IMPORTANT INFORMATION Please have this translated	重要資料 請找人爲你翻譯
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, October 22, 2019
Within the Meeting Room
1501 Howe St., Vancouver, BC

COUNCIL IN ATTENDANCE:	Mike Gallagher	President
	Daniel Wang	Vice-President
	Bev Andrews	Treasurer
	Pat Dairon	Secretary
	Doug Mcdougall	Member
	Kitty Morgan	Member
	Andrew DeBenedictis	Member
BUILDING MANAGER:	Narendra Chandra	
GUEST:	Chris Churchill	FirstService Residential
STRATA MANAGER:	Cam Carruthers	FirstService Residential

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 ***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

Council has reviewed the monthly report provided by the Building Manager. Specific items to be discussed and actioned, as contained in the report, will be directed to the Building Manager and Strata Manager by Council for completion by the appropriate service provider or follow-up by onsite building services. Items to note:

1. Pacific Heights has scheduled the fall window cleaning starting October 28, 2019.
2. Milani Plumbing is in the process of cleaning the roof drains.

APPROVAL OF STRATA COUNCIL MEETING MINUTES

It was moved and seconded to approve the Minutes of the Strata Council Meeting held on September 24, 2019 as circulated. **CARRIED**.

FINANCIAL REPORT

1. ***Review of Accounts Receivable***: As of October 21, 2019, some Owners owe a total of $21,706.00 to the Strata Corporation. The breakdown of this amount is:

    - Fees: $11,031.00
    - Fines: $5,455.00
    - Interest: $465.00
    - Other: $4,455.00

    $21,706.00

    Three (3) Owners owe $16,962.00 or 78% of this total.

    Council directed the Strata Manager to issue demand letters to an Owner.

    Owners are reminded that Strata fees are due on the 1st 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* 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 September 2019. **CARRIED**.

   Owners may go to the Strata's website at 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 **FSR*Connect*™**. 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. ***CRF Expenditure****:* It was moved and seconded to pay Cross Carpentry Invoice #1132 in the amount of $2,610.00 from the Contingency Reserve Fund as an emergency expenditure to repair storage locker locks. **CARRIED**.

5. ***GIC Renewal***: It was moved and seconded to re-invest $61,995.12 in Coast Capital Savings with a term of "one year, cashable after 90 days at 2.35%". **CARRIED**.

6. ***2020 Budget Preparation***: The Treasurer has begun reviewing the 2020 budget and asked all members of Strata Council to provide details of any planned expenditures. Strata Council directed the Strata Manager to follow-up with various contractors for budget estimates. Strata Council wishes to advise Owners that the insurance industry has had a difficult year and it is impacting both the premiums and deductibles on Strata insurance renewals.

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***: The Committee has prepared their budget for the 2020 fiscal year.

2. ***Fitness Centre***: Nothing to report at this time.

3. ***Elevator***: The Committee met with representatives from ThyssenKrupp Elevator (TKE) in early October. The following are notes from the meeting:

   (a) The elevator cabs have been refurbished but not the mechanics.

   (b) Upgrading the mechanics of all five elevators will be costly.

   (c) TKE will provide a report including cost estimates for upgrades.

4. ***Renovation***: The Committee continues to review renovation requests as they are submitted.

   (a) ***Renovation/ Indemnity Agreement Approval SL 16***: It was moved and seconded to approve the scope of work as per the Indemnity Agreement dated October 23, 2019. **CARRIED**.

(b) ***Renovation/ Indemnity Agreement Approval SL 33***: It was moved and seconded to approve the scope of work as per the Indemnity Agreement dated October 23, 2019. **CARRIED**.

5. ***Personnel***: The Committee recommended hiring Kulwant Kaur as a part-time concierge. Strata Council directed the Strata Manager to prepare an employment contract.

6. ***Neighbourhood Issues***: A bike traffic calming proposal was submitted to the City of Vancouver. City of Vancouver representatives met with Strata Council Presidents in the neighbourhood on October 18, 2019. A summary is included at the end of these minutes.

7. ***Bike***: The Committee will review the parking garage to determine the number of convex mirrors to recommend being installed.

8. ***Security***: The Committee met with a representative of the Vancouver Police Department on October 22, 2019 (immediately prior to the Strata Council meeting). The meeting was very informative with the following recommendations to consider:

   (a) FOB and remote audit.

   (b) Additional security upgrades.

   (c) Project Access. (to provide VPD access to the building in emergencies)

   (d) Block Watch.

