

MINUTES OF COUNCIL MEETING

STRATA PLAN LMS-4050

THE 501

HELD

On Monday, September 12, 2011 at 7:00 p.m. in the Manager's Office,
501 Pacific Street, Vancouver, B.C.

PRESENT

Brenda Lea Brown	Vice-President
George Afleck	Treasurer
Jenny Ashton	Secretary
Harvey Wolfson	
Rob McDowell	

REGRETS

Brent Belsher President

STRATA AGENT

Bunny Porteous, Vancouver Condominium Services Ltd.

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

BUILDING MANAGER'S REPORT

- Phase II BC Hydro Vault maintenance completed by Exell Power.
- Mircom completed second visit to test the fire equipment in units not available for the Annual Fire Inspection in June.
- Commercial garbage bay area pressure washed.

The council approved the quote from Altima Building Maintenance to provide a part-time cleaner four hours per day – Wednesday through Sunday for a three-month trial probation period at a cost of \$1,400 per month. The cleaner will be provided with a direct list of duties.

BYLAW REMINDERS

3 (5) Parkade

- (1) Motor vehicles must display current insurance or proof of storage insurance.***

- (2) *Parking stall use is restricted to a currently insured motor vehicle, motorcycle, trailer, or bicycles on wall racks.***
- (3) *Owners are responsible for keeping their parking stalls free of oil and grease. Oil spills and grease stains not cleaned within a reasonable time will be cleaned by the strata corporation at the owner's expense.***
- (4) *No vehicle work, including oil changes, mechanical adjustments, or vehicle repairs, may be performed in a parking stall or on common property, except in case of emergency.***
- (5) *Vehicles must be removed from parking stalls during annual or semi-annual parkade cleaning carried out by the strata corporation.***
- (6) *Vehicles parked in violation of any bylaws or rules will be towed at the vehicle-owner's expense.***
- (7) *Parking stalls may not be rented, leased, or sold to non-residents.***

MINUTES

It was moved, seconded and carried to adopt the minutes of the August 8, 2011 council meeting, as circulated.

FINANCIAL REPORT

1. **Monthly Statements** Following discussion, it was moved, seconded and carried to adopt the August 2011 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. **Account Balances:** The current balances for the 7th month as at August 31, 2011 in the appropriate funds are as follows:

• Total Cash Balance	\$ 534,904.73	(including CRF Balance)
• CRF Balance	\$ 290,553.29	(Contingency Reserve Fund)
3. **Arrears:** The agent advised council that liens have been filed against four units with significant outstanding balance on their account with a \$165 charge assessed to the owners' accounts on a monthly basis until payments are received in full.
 1. **Payment of strata fees & Common Expenses**
 - (1) An owner must pay strata fees on or before the first day of the month to which the strata fees relate.

- (2) *If an owner is late paying his or her strata fees, the owner must pay the strata corporation interest on the late payment in the amount of 10% per annum, compounded annually and calculated monthly from the date the payment was due until the last date of the month in which it is paid.*

4. Banking: Council was in receipt of a memorandum from Vancouver Condominium Services Ltd. advising that VCS will be changing banking institutions from Coast Capital Savings to VanCity Credit Union, effective December 1, 2011. The change requires consent of the strata council since the banking arrangement is part of the management agreement with VCS. Council was agreeable to the change of financial institution and executed the required addendum to the management contract. Owners who pay their strata fees via the PAC plan are not required to do anything. The PAC will be automatically transferred from Coast Capital to Vancity effective December 1st.

BUSINESS ARISING

1. Building Maintenance/Reserve Study: RDH Building Engineering Ltd. is proceeding to complete a building maintenance manual and long-term reserve study for the building. A draft should be available for the November council meeting.
2. Common Property Storage Room: A legal opinion was obtained from the strata corporation's legal counsel, Paul Mendes, regarding the common property storage room. The legal sub-committee will meet to review the opinion and provide a report at the next meeting.

The council is reviewing an invoice received from the strata's legal counsel in the amount of \$12,000.

3. Landscaping: Council member George Afleck will schedule a walkabout with Para Space Landscaping to review the landscaping contract and scope of work.
4. Fitness Centre Upgrades: A proposal to update the fitness centre will be provided at the next council meeting.
5. AV Room Upgrades: A proposal will be provided at the next council meeting to upgrade the AV room.
6. Maintenance Project Deficiencies/Pond: Prostar Painting & Restoration, Spratt Emanuel Engineering, building manager, and a representative of the manufacturer of the sealant completed a walkabout at the courtyard and pool area to review the peeling of the paint/sealant on the waterfall walls. The manufacturer representative will provide a product that would adhere to the concrete without causing the paint sealant to peel.

The agent was directed to contact the engineer to inquire on:

- (1) Downspouts which were not reinstalled on the townhouse walls after the exterior maintenance project.
- (2) Weeping under the flashing on the pool walls. The engineer recommended the installation of the flashing to prevent the weeping.
- (3) The inconsistency of painting colours on the TH walls.
- (4) Peeling of the paint on the courtyard walls.

7. Window Washing/Building Cleaning: Allstar Window Cleaning & Pressure Cleaning has completed the semi-annual window cleaning of all exterior inaccessible windows, balconies and inaccessible townhouse windows. The contractors hand scrubbed all painted concrete surfaces to remove dust and run marks from under the eyebrows of the building. Different solutions were used to remove the run marks, which are still slightly visible. The contractors have recommended installing cap flashing with a drip edge to prevent water from running down the vertical face. With the on-going construction in the area, the construction dust with the rain will continue to cause run marks under the eyebrows.
8. Earthquake Preparedness: No report available.
9. Parkade Violations: Letters were submitted to several residents in violation of the strata corporation bylaws and the City of Vancouver Fire Code with storing unauthorized items in their parking stalls. Residents who do not remove the items within the required 10 days will be assessed bylaw violation fine of \$200 against their account and the items removed.

CORRESPONDENCE

<i>Owners are invited to write council via the management company regarding any strata matters.</i>

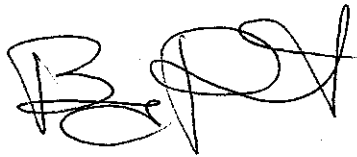
1. Correspondence was received from the owner of unit 407 to install laminate flooring. Approval was provided upon receipt of the required details of the underlay. The owner has been requested to distribute memos outlining timeframe of renovations to the building manager, and submit a copy of the flooring invoice.

NEW BUSINESS

1. Security Guard Incident: On August 4th at approximately 4:48 a.m., a vicious beating and robbery of the security guard occurred. The suspect was visiting a tenant in the building. The suspect has since been apprehended. A letter of apology with a gift basket was provided to the security guard on behalf of the strata corporation.

2. Appraisal: The Valuation West Property Appraisals provided the annual update of value for the appraisal of The 501. The cost of Reproduction New, as of October 1, 2011, is \$50,821,000. The strata's insurance provider has been notified to update the insurance policy.
3. Signage: Council member Rob McDowell will be reviewing the signage around the building to obtain uniformity on the signage.
4. Communication: The council discussed communication within the council meetings.

There being no further business, the meeting was adjourned at 8:50 p.m. The next meeting will be held on Thursday, October 20, 2011 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: 684-1539

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