

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

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

| | | |
|-------------------------------|----------------------|--------------------------|
| COUNCIL IN ATTENDANCE: | Mike Gallagher | President |
| | Jeff Sodowsky | Vice-President |
| | Pat Dairon | Secretary |
| | Katherine Morgan | |
| REGRETS: | Bev Andrews | Treasurer |
| | Marilou Appleby | |
| | Andrew De Benedictis | |
| STRATA MANAGER: | Bunny Porteous | FirstService Residential |

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

BUILDING MANAGER REPORT

Nikls

- Re-sealed drafty doors from pool area to outside patio.
- Repaired automatic door opener for disabled persons in Ocean Tower.

Columbia Seal

- Completed window hinge repairs for three suites and replaced faulty IGU in the gym.

Milani Plumbing

- Augered blocked floor drain in Ocean Tower.
- Augered blocked kitchen drain stack in Ocean Tower.
- Investigated leak from bathtub drain into the ceiling of the suite below – repairs are the owner's responsibility.
- Investigated leak into ceiling of 3 suites from washing machine – repairs are the Owner's responsibility.
- Inspected and repaired common piping in Beach Tower.
- Inspected and temporarily repaired fan/vent for Beach Tower boiler room – quote for complete repairs will be forwarded to the property manager.

By Law Issues

- Memo sent to an owner for after 11pm noise issues.
- Violation letter sent to an owner regarding their tenants that have two dogs.
- Memo sent to an owner for having many items stored in two parking stalls.

- Memo sent to an owner for abandoning items in P1 – items were picked up and properly disposed of.
- Memo sent to a resident for storing bagged garbage in a common hallway.
- Memo sent to a resident for storing bikes in a common hallway.
- Memo sent to a resident for spilling water off balcony and onto balcony below.

Misc. Building Issues

- RDH inspected/water tested membrane in Ocean Tower mechanical room.
- RDH inspected water ingress from a townhouse patio – inspected water ingress from townhouse ground level patio.
- RDH inspected water ingress from P2 parkade ceiling – concrete injection and repair approved and waiting to be scheduled.
- Painting complete in pool area – new plaster surface will be completed by end of first week in December.
- Para Space continues fall clean up – also completed the groundcover test plot planting on boulevard on the corner of Beach and Howe.
- There was a false fire alarm in Beach Tower caused by contractor working on a renovation without ventilating the suite.
- Overhead Doors repaired gate #2 and also gate #4.
- JRV security repaired Howe gate fob card reader.
- Michael A Smith Duct cleaned a blocked dryer vent.

Vanco Fire

- Notices delivered for suite re-inspection and smoke alarm replacement – December 18th and 19th.
- Completed repairs for ‘trouble signal’ on Beach Tower and Ocean Tower fire panels.

APPROVAL OF STRATA COUNCIL MEETING MINUTES

It was moved, seconded and carried to approve the minutes of the October 31, 2017 Council meeting as circulated.

TREASURER’S REPORT

1. **Monthly Statements:** As the Treasurer was absent from the meeting, Council deferred discussion of the October 2017 financial statements until the December meeting.

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 Owners’ Only section of the website can be accessed as follows:

User I.D. owners
Password \$B15Sea8

2. **Accounts Receivable:** The Strata Manager and FirstService Residential Accounting Department continue to follow up with Owners in arrears. For all accounting inquiries, please contact FirstService Resident Accounts Receivable at 604.684.5329 or email ar.bc@fsresidential.com.

In accordance with the Strata Bylaws, it is the Owner's responsibility to provide payments on time or a late fine will be assessed to the Owners account on a monthly basis until payment is received in full. Owners are sent all AGM/SGM Minutes which outlines payment terms. Please understand **FSRConnect™** CANNOT automatically deduct Special Levy payments from Owners accounts without Owner approval. Payment details are outlined in the AGM/SGM Notice and Minutes.

If you are absent for extended periods of time, you are recommended to register with FirstService Residential Connect website www.fsresidential.com (see attached form).

2. 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.*
- 2.3 *A special levy is due and payable on the date or dates noted in the resolution authorizing the special levy.*
- 2.4 *Where an owner fails to pay a special levy in accordance with bylaw 2.3, outstanding special levies may be subject to an interest charge of 10% per annum, compounded annually. In addition to interest, failure to pay a special levy on the date or dates payable will result in a fine of up to \$200 for each contravention of bylaw 2.3.*
- 2.5 *The strata corporation will apply any funds received from an owner towards any amounts outstanding from an owner to the strata corporation in the following order:*
- (a) unpaid fines;*
 - (b) unpaid interest;*
 - (c) unpaid insurance deductibles for which the owner is responsible;*
 - (d) unpaid fees and charges;*
 - (e) unpaid strata fees;*
 - (f) unpaid special levies.*

3. **FSRConnect™ Website:** Owners are highly encouraged to register with FirstService Residential Connect Program (www.fsresidential.com) where Owners are able to obtain minutes, reports, maintenance notices and Owner's statements. This is beneficial for Owners who are away for extended periods of time to check their accounts and to prevent late fines, interest and liens against their Strata lot.

