

# **MINUTES OF COUNCIL MEETING**

## **STRATA PLAN LMS-4050**

### **THE 501**

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**HELD:** On Monday, February 1, 2010 at 7:00 p.m. in the Manager's Office,  
501 Pacific Street, Vancouver, B.C.

**PRESENT:**

Brent Belsher	President
Brenda Lea Brown	Vice President
George Affleck	Treasurer
Jenny Ashton	Secretary
Rodney Legrow	Landscaping
Andrea Litke	

**REGRETS:** Rob McDowell Project Liaison

**GUESTS:** Sam Collizza, Spratt Emanuel Engineering 7:00 p.m.  
Chris Couch/Owner – Unit 209 8:00 p.m.

**STRATA AGENT:** Bunny Porteous, Vancouver Condominium Services Ltd.

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

#### **GUEST BUSINESS**

Mr. Sam Collizza was invited to attend the council meeting to provide an overview of the progress with the townhouse roof membrane repairs, parkade epoxy injections, the schedule to complete the pool upgrades and outstanding deficiencies. Sam informed the council that the TH roof membrane replacements are proceeding on schedule, with weather permitting and access availability (Olympics) permitting should be completed within three weeks.

The council requested an explanation as to why the townhouse membrane repairs were not included in the original contractor's scope of work as concerns with water seepage was provided to the engineers during the condition assessment and was included in the report. Sam Calizza will discuss the councils concerns with Mark Emanuel and provide a response to the council.

Prostar Restoration has completed the concrete crack epoxy injections in the parkade and is reviewing concerns with cracks in the utility rooms.

The outstanding Tower deficiencies, completion of the pond upgrades and flashing of the pool area will begin once the Olympics have completed and the weather permits.

The estimated costs to date for the Exterior Membrane Project is \$1,120,000. The engineer was requested to submit an outline of any further costs to complete the project in order for the council to determine if the two months' exterior maintenance special levy payments (July & August) will be required. As the anticipated tender was much less than anticipated, owners were recommended to suspend the July August payment until it was determined if the funds would be required.

*The council thanked Sam Collizza for attending and he departed at 7:40 p.m.*

## **GUEST #2**

The owner of unit #209 Mr. Chris Couch attended the council meeting to request the council consider assistance with out of suite living expenses while the interior repairs in his unit are completed, due to exterior water ingress.

*Following discussion, the owner departed at 8:30 p.m.*

The agent was directed to submit a letter to the owner to inform Mr. Couch that the strata corporation's insurance policy does not provide out of suite living and, the owner should contact his personal insurance.

## **BUILDING MANAGER'S REPORT- DECEMBER/JANUARY**

- Mircom Security was onsite to complete the third visit to complete the testing of the fire safety equipment in units not accessed during the first two visits in May and August. 100% of the units safety devices have now been tested; however, the building manager was required to access two units with a locksmith (following several advance notices to the residents) to complete the testing as per the strata bylaws. Owners will be charged for the cost of the 3<sup>rd</sup> visit and the two units will be charged or the cost of the locksmith.
- The swimming pool and hot tub are open following the completion of the upgrades. The council would like to thank all owners for their patience while the pool area was closed. It is now up and running.

## **MINUTES**

It was moved, seconded and carried to adopt the minutes of the December 8, 2009 council meeting, as circulated.

## **FINANCIAL REPORT**

1. **Monthly Statement:** The December 2009 financial statement was reviewed and approved. 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 council would like to thank all owners for ensuring that their strata fee payments are submitted on time.
3. **AGM:**
  - (a) **Date:** Wednesday, March 31, 2010.
  - (b) **Budget:** The agent distributed an updated draft budget for the council to review for the fiscal year 2010. The draft budget is for discussion purposes only and once the audit is completed, the draft budget will be finalized and inserted with the AGM notice.
  - (c) **Agenda:** A  $\frac{3}{4}$  vote resolution will be presented to the owners who ratify the expenditure to install the required sprinkler system valve at a cost of \$11,638 from the Contingency Reserve Fund.