   (e) Encouraging Owners to obtain criminal record checks for prospective tenants.

9. ***Courtyard***: Strata Council has put this committee on hold. Strata Council is currently reviewing various concerns that have been submitted to-date and will be surveying Owners about the use of the courtyard.

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. ***Bylaw Review***: Council continues their review of the proposed Bylaws. 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.

3. ***RDH Depreciation Report Renewal***: On Tuesday, October 8, 2019, RDH Building Science presented the recently completed Depreciation Report to the Owners. A summary of that presentation is included at the end of these minutes.

4. ***RDH Engineering Update***: Council was provided an update on the projects currently being managed by RDH Engineering:

   (a) ***I.G.U. Replacements and Caulking***: Underway.

   (b) ***Podium Review***: On Tuesday, October 8, 2019, RDH Building Science representatives discussed the condition of the podium membrane (membrane between the courtyard and the parkade) as part of the Depreciation Report.

5. ***P2 Beach Tower A/C Unit Decommission***: Council continues to review options for this space.

6. ***Electric Vehicle Charging***: Council reviewed additional information from Power Pros Electrical to undertake a load analysis. As a starting point, it was moved and seconded to undertake a load analysis at a cost of $2,450 plus GST. **CARRIED**.

7. ***High Efficiency Boiler Rebate***: Strata Council was advised that we are just waiting for Milani to complete the installation of three high efficiency boilers before submitting a rebate application to FortisBC.

8. ***Snow Removal***: It was moved and seconded to contract the services of Snow Pros Services Ltd. for snow removal ($484.80 plus GST per visit) and ice melt application ($224.22 plus GST per visit) during the winter months. **CARRIED**.

9. ***Door between Courtyard and Pool***: Strata Council would like to remind Owners and Residents that the exterior door to the pool area from the courtyard is meant for exiting the pool area only. It is not meant as an access to the pool.

CORRESPONDENCE

1. ***Reports from FSRConnect™***: Council reviewed a summary of all letters and violations (if any) that were issued since the last meeting.

   (a) ***Bylaw Infraction – Unscheduled Move – SL 157***: It was moved and seconded to issue a fine in the amount of $200.00. **CARRIED**.

   (b) ***Bylaw Infraction – Noise– SL 16 and SL 33***: It was moved and seconded to issue a fine in the amount of $200.00. **CARRIED**.

2. ***Correspondence Received***:

   (a) ***Owner Confirmation***: Strata Council reviewed an email from an Owner confirming that they have removed the CCTV from common property and are now compliant as requested. Strata Council thanks them and will reverse the fines as agreed.

   (b) ***Owner Request***: Strata Council reviewed an Owner request to reverse a late fine and interest on arrears. After reviewing the details, it was moved and seconded to reverse the fine only in the amount of $200 for SL 114. **CARRIED**.

   (c) ***Owner Request***: Strata Council reviewed an Owner request to investigate and possibly replace drain pipes within the walls of their unit while the unit was undergoing renovation. Strata Council asked Milani to inspect and report on the condition of the pipes. They were found to be in satisfactory condition, so no replacements were done.

   (d) ***Owner Complaint***: Strata Council received an Owner complaint. Due to the nature of the complaint, they have forwarded it to their legal counsel for review.

   (e) ***Owner Request (Clarification)***: Strata Council reviewed clarification from an Owner to have security gates installed at the top of the stairs to all the townhome units. Council is not in a position to consider this request at this time. Any change of use or appearance of common property requires Owners approval by 3/4 vote.

   (f) ***Owner Suggestion***: Strata Council reviewed a suggestion from an Owner to reconsider the 3-month minimum rental and extend it to 6 months. Strata Council is currently reviewing all the Bylaws including the rental Bylaws and will seek input from Owners on this matter through a survey.

NEW BUSINESS

1. ***Seismic Gas Shut-off Valve***: Strata Council reviewed information from QuakeKoso Canada Inc. on the benefits of a seismic gas shut-off valve. This valve will shut-off the main gas line in the event of an earthquake. Many buildings in Vancouver have had them installed. Strata Council reviewed details and two quotes. It was moved and seconded to have Modern Niagara install a seismic gas shut-off valve at a cost of $4,857.00 plus GST (gas permit included). **CARRIED**. Please note that the main gas line will need to be shut-off for installation. After installation, the gas will be restored but all pilot lights will need to be re-lit. This can be done by Residents or it can be done by the contractor for a nominal fee. Notices will be posted with more details.
2. ***Noise at Garage Gate***: Strata Council reviewed a quote from Cross Carpentry to replace loose grate plates that are making clanking noises. It was moved and seconded to approve the quote in the amount of $880.00 plus GST. **CARRIED**.
3. ***Pool Maintenance***: Strata Council directed the Strata Manager to obtain a quote for pool maintenance from another contractor as they are not satisfied with the current contractor.

