

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

*Held on Tuesday, March 27, 2018 at 4:30 p.m.  
in the Meeting Room  
1501 Howe Street, Vancouver, BC*

**COUNCIL IN ATTENDANCE:** Mike Gallagher  
Jeff Sodowsky  
Bev Andrews  
Andrew De Benedictis

**REGRETS:** Pat Dairon  
Marilou Appleby  
Katherine Morgan

**SENIOR STRATA MANAGER:** Bunny Porteous FirstService Residential

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

**ELECTION OF OFFICERS**

The following officers were elected as follows:

Mike Gallagher	President
Jeff Sodowsky	Vice-President
Bev Andrews	Treasurer
Pat Dairon	Secretary

The following committees were formed as follows:

Landscaping	Jeff Sodowsky
Bike Storage	Katherine Morgan
Fitness Centre	Andrew De Benedictis
Refurbishment	Katherine Morgan

**BUILDING MANAGER REPORT**

**NIKL'S**

- Replaced light fixture above car wash stall on P4
- Installed lock box over thermostat in the gym
- Installed circulation fan in gym to help control humidity levels
- Repaired patio doors on a townhouse
- Quote received for stop signs to help control speed in parkade levels
- Quote received for installation of handicap door opener at front entries of all three towers
- New fans were installed in both men's and women's change rooms
- Repaired and re-fitted broken door handles at Garden Tower main entry

**RDH**

- Approved work began on planter/patio of a townhouse
- Inspected leak from P1 Howe St gate area onto P2 level in parkade-further investigation required

**MILANI PLUMBING**

- Repaired hot water supply line in Beach Tower
- Installed new hot water re-circ line in Ocean Tower levels 8 to 4
- Installed new a/c units in the main electrical vault
- Investigated and repaired leak affecting 3 floors in Ocean Tower
- Leak repaired from a failed shower – repair and damages to the suite below is the owner's responsibility
- Investigated and repaired toilet seal leak into common hallway – repairs are the owners responsibility
- Repaired a leaking manifold in Beach Tower suite
- Repaired a leak in Beach Tower P2 mechanical room

**BY LAW ISSUES**

- Parkade clean up for items stored in parking stalls was completed and items removed after a week's notice-items were disposed of 1 month later
- Violation memos were sent to two owners: re: oil leak into parking stall
- No smoking memo delivered to an entire floor as neighbours were complaining of cigarette smoke
- No smoking memo delivered to an entire floor in response to a complaint of strong marijuana odour on the floor
- 2 separate noise violation memos were sent to owners
- Memo sent to an owner for speeding and unsafe driving in the parkade
- Memo sent to an entire floor advising them of the correct usage of the garbage chute due to complaints from residents on that floor
- Memo sent to resident regarding unsafe usage of an Ocean Tower balcony that is currently off limits due to balcony refurbishment project

**MISC. BUILDING ISSUES**

- Sure Fire Gas serviced fireplace that was causing excess soot outside the building – charged back to owner
- Defibrillator was installed behind the concierge desk
- Cross Carpentry opened up and then repaired drywall in 6 units for re-circ re-pipe
- Cross Carpentry repaired drywall in 4 units due to plumbing repairs
- JVR Systems installed 4 new receivers at each overhead gate to accommodate updated version of Fob's now issued being keyscan
- Simpson Maxwell completed emergency generator testing
- Emergency generator tank was re-fuelled
- Foggy window (failed IGU) reports were received and results recorded and sent to RDH for measuring and quotation purposes
- Overhead Doors replaced Beach Gate entry

- Prairie Coast Equipment serviced Danny's tractor – replaced 2 front tires, rebuilt transmission and completed yearly maintenance
- Imperial Paddock has begun Sunday thru Thursday maintenance on the pool – concierge check pool readings Friday and Saturday
- Several valves were replaced as the irrigation system is being prepared to go back into service
- UV light on pond was replaced
- Water intake in pond for the operation of the fountain was repaired
- Michael A. Smith Duct Cleaning cleaned out a blocked dryer vent
- Columbia Seal repaired broken window hinge in Beach Tower

