017 are as follows:

- All risks: \$ 2,500
- Sewer Backup: \$25,000
- Water Damage: \$25,000

This means that you are NOT insured for the first \$25,000 of ANY water loss claim and sewer back up.



You should ensure you have sufficient coverage on your personal home insurance policy should an incident causing water damage occur and you are responsible for the Strata Corporation deductible (\$25,000) and/or the total damages under the deductible.

In accordance with the Strata Corporation's bylaws, residents must obtain personal home insurance.

### 36.3 Insurance

- (a) *Strata lot owners must carry current homeowners' insurance for all contents and betterments made to their strata lot.*
- (b) *Strata lot owners must ensure that tenants occupying their strata lots must carry current tenant's insurance for all personal effects.*

6. **Draft Audit:** Reid Hurst Nagy is proceeding with the draft audit for the fiscal year ending December 31, 2016. A copy of the draft audit will be attached to the AGM notice.

## **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:**

- Para Space Landscaping has been on site during the month of December and has provided the following service update:
  - (a) Please note that the snowfall we all experienced in December 2016 did cause a range of issues in various landscapes. A few of the common issues created by the snowfall include: damaged hedging, plant failure caused by the extended periods of sub zero temperatures, and limb loss in certain varieties of trees and shrubs that could not handle the extra weight. Fortunately, only negligible snow damage was seen at 888 Beach.

As the winter continues, the landscapers begin a large amount of tasks to prepare the property for spring. It is a common belief that this is a slow time of year, but on the contrary, it is indeed quite busy. The landscapers are currently carrying out the following tasks, as well as a few you will see completed over the next couple of months:

- Pruning of all applicable plant matter material;
- Ongoing cleaning of hardscapes and planted beds as necessary;
- Application of specially formulated granular fertilizer;
- Deciduous tree pruning of trees 20 feet and under;
- Edging of plant beds to increase separation, drainage and aesthetics;
- Full aeration and liming of all lawns to increase the PH level and to allow fertilizer to be more effective;
- Moss control of all lawns;

- Targeted dethatching and over-seeding of lawns;
- Ongoing care of seasonal displays.

Para Space provided recommendation for landscape improvements to be completed during the spring. The Landscape Committee will contact Para Space to discuss the recommendations.

2. ***Elevator Upgrades:*** The Strata Council submitted a letter to ThyssenKrupp expressing concerns regarding the following:

- Delays in the project;
- The extra costs incurred due to incorrect information provided related to installation of cabling for cameras by another contractor.
- Installation of the 5 control panels that are not according to the plans for Ritz panels, and were not functioning properly when installed;
- The amount due to the Strata for the replacement of the damaged mats on levels P3 and P4 of Beach tower.

JRV Security has commenced with installing the conduits for the security cameras in the elevator. Cameras should be installed in March.

## **BUSINESS ARISING**

1. ***Structural Maintenance/RDH:***

(a) ***2017 Repairs and Projects:*** Please see Treasurer's Report.

(b) ***Leaks/RDH Engineering:***

- (i) ***TH18:*** RDH Engineering completed a leak investigation of the living room at Townhouse 18. Following the investigation, RDH Engineering advised water ingress was observed to the interior of Townhouse 18 when the interface between the brick and the composite metal panel above the window was water tested. The leakage is likely the result of a discontinuity in the sheathing membrane behind the interface. In the short term, the engineers have arranged for the contractor to apply a sealant between the brick and the composite metal panel to shed water. For a long term repair, RDH recommends localized brick removal and metal panel removal above the living room windows to expose the underlying sheathing membrane. RDH Engineering will provide a proposal to complete the repairs.
- (ii) ***TH2:*** The resident in Townhouse 2 reported that the gypsum soffit has partially collapsed above the level 2 balcony on the north side of the unit.

A visual review was completed and in conclusion, RDH Engineering advised the following: water damage was observed at the steel frame drop soffit assembly above a Level 2 balcony of Townhouse 2; the water ingress into the soffit has resulted in the gypsum board deteriorating and the soffit partially collapsing; there is a deck located above the drop soffit where the water ingress is occurring. In the short term, RDH Engineering will arrange for a contractor to provide remedial sealant work at the wall transitions at the deck level above.

Given the age of the deck membrane and the amount of water damage in the soffit below, RDH Engineering recommends the deck membrane be replaced and localized wall improvements at the level 3 decks.

RDH also reviewed level 2 balcony soffit at Townhouse 3 and found the gypsum soffit also damaged. A similar repair is recommended at Townhouse 3 and possibly Townhouse 4. Access was not available when RDH Engineering was on site.

RDH Engineering will provide a proposal to complete the repairs.

- (iii) **TH 6:** The resident of Townhouse 6 discovered moisture on the living room floor adjacent to the courtyard facing patio. A visual review was completed and in conclusion, water ingress was observed to the interior of Townhouse 6. When the planter in Townhouse 7 was water tested, the water ingress from the test is consistent with the water ingress initially reviewed prior to testing in Townhouse 6.

Once the soil in the planter was partially removed, numerous membrane deficiencies were observed.

