

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 LMS712
888 BEACH**

***Held on Tuesday, November 26, 2024
Via Video Conference***

COUNCIL IN ATTENDANCE:	Daniel Wang	President
	Bev Andrews	Treasurer
	Kitty Morgan	Secretary
	John Thomson	Member
	Marco Deghani	Member
	Michael Assouline	Privacy Officer
	Andrew DeBenedictis	Vice-President
SENIOR STRATA MANAGER:	John Boschert	FirstService Residential
BUILDING MANAGER:	Narendra Chandra	Strata Plan LMS712

The meeting was called to order at 2:00 p.m.

FIRSTSERVICE RESIDENTIAL - CONTACT INFORMATION

- **24/7 Emergencies:** 604.683.8900
- **Customer Care Call Centre:** 1.855.273.1967 (24 hours non-emergency)
- **Online Resident Support Services:** <https://fsresidentialbcsupport.zendesk.com>

BUILDING MANAGER REPORT

Council has reviewed the monthly report provided by the Building Manager. Specific items to be discussed and acted upon, 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.

APPROVAL OF STRATA COUNCIL MEETING MINUTES

It was moved and seconded to approve the Minutes of the Strata Council Meeting held on October 29, 2024. **CARRIED.**

FINANCIAL REPORT

1. **Review of Accounts Receivable:** Strata Council reviewed a listing of accounts receivable as of November 20, 2024. The outstanding accounts total \$52,141 and are comprised of the following overdue amounts for:

- (a) **Strata Fees:** \$ 6,280
- (b) **Chargebacks:** \$40,914
- (c) **Other amounts including fines, interest, move fees:** \$4,947

Some Owners have balances owing in more than one category. The Strata follows the proper protocol for notifying Owners of overdue amounts, placing liens on some units and forwarding the accounts to a lawyer for collection when appropriate to do so.

Owners are reminded that payments for monthly strata fees and for the special levy are **due on the 1st day of each month**. Reminder statements are sent out monthly. Any owner who receives a statement should contact FirstService Residential to pay the overdue amounts on their account. Some accounts are now being sent for collection and liens will be placed on some units where applicable.

- (a) **Liens:** Currently monitoring.
- (b) **Legal Collection:** Currently monitoring.

If you require payment assistance or have questions regarding your account, please contact our Resident Support Services department directly at:

<https://fsresidentialbcsupport.zendesk.com>

2. **Monthly Statement:** It was moved and seconded to approve the financial statements for October 2024. **CARRIED.**

There are some variances in the 2024 financial statements worth mentioning:

- The Insurance expense was budgeted at \$433,000 to allow for a possible 15% premium increase for the year June 9, 2023, to June 9, 2024. The actual premium was lower than the 15% anticipated increase which will result in a positive variance in this expense category. The Strata's policy now runs for 18 months, June 9, 2024, to December 9, 2025, which will make it easier to budget for the 2025 fiscal year. This was a one-time adjustment, and insurance renewals will occur annually going forward.
- The actual expense for Concierge Salaries is lower than the amount budgeted due to one sick leave related to an injury while at work. During the sick leave, the employee was compensated by WorkSafe BC. Also, one employee took an unpaid leave of absence during the year.
- The Concierge Relief expense is higher than the amount budgeted because security guards from Pro West are used to staff the shifts of the Concierge staff who are on sick leave and leave of absence as mentioned above.
- The Water and Sewer expenses continue to increase. The final invoices for 2024 have not yet been received, but the fees on the first two 4-month period invoices received in 2024 are approximately \$20,000 higher than the invoices for the same billing periods.

- in 2023 and are \$58,000 higher than the invoices for the same two billing periods in 2022. Strata Council and FSR are investigating the reasons for the increases.
- The Mechanical Repairs expense will be under budget for 2024 due to the delayed delivery of equipment replacement that was budgeted for 2024. The related funds will be part of the 2024 surplus that will carry forward to the 2025 budget to fund the purchase of the equipment when it arrives and is installed.
 - The Window Cleaning budget provided for three cleanings in 2024 but one of them was charged to the cleanup costs for the Interior Podium Project.