### **VANCO FIRE**

- Repaired card error on Ocean Tower fire panel

### **APPROVAL OF STRATA COUNCIL MEETING MINUTES**

It was moved, seconded and carried to approve the minutes of the January 30, 2017 Council meeting with the following amendment:

*“The Interior Refurbishment Fund was not closed to the Contingency Reserve Fund”.*

### **FINANCIAL STATEMENTS**

1. **Accounts Receivable:** Strata fees have increased retroactively to January 1, 2018.
  1. **Owners Currently on Pre-Authorized Payment (PAD):** There is no action required from these Owners as any new strata fees and/or retroactive fees adjustments (if any) will be automatically adjusted.
  2. **Owners Who Pay by Post-Dated Cheques:** Please send in 12 post-dated cheques payable to Strata Plan LMS 712, as well as any retroactive payment if necessary, as per the attached fee schedule.
  3. **Owners Who Pay by E-Banking:** Owners will have to re-submit the strata fee amount for future months, as well as any retroactive payment if necessary, as per the attached fee schedule.

The Strata Manager and FirstService Residential Account Department continue to follow up with Owners in arrears. Monthly late fines and interest will be assessed all Owner's accounts until received in full in accordance with the Strata Corporation Bylaws.

#### **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. **Invoices:** The Council approved the following invoices to be paid from the Contingency Reserve Fund and will be ratified at the next AGM.

- Milani Plumbing – \$8,892.50 – 04 riser re-piping.
- Milani Plumbing - \$20,416.20 – AC for the electrical vault.

The following invoices were approved for payment:

COMPANY	AMOUNT	DESCRIPTION
Columbia Seal	\$182,424.45	Ext. Maintenance Project January
Final Restoration	\$76,294.58	Ext. Maintenance Project January
Hamza Demolition	\$11,718.00	Ext. Maintenance Project January
JJK Developments Inc.	\$885.46	Ext. Maintenance Project January
Pro-Can Electric Ltd.	\$1,332.51	Ext. Maintenance Project January
Skyline Scaffold	\$9,317.70	Ext. Maintenance Project January
TRM Projects	\$1,056.04	Ext. Maintenance Project January

3. **Monthly Statements:** The Council approved the January and February 2018 financial statements as circulated using the 2017 budget. The March 2018 financial statement will include the budget approved by the Owners at the March 2018 AGM.

4. **Employee Pay Benefits:** Employee pay and benefits are being reviewed.

5. **Insurance Claim/Unit 1008:** The Strata filed an insurance claim for the carpet damages with unit 1008. As the total cost for the replacement is \$5,600, the Council decided not to file a claim and pay the \$600 as the Owner is responsible for the \$5,000 deductible.

6. **Audit:** The Council approved the draft audit prepared by Reid Hurst Nagy for the 2017 fiscal year to be finalized.

### **COMMITTEES**

1. **Landscaping:** Para Space continues with the spring clean-up.

2. **Bike Storage and Security:** No report available.

3. **Fitness Centre:** The fitness committee will obtain updated quotes to install a new Multi Stock Gym and Arc Trainer. Estimated costs were approved in the 2018 Operating budget.
4. **Refurbishment:** New lights sconces to be installed in the Beach Tower lobby.

### **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 Balconies Updates:**
    - **East Tower.**
      - Deficiencies completed;
      - Scaffold removal underway down to 11<sup>th</sup> floor.
    - **North Tower.**
      - Membrane is completed.
      - Balcony finish 99% complete.
      - Rails installation 25% complete.
    - **West Tower.**
      - Membrane 90% completed.
      - Metal panel reinstallation is 50% completed.
      - Rails will follow north. TRM has measured these rails.
    - **South East Tower.**
      - Demo completed
      - Scarifying completed.
    - **South West Tower.**
      - Scaffold erection is 50% complete.
    - **Courtyard Townhouses:**
      - Scaffold to start in two weeks.
    - **Beach Tower Roof.**
      - Metal work 65% complete.
      - Membrane 80% completed.
      - Caps underway today and 75% complete.
    - **Beach Front Entry.**
      - Construction to start mid-April.