In the short term, the engineers have arranged for a contractor to tarp above the planter area to try to prevent further water ingress into Townhouse 6. Some localized membrane repairs will be carried out to improve the existing membrane tie-ins at the planter walls when weather permits.

A proposal will be provided to replace the planter membrane.

- (iv) **Unit 1802:** RDH Engineering installed a temporary tarp on the outside of Unit 1802 to prevent further leakage from the rooftop. A report and proposal for repairs to be provided to the Council.

2. **Mechanical:** Milani Plumbing has been engaged to complete the mechanical and plumbing maintenance at 888 Beach as of February 1, 2017.
3. **Security:** A quote was received from JRV Security to replace 7 enterphone control panels with an estimated cost of \$29,400.00. The control panel replacement has been included in the 2017 operating budget to be approved at the AGM.

4. **Bylaw Violations:**

- (a) **Cigarette Butts:** A response was received regarding a bylaw violation letter that was sent to an Owner regarding cigarette butts being tossed over the balcony and landing on a townhouse below. The Owner advised the Council that there were cleaners working in the unit in December and it is possible someone on their crew had a cigarette on the balcony and swept it over the balcony. As the dropping of cigarette butts continue, the Strata Council agreed to fine the Owner \$200 and have the property manager send a letter to request that the tossing of cigarette butts over the balcony cease immediately. Not only is this an eyesore and causing an unsightly mess to the townhouse Owner, it is also a fire safety concern.
- (b) **Gas Fireplace:** The Council would like to thank the Owner for replacing their gas fireplace with an electric fireplace to prevent the noisy exterior vent from filtering into the neighbouring unit.

5. **Renos:** Following receipt of the required details and signed Indemnity Agreement and trades renovation form, the Owner of Unit 1510 – 1500 Hornby was approved to complete the renovations.

6. **Unit Keys:**

The Building Manager completed an audit on the Unit keys received by the Owners for emergency and annual maintenance, and it appears the office does not have a key for all units.

The Strata Council highly encourages Residents to leave a copy of their Unit key with the Building Manager (will be kept in a secure lock box) in the case of an emergency, and for annual maintenance (fire safety equipment inspections, dryer vent cleaning, etc.). Residents will be left a note or be contacted if the Building Manager or Concierge require access in the case of an emergency. The Building Manager or Concierge will access the Unit for annual maintenance unless they hear otherwise from the Owner / Resident. Should a flood occur, it is important for the Building Manager, and / or Concierge to access Units in a timely manner to locate the leak, and attempt to mitigate water damages to the Unit and neighbouring Units. Waiting for a locksmith or an emergency contact to respond can increase the water damages in Units, which could affect the Strata Corporation's and the Owner's insurance water damage deductible and annual premiums costs.

Bylaw Reminders permit entry to a Strata Lot:

9. **Permit entry to a strata lot**

9.1 *A resident or visitor must allow a person authorized by the strata corporation to enter a strata lot, common property or limited common property:*

- (a) *in an emergency, without notice, to ensure safety or prevent significant loss or damage;*
- (b) *at a reasonable time, upon 48 hours written notice:*

- (i) *to inspect, repair, renew, replace or maintain common property, limited common property, common assets and any portion of a strata lot that is the responsibility of the strata corporation to repair, replace, renew and maintain under these bylaws or the Act or to insure under section 149 of the Act; or*

9.2 *For the purposes of bylaw 9.1(b) an owner or resident must grant entry to a person authorized by the strata corporation in one of the following ways:*

- (a) *by the owner or resident personally granting immediate access; or*
- (b) *by an authorized person designated by the owner or resident granting immediate access where the owner or resident has previously advised the strata corporation in writing of such designated person's name and contact information; or*
- (c) *by granting access where the owner or resident has previously delivered to the strata corporation a key to the strata lot and a properly executed Waiver of Claims Regarding Keys form, whether or not the owner or resident is present.*

*For the purposes of bylaw 9.2(c), and as a convenience to an owner or resident, where an owner or resident has delivered to the strata corporation a key and a properly executed Waiver of Claims Regarding Keys form, the strata corporation agrees to hold and use the key of that owner or resident's strata lot on the date and time and for the purpose specified in the notice, and that owner or resident agrees to authorize and permit entry to the strata lot to a person authorized by the strata corporation on the date and time and for the purpose specified in that notice.*

9.3 *Where a resident contravenes bylaw 9.1 the owner shall be subject to a fine of up to \$200 for each contravention, as well as being responsible for any costs to the strata corporation, including the cost of a separate visit, unless the owner establishes to the satisfaction of the strata council that such contravention was reasonable.*

9.4 *If forced entry to a strata lot is required due to an emergency and inability to contact the owner of the strata lot, the owner shall be responsible for the costs of the forced entry incurred by the strata corporation.*

Please contact the Building Office at **604.618.0453** with any questions, and to arrange dropping off a key.

7. **Leak:**

- Failed Toilet: The Owner of Unit 1005 contacted the Building Manager regarding water dripping in the bathroom. Following review, it was determined that the toilet seal in the unit above had failed. As the damages are under the strata deductible, the below unit was recommended to complete the repairs and charge back the Owner above.