The Structural Fund was used during the year to pay for:

- Building Envelope Condition Assessment (BECA) report
- Mechanical and Electrical report
- IGU (foggy window) replacements
- Deck replacement at unit 712
- Skylight replacement at TH 8

Owners wishing to view the most recent financial statements are encouraged to log onto **FSRConnect**. The financial statements can be viewed by logging into your account, clicking on “Forms and Documents”, then “Financial Statements”, and then selecting the desired file, or go to the Strata’s website www.888beachvancouver.com.

The secure *Owners’ Only* section of the website can be accessed using the applicable username and password. If an Owner requires this information to be provided, please contact the Building Manager or Concierge for assistance.

3. **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.
4. **2025 Budget Preparation:** The Strata Council is reviewing the draft 2025 budget. There will be a nominal increase in strata fees. The 2025 budget will be presented to the Owners at the Annual General Meeting on March 13, 2025.

The government’s new requirement for an annual contribution to the Contingency Reserve Fund will not impact the strata fees as the Owners have contributed more than the required amount to the Strata’s Structural Fund each year.

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. The Owners are advised the Strata Corporation is party to the following Action(s):

1. **Civil Resolution Tribunal File #138092 Re-Strata Lot 185:** The Strata Council has initiated Civil Resolution Tribunal proceedings related to legal and professional expenses incurred by the Strata Corporation, which have been charged back in accordance with the Bylaws and remain outstanding, and to include continued investigation costs, rectification of the unapproved alteration, and other related expenses.

COMMITTEE REPORTS

1. **Landscaping:** The committee updated on plantings and the monitoring of trees potentially requiring replacement, to be addressed in the appropriate season.

It was moved and seconded to approve optional preventive treatment services as proposed. **CARRIED.**

2. **Elevators:** The Elevator Committee made a presentation to Owners on November 13, 2024. Andrew Knoll of KJA Consultants Inc., our elevator consultant, along with representatives of Community Fire attended the meeting to provide information to and to answer questions posed by the Owners.

The scope of work for the Elevator Modernization Project is as follows:

The six elevators in LMS712 Strata date back to before 1993 when the strata ~~was~~were originally occupied. As recommended in the Strata's Depreciation Report and by KJA Elevator Consultants Inc., components of the elevators and related systems need to be upgraded and replaced as part of the Elevator Modernization Project. There are three main components of the project: Elevator Modernization, Fire Safety and Security.

- Elevator Modernization will include replacing the motors, electronics and cables associated with the six elevators and will require hiring electrical engineers and mechanical engineers to supplement the work of the elevator company selected for the project.
- Fire Safety system upgrades are required because the existing fire safety system is breaking down and is not up to current fire safety code. The required work is being done in conjunction with the Elevator Modernization to ensure that the new fire safety system integrates with the new elevators and to eliminate any duplication of installation time and costs.
- Security System upgrades will be implemented to replace an ageing system and ensure the system is compatible with new security features in the elevators. All FOB readers in the complex for elevators, front doors, swimming pool access and parkade gates will need to be replaced, and new fobs will be issued to residents. These new FOBS will provide enhanced security (e.g., will be less susceptible to cloning). Residents will also be able to use Bluetooth on their phones to securely access the building. Intercoms will need to be upgraded and will be connected to the elevators to only allow visitors access to the floor of the resident.

There will be a **Special General Meeting on Thursday, January 30, 2025**, for the Owners to vote on the Special Levy of \$4.4 million required to fund the elevator modernization project. The information packages for the Special General Meeting will be distributed in early January 2025. The package will include a Proxy form for Owners who are not able to attend the January 30th meeting in person.

Note: For those leaving town prior to receipt of the mailed official notice of the meeting, proxy forms will be made available in advance at the Concierge desk or from the Building Manager. These can be completed to appoint a named Council member and submit to the Building Manager or Concierge, or to complete and provide to your appointed proxy.

3. **Personnel:** The committee updated that the annual personnel employment performance reviews are in process to be completed before year end.