## **BUSINESS ARISING**

1. **Building Maintenance:**
  - (a) **Townhouse Repairs:** Ocean West Construction completed the replacement of the opera balcony membranes on the townhouse at a total cost of \$51,120. Proactive Building Maintenance is proceeding with the replacement of the rooftop membranes at a cost of \$202,000.  
"See Guest Business for additional information"
2. **Landscaping:** The council reviewed three quotes to complete the landscaping maintenance around the perimeter of the building. Following discussion, the council approved Para Space Landscaping to proceed with the landscaping and grounds maintenance at a total annual cost of \$16,606.
3. **Commercial Signage:** The council is awaiting further details from the commercial property manager in order to approve Tree Organics requested sign.

4. Minute Distribution:

**IMPORTANT**

**In order to support the environment and as a cost-saving measure for the strata corporation, the council has implemented a policy to post the minutes on the website for the residents as of February 1, 2010. The minutes will no longer be delivered to the owners' doors or mailed to the non-residents. AGM/SGM notices and minutes will continue to be delivered and mailed.**

**Residents are highly recommended to view the strata corporation's website www.501.net for minutes reports and important maintenance repairs, bylaws, rules, etc. The council requests all residents for their assistance in supporting the environment and saving dollars for the strata corporation.**

5. Olympics:

- (a) Security: Security during the Olympic period, February 12<sup>th</sup> – March 1<sup>st</sup>, 2010, has been increased. Residents are encouraged to contact the security guards with any complaints.
- (b) Guest Suite: The council approved a proposal to replace damaged and worn furniture in the guest suite with an estimated cost of \$2,000 per guest room.

6. HRTC: "Please see attached bulletin".

**CORRESPONDENCE**

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

- 1. A letter was received from the owner of unit 2904 on the Home Renovation Tax Credit. "Please see attached bulletin."
- 2. Correspondence was received from the owner of 1608 requesting council's approval to install laminate flooring. A letter of approval was submitted to the owner with the following conditions:
  - (i) To absorb noise the maximum available soundproofing (60 to 73 sound transmission rating) must be installed between the laminate and the underlying structure. A copy of the invoice with the manufacturer's details is to be submitted to VCS.
  - (ii) Area rugs are to be laid in the high traffic areas.

- (iii) Shoes should not be worn inside the unit when walking on the hardwood floor.
- (iv) Memos to be distributed to neighbouring units to the concierge and building manager outlining times of the renovation.
- (v) The strata corporation's bylaws on Renovation to be strictly adhered to.

As the strata corporation's insurance does not provide coverage for improvements or betterments, owners are responsible for obtaining separate insurance for laminate flooring.

## **NEW BUSINESS**

1. **B.C. Assessment:** The strata council acknowledged receipt of the 2010 Assessment Notice for the strata suite. The total assessment amount noted is \$2 and the breakdown is \$1 for Property and \$1 for Improvement. BC Assessment has been legislated to assess the strata owned units this way, having originally moved to nominal assessments in 2007 and then back to market based assessments in 2008. Essentially, BC Assessment is obligated to assess a nominal value for "strata suites" and the logic is believed to be that the value of the suites is already captured in the value of all of the other suites in the building.

At this point, VCS does not know what the impact will be on property tax as the advance payments are made based on the previous year's assessment. When BC Assessment moved to nominal assessments in 2007, affected strata corporations received refunds on their property taxes paid for strata suites. Unfortunately, the strata corporation will not know the impact until the property tax notices are sent out in the spring.

There being no further business, the meeting was adjourned at 9:50 p.m. The next meeting will be held on Monday, March 8, 2010 at 7:00 p.m., followed by the AGM on March 31, 2010 at 7:00 p.m.



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BP/ys

## WHAT YOU NEED TO KNOW ABOUT AN EARTHQUAKE

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We recognize that this is a sensitive topic due to the recent devastating earthquake in Haiti; however, it is imperative that we all understand the reality of dealing with the aftermath of a major earthquake ...

