

**MINUTES OF COUNCIL MEETING**  
**STRATA PLAN LMS-4050**  
**THE 501**

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**HELD**                      On Tuesday, March 15, 2011 at 7:15 p.m. in The Manager's Office,  
501 Pacific Street, Vancouver, B.C.

**PRESENT**                      Brent Belsher                                      President  
   Brenda Lea Brown                                  Vice-President  
   George Afleck                                      Treasurer  
   Jenny Ashton                                        Secretary  
   Rodney Legrow                                      Landscape  
   Rob McDowell

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

The meeting was called to order at 7:20 p.m.

**BUILDING MANAGER REPORT**

- Elevator safety tests completed.
- Storage room cleaned and unauthorized items removed.
- Gym equipment maintenance completed.

**MINUTES**

It was moved, seconded and carried to adopt the minutes of the January 18, 2011 council meeting, as circulated.

**FINANCIAL REPORT**

1. Monthly Statement: Following discussion, it was moved, seconded and carried to adopt the January and February 2011 financial statements, 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. Account Balances: The current balances for the 1<sup>st</sup> month as at February 28, 2011 in the appropriate funds are as follows:

- Total Cash Balance                   \$ 435,318.40       (Including CRF Balance)
- CRF Balance                           \$ 314,793.53       (Contingency Reserve Fund)

3. Annual General Meeting:

(a) Date: The Annual General Meeting has been scheduled for Monday, April 11, 2011 at 6:30 p.m. in the Games Room, 501 Pacific Street, Vancouver, B.C.

(b) Budget: The agent distributed an updated draft budget for the fiscal year 2011/2012 for council's review. Following discussion, the council approved the recommended draft budget to be presented to the owners at the AGM with no strata fee increase for the fiscal year 2011/2012. A copy of the draft budget will be included with the AGM Notice.

(c) Agenda: The following  $\frac{3}{4}$  vote resolutions will be presented to the owners for their consideration:

$\frac{3}{4}$  Vote Resolution #1 – Legal Authorization Proceedings

$\frac{3}{4}$  Vote Resolution #2 – CRF Expenditure Authorization

$\frac{3}{4}$  Vote Resolution #3 – Dryer Vent Booster Fans

$\frac{3}{4}$  Vote Resolution #4 – Fitness Centre Upgrades

$\frac{3}{4}$  Vote Resolution #5 – AV Room Upgrades

$\frac{3}{4}$  Vote Resolution #6 – Bylaw Amendment

6. Audit: The council reviewed the draft audit completed by Reid Hurst Nagy for the fiscal year ending January 31, 2011. Following discussion, council approved the audit to be finalized. A copy of the draft audit will be attached to the AGM Notice.

7. Invoices:

Milani Plumbing       \$3,106.88   The council approved the urgent sump pump repairs to be funded from the CRF.

## **BUSINESS ARISING**

1. Building Maintenance Reserve Study: Halsall Engineering will be attending the Annual General Meeting on April 11, 2011, to provide a presentation on the benefits of a contingency reserve study (long-range financial planning tool) and maintenance plan.

2. Storage Room: Council unanimously agreed to approach owners at the AGM on April 11, 2011 for approval to pursue legal action to acquire a 1,925 sq. ft. storage area that was not included by the developer in the hand-over of The 501 to the strata corporation.
3. Ponds: The repairs to the ponds have been completed and the ponds will be cleaned and turned on shortly.
4. Vault Maintenance: Excel Power completed Phase I of the mandatory Electrical Vault maintenance shutdown on Saturday, February 12<sup>th</sup>. The second phase of the required shutdown is scheduled for Wednesday, July 6<sup>th</sup> from 11:00 p.m. to 6:00 a.m. Notices will be submitted to all owners two weeks in advance.

## **CORRESPONDENCE**

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

1. The owner of unit 602 has requested a dryer booster fan be installed. Once the resolution to approve the funding for 18 booster fans is approved at the AGM, the building manager will schedule the installation of the booster fans.
2. A letter was received from the owners of unit 2405 requesting council's approval to upgrade the flooring in their unit. The agent submitted a letter to the owners requesting details of the flooring as per the strata's bylaws before approval is granted.

*5(2) Prior to installing hardwood or laminate flooring, an owner must meet the following conditions:*

- (a) Request approval in writing, and obtain written approval from the strata council, to install hardwood or laminate flooring, including underlay (sound deadening material). Council must specifically approve the sound transmission class (STC) rating for the underlay prior to installation.*
- (b) Provided approval is given under subsection 2(a), the owner must, within 48 hours of completing the installation, provide the strata council with written proof of purchase and underlay STC rating.*

Once the details are submitted, approval will be forwarded within 7 days.

3. Correspondence was received from an owner in response to a bylaw violation fine for storing unauthorized items stored in his parkade stall. The owner has removed the items, apologized for any inconvenience and has requested the fine be reversed. The council has approved the request and any further violation will result in a bylaw fine assessed to the owner's account.

4. Correspondence was received from an owner who is concerned with the smell of marijuana filtering into their unit from a neighbouring unit. The agent has been directed to submit a bylaw violation letter to the owner outlining the strata bylaw 3(4)(c):

3(4)(c) Smoke, or permit guests to smoke, in any common areas or limited common areas.

## **NEW BUSINESS**

1. Fire Inspections: The council approved the mandatory annual fire inspection to be scheduled with Mircom during the month of May at a cost of \$5,411.00.
2. Emergency Generator: Simson Maxwell has scheduled the annual emergency generator testing in March.
3. Roof Anchor Testing: Pro-Bel Enterprises is scheduled to complete the mandatory roof anchor testing on March 16<sup>th</sup>.
4. Security: Correspondence was received from an owner received from Shield Security Services outlining a recent incident of aggressive behaviour from a tenant to the security guard. The tenant was extremely rude and verbally abusive and using racial slurs against the guard for not opening the door. The agent was directed to submit a bylaw violation letter to the owner outlining the seriousness of abusive behaviour and racial intolerance.

This is apparently not the first confrontation that the security guard has had to endure from the tenant. It is recommended that the owner review the issue with the tenant and advise that this behaviour will not be tolerated. If any further complaints are received, the owner will be asked to evict the tenant. The security firm has filed a police report. The B.C. Human Rights Code protects people from discrimination, including harassment. A copy of the Human Rights Protection Act will be provided to the owner.

5. Games Room/Security: It has been brought to council's attention that residents using the games room are allowing their guests to enter, exit and smoke outside the door in the games room facing Pacific Street. Smoking within 6 metres of an open window or door is in violation of the City of Vancouver Smoking Code and Strata Corporation bylaws. An alarm will be installed on the door.

The council approved the following new and amended rules.

30. *The Pacific Street door is for emergency exit only and must remain closed except during an emergency exit. Users of this room may not allow the door to be propped open, even if attended, or use this door to let guests come and go.*

31. *Security guards must have access to private functions at any time. Any function that generates complaint, bylaw or rule violations may be shut down by the security guard on duty.*

There being no further business, the meeting was adjourned at 8:50 p.m. The next meeting will be the Annual General Meeting to be held on Monday, April 11, 2011 at 6:30 p.m.

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BP/lc

# WHAT YOU NEED TO KNOW ABOUT AN EARTHQUAKE

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The idea of an earthquake is unwelcome and not something any of us would like to consider happening in Vancouver; however, it is imperative that we all understand the reality of dealing with the aftermath of a major earthquake should it happen here...

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>