Owners on FSRConnect will automatically receive monthly Council meeting minutes, AGM/SGM Notices, building notices and financial statements, etc.

4. **AGM:**

- **Date:** The Annual General Meeting is scheduled for Thursday, March 8, 2018 at 7:00 p.m. in the Ocean Tower Lobby.
- **Budget:** The draft budget for the fiscal year commencing January 1, 2018 will be finalized at the January 2018 Council meeting to be presented to the Owners at the AGM.
- **Resolutions:** To be finalized at the January Council meeting.

5. **Audit:** Reid Hurst Nagy will complete the draft audit for the fiscal year ending December 31, 2017. A copy of the draft audit will be included in the AGM Notice.

6. **Invoices:**

| COMPANY | AMOUNT | DESCRIPTION |
|------------------------|-------------|---|
| RDH Building Science | \$12,021.94 | Deficiency holdback |
| Exer Tech | \$774.94 | Maintenance fitness equipment |
| Milani Plumbing | \$3,543.75 | Preventative mechanical maintenance – September |
| Milani Plumbing | \$1,066.45 | 4 th Floor deck drain augering |
| Para Space Landscaping | \$3,397.80 | 5 th Floor plant removal |
| Para Space Landscaping | \$2,091.60 | Azalea Replacements |
| Vivo Design | \$4,725.00 | Re-painting of the pillars |
| Vanco Fire | \$9,919.72 | Annual fire inspection |

COMMITTEE REPORTS

1. **Landscaping:** The landscaping committee is reviewing Para Space's landscaping renewal contract from January 1, 2018 to December 31, 2018 finalized at the January meeting.
2. **Bike Storage and Security:** No report available this month.

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.

BUSINESS ARISING

1. **Structural Maintenance/RDH:**

- (a) **Ocean Tower/Balcony Repairs:** Due to significant structural challenges on the North elevation, we have had to change the layout of the scaffold. The change was

from a full wrap, balcony edge to balcony edge (East to West), to three scaffold towers covering the balconies. As such the schedule is:

East Tower:

- scaffold (Howe Street) is complete
- weather protection is complete
- demolition is complete (rails, balcony tile and topping)
- preparation of balcony slabs for new concrete sloping is ongoing
- new sloping is starting this week

North Tower (above ramp in courtyard):

- Scaffold will be complete next week.

East Tower (in Courtyard):

- Will start in next two weeks.

Generally, the project is behind schedule due to the issues with engineering of the scaffold. We met with the scaffold trade this week and rejected their proposed changes to the contract. It has been a struggle with them but we are getting through it. We expect to now catch up time, lost at the start.

TH7 investigation:

RDH was contacted to review a reoccurring leak into unit TH6. The membrane was replaced in TH7 planter in the summer to prevent further leakage.

Project Manager Info:

Residents with any concerns or questions regarding the project should contact the Project Manager, Geoff Fitzpatrick:

- Office: 604.873.1181
- Cell: 604.716.2573

(b) ***RDH Engineering Update/21 Townhouse Sealant Repairs:*** Due to the incremental weather, the sealant repairs have been deferred until weather permits.

(c) ***Townhouse Front Doors and Steps:***

- (i) TH12 – Nikls "One Call" Property Services has installed the new entrance door and will return to complete the identified deficiencies.
- (ii) Entrance Doors: TH6, 7, 8, 9, 10, 11 and 13 – Nikls "One Call" Property Services informed the Council that the manufacturer that replaced doors on several townhouses does not manufacture fibreglass doors anymore. Nikls "One Call" Property Services is sourcing a new manufacturer and has recommended the Strata Council look at replacing all townhouse doors at the same time to obtain similar color dye lots and appearance. The Fire Code for entrance doors is a smaller door and manufacturers are including a kick plate on the doors to prevent damages.

2. **Mechanical:**

- (a) **Boiler Combustion Fan:** The Council approved a quote from Milani Plumbing in the amount of \$7,740 plus GST to replace the combustion fan for the boiler.
- (b) **A/C Unit for Electrical Vault:** The Council approved a quote from Milani Plumbing in the amount of \$7,600 plus GST to replace the failed A/C unit for the electric vault transformer.
- (c) **Milani Mechanical Systems Depreciation Report:** Milani Plumbing provided a report including all mechanical systems with the age and estimated costs for replacement budgeting within the next five years. The Strata Manager will ask Milani Plumbing to prioritize the items recommended to be replaced within the next fiscal year.

3. **Pool Improvements:** Remdal has completed the painting of the pool area. Imperial Paddock is proceeding with the re-plastering of the pool. The pool should be re-opened within the next 10 days. Council thanks the Residents for their patience while the work is being completed.

