

# MINUTES OF COUNCIL MEETING

## STRATA PLAN LMS-4050

### THE 501

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**HELD** On Monday, June 4, 2012 in the 3<sup>rd</sup> floor office, 501 Pacific Street  
Vancouver, BC

**PRESENT**

Brent Belsher	President
Robert McDowell	Vice-President
George Afleck	Treasurer
Jenny Ashton	Secretary
Alice Hung	
Joe Shrestha	

**REGRETS** Harvey Wolfson

**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 May 14, 2012 council meeting, as circulated.

#### **BUILDING MANAGER REPORT**

- Pressure washed walkway, driveway and courtyard including townhouse patios.
- Storage room cleaned and junk removed.
- Allstar Window completed the washing of the building and inaccessible windows cleaning.
- Interior painting and hallway touch-up on P1 to P4 lobbies and walls.

#### **BYLAW REMINDER**

#### **RENOVATION REQUIREMENTS**

- **Trades Renovation forms to be completed (may be obtained from building office)**
- 5. Obtain approval before altering a strata lot**

- (1) **An owner must request in writing and obtain written approval from the strata corporation before making an alteration to a strata lot that involves any of the following:**
- (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.**
- (3) **The strata corporation must not unreasonably withhold its approval under subsection (2) and may also require as a condition of approval that the owner:**
  - (a) **Agree, in writing, to assume responsibility for any expenses relating to the alteration and pay the full cost of any damages to other strata lots, common property, or limited common property caused by the alteration**
  - (b) **Acquire and show proof of building permits and completed inspections from the City of Vancouver.**

## **FINANCIAL REPORT**

1. **Monthly Statement:** It was moved, seconded and carried to adopt the May 2012 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. **Account Balances:** The current balances for the 4<sup>th</sup> month ending May 31, 2012 in the appropriate funds are as follows:
 

• Total Cash Balance	\$504,052.49	(including CRF Balance)
• CRF Balance	\$382,994.28	(Contingency Reserve Fund)
3. **Arrears/Strata Fee Increase:**        **Reminder**

**STRATA FEES:** There is an increase in strata fees retroactive to February 1, 2012.

As the Annual General Meeting was held after the strata corporation's fiscal year-end, all owners are required to issue a "catch-up" cheque made payable to "Strata Plan LMS-4050" which covers the difference in your strata fees since the strata corporation's

fiscal year-end and the time the new budget was passed on April 12, 2012. You can also make your catch-up payments through internet banking by visiting our website at [www.vancondo.com](http://www.vancondo.com) and following the directions under the "Online Banking" tab.

For those owners on pre-authorized chequing (PAC), your strata fee payments were adjusted to the new rate May 1, 2012. Therefore, you are required to issue a "catch-up" cheque for the months of February, March and April as the "catch-up" fee will not be withdrawn from your bank account. You can also make your catch-up payments through internet banking by visiting our website at [www.vancondo.com](http://www.vancondo.com) and following the directions under the "Online Banking" tab.

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 are also required to issue a "catch-up cheque for the months of February, March and April. You can also make your payments through internet banking by visiting our website at [www.vancondo.com](http://www.vancondo.com) and following the directions under the "Online Banking" tab.

Catch-up Fee Schedule was attached to the AGM minutes, if you require further info please contact VCS at 604-684-5329.

Letters have been submitted to 18 owners requesting payment within 14 days for the outstanding balances on their account.

In accordance with the strata corporation bylaws, late fine and interest will be assessed to all owners' accounts in arrears until payment is received in full.

#### Bylaw Reminder:

**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 any owner is late in paying his or her strata fees, a \$150 penalty will be imposed for each month that an owner's strata fees are in arrears. 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.*

#### **BUSINESS ARISING**

1. Landscaping: Para Space Landscaping is proceeding with landscaping improvements around the perimeter of the building.
2. Exterior Maintenance Deficiencies: Spratt Emanuel Engineering informed the agent that they will address the pond deficiencies with Prostar Painting & Restoration within the next few weeks.

3. Signage: No report available.
4. Fire Inspection: Vancouver Fire & Security was on site to complete the mandatory annual fire inspection of all fire safety equipment in common areas and units on May 8<sup>th</sup> to May 17<sup>th</sup>. A second visit will be scheduled to access 12 units not available for the first visit and the owners will be charged for the shared cost of the second visit. Failure to have the testing completed could hold owners liable in case a fire started in their unit and the safety equipment failed.
5. 3<sup>rd</sup> Floor Survey: Council will post a survey on the strata corporation's website: [www.the501.net](http://www.the501.net) to seek recommendations for the 3<sup>rd</sup> floor office as the building manager's office was re-located to the lobby area. Recommendations have been expressed to use the room for meetings, yoga, fitness, library and crafts room.
6. Common Area Carpets: A walkabout will be completed on the common area hallways to assess the condition and determine areas which require temporary repairs, due to safety concerns, until the hallway re-carpeting is completed within the next few years.
7. Security Camera Upgrades: Quotes are being obtained to upgrade the security surveillance system around the building. A proposal will be presented to the owners at the next AGM.
8. Bike Rack: Residents who wish to install a bike rack on the wall of their parking stall must submit a letter (with installation details) to the strata council for approval before installation is completed. Racks may not be installed on the parking slab as this will compromise the parking slab membrane. A bylaw letter will be submitted to the owner who has installed a bike rack on the parking slab of the parking stall without council's approval.

