

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-4050

THE 501

HELD: On Monday, May 3, 2010 at 7:00 p.m. in Manager's Office, 501 Pacific Avenue, Vancouver, B.C.

PRESENT:

Brent Belsher	President
Brenda Lea Brown	Vice-President
George Afleck	Treasurer
Rob McDowell	Project Liaison
Rodney Legrow	Landscape
Nicholas Najda	

REGRETS: Jenny Ashton Secretary

STRATA AGENT: Bunny Porteous, Vancouver Condominium Services Ltd.

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

MINUTES

It was moved, seconded and carried to adopt the minutes of the April 5, 2010 council meeting, as circulated.

BUILDING MANAGER'S REPORT – APRIL

- P1 storage room cleaned up and junk removed
- Commercial garbage bay pressure washed
- Ground floor and pool window cleaned
- Global Gas completed the annual parkade condenser inspection
- Lobby and gym room floor waxed
- Michael A. Smith installed dryer vent booster fans in 11 units – drywall repairs to be scheduled

FINANCIAL REPORT

1. **Monthly Statement:** Following review, council approved the April 2010 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 – (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you will be required to issue a catch-up cheque for the months of February, March and April as catch-up fee will not be withdrawn from your bank account.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 (available on the strata website: www.The501.net).

3. **Invoices:** The council approved the emergency water damage repairs in unit 209 in the amount of \$15,905.40 to be funded from the Contingency Reserve Fund.

BUSINESS ARISING

1. **Exterior Maintenance Project:**
- (a) **Tower Deficiencies:** Prostar is proceeding with the identified 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, residents will receive a sign-off survey to complete before the final invoice is paid as council wants to ensure that all residents are satisfied with the work completed.
- (b) **Townhouse Repairs:** Spratt Emanuel Engineering completed an investigation in all townhouses as a result of the extensive condensation damages discovered in TH 209, in order to determine whether the condensation in TH 209 is an isolated issue or whether other townhouses are affected by condensation.

Spratt Emanuel Engineering's Conclusions & Recommendations:

- (i) Repair all townhouse units in the same manner as TH 209 in the affected areas with the installation of a spray polyurethane foam to eliminate condensation issues which are prevalent in TH 203 and TH 205. Spratt Emanuel Engineering will review the drywall affected areas in TH 203 and TH 205 once the drywall has been opened to confirm that the moisture is due to condensation alone.
- (ii) Bathroom fans in all units are working properly; however, to be effective, Spratt Emanuel Engineering has recommended bathroom fans be turned on and left on for at least 20 minutes following a shower.
- (iii) Spratt Emanuel Engineering is highly recommending that every TH unit have a de-humidistat at the third story level which is set at 40% to 60% relative humidity. The de-humidistat will turn the top floor bathroom fan on and off automatically as required to regulate humidity levels.
- (iv) Spratt Emanuel Engineering recommends that the remaining four north facing townhouses and all south townhouses receive similar treatment as at TH 209 which was recently remediated with polyurethane foam insulation to repair damage due to condensation at the 3rd storey north west to north east corners.

A meeting will be scheduled with the townhouse owners to review the Spratt Emanuel Engineering investigation report and recommendations to repair all TH units in the same manner as TH 209. Barclay Restoration is preparing a quote to complete the repairs and unit repair schedule for the info meeting. A quote to install a de-humidistat and openable windows on the 3rd floor will be presented to the owners for their consideration at the individual owners' cost.

The council will review the costs to determine if an SGM will be required to approve the cost of the repairs.

- (c) Prostar has begun the membrane repairs on the side walls of the four pond areas at the approved cost of \$17,185 plus GST. Prostar has discovered water blisters on the base of the pond and recommended a full pond re-membrane, at a cost of \$38,620 plus GST.