4. **Renovations:** No significant matters to report.
5. **Bylaws and Rules:** It was moved and seconded to amend the Strata Corporation Rules as noted in these Minutes. **CARRIED.**
 - a) **Miscellaneous Fees & Costs**
 - *Elevator keys are priced at \$50.00 each*
 - *Replacement window handles are available from the Building Manager at a cost of \$50.00 each.*
 - b) **E-bikes and other electronic active transport devices**
 - *As a fire protection measure, electronic active transport vehicles and devices (bicycles, tricycles, scooters, and other similar personal vehicles) and/or their batteries must be recharged using the electrical outlets in the bicycle rooms. They are not to be charged in residential areas of the building.*
 - *Any such device plugged into an outlet in a bicycle room or anywhere in the parkade must be labeled with owner information.*
 - *Once fully charged, such devices and/or their batteries must be promptly unplugged.*
 - c) **Electric Vehicle Charging**
 - *In order to ensure the availability of EV chargers for all residents, a rate of \$2.00 per minute to a maximum penalty of \$100.00, will be charged once the maximum permitted time has been exceeded. To prevent accidental overstay due to digital failure, vehicle owners should set their own alarms rather than rely on reminder messages from the charging station.*
 - d) **Package deliveries**
 - *Concierge staff accept package deliveries for residents as a courtesy. When notified of a delivered package, residents should collect the item promptly or arrange for another resident to pick it up on their behalf. Failure to do so may result in Concierge staff refusing to accept packages on behalf of the offending resident. Staff are not expected to and are under no obligation to deliver packages to individual units.*
 - *In order to ensure WorkSafe compliance and in recognition of our limited storage space, residents ordering large, heavy, or awkward items must arrange for delivery directly to their unit or accept the delivery in person at the door of the building. These include, not exclusively, appliances, large or heavy boxes, soiled or clean laundry, fast food or perishable food delivery, and any item that requires special handling or cannot be easily stored in the package room. Concierge staff are instructed not to accept delivery of such items.*

BUSINESS ARISING

1. **Directives:** The directives from the previous Strata Council Meeting have been reviewed with the Strata Council and are being attended to at the present time. All relevant items currently in progress are contained in these minutes.
2. **Building Maintenance Plan:** The annual maintenance schedule was reviewed with the Strata Council, Building Manager, and Strata Management. The maintenance schedule is reviewed for regular updating as to current preventative and periodic maintenance, frequency, and current service provider information. All relevant items currently in progress are contained in these minutes.
3. **1501 Howe Street Tower – 02 Drain Issues/Odors:** Offensive odours and pipe noise have been reported by Residents. It was suspected that unapproved alterations are contributing to these issues. Common and vent stack alterations to original construction have been identified in a particular Strata Lot. Williams Engineering completed their investigation on March 27, 2023, and the report has been provided to the Strata Council for review and to Clark Wilson, as the findings are related to the pending Civil Resolution Tribunal hearing.

The Strata Council instructed Clark Wilson to issue a settlement proposal letter, a response was received and is being reviewed by the Strata Council and legal counsel. Further investigation reporting and records required to respond are partially completed and pending engineering response to complete the submission.

4. **RDH Engineering – Building Enclosure Condition Assessment (BECA):** It was moved and seconded to approve the draft with the minor edits provided. **CARRIED.**
5. **Columbia Seal - Common Property Maintenance – Doors/Windows:** The 2024 IGU replacement scope continues. Residents will be notified when access to their unit is required. If you are notified, please ensure you provide access to your suite if you plan to be away.

The 2025 list of units identified for IGU replacement has been submitted to Columbia Seal.

6. **Community Fire – Fire System Review:** Tabled pending Special General Meeting.
7. **RDH Building Science – Mechanical & Electrical Review Proposal #3436.096:** To update further, the mechanical portion of this report has been completed, and the electrical system review is in progress.
8. **Hush City Soundproofing – Excer-Tech – Sound Abatement Gym:** The scope of work for sound mitigation was completed by Hush City. There are concerns with the proposed solution installed and the service provider has been requested to address and rectify.
9. **WorkSafe BC – Mandatory Asbestos Report - Pinchin:** The Strata Council reviewed the issued notification for all structures built prior to 1995 requiring a mandatory report to be completed to identify, inventory, and report on any potential asbestos and/or toxic materials.