1. You are on your own. Do not count on your strata council or management company for assistance.
2. There is not a supply of food, water, blankets or other survival provisions stored anywhere on the property. You are on your own and need to prepare accordingly.
3. If there is natural gas service to your strata corporation there is no plan for shutting off the gas supply.
4. There are no arrangements for alternate living quarters if you are unable to return to your strata lot. You are on your own.
5. Depending on the severity of the earthquake, you may not be able to telephone/email the management company for assistance.
6. The contents of your strata lot, your automobile(s) and other personal property are not insured by the strata corporation. If you have made improvements to your strata lot, such improvements or betterments are not insured by the strata corporation either.
7. The strata corporation is insured for earthquake damage; HOWEVER, there is a deductible which means that there is no coverage for damages within that deductible. Generally the deductible is 10% of the value of the strata corporation although in some instances (ie. Richmond) the deductible could be 15% or 20% of the value of the property. In most cases this will amount to millions of dollars. Your strata corporation does not have reserve funds available to meet such a huge deductible. Repairs will have to be funded by one or more special levies. These could be substantial.
8. There is NO government plan or fund to assist either you or your strata corporation. You are on your own.

While it would be nice to hear that there are plans and that there is a safety net, your strata council and VCS bring you the above information in an effort to alert you to the reality of an earthquake scenario. The Government of Canada advises you should be prepared to be self sufficient for at least 72 hours. Accordingly, you need to develop your own personal plans for survival. Like many people, you will not be adequately prepared and that is "human nature". Please remember, however, that "You are on your own" is the hard truth and the only rule that counts.

For further information, please visit the following websites:

Ministry of Public Safety & Solicitor General

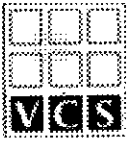
[http://www.pep.bc.ca/hazard\\_preparedness/earthquake\\_preparedness.html](http://www.pep.bc.ca/hazard_preparedness/earthquake_preparedness.html)

City of Vancouver Earthquake Preparedness Tips

<http://vancouver.ca/emerg/prepyourself/earthquaketips.htm>

Public Safety Canada - What To Do during an Earthquake

<http://www.preparez-vous.ca/fl/earthquakes-what-to-do-eng.pdf>



# VANCOUVER CONDOMINIUM SERVICES LTD.

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## HOMEOWNER RENOVATION TAX CREDIT (HRTC)

- This bulletin is directed to those strata lot owners who principally reside in their strata lots. It does NOT apply to non-resident owners. The federal government's tax credit program (HRTC) is only for resident owners.
- The HRTC is for your 2009 tax return, which has to be filed with the Canada Revenue Agency (CRA) by the end of April 2010.
- The HRTC does NOT apply to:
  - (a) Your regular strata fees paid in 2009/2010 (from January 27, 2009 to January 31, 2010)
  - (b) Projects funded by special levy or the strata corporation's Contingency Reserve Fund, or other similar fund if that project was initiated prior to January 27, 2009.
  - (c) Projects funded by special levy or the strata corporation's Contingency Reserve Fund or other similar fund if the project was initiated between January 27, 2009 and February 1, 2010 for the uncompleted portion of the work after February 1, 2010. Only that portion of the new work completed between January 27, 2009 and February 1, 2010 is eligible.

**The Exterior Maintenance Project was initiated in March 2009, therefore, the owners of The 501 will be eligible for the HRTC.**

- The total cost of an eligible project (new work completed) must be divided by all the owners of your strata corporation, using the usual unit entitlement formula.
- The HRTC applies to eligible expenses of more than \$1,000, but not more than \$10,000, resulting in a maximum non-refundable tax credit of \$1,350.
- VCS will not be able to provide you with the required HRTC information until the end of February. If you plan on submitting your 2009 tax return to the CRA early (i.e. not at the end of April) VCS will NOT be able to provide you with information prior to the end of February.
- Once VCS has the documentation ready, at the end of February, it will be distributed to you.
- For more information, please contact the government website at:  
<http://www.cra-arc.gc.ca/hrtc/>

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