

MINUTES OF COUNCIL MEETING STRATA PLAN LMS-4050 THE 501

HELD On Monday, May 14, 2012 in the 3rd floor office, 501 Pacific Street
Vancouver, BC

PRESENT Brent Belsher
Robert McDowell
Jenny Ashton
Harvey Wolfson
Alice Hung
Joe Shrestha
George Afleck (arrived at 7:40 p.m.)

STRATA AGENT Bunny Porteous, Vancouver Condominium Services Ltd.

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

Thank you: The council would like to thank Brenda Lea Brown for her valuable contributions during her many years of service as a council member.

ELECTION OF OFFICERS

The following officers were elected as follows:

President	Brent Belsher
Vice-President	Robert McDowell
Treasurer	George Afleck Alice Hung (back up treasurer)
Secretary	Jenny Ashton

MINUTES

It was moved, seconded and carried to adopt the minutes of the March 12, 2012 council meeting, as circulated.

BUILDING MANAGER REPORT

- Milani Plumbing completed quarter-annual mechanical maintenance.
- Global Gas completed mandatory annual CO sensor testing in the parkade.
- Allstar completed semi-annual window cleaning and building wash.

Building Operation: At the AGM the owners approved an increase in the operating budget to engage a full-time office clerk and additional cleaner Monday to Friday 9:00 a.m. to 5:00 p.m.

As of June 1st, there will be an office clerk available in the lobby office 9:00 a.m. to 5:00 p.m. Monday to Friday (office #604-684-1609) to assist residents with inquiries, guest room and games room rental, fobs etc.

Vancouver Condominium Services is available for all emergencies 24 hours a day, 7 days a week 604-684-6291.

FINANCIAL REPORT

1. Monthly Statement: It was moved, seconded and carried to adopt the March and April 2012 financial statements, 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 3rd month ending April 30, 2012 in the appropriate funds are as follows:
 - Total Cash Balance \$509,688.00 (including CRF Balance)
 - CRF Balance \$389,413.66 (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 will be 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 and following the directions under the "Online Banking" tab.

For those owners on pre-authorized chequing (PAC), **your strata fee payments will be adjusted to the new rate May 1, 2012.** Therefore, you will be 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 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 will also be 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 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.

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. RDH Engineering is finalizing the draft Depreciation Report and should be posted on the strata corporation website “the501.net” within the next two months.

Owners are highly recommended to review the Depreciation Report, (once posted) a long range financial planning tool, establishing the basis of a capital reserve to accommodate anticipated future major common area projects, such as replacing of major assets i.e. roofs, boiler, elevators, carpeting etc.

A planning tool will help ensure financial continuity and dependability for current and future owners.

2. Landscaping: Council member George Afleck has volunteered to continue as the strata liaison with Paraspace Landscaping regarding landscaping maintenance and improvements around the perimeter of the building. Council would like to thank owner Peter Newton for his assistance with the landscaping committee.

3. Exterior Maintenance Deficiencies: Prostar Painting has completed the outstanding exterior maintenance project deficiency with the re-painting of the townhouse walls. Spratt Emanuel Engineering is in discussion with manufacturers to obtain a paint product to rectify the peeling of the pond walls, also an outstanding deficiency from the exterior maintenance project completed in 2010.
4. Signage: Council will be reviewing the signage around the building to bring consistency with lettering design etc. for all signage.

It has been brought to the council's attention that some residents are posting signs/notices around the building, without council authorization. The signs/notices will be removed. Residents should forward any concerns or signage recommendations to Vancouver Condominium Services for council's review.

5. Fire Inspection: Vancouver Fire and Security is on site to inspect and test the fire safety equipment in all suites and common areas May 8th to May 17th. All in-suite fire safety devices must be tested in accordance with the local fire code. Units not available for testing will be charged for the cost of the second visit.
6. Unit #303/Leak Investigation: Spratt Engineering was engaged to review staining and mould on an area of the living room ceiling in unit #303. The engineers could not detect any obvious indication of water ingress and determined the staining to be due to condensation. The residents are recommended to increase the ventilation within the unit to adequately expel warm air and ensure ventilation fans are used during and after showering and cooking.
7. Garbage Disposal Usage: With the recent sewage backup in unit #405, (plumbers discovered large chunks of cabbage, potatoes, rice, coffee grounds and large hairball) residents are requested to read and follow the important info below:

NEVER put fibrous or starchy waste down your garbage disposal. For example:

- Banana Peels
- Celery
- Asparagus stems
- Potato peelings/whole potato
- Corn husks or corn cobs
- Artichokes
- Egg shells
- Fruit pits or hard seeds
- Onion skins
- Bones
- Flowers, stems and other plant waste
- Coffee grounds
- Fatty or greasy items
- Pasta
- Rice

If in doubt, throw it out.