## CORRESPONDENCE

1. **Wedding Ceremony:** The Council received a request from an Owner to hold their wedding ceremony and reception in the courtyard for approximately 25 to 30 guests. Should the weather turn bad, the Owners would like the option to serve the buffet and drinks in the upper reception library area in the Ocean Tower. The Council will discuss the Owner's request and provide a response shortly.
2. **Building Maintenance:** A letter was received from an Owner regarding the proposed; fireplace cleaning and installation of water detection systems.

The Council will include the cost to complete gas fireplace cleaning in all units every 2 year to ensure that all fireplaces are serviced. Leak detection systems in Owners' units will not be included within the 2017 budget. The Council will continue discussion on this in 2017.

## NEW BUSINESS

1. **Entrance Mats:** A quote was received in the amount of \$2,695.00 to replace the two elevator lobby entrance mats which were damaged by ThyssenKrupp Elevators during the installation of the new elevator panels. The Council will replace the mats and submit the invoice to ThyssenKrupp for reimbursement.

## TERMINATION OF MEETING

There being no further business, the meeting was terminated at 6:15 p.m.

**Next meeting:** Annual General Meeting, Thursday, March 2, 2017 at 7:00 p.m. at Ocean Tower Lobby, 1501 Howe Street, Vancouver, BC

### **FirstService Residential BC Ltd.**



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

BP/cm

**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](http://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*
- ✓ *Other strata documents such as engineering report, depreciation report, homeowner's manual, etc.*
- ✓ *Owner's profile update*
- ✓ *Bylaws and rules*
- ✓ *Insurance summary of coverage*

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

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

### Summary of Coverages

Name of Insured: The Owners of Strata Plan LMS 712 - 888 Beach  
 Location Address(es): 1500 Hornby Street, Vancouver, BC V6Z 2R1  
 1501 Howe Street, Vancouver, BC V6Z 2P8  
 888, 896 & 898 Beach Avenue, Vancouver, BC V6Z 2P9  
 Policy Period: **December 31, 2016 to December 31, 2017** 12:01 a.m. Standard Time

Coverages	Deductibles	Limit
<b>PROPERTY COVERAGES</b>		
All Property, All Risks, Unlimited Guaranteed Replacement Cost, Bylaws	\$2,500	\$115,000,000
Unlimited Additional Living Expenses	Included	Included
Water Damage	\$25,000	Included
Backup of Sewers, Sumps, Septic Tanks or Drains	\$25,000	Included
Earthquake Damage	10 %	Included
Flood Damage	\$10,000	Included
Key & Lock	\$250	\$10,000
<b>BLANKET EXTERIOR GLASS INSURANCE</b>		
	Residential	\$100
	Commercial	\$250
<b>COMMERCIAL GENERAL LIABILITY</b>		
Each Occurrence Limit	\$500	\$30,000,000
Coverage A - Bodily Injury & Property Damage Liability - <i>Per Occurrence</i>	\$500	\$30,000,000
Products & Completed Operations - <i>Aggregate</i>		\$30,000,000
Coverage B - Personal Injury Liability - <i>Per Occurrence</i>	\$500	\$30,000,000
Non-Owned Automobile - SPF #6 - <i>Per Occurrence</i>		\$30,000,000
<b>STRATA DIRECTORS &amp; OFFICERS LIABILITY</b>		
	Nil	\$20,000,000
<b>POLLUTION &amp; REMEDIATION LEGAL LIABILITY</b>		
Limit of Liability – Each Incident, Coverages A-G	\$10,000 Retention	\$1,000,000
Limit of Liability – Each Incident, Coverage H	5 Day Waiting Period	\$250,000
Aggregate Limit		\$1,000,000
<b>VOLUNTEER ACCIDENT INSURANCE PLAN</b>		
Principal Sum - \$250,000 Weekly Accident Indemnity - \$600 (maximum 52 weeks)	7 Day Waiting Period	\$250,000
Accident Expenses - various up to \$15,000 (see policy wording) Dental Expense - \$5,000		
<b>COMPREHENSIVE DISHONESTY, DISAPPEARANCE AND DESTRUCTION</b>		
Employee Dishonesty	Nil	\$1,000,000
Broad Form Money & Securities	Nil	\$60,000
Program Aggregate Limit		\$10,000,000
<b>EQUIPMENT BREAKDOWN</b>		
I Standard Comprehensive Plus, Replacement Cost	\$1,000	\$115,000,000
II Consequential Damage, 90% Co-Insurance	\$1,000	\$25,000
III Extra Expense	24 Hour Waiting Period	\$100,000
IV Ordinary Payroll – 90 Days	24 Hour Waiting Period	\$100,000
<b>PRIVACY BREACH SERVICES</b>		
	Nil	\$50,000
<b>TERRORISM</b>		
	\$1,000	\$500,000

This is a generalized summary of coverage for quick reference. In all cases the terms and conditions of the policy in effect are the determining documents