The scope of work has been completed satisfactorily. The report will be further reviewed for implementation of recommendations.

10. **Milani Plumbing – Rainwater Leader Proposal Quote #29325-1249123:** The Strata Council previously conducted a meeting with representatives from Milani Plumbing to discuss the proposed piping replacement recommendations. The revised scope of work proposal and recommendations is pending for further review by the Strata Council. Additionally, the Strata Council requested that an alternate contractor review the drainage system and provide recommendations.

The investigation proposal from Xpert Mechanical was approved to proceed and Xpert has scheduled access to the identified units and other locations to complete their investigation.
11. **Pro Bel Safety Systems – Annual Anchor Testing:** Strata Lot 255 will be notified for access once a date is scheduled to attend, as inspection at this location could not be completed due to personal items not being moved to facilitate access to the anchors. Service costs for reinspection of the anchors at this Strata Lot will be charged back in accordance with the Strata Corporation bylaws.
12. **Venting Investigation – Odor Transmission:** The final report has been received and reviewed by the Strata Council. There was no identifiable defect or deficiency in the duct system in the area of the unit which had reported as experiencing odor transmission or within the suspected source unit.
13. **Milani Plumbing Quote #11174460 – Booster Pump Replacement:** The scope of work has been completed satisfactorily.
14. **Milani Plumbing Quote #29325-1242773 – Roof Drain Scope:** The approved scope of work is in progress pending completion at Beach Tower, and all other locations have been completed.
15. **Out of Reach – Exterior Envelope Service:** The scope of work has been completed satisfactorily.
16. **Annual Service - Global Gas Detection:** The scope of work for damper operator repairs was reviewed by Milani and the quote was submitted to the Strata Council for review and approval to complete.
17. **Community Fire – Quote 20241001-00054 Annual Inspection Deficiencies:** The approved scope of work is in progress for completion.
18. **Community Fire – Quote 20240923-00433 Annual Inspection Deficiencies Dry Valves:** The scope of work has been completed satisfactorily.
19. **Community Fire – Quote 20241009-01089 Annual Winterization:** The approved scope of work is in progress for completion.
20. **Phoenix Restoration File #MV-24JY348 – Common Property Source/Multiple Units:** The approved scope of work is in progress for completion.
21. **Phoenix Restoration File #MV-24JY330 – Common Property Source:** The scope of work has been completed satisfactorily.

22. **Security Gate Installation – Fortes One:** The recommended scope for security enhancement and gate installation will be presented to the Owners for approval at the Annual General Meeting.
23. **SWTCH Energy – EV Charging Review:** The Council representative had a meeting with SWTCH to review usage summaries and discuss recommendations for current and future charging demand requirements. This will be considered in future as overall EV charging infrastructure requirements are assessed.
24. **Phoenix Restoration File #MV-24JY361 – Common Property Source/Multiple Units:** The approved scope of work is in progress for completion.
25. **Special General Meeting Planning – Elevator Modernization/Life Safety System Replacement:** The Special General Meeting is scheduled for January 30, 2025. Further notification will be issued in advance to Owners on the project scope and resolution for consideration.
26. **Annual General Meeting Planning – Budget Review:** The Annual General Meeting is scheduled for March 13, 2025 (updated). Further notification will be issued in advance to Owners.

BYLAW VIOLATION REPORT

Council directed the Strata Manager to issue Bylaw violation letters with possible fine(s) to the applicable Owner/Tenant for any complaints received for alleged Bylaw violations. All materials related to such will be reviewed in depth by Strata Council at the upcoming Meeting. Any necessary investigations and/or decisions related to enforcement will be at the majority direction of Strata Council.

