

MINUTES OF COUNCIL MEETING STRATA PLAN LMS-4050 THE 501

HELD: On Monday, February 2, 2009 at 7:00 p.m. in the Manager's Office, 2007 at 501 Pacific, Vancouver, B.C.

PRESENT:

Brenda Lea Brown	Vice President	# 604
George Affleck	Treasurer/Landscaping	# 208
Rodney Legrow	Maintenance	# 204
Andrea Litke		#2604

REGRETS:

Brent Belsher	President	# 202
Jenny Ashton	Bylaws	#1505

GUEST: Angela Stopa #2403

STRATA AGENT: Bunny Porteous, Vancouver Condominium Services Ltd.

The meeting was called to order at 7:00 p.m.

GUEST BUSINESS

Ms Angela Stopa was invited to attend a hearing to discuss a complaint letter received regarding the barking of dogs in her unit.

BUILDING MANAGER'S REPORT JANUARY 2009

1. Pressure washed parkade descent, commercial garbage bay and pool deck.
2. Common area hallway carpet maintenance completed.
3. Accumulated junk removed from P1.

MINUTES

It was moved, seconded and carried to adopt the minutes of the January 5, 2009 council meeting, as circulated.

FINANCIAL REPORT

1. **Monthly Statement:** Following review, council approved the January 2009 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Arrears: The agent advised council that 35 owners have yet to submit payment for the special levy passed on September 24, 2008. As per the strata corporation bylaws, all owners who fail to make payments will be assessed a late levy fine of \$50 per month until payment is received in full.

The agent advised that a lien has been filed on two strata lots with significant outstanding balances on their accounts, with a \$150 lien charge assessed to the owners' accounts thus preventing conveyance until the outstanding balance is paid in full.

Reminder to Owners

Special Levy – A special levy for the exterior maintenance project was passed on September 24, 2008. As a matter of financial convenience, the owners may pay this special levy over a period of ten months, such payments to be made in ten equal amounts on the first of each month commencing on November 1, 2008, and ending on August 1, 2009. This levy will not be added to the PAC pre-authorized chequing plan. Please issue cheques payable to 'Strata Plan LMS-4050; see levy schedule attached to SGM minutes, September 30, 2008. Should you require further information, please contact VCS at 604-684-6291.

3. AGM:

- (a) Date: The AGM has been scheduled for Wednesday, April 15, 2009 at 7:00 p.m. in the Games Room, 501 Pacific.
- (b) Budget: The agent distributed an updated draft budget for council's review for the new fiscal year commencing February 1, 2009. Once the draft audit is received in February, the budget will be finalized to be attached to the AGM notice.
- (c) Agenda: The following items will be on the agenda:
- (1) $\frac{3}{4}$ Vote Resolution #1 – Paving Project/Deficit Recovery
 - (2) $\frac{3}{4}$ Vote Resolution #2 - AC Condensers. To replace and re-locate the two AC condensing units that service the electrical vault at a cost of \$18,500, to be funded from the CRF.
 - (3) $\frac{3}{4}$ Vote Resolution #3 – Dryer Vent Booster Fans. Install required booster fans and complete drywall repairs in 10 affected units at a cost of \$16,000 to be funded from the CRF.

- (4) $\frac{3}{4}$ Vote Resolution #4 – Toilet Wax Seals. Replace the toilet wax seals in 295 units and in all common areas. Although toilet wax seals are the owner's responsibility, in order to prevent costly damages to the owners and increases to strata corporation's insurance deductibles, the council is highly recommending the replacement of the toilet wax seals (life-span 10 years) with a maximum expenditure of \$30,000 to be funded from the Contingency Reserve Fund.
- (5) $\frac{3}{4}$ Vote Resolution #5 – Bylaw Amendments.

