

IMPORTANT INFORMATION Please have this translated

重要資料 請找人為你翻譯

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

INFORMACIÓN IMPORTANTE Busque alguien que le traduzca

알려드립니다 이것을 번역해 주십시오

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਵਾਓ

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

***Held on Tuesday, July 30, 2019  
Within the Meeting Room  
1501 Howe St., Vancouver, BC***

<b>COUNCIL IN ATTENDANCE:</b>	Mike Gallagher	President
	Daniel Wang	Vice-President
	Pat Dairon	Secretary
	Bev Andrews	Treasurer
	Andrew DeBenedictis	Member
	Deborah Austin	Member
	Kitty Morgan	Member
<b>STRATA MANAGER:</b>	Cam Carruthers	FirstService Residential

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

**IMPORTANT INFORMATION TO OWNERS**

**RE: PAYMENT OF STRATA FEES / FSRCONNECT REGISTRATION / FORM K**

1. Owners are reminded to submit updated PAD Forms for convenient automatic withdrawal of Strata fees. ***If you require assistance in setting up payment arrangements or have any questions related to your account, please contact our Accounts Receivable directly at [ar.bc@fsresidential.com](mailto:ar.bc@fsresidential.com) or 604.684.5329.***
2. Council would like to encourage all Owners to register themselves as users of **FSRConnect™** in order to have online access to the Council Meeting Minutes, Strata Corporation financial records, the Strata's Bylaws and Rules, Engineering Reports, Building Notices, Owners' individual accounts and other general interest public information. *To register, please follow the instructions on the last page of these Minutes.*
3. ***Assistance and Access for Residents with No Current Form K:*** Owners are advised that the front desk will be limited in their ability to assist occupants not included in the unit information or Tenants that do not have a current Form K on file identifying them as associated with a particular Strata lot. *Owners not in compliance with the Form K Bylaws are subject to Bylaw infraction notification, which may result in applicable fines.*

Owners are advised of the importance of ensuring that a current Form K is on file with the Strata Corporation and is updated at any time there is a change in tenancy and occupants are listed in the unit information.

This includes ensuring that information is updated at any time the unit is no longer tenanted, as current mailing and contact information on file will require updating if changed to being Owner occupied.

### **BUILDING MANAGER'S REPORT**

The Building Manager was away on vacation and unable to provide a report.

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

It was moved and seconded to approve the Minutes of the Strata Council Meeting held on June 25, 2019 as circulated. **CARRIED.**

### **FINANCIAL REPORT**

1. **Review of Accounts Receivable:** As of July 26, 2019, some Owners owe a total of \$33,547.00 to the Strata Corporation. The breakdown of this amount is:

• Fees:	\$20,492.00
• Fines:	\$ 6,455.00
• Interest:	\$ 733.00
• Other:	<u>\$ 5,867.00</u>
	\$33,547.00

Six (6) Owners owe \$26,710.00 or 80% of this total.

Owners are reminded that Strata fees are due on the 1<sup>st</sup> of each month. Council thanks all Owners who have made their monthly Strata fee payments in full and on time each month.

**Owners are required to submit a PAD Form, post-dated cheques or arrange for direct deposit through their financial institution for payment of Strata fees.**

If you require assistance in setting up payment arrangements or have any questions related to your account, please contact our Accounts Receivable directly at [ar.bc@fsresidential.com](mailto:ar.bc@fsresidential.com) or 604.684.5329.

2. **Report on Unapproved Expenditures:** There are no unapproved expenditures to report. The *Strata Property Act* requires that all Owners be notified as soon as possible of unapproved expenditures.
3. **Monthly Statement(s):** It was moved and seconded to approve the financial statement(s) for June 2019. **CARRIED.** It was moved and seconded to close the Exterior Maintenance Reserve 1 (GL 3747) and transfer the balance of \$154.94 to the CRF. **CARRIED.** It was moved and seconded to close the Petty Cash (GL 1030). **CARRIED.**

Owners may go to the Strata's website at [www.888beachvancouver.com](http://www.888beachvancouver.com) to view the financial statements. The Owners' only section of the website can be accessed as follows:

User I.D.: Owners  
Password: \$B15Sea8

Owners may also 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. **2020 Budget Preparation:** The Treasurer is beginning their review of the 2020 Budget and asked all Members of Strata Council to provide details of any planned expenditures.