TERMINATION OF MEETING

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

Next Meeting: November 26, 2019 – Council Meeting

FirstService Residential BC Ltd.

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

CC/oh

Email: info.bc@fsresidential.com
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.

FSR*Connect*™ REGISTRATION

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

COMMITTEE REPORTS – Neighbourhood Issues

Meeting to Discuss Cyclist/Pedestrian Interactions between Granville St Bridge and Burrard St Bridge on the North Side of False Creek: October 18, 2019

Attendees: Howard Stott, Mike Gallagher (President, 1500 Hornby St), Clark Quinton (President 1675 Hornby St), Theo Sanidas (Council Member, 1000 Beach Ave), Paul Storer (Branch Manager, Transport Design, City of Vancouver) (paul.storer@vancouver.ca), David Rawsthorne (Transport Design, City of Vancouver) (david.rawsthorne@vancouver.ca).

Background: Representatives of local condominiums (as above, plus John Carsley, President, 1625 Hornby St, Frances Long, 1000 Beach Ave and Kelly Dykstra) have met on several occasions this year to discuss the problems associated with the large numbers of cyclists and pedestrians who use the area to the south of Beach Ave. According to figures from the city (David Rawsthorne) and from the master-plan that the city has prepared for the development of the English Bay waterfront (from Burrard St to Stanley Park), in 2018 there were about 1.5 million bike rides per year on the seawall, with well over 10,000 cyclists per day, plus perhaps another 5,000 pedestrians per day, in peak summer months. Proposed and ongoing developments in the West End and in our immediate area (e.g. Vancouver House and the even taller residential building at Beach Ave/Seymour St, where construction could start soon) can only increase those numbers considerably.

We have been concerned with both the immediate issue (closure of the “easement” across land belonging to 1000 Beach Ave, going west from Hornby St, between 1625 and 1675 Hornby St) and the general issue of the unsuitability of the paths between the two bridges, to the south of Beach Ave, for both cyclists and pedestrians, particularly to the west of Hornby St where the condominiums were built before cyclists were an issue. The path around the Tap Shack on the west side of 1000 Beach Ave is particularly bad in the summer. The situation is made much worse because many cyclists either do not know the rules of the road or just ignore them.

I contacted the city police group dedicated to cyclists earlier in the summer and circulated the response to you. Unfortunately, the main comment was that cyclists don’t obey signs at the best of times and (although not actually said) what can the police do about it? Since then, I have seen the police bike patrol (3 of them) riding along the seawall (past the “Walk bikes” signs!) on several occasions, but with no obvious attempts to enforce the rules of the road.

Closure of the easement: Many residents have contacted the city about this problem (that has been ongoing for about 6 months) but there has not been much action, apart from some traffic signs (that 1000 Beach Ave had to buy) being located around the “easement”. While cyclists generally ignore the signs, at least several of our residents have used them as a physical barrier to cyclists riding at speed on the pavement outside YHP.

Unfortunately, there is little to report. The work has arisen from removal of two trees, revealing membrane damage from the roots and laver beetle. It seems that 1000 Beach Ave is in no hurry to finish the job (although they don’t admit it). Their view is that cyclists cross the easement at high speed and onto the promenade between their building and False Creek. The cycles do not slow down until they meet the crowds around the Tap Shack, so there is a major risk to their residents trying to cross from the building to the pedestrian path by the water. With closure of the easement, at least cyclists are only riding slowly as they enter the promenade. The excuses given

for the lack of action include lack of help from the city, difficulties in finding a landscape designer, difficulties in getting agreement of owners to the plans, delay in getting plans approved by the city, etc. Also, as it is on 1000 Beach Ave land, the city insists that the Strata is responsible for the safety of people who cross the "easement", and their insurers will not allow it to be re-opened until the repairs have been completed. Their representative is "confident" that it will be open by the spring.