Additionally, Council directed the Strata Manager to issue Bylaw violation letters to any Owner/Tenant who may be responsible or deemed responsible for a property damage loss where remedial costs have been incurred by the Strata Corporation. Any necessary investigations and/or decisions related to enforcement will be at the majority direction of Council.

Council may direct the Strata Manager to seek legal advice on the Strata Corporation's behalf under one of the applicable legal retainer programs for matters where the *Strata Property Act* and/or the Bylaws are unclear.

1. **Bylaw Violation Report:** Owners are advised that they are requested to complete a Bylaw complaint form, which is available on **FSRConnect™**, through our Resident Support Services department directly at <https://fsresidentialbcsupport.zendesk.com> or at the on-site Building Manager's office to submit to the Strata Manager for Strata Council review and consideration.

The Strata Council has reviewed the alleged Bylaw notification summary report; any responses received for decisions on fines to be assessed or noted as resolved were directed to the Strata Manager to issue the applicable correspondence.

2. **Chargeback Violation Report:** The Strata Council has reviewed the chargeback notification summary report; any responses received for decisions on fines or noted chargebacks to be assessed and directed the Strata Manager to issue the applicable correspondence.

CORRESPONDENCE

1. ***Correspondence Received Strata Lot 42 Re: Response to Bylaw Contravention Notification:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

It was moved and seconded to issue a fine in the amount of \$50. **CARRIED.**

It was directed by the Strata Council for additional correspondence to be issued requiring the residents to vacate their tenancy or have the prohibited additional dog relocated by February 1st, 2025, to avoid additional bylaw contravention enforcement action.

2. ***Correspondence Received Strata Lot 10 Re: Response to Chargeback Notification:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

3. ***Correspondence Received Strata Lot 34 Re: Request for Reimbursement:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

It was moved and seconded to reimburse the expense incurred related to common property drain source. **CARRIED.**

4. ***Correspondence Received Strata Lot 58 Re: Request for Inspection – Common Property Windows/Condensation:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

The reported excessive condensation concern is under review for assessment.

5. ***Correspondence Received Strata Lot 94 Re: Request for Council to Consider Renovation Period:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

6. ***Correspondence Received Strata Lot 197 Re: Inquiry Roof Rainwater Drain Replacement:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

The Strata Council advised that once the investigation, currently underway by Xpert Mechanical (see Business Arising #10), is completed the recommended scope of work and re-piping project to address will likely proceed in 2025.

7. ***Correspondence Received Strata Lot 205 Re: Report Alleged Bylaw Contravention:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

It was moved and seconded to issue a bylaw infraction notification. **CARRIED.**

8. ***Correspondence Received Strata Lot 258 Re: Use of Common Property:*** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

The Strata Council has reviewed and as previously advised regarding the circumstances around the restricted elevator access and use of common property. The unit Owner of

Strata Lot 256 will be notified of the protocol to personally escort guests to their floor due to the requested restricted access. The residents on the floor being utilized have the option to request access restriction to the floor if all parties agree and consent. The security system modernization will address in future once approved to proceed and implemented.

9. **Correspondence Received Strata Lot 64 Re: Dryer Vent Service:** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

It was moved and seconded the inspection is mandatory for all units unless evidence can be provided that the dryer has been removed. **CARRIED.**

10. **Correspondence Received Strata Lot 71 Re: Request to Waive EV Loitering Charge:** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

It was moved and seconded to waive the assessed fee as a one-time courtesy. **CARRIED.**

11. **Correspondence Received Strata Lot 75 Re: Dryer Vent Service:** The correspondence has been reviewed and Council appreciates the Resident's time to submit their communications.