- (b) **Ocean Tower Roof Repairs:** A quote was approved in the amount of \$96,285 for the Ocean Tower roof repairs.
- (c) **Lobby Repairs/888 Beach Entrance:** A quote was approved in the amount of \$31,298 to complete the lobby repairs at 888 Beach entrance.

2. **Mechanical:**

- (a) **Water Storage Tanks:** The Strata Manager is obtaining two quotes to replace 15 original water storage tanks. The Council is being proactive before the storage tanks fail causing costly damages for the Strata Corporation and affected units.
- (b) **AC Electrical Vault:** Milani Plumbing was approved in the amount of \$19,495 to replace the failed AC in the electrical vault room which is necessary to maintain required cool temperatures.

3. **Maintenance:**

- **Roof Lighting:** Quotes are being obtained to replace the lights on the roof.
- **Speed Bumps:** An Owner requested the Council consider installing speed bumps in the parkade to prevent speeding. The Council was recommended not to install speed bumps as this would require drilling into the membrane and scanning of the concrete slab would be required.

Residents are requested to slow down when driving through the parkade and not to exceed 10 kilometres per hour. Within the last two weeks a Resident was almost hit by a speeding car.

Council will look at other options to stop the speeding through the parkade.

- **HC Operators:** A quote was received to install handicap access on the entrance doors of the three buildings. As the door would take longer to close and potential security breaches of unknown persons following Residents into the building, the Council deferred discussion until the next meeting.

- 4. **Depreciation Report:** The Council approved a quote from RDH Engineering in the amount of \$15,500 to update the original Depreciation Report completed in 2012.
- 5. **EV Charging Stations:** A Council member has volunteered to sit on a committee with the Owners who volunteered to look into electric car charging station options.

**CORRESPONDENCE**

- 1. **Unit TH17:** A letter was received from the Owners requesting the windows and doors in the unit be adjusted and re-aligned in the unit which have been corrected.

The Owners also expressed concern with the banging noise every time a car drives over the grate while entering the parkade and also the heat loss in the unit which is directly above the parkade ramp. The Building Manager will follow up with RDH Engineering.

2. An Owner has requested Council consider the following two Bylaw amendments:
  - **Rental Restrictions:** Allowing percentage of rental units. A straw vote was held at the AGM and this was proven to not be in the best interest of the Owners.
  - **Regulations on Pet Size, Weight and Breed:** The Council will review the Bylaws.
3. A Resident has requested that Council consider amending the Bylaws to allow barbeques on their balconies. Council has reviewed this with the engineers in the past and due to the location of the vents on the balconies which would allow the smoke to filter into neighbouring units, the engineers recommended not having barbeques. Owners were asked and were not interested in having barbeques on balconies.
4. Following receipt of the required details, Indemnity Agreement and Trades Renovation Form, the Owners of units 1508, 1302, 2306 and TH14 were approved to complete renovations.

### **NEW BUSINESS**

1. **Window Washing:** The Strata Manager will follow up with Allstar Window Washing to proceed with the semi-annual window cleaning of Beach and Garden Towers along with and neighbouring townhouses during the month of May and have the Ocean Tower and townhouses windows cleaned following completion of the Exterior Maintenance Project.
2. **Trickle Chargers:** The Strata Manager will provide a Rule for the use of trickle chargers in the parkade for Council's review. Trickle chargers are used to maintain a car battery when Residents are absent for extended periods of time.

### **TERMINATION OF MEETING**

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

**Next meeting:** Thursday, April 26, 2018.

**FirstService Residential BC Ltd.**



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

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**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**

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