BUSINESS ARISING

1. Exterior Maintenance Project: Spratt Emanuel Engineers have submitted the specifications for the exterior maintenance project out to tender to qualified contractors. The bids will be available for council's review and approval at the March council meeting. The engineers are projecting the work to commence in spring 2009 and as the project is weather dependant, completion is difficult to determine. An owner's information meeting will be held when the contractor has been selected to review the details of the project.
2. Bylaws: The Bylaw Committee presented a report outlining proposed bylaw amendments for council's review. The council approved the recommended amendments to be submitted to legal counsel for review before presenting to the owners at the AGM in April.
3. Fob Re-registration: The strata council and VCS is updating the fob security system to ensure maximum security within The 501. Fob re-registration survey forms were attached to the December minutes for owners to complete by January 15th.

Survey forms have not been received from the following 86 units:

205, 301, 302, 404, 406, 501, 505, 506, 507, 508, 510, 602, 606, 609, 610, 704, 706, 707, 709, 710, 805, 810, 905, 908, 1001, 1002, 1006, 1007, 1010, 1102, 1103, 1105, 1106, 1110, 1206, 1210, 1404, 1405, 1501, 1506, 1509, 1608, 1705, 1709, 1806, 1810, 1902, 1904, 1906, 1907, 2007, 2101, 2104, 2207, 2208, 2209, 2303, 2304, 2308, 2310, 2410, 2501, 2502, 2503, 2504, 2510, 2603, 2605, 2606, 2610, 2705, 2706, 2710, 2801, 2807, 2808, 2810, 2901, 2907, 2910, 3003, 3006, 3010 and 3101.

Please take five minutes to complete the survey form with all your information (fob and access card numbers). If there is no number on your fob, you are required to drop by the 3rd floor office and swipe your fob/access card on the reader. Survey forms not received by February 29th will result in de-activation of all fobs/access cards registered to the unit.

The council would like to thank all owners who have submitted their completed surveys to ensure a maximum high level of security is maintained within The 501.

4. Rental Units/Form Ks: After reviewing the Survey forms, it has been noted that 46 owners with rental units have yet to submit the required Form K for their tenants as per the strata corporation bylaw 30.1 and 30.2:

30.

- (1) *A Form K. must be submitted to the strata corporation within two weeks of tenant occupancy. A fine of \$200.00 shall be levied against the strata lot every seven days, until the signed Form K is received.*
- (2) *The bylaws and rules of the strata corporation shall be binding upon a tenant(s).*

Form Ks will be submitted to the owners to complete and return by March 5th, or a bylaw violation fine (\$200) will be levied against the owner's account.

Form Ks are required from owners who rent their suites to ensure that the Strata Corporation has emergency contact information as well as knowledge of any restrictions that owners have placed on tenants regarding guest suite and games room rentals, and extra key purchase. If the building manager is unable to contact a tenant or owner in the event of an emergency requiring entry to the suite, the cost of a locksmith service for entry would be charged to the owner.

5. Guest Suite Proposal: No report available.
6. Unit #209/#202 Balcony Leaks: The owners of units #202 and #209 contacted VCS to advise of water ingress by their patio doors. Spratt Emanuel has been contacted to investigate and will be scheduling water testing to determine the source of the water.
7. Elevator/Citiloc: Citiloc has completed the Elevator Access Control System Upgrade in the three elevators. A single control system was originally installed in the three elevators and Citiloc recommended the installation of separate controllers for each elevator, which would prevent the failure of all three elevators, should a problem arise in one elevator. The council approved the invoice in the amount of \$29,400. Citiloc has provided a 12 month parts and labour warranty for the updated control system.
8. Fire Sprinkler Head Replacement: Simplex Grinnell is proceeding to replace 4,061 sprinkler heads which were recalled by Central Sprinkler Company. Central Sprinkler discovered the performance of the "O" ring sprinklers could degrade over time and cause the sprinklers not to activate in a fire. Central Sprinkler is providing newer sprinkler systems that do not use "O" ring seals and is voluntarily launching the program to provide enhanced protection to its sprinkler customers nationwide. Central Sprinkler is providing free of charge replacement sprinkler heads and the labour needed to replace the sprinklers. The strata corporation will be required to complete any drywalls if required.

VERY IMPORTANT NOTICE

**TO ALL OWNERS AND TENANTS OF
THE 501**

SPRINKLER REPLACEMENT PROJECT (starting January 14, 2009)

The o-ring fire sprinklers in the suites are being replaced under a recall program.