Spratt Emanuel Engineering completed flood tests in the ponds in October with no evidence of water seepage; therefore, Spratt Emanuel Engineering has recommended waiting a few years before replacing the full pond membrane as there are other areas of the building where the original membranes will require replacement ie. Planter boxes in the townhouse courtyard and along the courtyard gate and the planters overlooking the pool area and the tower roof deck.

2. Building Maintenance Manual Report: Following a review of the building maintenance manual completed by Spratt Emanuel Engineering in 2006, council agreed to proceed with the following recommended maintenance programs:

- (a) Perform an annual exterior review of the building's calking, sealant, windows etc. as of the 2010 fiscal year. The agent will obtain a quote to be included in the 2011/2012 fiscal year budget.
- (b) Perform an annual maintenance survey on the condition of residents' balconies and windows (to be completed by the residents).
- (c) Perform an annual maintenance review of the common areas (to be completed by the building manager).

Discussion on the maintenance programs and procedures will continue at the next meeting.

3. Housekeeping: Several council members completed a walk-about with Altima Maintenance (cleaners) and the Building Manager to review the housekeeping of the exterior and interior of the building. Council would like to thank owner Abraham Fisher for his assistance with the walkabout.
4. Landscaping: Para Space Landscaping submitted recommendations to complete landscaping upgrades around the building which exceeded the approved maintenance budget for this fiscal year. The agent will contact Para Space Landscaping to discuss the landscaping upgrade budget (41,000) for this fiscal year and obtain recommendations in order to remain within budget.
5. Recreational Centre: The council approved the purchase of two floor fans for the fitness room at a total cost of \$125. A quote was received in the estimated amount of \$5,000 to replace the worn carpets in the fitness room with a professional interlocking fitness room floor. As the cost to replace the fitness room flooring is not included in the fiscal year's budget, the council will recommend replacing the carpeting with a professional gym floor at the next AGM.
6. Dryer Vent Cleaning: Michael A. Smith Duct Cleaning will be on site May 17th to May 21st to clean the dryer vents from the inside:

Mon, May 17/10	Level 33 penthouse down to #2801 Unit #2710 down to #2501	9:00 a.m. and 12:00 p.m. 12:00 p.m. and 3:00 p.m.
Tue, May 18/10	Unit #2410 down to #2201 Unit #2110 down to #1801	9:00 a.m. and 12:00 p.m. 12:00 noon and 3:00 p.m.
Wed, May 19/10	Unit #1710 down to #1501 Unit #1410 down to #1201	9:00 a.m. and 12:00 p.m. 12:00 noon and 3:00 p.m.

Thurs, May 20/10	Unit #1110 down to #901 Unit #810 down to #601	9:00 a.m. and 3:00 p.m. 12:00 noon and 3:00 p.m.
Fri, May 21/10	Unit #510 down to #301 Unit #210 down to #201 Townhouses	9:00 a.m. and 12:00 p.m. 12:00 noon and 3:00 p.m.

Access to residents' units is required. If you are unable to be home, please leave a key with a neighbour or the Building Manager. Residents are required to clear items from the dryer area in order for the technicians to complete the cleaning. Booster fans will also be reviewed. Residents' dryer vents not cleaned due to NO ACCESS will be responsible for any dryer vent or booster fan repairs/maintenance within this year.

7. Window Cleaning: The agent is awaiting a second quote to complete the semi-annual window cleaning:

- (a) Clean all exterior, inaccessible windows and exterior balcony glass on the tower units.
- (b) Clean all "03" and "08" Juliette window balconies and both sides of railings.
- (c) Clean lobby and common area glass inside and out.
- (d) Clean the top of all glass canopies and exterior of all exterior glass.

The window cleaning will be scheduled upon completion of the exterior maintenance project deficiencies.

8. Website: The strata corporation's website is being redesigned with a maximum expenditure of \$500.

9. Annual Fire Inspection: Mircom Fire Systems will schedule the annual fire equipment testing of all in-suites and common areas the beginning of June. All in-suite fire devices must be tested in accordance with the Vancouver Fire Code. If you are unable to be home during the testing, please provide a key to a neighbour or the building manager. Units not accessed for testing will be charged for the cost of the 2nd visit. Reminder notices will be posted on the elevators, website and sent to all non-resident owners.

