

# MINUTES OF COUNCIL MEETING

## STRATA PLAN LMS-4050

### THE 501

---

**HELD:** On Monday, April 5, 2010 in the Manager's Office, 501 Pacific Avenue, Vancouver, B.C.

**PRESENT:**

Brent Belshers	202
Brenda Lea Brown	604
George Afleck	208
Jenny Ashton	1505
Rob McDowell	207
Rodney Legrow	204
Nicholas Najda	1910 (NR)

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

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

#### **ELECTION OF OFFICERS**

The following officers were elected as follows:

President	Brent Belshers	202
Vice President	Brenda Lea Brown	604
Treasurer	George Afleck	208
Secretary	Jenny Ashton	1505

#### **MINUTES**

It was moved, seconded and carried to adopt the minutes of the March 8, 2010 council meeting, as circulated.

#### **BUILDING MANAGERS REPORT – MARCH**

- Garbage compactor maintenance completed
- Parkade air vent maintenance completed
- Tower hallway major clean up of walls, doors, frames, light fixtures in progress
- Amenity Room – major clean up of windows, stripping and waxing of floors

Council members Brenda Lea Brown and Rob McDowell will complete a maintenance walk-about of the building and provide a report at the next council meeting.

## **FINANCIAL REPORT**

1. **Monthly Statement:** Following review the council approved the March 2010 financial statement as presented. Any owner wishing a copy of the strata corporation's financial statements may contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. **Audit:** Council Treasurer, George Affleck approved the draft audit to be finalized for the fiscal year ending January 31, 2010.
3. **Arrears – (Important Reminder) – Strata Fees:** **There is an increase in strata fees retroactive to February 1, 2010. As the AGM was held after the strata corporations' fiscal year end, all owners will be required to issue a catch-up cheque made payable to "Strata Plan LMS-4050" which covers the difference in strata fees and strata corporation fiscal year end and the time the new budget was passed on March 31, 2010.**

**For those owners on pre-authorized chequing (PAC), your strata fee payments will be adjusted to the new rate on May 1, 2010, therefore, you will be required to issue a catch-up cheque for the months of February, March and April as catch-up fee will not be withdrawn from your bank account.**

**For those owners who pay by post-dated cheques, please issue new post-dated cheques made payable to "Strata Plan LMS-4050" at the new strata fee amount. You will also be required to issue a catch-up cheque for the months of February, March and April.**

**Please see the strata fee schedule and the catch-up fee schedule attached to the AGM Minutes.**

## **BUSINESS ARISING**

1. **Exterior Maintenance Project**
  - a) **Tower Maintenance/Deficiencies:** Prostar Painting is proceeding with the exterior maintenance wall and balcony deficiencies.

The contractors will be required to access some balconies to complete the deficiency repairs. A notice will be submitted to residents 48 hours in advance of the work to be completed.

Once Prostar has completed the deficiencies Spratt Emanuel Engineers will complete a final review of the building and residents will receive a final sign off notice to complete and return to VCS.

- b) Townhouse Repairs: Waterproofing membrane has been replaced on the roof top balconies, planter boxes and opera balconies.

Spratt Emanuel Engineering was contacted to investigate water ingress in unit 209. Water testing was conducted with two engineers who discovered that the moisture is due to condensation concentrated at the steel studs and steel shielded electrical cables all of which present cold surfaces in the midst of a warm environment. The engineers have recommended further exploratory holes be cut through drywall on exterior concrete walls to investigate the extent of condensation damage. To date northwest, north and northeast corners of Unit 209 have been found to contain condensation damage in the form of rusted steel zed girts due to flowing condensation water.

Spratt Emanuel Engineers has recommended investigating condensation issues on all the townhouse units to determine if the incident is isolated to unit 209. The engineers will determine if the condensation is related to humidity issues or the extra hole that was discovered beside the electrical box on the roof top of unit 209. The council approved Spratt Emanuel Engineers proceed with the investigation and submit a report for council's review. The council directed the engineers complete all required repairs to Unit 209, as soon as possible.

- c) Parkade Epoxy Cracks: No report available.
- d) Pond Upgrades: Prostar is scheduled to complete the upgrades to the exterior ponds, (\$17,000) as soon as weather permits. Imperial Paddock Pools will schedule the upgrades to the water feature, jet piping, jet fittings, etc. at an estimated cost of \$13,500 as soon as Prostar has completed the pond remediation.

e) Project Costs:

**IMPORTANT – PROJECT COSTS**

The council has reviewed the costs to date and outstanding work to be completed for the Exterior Maintenance project and have determined that one of the last two special levy payment (July/August 2009) which were temporarily suspended, may be required to fund the final costs of the project, the payments were temporarily suspended as the costs for the project were anticipated to be less than the amount (\$1,400,000) approved at the SGM in September 2008.