ACCESS TO EVERY SUITE IS MANDATORY

START DATE – JANUARY 14TH (SEE ATTACHED SCHEDULE)

HOURS OF WORK WILL BE 7:30 AM TO 3:00 PM EACH DAY

Please be advised that a crew from Simplex Grinnell will be entering your unit for the purpose of changing the fire sprinkler heads (the existing sprinkler heads have been recalled by the manufacturer).

We request that in advance of this work you prepare your suite by checking the closets for sprinkler heads. For any closet with a sprinkler head please remove all items from the shelf below it and the floor so the crew have unobstructed access. Please also remove any fragile items from the vicinity of any of the other sprinkler heads in the suite.

Typically this work takes about 60 minutes per suite. The workmen will then return to the suite briefly in the afternoon to ensure that there are no leaks from the newly installed sprinkler heads.

If one of the new sprinkler heads should develop a leak (i.e. it drips) after the work has been completed please FAX VCS (604-684-1539) OR DROP A NOTE AT THE OFFICE ON THE 3RD FLOOR with the specific location of the sprinkler head in the suite.

We apologize for any inconvenience that this work may cause and thank you for your cooperation and patience.

It is mandatory the sprinkler heads are replaced. If you are unavailable to be home please leave a key with the building manager (3rd floor office).

Owners who do not provide access on the scheduled date will be required to contact Simplex Grinnell to schedule the replacements at the owner's cost (\$45 per sprinkler head and labour).

The contractors are required (by the manufacturer) to complete the replacements by February 27th. No re-scheduling of dates will be permitted.

As of January 30th Simplex Grinnell completed the replacements from the 19th to the 22nd floor and the following units were not available to complete the replacements. Units #2710, 2801, 2907 and 3003. The council directed the agent to put notices under the doors of all units who do not provide access for the mandatory sprinkler head replacement project to advise of the strata corporation bylaws: 7(1)(a), (b) and (c).

7. Permit entry to strata lot

- (1) *An owner, tenant, occupant or visitor must allow a person authorized by the strata corporation to enter the strata lot*
 - (a) *in an emergency, without notice, to ensure safety or prevent significant loss or damage, and*
 - (b) *at a reasonable time, on 48 hours' written notice, to inspect, repair or maintain common property, common assets and any portions of a strata lot that are the responsibility of the strata corporation to repair and maintain under these bylaws or insure under section 149 of the Act, or that may be used in connection with the enjoyment of any other strata lot;*
 - (c) *To promptly carry out all work that may be ordered by any competent public or local authority.*

If access is not provided, a locksmith will be contacted to access the unit to replace the sprinkler heads, as this is a mandatory project to ensure the safety of all residents of The 501. Extra costs for the locksmith and contractors will be charged to the owner's account.

CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters.

1. Correspondence was received from several owners outlining excessive noise from a unit on the 29th floor on Saturday, January 31st until 6:00 a.m. A bylaw violation complaint letter has been submitted to the owners requesting they contact their tenants to review the strata corporation bylaws and rules to ensure that they are strictly adhered to.
2. Several noise complaints were received from a party in the games room on Saturday, January 31st, which proved disruptive to residents in the building.

A bylaw violation complaint letter was submitted to the owner outlining the strata corporation bylaw #3 Use of Property 1(b) and (c):

3. Use of property

- (1) *An owner, tenant, occupant or visitor must not use a strata lot, the common property or common assets in a way that*
- (b) *causes unreasonable noise, in the opinion of the Strata Corporation. Owners creating excessive noise will be given a verbal warning by a representative of the Strata Council. Failure to heed this warning will result in an immediate fine of \$200.00. No written warnings will be given;*
 - (c) *unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot;*

The owner has been given the opportunity to contact VCS within seven days date of the letter to discuss the complaint and attend a hearing at the next council meeting.

NEW BUSINESS

There was no new business.

There being no further business, the meeting was adjourned at 9:25 p.m. The next meeting will be held on Thursday, March 12, 2009 at 7:00 p.m.

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