CORRESPONDENCE

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

1. A non-resident owner who has received several bylaw complaint letters and fines for their tenant due to excessive noise and smoking in the pool and hot tub areas informed the council that they have evicted the tenants. The council would like to thank the owners for their cooperation and ensuring that the strata corporation bylaws are strictly adhered to.

2. Correspondence was received from a resident on the 15th floor outlining excessive noise from a unit which has become disruptive to neighbouring units. A bylaw violation complaint letter was submitted to the residents recently. The council directed the agent to advise the owner that a bylaw fine in the amount of \$200 has been assessed to the owner's account for violation of bylaw 3, Use of Property.

3 (1) *An owner, tenant, occupant or visitor must not use a strata lot, the common property, or common assets in a way that, in the opinion of the strata council:*

- (a) *Causes a nuisance or hazard to another person*
- (b) *Causes unreasonable noise*
- (c) *Unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets, or another strata lot*

3. The owner of TH 208 requested council's approval to install a hose bib on the roof deck of the townhouse. Spratt Emanuel Engineering informed the owner that there is existing plumbing and the installation of the hose bib would not be a difficult procedure.

The council approved the request upon condition that a qualified contractor install the hose bib and the owner signs an Indemnity Agreement so that the present and future owners are responsible for any repairs to the hose bib and structural area, and that damages incurred are the owners' responsibility.

4. Excessive noise complaints were received from residents on the 23rd and 28th floor. The agent will forward a bylaw violation complaint letter to the owners outlining the strata corporation's noise bylaws.

NEW BUSINESS

1. Bylaw violation letters were submitted to several owners requesting the flags installed on their balconies be removed in accordance with strata bylaw 4.1 (r)

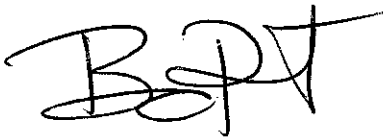
4. 1 An owner, tenant, occupant, visitor, or agent must not:

- (r) Place signs, flags, bill boards, notices, or other advertising matter of any kind on or visible from outside the strata lot.

2. Leak/2907: Milani Plumbing was contacted on Saturday, April 3rd to review a leak in unit #2807 and discovered the toilet seal had failed. The owner has completed the repair damages in his unit and in unit #2807 as the maintenance of toilets is the owner's responsibility. The owner requested approval to replace the damaged flooring in his unit with laminate flooring. A letter of approval was submitted with the following conditions:

- (i) To absorb noise, the maximum sound transmission rating of 68 to 72 is to be installed between the hardwood and the underlying structure. A copy of the manufacture's details and invoice is to be submitted to Vancouver Condominium Services.
- (ii) Area rugs to be laid in high traffic areas,
- (iii) Shoes not to be worn inside the unit when walking on a hardwood floor.
- (iv) Notices to be submitted to neighbouring units and the building manager outlining the timeframe of the renovations.

There being no further business, the meeting was adjourned at 9:00 p.m. The next meeting will be held on Monday, June 7, 2010 at 7:00 p.m.



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BP/md

HST AND STRATA FEES

The HST legislation became law on April 30th, and becomes effective July 1st. Do you have to add HST to your monthly strata fee payments? The answer is "NO" if you own a residential strata lot. Continue to make your payments at the same amount as you have been doing in the past. However, note that most items in your strata corporation's budget are subject to HST. This means that your strata corporation's next budget will include an allowance for the additional HST expense which will result in an overall budget to pay for the HST. In other words, you do not have to add 7% to your payments. (The 5% GST is already in the budget). It will be "built into" your strata fees starting with your next strata corporation's budget. In some strata corporations, an allowance has already been factored in. If you own a commercial strata lot, the HST will be an additional payment to make starting July 1st.