The post-dated cheques for the months of July 2009 and August 2009 which VCS has on file are now stale dated and will be returned to owners. Owners are required to replace the July, 2009 payment as soon as possible. Once the Project is completed (projected June 2010) and all invoices have been received, the final cost of the Project will be determined and any remaining funds will be refunded to the owners.

2. Landscaping: Residents with landscaping concerns/questions should contact VCS or the building manager. The landscapers are unable to deal directly with the residents.
3. Strata Rules: An overview of the rules is being completed and will be finalized at the next council meeting.
4. Unit 1602: Following a written warning and ongoing complaints, with excessive noise, drinking and smoking in the pool, hot tub and games room after 2:00 a.m., a bylaw fine has been assessed to unit 1602 and the residents have been denied access to the pool, gym, hot tub and games rooms.

**CORRESPONDENCE**

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

1. Locker/Unit 2502: A letter was received from the legal counsel of unit 2502, requesting the resident with items stored in locker 21, remove the items by April 19<sup>th</sup>, as storage locker 21 is assigned for the exclusive use of the owners of Unit 2502. Non-compliance will result in the items being removed and disposed. The notice has been posted on the locker.

## **NEW BUSINESS**

1. **AGM:** The owners requested the council review the following items:
  - a) **Privacy Bylaw:** Council Member Brenda Lea Brown will submit the owners concerns/recommendations regarding some of the wording in Privacy Policy Bylaw, approved at the AGM on March 31<sup>st</sup>, to the strata legal counsel.
  - b) **Exhaust Fans:** The agent will contact Milani Plumbing to review the exhaust fan in gym fitness room.
  - c) Quotes will be obtained to install fans and TV screens in the fitness room. The agent will speak with the building manager whether the wearing carpet can be repaired and if not a quote to replace with carpet or professional gym floor.
  
2. **Copper Roof Review:** Council acknowledged receipt of information from VCS regarding a planned third party insurance policy review to be undertaken on behalf of VCS clients. This review takes place approximately every three years. For this review, VCS will retain Copper Roof Risk Management, a well-established independent firm which is used widely by industry and government to provide advice and guidance. Council would receive the report in the spring/summer at which time the strata corporation will be invoiced for their proportionate share of the expense (approximately \$100 to \$150). Copper Roof will make observations and comment on the suitability of the various insurance programs commonly utilized by strata corporations. The review will not undertake determination of pricing as, in any event, quotations for 2011 renewals will not be available until December. The review addresses the quality of the insurance program.  
  
Following discussion, council decided not to participate in the review of the various insurance programs that are available to strata corporations.
  
3. **Parkade Sensors:** Global Gas has completed the annual testing on April 5<sup>th</sup> of the parkade CO sensors on April 5<sup>th</sup>.
  
4. **Dryer Vent Cleaning:** The annual dryer vent cleaning will be scheduled in May. As the cleaning will be completed from inside of the units, owners will be required to provide access or provide a key to the building manager. Units not available for access will be required to complete any dryer vent maintenance or repairs during the year.
  
5. **Annual Fire Testing:** The annual fire equipment testing of all in-suites and common areas will be scheduled during the month of May. Notices will be posted, submitted to all non-residents and posted on the web site. All in-suite fire safety devices must be tested in accordance with the local fire code.

6. Window Cleaning: IBM Maintenance will schedule the semi-annual window cleaning (inaccessible windows and exterior balcony glass) once the Exterior Maintenance Project is completed.
7. Web Site: Council member, Brenda Lea Brown volunteered to contact a website designer to update the strata corporation website "The 501.net" with a maximum expenditure of \$600.
8. Amenity Room: The agent was requested to contact the building manager to repair the Foosball game, pool table and TV in the Amenity Room.
9. Janitorial Contract: The agent was requested to obtain a copy of the Janitorial Contract for councils review.

There being no further business, the meeting was adjourned at 8:40 p.m. The next meeting will be held on Monday, May 3, 2010 at 7:00 p.m.

Bunny Porteous  
Vancouver Condominium Services Ltd.  
#400 - 1281 West Georgia Street  
Vancouver, B.C. V6E 3J7

Telephone: (604) 684-6291 (24 Hour Emergency Services)  
Toll Free: 1-877-684-6291 / Fax: 604-684-1539

BP/af

### **INSURANCE COVERAGE**

All owners and residents are reminded that the strata corporation's insurance policy does not provide coverage for any individual contents, betterments, or improvements (i.e. storage locker contents, clothing, furniture, decorating, upgrading of carpets, flooring, etc.). Owners and residents must carry their own "Owner Package" insurance for this coverage, including any and all improvements. You should contact your home insurance company to determine if you have this coverage or not.