It was moved and seconded the inspection is mandatory for all units unless evidence can be provided that the dryer has been removed. **CARRIED.**

NEW BUSINESS

1. **Community Fire Quote #20240920-00463 – Pipe Repair Loading Bay:** The approved scope of work has been completed satisfactorily.
2. **Community Fire Quote #20241101-003784 – Pipe Repair P4:** The approved scope of work has been completed satisfactorily.
3. **Ideal Door – Parkade Gate Repairs – Chargeback Strata Lot 10:** It was moved and seconded to chargeback the associated costs to Strata Lot 100. **CARRIED.**
The scope of work has been completed satisfactorily.
4. **Pacific Heights – Service Proposal:** The Strata Council confirmed to have a services proposal submitted for review.
5. **Ideal Door – Gate 4 Operator Replacement:** The approved scope of work has been completed satisfactorily.
6. **Ideal Door – Gate 4 Torsion Spring Replacement:** The approved scope of work has been completed satisfactorily.
7. **Simson Maxwell Quote #SVQ006133 – Replace Block Heater:** The approved scope of work has been completed satisfactorily.
8. **As per Council:**

- **Capital Projects:** The Depreciation Report identified capital projects for the next 30 years. The Depreciation Report is available on FSRConnect and on the Strata’s website, two capital projects of note are:
- **Domestic Water System (Piping):** Some Owners have expressed concerns that the piping will need to be replaced soon because it is mentioned in the Depreciation Report. There was a study undertaken during 2023 and tests of the pipes were conducted at many locations throughout the complex. Based on the test results and the fact that we are not receiving reports of failed pipes, there is no immediate need for a piping project. However, Owners must keep in mind that this project is on the horizon.
- **EV Charging Project:** The Strata will be required by provincial legislating to begin planning for the eventual installation of infrastructure (trunk wiring and a system to slow electrical draw during peak use periods so that the rate we pay for electricity is not impacted) which will allow individual Owners to install (at their own expense) private EV charging stations in their parking stalls. The equipment to be installed will be mandated by the Strata as it must be compatible with the whole system. Some Council members have attended information sessions and will begin a process of long-term planning to meet this requirement.
- **Ceiling Panels Beach Tower:** The ceiling panels are being refinished to be installed, lighting replaced with LED and painting addressed while the lift required to complete this work is on site.

TERMINATION OF MEETING

There being no further business, the meeting was terminated at 4:00 p.m.

Next Meeting: January 28, 2025, at 4:00 p.m. by electronic meeting.

FirstService Residential BC Ltd.

John Boschert
Senior Strata Manager
Per the Owners
Strata Plan LMS712

JB/

<u>FSRConnect™</u>	<u>Customer Care</u>	<u>Resident Support Services</u>
<p>A self-serve community portal that offers the following residential services:</p> <ul style="list-style-type: none"> • Resident Documents • Amenities • Account Payments <p>Register here: https://portal.connectresident.com/#/registration</p>	<p>Open 24/7 365 days a year with translation services available in 31 different languages.</p> <ul style="list-style-type: none"> • Updating contact Information • Account balance inquiries <p>Call Customer Care at 1.855.273.1967.</p>	<p>For online assistance with:</p> <ul style="list-style-type: none"> • Accounting questions • FOB/Key requests • Other general inquiries <p>Submit your inquiry: https://bcsupport.fsresidential.com/hc/en-us</p>



FIRE *Extinguishers*

**DID YOU
KNOW?**
INTERESTING FACT



FS Insurance Brokers

Did you know that two leading causes of fires are unattended candles and kitchen grease fires? Fire extinguishers can help save lives and property, and prevent catastrophic damage to your home. When well-placed and easy-to-access, extinguishers can be used to put out small fires, or to suppress flames while you escape to safety. Use the following tips to ensure your residential fire extinguisher will be ready in case of emergency.

On a monthly basis:

- ▶ Ensure clear access to the extinguisher
- ▶ Check for proper pressure—needle should be in the ‘green zone’ on extinguisher with a gauge
- ▶ Check that nozzle, pin, and tamper seal are unhindered and intact
- ▶ Check for dents, leaks, rust, or chemical deposits
- ▶ Shake the fire extinguisher to prevent settling of powder

Replace fire extinguishers if:

- ▶ Pressure needle is outside the ‘green zone’
- ▶ Handle is wobbly or broken
- ▶ Locking pin is missing or unsealed
- ▶ Hose is cracked, ripped, or blocked with debris
- ▶ Required by manufacturer’s instructions or if the extinguisher is more than six years old

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