ALWAYS use a strong flow of cold water while running the garburator and keep it running for at least 2 minutes following use to ensure the drains are cleared. Hot water will melt fat and grease and then congeal, clogging up the works.

You can use basic garbage-disposal maintenance to keep it grinding at its best:

- **Grind up a few orange or lemon peels every so often.** These peels keep your garbage disposal smelling good.
- **Grind up a tray of ice cubes** once in a while to keep blades sharp.
- **Once a month, pour ½ cup of baking soda down the drain, followed by 1 cup of white vinegar.** When the baking soda stops foaming, rinse with hot water. This helps clean out the disposal.

Owners are highly recommended to contact a plumber to review their garburator, as the original garburators are nearing the end of their life span, and may not function properly (chopping up the food being inserted) which will cause sewage backups from blockages in the pipes.

8. The council reviewed a proposal from previous council member, Brenda Lea Brown, to install new mats in each of the entry areas of the building. Following discussion, the council approved a council member purchase industrial mats at the entry areas of the building.

CORRESPONDENCE

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

1. The owner of unit #405, who has suffered two floods due to sewage backup, has requested a plan to prevent further backups and a reduction in strata fees while the repairs were completed. Annual drain cleaning is completed, and in future, a second annual cleaning will be completed in the lower O5 riser. Unless residents use the garburator as required, there could be further issues. A reduction of strata fees was denied; all residents are required to pay strata fees.
2. Flooring: Letters of approval to replace the laminate flooring in units #1201 and #1401 were sent to the owners, following receipt of the required details of the sound transmission rating for the flooring underlay.
3. Dryer Vent: The council approved the replacement of the failed dryer vent booster fan in unit #604.

NEW BUSINESS

1. At the Annual General Meeting the owners requested the following items be reviewed at the meeting:

- Floor Office Survey: Council will post a survey on the strata corporation's website "the501.net" to obtain recommendations for the 3rd floor office which has been relocated to the lobby area. Recommendations have been expressed to use the room for meetings, yoga, fitness, library and crafts.
- Common Area Carpets: A recommendation was made to install a transition on the common area hallway carpets to prolong the life. Temporary repairs will be completed to areas of the carpet which pose a safety concern. The council will obtain quotes to re-carpet the common area hallways within the next few years, as recommended in the depreciation report completed by RDH Engineering.
- Parking Stall Ceiling Rack: The council approved an owner's request to store his boat on the ceiling of his parking stall.

2. Parkade Violations: A walkabout was completed of the parkade, and letters have been submitted to 10 units who are storing unauthorized items in their parking stalls and expired licence plates.

(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.*

Residents are required to remove all items within 10 days or bylaw violation fines in the amount of \$200 will be assessed against the owners' account on a monthly basis until the items are removed.

3. Security Surveillance Upgrades: A council member has volunteered to obtain proposals to upgrade the security surveillance system to be presented to the owners at the next Annual General Meeting.

4. Parkade Cleaning: The annual parkade cleaning is scheduled for June 11th and 12th.



IMPORTANT NOTICE TO RESIDENTS THE 501

PARKADE PRESSURE WASHING **Monday, June 11th and Tuesday, June 12th** **8:00 a.m. – 5:00 p.m.**

Please be advised that Valley Power Sweep will be onsite on June 11th and 12th to power wash the underground parkade.

Please ensure that all vehicles are removed from the underground parkade during this time.

Monday, June 11th - P1 and P2

Tuesday, June 12th - P3 and P4

Residents are advised that vehicles not removed on the specified date from the parking stall to be cleaned will be towed at the owner's cost as per strata corporation bylaw (5) Parking #5:

3. Use of property

(5) Parkade

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

Neither the contractor nor the strata corporation will accept any liability for resultant damages to vehicles if they are not moved.

Thank you for your cooperation.

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5. Summer Barbeque: A council member has recommended holding a summer barbeque in the courtyard for all residents. Details will be discussed at the next meeting.

There being no further business, the meeting was adjourned at 8:45 p.m. The next meeting will be held on Monday, June 4, 2012 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/kh

A WORD OF APPRECIATION

Many thanks to all owners who provide their monthly strata fees promptly and without problems - either by PAC or post-dated cheques. Your co-operation is most appreciated. Please remember if you write cheques, to make them payable to your strata plan and to identify your suite number or strata lot. Payments are due on the first of each month.