Unsuitability of the pathways between the two bridges: Here, there is general agreement between all representatives. In order to get some attention from the city, in August, I contacted the Mayor, the Director of Finance and Risk Management and the Director of Transportation, on behalf of our group. I received a response from Paul Storer, Branch Manager of Transport Design, City of Vancouver. I knew Paul when he was involved in planning the traffic flow arrangements during building of Vancouver House a few years ago. He persuaded the developer to pay for the priority left turn traffic signal from Pacific St onto Howe St that has benefited local residents. Later, we sent a proposal to the City in respect of moving cyclists off the seawall between the two bridges, onto a bike lane on Beach Ave, in the hope of initiating discussion.

Meeting on October 18, 2019: We invited Paul and colleague, David Rawsthorne (who has been advising 1000 Beach Ave about the "easement" problem), to visit and see the problems at first hand. Unfortunately, it was wet, so there were not many cyclists as we walked through the area. They used the visit mainly as a fact-finding exercise and have promised to go back and give further consideration to improving the local situation.

Although we didn't get into much detail, we were informed that the Traffic Design group is working on long-term plans for the area, associated with the Granville Loops project. The initial plans for this project were accepted by the city in 2009 and staff received the go-ahead to prepare designs, etc. at the end of 2017. The aim is to remove the loops that bring traffic on and off the Granville Street Bridge and build an H-shape road system between Drake St and Pacific St (plus re-development of the area). You may have seen Paul on the local television several weeks ago, describing the plans and asking for comments on the proposals for the Granville St Bridge.

The original plans included three options for bike lanes from Drake St to False Creek via Granville St (under the bridge). I believe that the Traffic Design team is actively working on the bike lane arrangements as part of the overall traffic system. Paul indicated that they would also consider a suitable route to take bikes, travelling parallel to False Creek from the established separated bike and pedestrian lanes along the seawall to the east of Granville St and those to the west of Burrard St while reserving the paths between False Creek and Beach Ave for pedestrian and local traffic.

The strata presidents from Hornby St also pressed our visitors to do all they can to get the "easement" re-opened as soon as possible, and provide whatever help they can to help cyclists and pedestrians to co-exist in safety.

We agreed to keep in contact regarding these matters; we will certainly do so, in respect of both the "easement" and longer-term developments on traffic design in our area.

Howard Stott

BUSINESS ARISING – RDH Engineering Update

Depreciation Report and Podium Assessment Review

On October 8, 2019, representatives of RDH Building Science gave a presentation to owners on the 2019 Depreciation Report. The presentation covered the projects to be considered over a 30-year time line and highlighted some projects that may fall into the next 5-year period. Two of these projects are related to elevators and to replacement of the interior and exterior podium membrane.

A committee is currently meeting with Thyssen Krupp to evaluate the work required on the strata's six elevators. This committee was formed in response to a review and assessment of the strata's elevators completed by KJA Consultants Inc. in 2018. Also, in recent years when there have been elevator problems the strata has been informed that it is increasingly difficult to obtain parts for our elevators. Information on the work to be done on the elevators and the budgeted costs will be communicated to owners when they are available.

Marcus Dell of RDH outlined the work done recently to assess the podium membrane. There is an interior podium that we know as the courtyard with the water feature, lower grass area, sidewalks and gardens. Some work has already been done on the patios facing the courtyard of the Seabreeze townhouses. The exterior podium is the area from the edge of the 3 towers and townhouses out to the outside edge of the sidewalks. Some work has been done on the exterior podium at the entrances to Beach Tower and to Ocean Tower. It was recommended that the strata have work done on the remaining exterior podium areas first in order to preserve the work that has been completed at the two entrances. The second phase of the podium project would cover the interior courtyard area.

Copies of the Depreciation Report and the Podium Assessment Review Report have been posted to the strata's website. The address of the website and the passwords are included in the strata council minutes every month. Also, printed copies of both reports are available to be signed out at the concierge desk.

The costs of the elevator project and the podium projects are not yet finalized. It is possible that the elevator project will commence in 2020 and a special levy to fund the project will be presented to owners for approval.

The planning and budgeting work for the podium projects will also occur in 2020 with a view to possibly starting work on the exterior podium in 2021. For this reason, the owners should consider adding $1 million to the Contingency Reserve Fund in 2020 in order to spread out the time line required for raising the necessary funding and reducing the amount required by a special levy when the podium projects are underway.

A history of the strata's Operating Budgets and Special Levies for 2017 to 2019 are shown in the chart below with the total Unit Entitlement Cost for each year. For illustration purposes only, the two columns on the right use the 2019 Operating Budget plus a $1,000,000 addition to the Contingency Reserve Fund for future projects such as the podium replacements. The Unit Entitlement Cost for each segment is shown. The total Unit Entitlement Cost is $10.74 which is lower than the 2017 Unit Entitlement Cost of $14.42 when there was a special levy of $2.3 million.