### **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.

### **COMMITTEE REPORTS**

1. **Landscaping:** Nothing to report at this time.
2. **Fitness Centre:** The Committee is waiting on a quote from Novus for a Wi-Fi router.
3. **Elevator:** The Committee is in the process of scheduling a meeting in August 2019 with the TKE Account Manager.
4. **Renovation:** The Committee is reviewing a renovation request and has directed the Strata Manager to seek additional information from the Owner.
5. **Personnel:** It was moved and seconded to offer a paid stipend to Concierge staff (2.5% to 5% depending on level of involvement) that stepped up while Narendra was away. **CARRIED.**

The Committee is recommending Conflict Resolution training for all staff. Training will involve 4.0 hours and will include lunch. A security guard will be hired while all staff are in this training. After much discussion, it was moved and seconded to spend up to \$1,500.00 (course, security and lunch) for this training. **CARRIED.**

6. **Neighbourhood Issues:** The Committee provided an update to Council on the ongoing issues affecting the neighbourhood. They plan to submit a proposal to the City of Vancouver to deal with the bike traffic in the area.
7. **Bike:** The Committee will be led by Andrew DeBenedictis who will work closely with the Building Manager and Daniel Wang to identify bike storage areas. The Committee identified the need for signage for the visitor bike parking. The Building Manager will request a quote for this signage.

### **BUSINESS ARISING**

1. **Directives:** The directives from the previous Council Meeting have been reviewed with Council, and Council is satisfied that they are being attended to at the present time. All items currently in progress are contained in these minutes.
2. **Townhouse Door Replacement:** Council reviewed a quotation to replace the plates behind the lock and door handle. After much discussion, it was agreed to hold off for now.

3. **Bylaw Review:** Draft bylaws have been prepared by Clark Wilson and will be forwarded to Council for their review and comments before the end of August, 2019. This bylaw review is primarily a legal clean up to ensure all bylaws are current and enforceable. There will be a Town Hall Meeting for all Owners to review the bylaws before they are brought to a General Meeting for approval.
4. **RDH Engineering Update:** Council was provided an update on the projects currently being managed by RDH Engineering:
  - (a) **Seabreeze Area / Parking Level:** Temporary measures have been put in place to manage the leaks.
  - (b) **Caulking:** Underway.
  - (c) **Deck Repairs at SL 11:** Underway.
  - (d) **Ocean Tower Roof Repairs:** Underway.
  - (e) **I.G.U. Replacements:** Underway. There were more I.G.U.'s that needed replacing this year than in past years.
  - (f) **Courtyard Podium:** It was moved and seconded to approve the proposal from RDH Engineering to conduct a podium membrane condition assessment at a cost of \$15,000.00 plus disbursements and taxes. **CARRIED.**
5. **RDH Depreciation Report Renewal:** A presentation to Owners is tentatively scheduled for Tuesday, October 8, 2019. Notice will be posted closer to the date.
6. **P2 Beach Tower A/C Unit Decommission:** Council continues to review options for this space.
7. **Electric Vehicle Charging:** Council is waiting for a proposal from Power Pros Electrical to undertake a load analysis.
8. **Automatic Door Opener Project:** One door remains to be replaced. For security purposes, if you do use the automatic feature, please ensure you wait for the door to fully close before proceeding.

### CORRESPONDENCE

1. **Bylaw Violation Summary Report.** Owners are advised that they are requested to complete a Bylaw complaint form, which is available on **FSRConnect™** or at the front desk, and submit to the Property Manager for Council's review and consideration.
  - (a) **Bylaw Infraction Notification – Smoking – SL 203:** It was moved and seconded to issue a fine in the amount of \$200.00. **CARRIED.**
  - (b) **Bylaw Infraction Notification – Noise – SL 092:** It was moved and seconded to issue a fine in the amount of \$200.00. **CARRIED.**
  - (c) **Bylaw Infraction Notification – Unauthorized Item – SL 177:** Council reviewed a response from the Owner and after much discussion, it was moved and seconded to issue a fine in the amount of \$200.00 every seven (7) days until the unauthorized item is removed. **CARRIED.**
  - (d) **Bylaw Infraction Notification – Noise – SL 234:** It was moved and seconded to issue a fine in the amount of \$200.00. **CARRIED.**

