

**MINUTES OF THE STRATA COUNCIL MEETING  
FOR STRATA PLAN LMS 280 “CHATEAU COMOX”  
HELD ON MONDAY MAY 2, 2013 AT 7:00 P.M.  
IN THE MEETING ROOM AT 1272 COMOX STREET, VANCOUVER BC.**

<b>COUNCIL IN ATTENDANCE:</b>	PER HANSEN LAURIE FORD JOANNE LORD JOHN ROSE	President Treasurer Vice President
<b>REGRETS:</b>	IAIN BRAIDWOOD KEVIN GREEN	Secretary Property Manager
<b>GUESTS:</b>	JUDY MCVEIGH RUSTY KER KAY HANSEN	Unit #602 Unit #702 Unit #801

**1. CALL TO ORDER**

The meeting was called to order by the Strata Council President Mr. Per Hansen at 7:05 P.M.

**Owners are once again kindly advised that when cooking, doing laundry and/or taking showers that all bathroom fans and kitchen exhaust fans should be turned on to assist with moisture removal and prevent possible problems in the future.**

**2. GUEST BUSINESS**

The three guests then appeared before the Council and advised they wished to sit in and observe the Council Meeting. Mr. Ker also wanted to acknowledge the great job being done by the garden committee and also suggested some possible action should be taken regarding the emerging pot holes at the entrance to the garage.

Council then welcomed the three guest and proceeded with the regular business at hand.

**3. CARETAKER BUSINESS**

The Council then confirmed that the caretaker duties were being attended to as expected, all was in order, and no action was needed at this time.

**4. MINUTES OF THE STRATA COUNCIL MEETING HELD ON March 4, 2013**

There being no errors or omissions it was then **Moved and Seconded** to approve the minutes of the Strata Council Meeting held March 4, 2013 as circulated. **MOTION CARRIED**

**5. FINANCIAL REPORT**

**a. Financial statements**

The President then referenced the Financial Statements for the months up to and including February 28, 2013 as previously distributed.

The Treasurer and the Council then noted that they had received and reviewed the above noted Financial Statements and had made some minor amendments.

After a review regarding repairs and maintenance, sprinkler line costs, flashing repairs, the year to date budget line item amounts and other expenditures relating to the remainder of this fiscal year, it was then **Moved and Seconded** to adopt the Financial Statements up to and including February 28, 2013 as previously distributed. **MOTION CARRIED**

**6. REPORT ON UNAPPROVED EXPENDITURES**

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of anticipated expenditures.

**7. REPORT ON LITIGATION**

To the best of our knowledge there is no litigation to report. The Strata Property Act requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.

**8. BUSINESS ARISING FROM PREVIOUS MINUTES**

a. Moisture – bathroom tiles unit #203

The President then confirmed with the Council, that EPS West coast are expected to begin the investigation within the next week to determine the cause of the moisture.

b. Emergency generator

Council was then advised by the Vice President that the semi annual service on the emergency generator including installation of a new block heater that was required, had all been completed.

c. Drain line regrading.

Council discussed and agreed that deferral of this project until next fiscal year is prudent, due to budget restraints.

d. Sprinkler line damage/repairs Unit #602

A brief discussion then ensued with respect to the damaged sprinkler line inside unit #602, and the resulting damage and restoration that was now completed, except for some minor work in another suite.

It was noted that council are still waiting for additional funds from the insurance company, in settlement of this claim. Part of this being the funds paid by the strata for replacement of the carpet in the hallway on the sixth floor and repair of a sprinkler head in unit 503 related to the sprinkler accident in unit #602.

e. Compressor in Watermeter room.

The President then advised council that replacement of the compressor, gauges, low air switch and controller to the compressor have been completed by BC. Fire Sprinklers. It was agreed by council that all was in order.

f. Window seals and patio door rollers.

The council was advised by the President, that Accurate Glass had completed the installation of failed window seals and patio door rollers that was in need of replacement.

There were some issue with the invoicing of the work done, so Accurate Glass had been contacted with regards to this.

g. Interior lighting

A discussion then ensued regarding interior lighting and smart thermostats for the lobby base board heaters. Council decided to revisit a quote from Vancouver Static Industries for the replacement of some of the older fixtures in the building and possible installation of smart thermostats for the lobby.

h. Sprinkler shut off labels

John Rose informed council that he and Pat Rose had produced some labels that will identify the locations of the sprinkler shut off valves.

Council will have these labels installed on the frames of the t-bar ceilings in the hallways and also have the shut off valves tagged.

Council discussed the fact that these shut off valves are not to be touched by anybody except in case of an emergency.

i. Cleaning of exterior of building

Council then discussed the recommendation by Spratt Emanuel in their most recent building envelope review. It was mentioned, that the algae build up on the exterior of Chateau Comox should be cleaned off to insure the longevity of the exterior stucco and paint and for validation of the warrantee of the building envelope. Council reviewed the quotes received on this matter, but felt a little more information was needed.

j. Depreciation Report

The President then initiated a discussion related to the recent changes and amendments to the Strata Property Act, and Regulations of the same, in respect to Depreciation Reports. This was discussed by the Council in great detail.

It was decided that council should bring this matter before the owners sooner than later. The owners of Chateau Comox would be forwarded a informative bulletin from the Condominium Home Owners Association of B.C. and a sample depreciation report that was made available by Southview Properties.

It was further discussed that a **Special General Meeting would be called in middle to late June**, where a guest speaker would be available to the owners to answer questions regarding the depreciation report, prior to a vote on the matter.

k. Scupper Pads

John Rose advised council that the scupper pads to prevent the noise created when water drips down the building balconies, have been purchased and would be distributed soon.

9. **CORRESPONDENCE**

There were no items of correspondence sent to or received by the date of the meeting.

10. **NEW BUSINESS**

a. Annual service of fire alarm system

Council was then advised by the Vice President that the Annual service of the fire alarm system had taken place. There was problem with gaining access to only one suite. Even though the report have not yet been received, it appears there are a few deficiencies that will need to be addressed.

b. General maintenance items

It was discussed that the alarm for the sump pump located in the bicycle room, even though up to code should at some point in the future, be moved to the lobby monitoring panel, where it would be more evident when the alarm goes off.

Several other items of a general maintenance nature were then reviewed by Council.

The items made reference to the Chateau Comox's g-mail account, the painting of the garage door and a food scrap program.

Council discussed and reviewed each of the items and will attend to appropriate action.

11. **ADJOURNMENT**

There being no further business, it was then **Moved and Seconded** to adjourn the meeting at 8:48 P.M.

The next meeting of the Strata Corporation is TBA.

Minutes/280May13