Depreciation Report and Podium Assessment Review (continued)

	2017 Budget	2018 Budget	2019 Budget	**2019 Budget Plus $1,000,000 to be added to the CRF**	**Cost per Unit Entitlement**
Operating costs	$1,708,025	$1,723,540	$1,776,637	**$1,776,637**	**$5.59**
Contribution to Structural Fund	$571,451	$618,000	$633,000	**$633,000**	**$2.00**
Total Operating Budget	$2,279,476	$2,341,540	$2,409,637	**$2,409,637**	**$7.59**
Special Levy	$2,300,000	None	None	**Unknown**	
Funds for future projects added to CRF				**$1,000,000**	**$3.15**
Total Annual Cost	$4,579,476	$2,341,540	$2,409,637	**$3,409,637**	**$10.74**
Cost per Unit Entitlement	**$14.42**	$7.37	$7.59	**$10.74**	

Calculation of the Unit Entitlement Cost of $1 Million to be added to the CRF

The total Unit Entitlement for the strata is 317,521. The Unit Entitlement for every suite and townhouse is reported in the notice for and the minutes of the Annual General Meeting. Copies are posted on the strata's website.

The cost of adding $1 million to the Contingency Reserve Fund is $3.15 per Unit Entitlement calculated as: $1,000,000 divided by 317,521 = $3.15

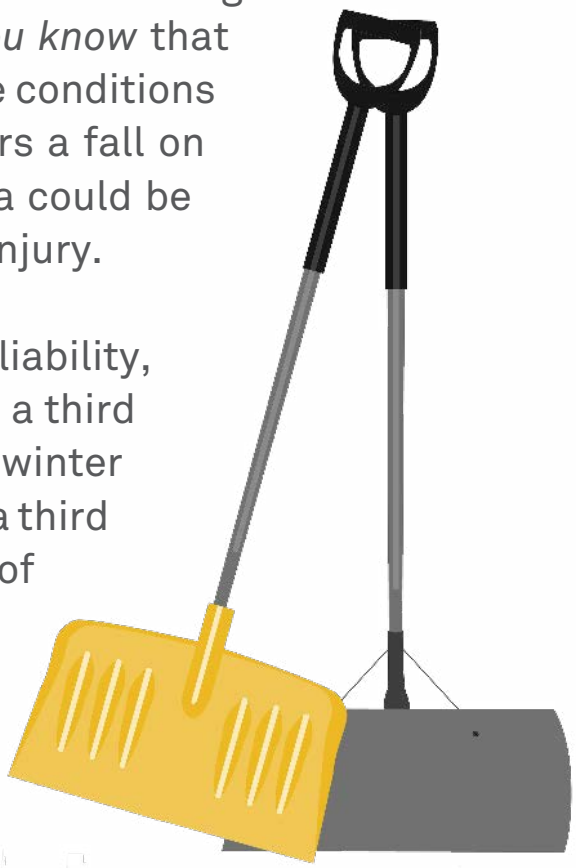
Multiply the $3.15 by the Unit Entitlement of your suite to calculate the annual cost and divide by 12 for the monthly cost.

FS Insurance Brokers

did you KNOW?

Snow Removal & Deicing

Snow and ice on the grounds of your building is a major hazard for slip and fall accidents, as parking lots and building entrances can become extremely slick. *Did you know* that it is the Strata's responsibility to maintain safe conditions on their property? If a resident or guest suffers a fall on untreated, unmaintained walkways, the Strata could be liable for lost wages, medical bills and bodily injury.



To keep your building protected and limit your liability, contract snow removal and deicing services to a third party who can maintain the grounds during the winter months. If this service is not contracted out to a third party, keep a log of dates, times and names of personnel who performed snow removal and deicing on the building grounds. In case of an insurance claim, the log can be used as evidence that your building was adhering to an appropriate standard of care to residents and guests.

DISCLAIMER: All information provided by FS Insurance Brokers is advisory in nature. Any such information may not identify or contemplate all unsafe conditions; others may exist. FS Insurance Brokers does not imply, guarantee or warrant the safety of any of the client's properties or operations or that the client or any such properties or operations are in compliance with all federal, provincial, or local laws, codes, statutes, ordinances, standards or recommendations. All decisions in connection with the implementation, if any, of any of FS Insurance Brokers' advice or recommendations shall be the sole responsibility of, and made by, the client or other recipient of the information.