4. **Bylaw Violations:** Bylaw violation letters were sent to Residents this month for the following Bylaw infractions:

- Unauthorized items stored in parking stalls:
 - 38.14 *A resident must not use any area of the common property or limited common property designed for parking for storage of personal items.*
- Noise issues:
 - 4.1 *A resident or visitor must not use a strata lot, the common property or common assets in a way that:*
 - (a) *causes a nuisance or hazard to another person;*
 - (b) *causes unreasonable noise, odour, vibration or glare;*
 - (c) *unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot;*
- Bike Storage:
 - 37.1 *A resident must store bicycles, tricycles, kayaks and canoes in the bicycle storage rooms, lockers or townhouse garages.*

5. **Fire Inspection Deficiencies:** Vanco Fire will be on site Tuesday, December 19th to complete the identified deficiencies, replace 10-year old smoke detectors and access units not available in August. See attached notices.

CORRESPONDENCE

1. The Council met with an Owner to discuss their staffing concerns.

NEW BUSINESS

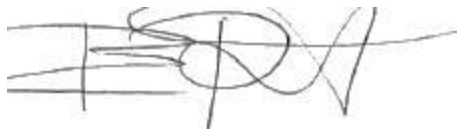
1. **Depreciation Report:** A proposal was received from RDH Engineering in the amount of \$15,000 to update the Depreciation Report completed in 2013. The Strata Manager is awaiting a second quote for Council's review at the next Council Meeting. The cost to update the Depreciation Report to be included in the new fiscal year budget.
2. **Concierge Duties:** The Council will review the Concierge duties.

TERMINATION OF MEETING

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

Next meeting: Tuesday, January 30, 2017 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™ REGISTRATION

To benefit from **FSRConnect™** and help your Strata save money, please contact Connect Customer Care at connect.bc@fsresidential.com to further assist you in your registration process.

FSRConnect™ Registration Form

Dear Owner(s): **Fill in this form and get [Connected](#).**

We are pleased to advise that **FSRConnect™** is a website portal for your strata corporation. It will give you secure access to minutes, bylaws, rules, building insurance information, news, a community calendar, notice of special events, maintenance schedules, statement of account, etc. and is free of charge to your building.

FSRConnect™ integrates the functions of the strata council, site staff, and manager. It allows email distribution of minutes and notices for your convenience. It incorporates the *Resident Alert* function, a mass communication tool that allows your Strata Manager to notify you by phone of emergency and non-emergency situations.

To benefit from **FSRConnect™** and help your strata save money please provide us with your contact information and return this form:

FirstService Residential
200 Granville Street, Suite 700
Vancouver, BC
V6C 1S4

Email: connect.bc@fsresidential.com
Fax: 604.689.4829

If you have any questions, please contact our *Connect* Coordinator at 604.689.6920 or connect.bc@fsresidential.com.

REGISTERED OWNER(S) INFORMATION (* indicates required fields – complete one form per household)

Note: The information provided is for communication purposes only

| | | | |
|--|---|---|---|
| Date* | Strata Plan # / Building Name* | | Strata Lot #* |
| Unit Address* | | | |
| Mailing Address* <i>(If different from Unit Address)</i> | | | |
| | OWNER 1 Primary Contact | OWNER 2 | OWNER 3 |
| Name* <i>(Please print clearly)</i> | <i>Last Name</i> <i>Given Name</i> | <i>Last Name</i> <i>Given Name</i> | <i>Last Name</i> <i>Given Name</i> |
| Email Address | | | |
| Phone Numbers | <input checked="" type="checkbox"/> Please indicate which numbers are to receive Non-Emergency (NE) and/or Emergency (EM) messages (only applicable to phone numbers within North America). | | |
| | NE | EM | NE |
| | NE | EM | NE |
| ➤ Home | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ➤ Cellular | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ➤ Work | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |



HO HO HO!! Happy Holidays!

Traditionally, this time of year provides a wonderful opportunity to show appreciation to our staff in acknowledgment of their service over the year.

To assist you in the event you wish to give a gift, we offer the following information:

Our strata employees are:

- Taylor Wang – Concierge (full time)
- Suki Jhutti – Concierge (full time)
- Danny Silverio – Maintenance (full time)
- Narendra Chandra – Concierge (full time)
- Mohammad Karim – Concierge (full time)
- Deo Quirimit – Concierge (part-time)
- Shannon Brown – Bldg. Manager (full time)

Cleaning Staff:

- Branka Ljiljak – (full time)
- Gabriel Popescu – (part time)
- Ljiljana Surlan – (part time weekend)

Residents may prefer to give a gift card or a cash gift to the individual staff member personally, or by asking a staff member to forward the gift(s) to the other(s).

We wish all Residents and their families a safe and Happy Holiday Season! – Strata Council