

10/24/13 Prepared By: Southview Property Management Inc.,
#110 – 7580 River Road, Richmond, BC V6X 1X6 Phone: 604-270-8811 Fax: 604-270-0881
E Mail Address: southview@telus.net Property Manager: Kevin D. Green

**MINUTES OF THE STRATA COUNCIL MEETING
FOR STRATA PLAN LMS 280 “CHATEAU COMOX”
HELD ON WEDNESDAY OCTOBER 23, 2013 AT 7:00 P.M.
IN THE MEETING ROOM AT 1272 COMOX STREET, VANCOUVER BC.**

COUNCIL IN ATTENDANCE: PER HANSEN President
LAURIE FORD Treasurer
JOHN ROSE
KEVIN WICE Vice President

REGRETS: JOANNE LORD
IAIN BRAIDWOOD Secretary

GUESTS: NONE

PROPERTY MANAGER: KEVIN D. GREEN
Southview Property Management Inc.,

1. CALL TO ORDER

The meeting was called to order by the Strata Council President Mr. Per Hansen at 7:02 P.M.

The following Council officers were confirmed going forward:

PER HANSEN President
LAURIE FORD Treasurer
KEVIN WICE Vice President
IAIN BRAIDWOOD Secretary

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.

Additionally a special thank you was then offered to Per Hansen for his recent work in sanding and painting the garage entry gate – with only the cost of material to the Strata Corporation. Thank you Per.

2. GUEST BUSINESS

There was no guest business.

3. CARETAKER BUSINESS

The Property Manager and 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 JUNE 19, 2013

There being no errors or omissions it was then **Moved and Seconded** to approve the minutes of the Strata Council Meeting held June 19, 2013 as circulated. ***MOTION CARRIED***

With respect to an additional meeting of the Council held on August 29, 2013, minutes produced at a later date, making reference to the decisions as made by the Council in relation to approval and completion and funding for work at #203, the awarding of the Depreciation Report to RDH, window cleaning, power washing and Council communication procedures will be incorporated with the minutes from the meeting held October 23, 2013.

5. FINANCIAL REPORT

a. Financial statements

The Property Manager then referenced the Financial Statements for the months up to and including August 31, 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 and were now recommending approval.

After a review regarding repairs and maintenance, past insurance claims, general ledger reporting and other expenditures it was then **Moved and Seconded** to adopt the Financial Statements up to and including August 31, 2012 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 Property Manager then confirmed with the Council that the investigation and repairs were now done to the shower and related areas of unit #203 as a report of a musty smell had been received in the past. A cost of \$8,020.67 had been incurred.

The cause was due to an improper installed vent which did not go through the wall to the outside. This mistake had occurred at the time of historical building envelope work. This is not a cost to be borne by the Owner but is a common cost.

Council noted they believed this was a failure on the part of the consulting engineer when the envelope repair project was performed and completed.

A letter had been previously sent to the Engineering company and to the Engineer who signed off on the work requiring reimbursement of the above amount.

The Response as received from the above parties by the Council stated that neither would agree to any reimbursement and/or assume any liability for the past problems.

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With the above in mind it was agreed to commence a small claims action vs. both the above parties as soon as possible. Approval of this action will be required from the general owners through a proxy vote.

9. CORRESPONDENCE

There was no current correspondence.

10. NEW BUSINESS

a. Window cleaning/power washing

It was confirmed that Ace had completed window cleaning and exterior building pressure washing as ordered.

Council agreed the work was appropriate and no action was needed.

b. Roof anchors

Council then noted that the roof anchors had been inspected via Silver line.

Council agreed all was in order.

c. Deprecation report

In accordance with recent changes and amendments to the Strata Property Act, and Regulations of the same in respect to Depreciation Reports, the Property Manager and the Council discussed this in detail, the requirements and responsibility of the Strata Council now, and in the next 3 months.

The Council and the Property Manager then confirmed the recent approval of this project at the past Annual General Meeting, and noting that RDH Engineering had been awarded the contract and it was currently in progress.

d. General maintenance items

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

The items made reference to storage in the parkade, future hot water tank replacements, leveling of the concrete slab adjunct to the stairs along the front of the building, a future Christmas party, mechanical maintenance and review of the building envelope.

- 1) Council agreed to terminate the services of Executive Air (mechanical maintenance) as the actual service would be encompassed within the duties performed by John Rose.
- 2) Council will investigate the possibility of having someone other than Spratt Emmanuel perform the annual building envelope warranty review.
- 3) Council is looking into using the air circulation system for heating the lobby and common hallways.

Please keep these minutes as a permanent record of the Strata Corporation's business. Replacement of Minutes, Rules and Regulations or Bylaws will be at the expense of the Owner.

Council is scheduling the annual Christmas Party for December 13 – future notices to be posted.

Owners are once again reminded to ensure that nothing is stored in the underground parking stalls other than motor vehicles or bicycles. Fines and/or removal of the items may be actioned by the Council if these Bylaw infractions are not corrected. Further, the British Columbia Fire Code prohibits this type of storage and appropriate charges may apply to the Strata Corporation for these infractions of which would be billed back to the individual owners if this problem continues.

11. ADJOURNMENT

There being no further business, it was then **Moved and Seconded** to adjourn the meeting at 8:30 P.M.

The next meeting of the Strata Corporation is tentatively to be held on December 9, 2013.

Minutes/280October13