Bylaw:

**3 (5) Parkade**

- (2) *Parking stall use is restricted to a currently insured motor vehicle, motorcycle, trailer, or bicycles on wall racks.*

9. Parkade Cleaning: Valley Power Sweep will be onsite on June 11<sup>th</sup> and 12<sup>th</sup> to power wash the underground parkade. As per strata corporation bylaw 3 (5):

- (5) *Vehicles must be removed from parking stalls during annual or semi-annual parkade cleaning carried out by the strata corporation.*

Owners' vehicles not removed will receive a bylaw violation complaint letter.

10. Dryer Vent Cleaning: Michael A. Smith Duct Cleaning will be on site June 26<sup>th</sup> – 29<sup>th</sup> to complete the dryer vent cleaning from the inside of all units. Access is required, if you are unable to be home should ensure that the building office has a key to your unit. Units not accessed for the dryer vent cleaning will be responsible for any dryer vent problem within the next fiscal year.
11. Summer BBQ: Details for a residents' Summer Barbeque (date to be determined) will be finalized at the next council meeting. Notices will be posted with all details.
12. ONNI Development: Council president Brent Belsher met with a representative from ONNI to discuss the new ONNI development to be constructed on the corner of Richards and Pacific Boulevard (40 floor tower and 12 storey rental building). Notices from the City should be posted with the permit application, at which time, residents may express their opinion on the proposed development.

## **CORRESPONDENCE**

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

1. A letter was received from an owner requesting compensation for the damaged items in her storage locker from apparent moisture. Additional filters have been added to the drains in the locker room to assist with circulation. The council recommended the owner contact their personal home insurance provider for compensation of their personal items.
2. The owners of units 2703 and 1608 were approved to install laminate flooring with the following conditions:
  - (i) To absorb noise the maximum available soundproofing, 68 – 72 sound transmission rating must be installed the hardwood and the underlying structure. A copy of the manufacturer's details must be provided to VCS before renovation are completed. Before installation of the flooring, a copy of the invoice must be submitted to VCS.
  - (ii) Area rugs to be laid in high-traffic areas.
  - (iii) Shoes should not be worn inside the unit when walking on the hard surface flooring.
  - (iv) Memos outlining the timeframe of renovations along with the required flooring information and any excess noise during the renovations must be provided to the building office before renovations begin.
  - (v) Renovation hours are Monday – Friday, 8:00 a.m. to 5:00 p.m. and Saturday, 10:00 a.m. to 5:00 p.m. No work on Sunday or statutory holidays.

Any noise complaints received by the strata council from other residents, particularly from suites below the unit, will have to be treated as a possible violation of the strata corporation bylaws.

All bylaws pertaining to renovations and alterations of the strata corporation registered with the Land Title Office must be strictly adhered to at all times, without exception. Any violations of the bylaws could result in a penalty being levied against owners' accounts.

The strata corporation insurance policy does not provide coverage for improvements and betterments. As a result, it is the owner's responsibility to obtain separate insurance for the flooring.

3. Noise complaints seem to be escalating in the building.

Bylaw Reminder:

**3. Use of property**

- (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

**The 501 is home to people of various ages, family sizes, cultures and lifestyles. Please keep in mind the challenges and limits of high density living and keep noise levels to a reasonable limit. Disturbing other occupants is not acceptable and the bylaws will be enforced.**

**NEW BUSINESS**

1. Sure Fire Gas: Sure Fire Gas has posted a sign-up sheet in the mailroom for residents who wish to have their gas fireplace cleaned and pilot light turned off (owner's cost). It is highly recommended to clean your gas fireplace on a yearly basis to prevent gas leaks etc.

**Residents are highly recommended to turn off their pilot light on their gas fireplaces during the summer as an energy/conservation measure of the strata corporation. Leaving the pilot light on with exert heat although the fireplace is turned off. Residents who require assistance to turn off/on the pilot light should contact the building office.**

**Thank you for helping with conserving energy and costs savings for the strata.**

There being no further business, the meeting was adjourned at 8:40 p.m. The next meeting will be held on Monday, July 16, 2012 at 7:00 p.m.

Bunny Porteous  
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BP/ys

### **24-Hour Emergency Services**

Clients using Telus Anonymous Call Blocking feature must deactivate this service (\*87) to receive return calls from VCS after hours.

Please note that we will take no action on any emergency unless we have talked first to the person placing the call. If you have placed an emergency call, please keep the phone line clear so that VCS can return your call promptly.

**PLEASE NOTE THAT THIS SERVICE IS FOR BUILDING EMERGENCIES ONLY: IT IS NOT FOR PERSONAL EMERGENCIES.** Personal emergencies include lost building or suite access devices (i.e., keys, fobs, IRTs, garage remotes) access to relatives' apartments, inquiries about account balances, "someone parked in my stall", neighbours are having a loud party, and neighbours' security alarm is going off and similar situations. We are also unable to provide assistance on calls such as "I saw a strange person enter the garage..." Suspicious activity and loud parties should be reported to the police. Break and enter and/or vandalism to your automobiles or suites should be reported to the police department.

Please feel free to report floods, broken water lines, fires, fire alarms, stuck elevators, garage gates not working and other similar building/property issues requiring immediate attention.

The 24-hour answering service is not available for general inquiries concerning accounts, council policies and other matters which are regular administration items.