- (e) **Bylaw Infraction Notification – Parking – SL 151:** It was moved and seconded to issue a fine in the amount of \$200.00. **CARRIED.**
  - (f) **Bylaw Infraction Notification – Smoking – SL 145:** It was moved and seconded to issue a fine in the amount of \$200.00. **CARRIED.**
2. **Correspondence Received:**
- (a) **Noise Complaint in Courtyard:** Council reviewed a complaint about noise in the courtyard and directed the Strata Manager to respond accordingly. Please also refer to New Business Item 1 below.
  - (b) **Request to Waive NSF:** Council reviewed a request from an Owner to waive a NSF charge. After much discussion, it was agreed that this is a matter between the Owner and their bank. Strata Manager to respond accordingly.
  - (c) **Owner Response – Pet Bylaw Infraction:** Council received confirmation from an Owner that their Tenants are in compliance with the pet bylaws. Council thanks the Owner for confirming.
  - (d) **Owner Response – Unauthorized Item:** Council reviewed an Owners response to an alleged Bylaw infraction regarding an unauthorized alteration to Common Property and directed the Strata Manager to respond accordingly.
  - (e) **Request to Install Fireplace with Higher BTU Rating:** Council and the Renovation Committee reviewed a request from an architectural firm to install a fireplace with a BTU rating in excess of 21,000 BTU's. They declined the request and directed the Strata Manager to respond accordingly. The request was declined based on an Engineering Report done in 2017, which stated that any replacement fireplace should be of the same or less BTU than the original fireplace.
  - (f) **Smoking Complaint:** Council received a complaint about smoking and directed the Strata Manager to issue an alleged Bylaw infraction letter.
  - (g) **Request for Paint:** Council reviewed a request from an Owner for paint and directed the Building Manager to obtain further information on what areas need painting.

## **NEW BUSINESS**

1. **Result from Meeting with Parents:** On July 16, 2019, several Council members met with a number of parents to discuss noisy children in the courtyard. Parents were provided with a copy of the Bylaws applicable to courtyard use and noise. The meeting ended amicably. Council will continue to monitor, manage and communicate.
2. **Response to Owners Regarding Mediation:** Council had reached out to offer mediation to two (2) Owners in the building, but both Owners declined the offer. Council reviewed a Legal Opinion from the Strata lawyer regarding this matter and directed the Strata Manager to send a response letter to the two (2) Owners.

3. **Gas Fireplace Inspections:** It was moved and seconded to proceed with gas fireplace inspections for the week of September 9, 2019. **CARRIED.** The Strata Manager will work with the Building Manager to ensure advance notice is given with clear instructions for Owners who cannot be home to provide access. Owners are reminded that they can sign a form with the Building Manager and provide a key, so this fireplace inspection can be completed during the scheduled dates.
4. **Racoons:** Residents are reminded that there is a family of racoons that visit the courtyard and ask that everyone be careful, as racoons can be dangerous.

**TERMINATION OF MEETING**

There being no further business, the meeting was terminated at 6:20 p.m.

**Next Meeting:** Tuesday, August 27, 2019.

**FirstService Residential BC Ltd.**



Cam Carruthers  
Senior Strata Manager  
*Per the Owners*  
Strata Plan LMS 712

CC/vp

**Email:** [info.bc@fsresidential.com](mailto:info.bc@fsresidential.com)

**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™ REGISTRATION**

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

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## Cigarette Disposal

Cigarettes and cigars are a leading cause of residential fires in Canada. In Vancouver in 2015, there were 90 smoking-related fires and in 2017, 120. Since 2001, 1 in 3 fire-related deaths in Vancouver have been attributed to smoking. With the legalization of cannabis, incidents are expected to rise.

Fires caused by residents or guests using flower pots or planters as ashtrays or throwing cigarettes over balconies or patios can cause devastating property and life loss. The soil in planters often contain highly combustible materials like peat moss, and yet they are commonly used as ashtrays. Peat moss is added to potting soil to retain moisture and keep the pot light. Other materials that are found in planters and can fuel flames are vermiculite, Styrofoam and fertilize.

### Remember:

- Never toss hot cigarette butts over the balcony or out a window.
- Never toss hot cigarette butts or ashes in the trash or in a planter.
- Use a sturdy ashtray with a wide stable base or a can filled with sand to extinguish smoking materials.
- Do not place ashtrays on chairs or sofas.
- Soak cigarette butts and ashes in water before throwing them away.
- Never smoke in bed.



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