

**MINUTES OF THE STRATA COUNCIL MEETING  
FOR STRATA PLAN LMS 280 “CHATEAU COMOX”  
HELD ON MONDAY DECEMBER 9, 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 John Rose Kevin Wice Joanne Lord	President Treasurer Vice President
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<b>REGRETS:</b>	Iain Braidwood	Secretary
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<b>GUESTS:</b>	Kay Hansen # 801
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<b>PROPERTY MANAGER:</b>	Kevin D. Green Southview Property Management Inc.,
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**1. CALL TO ORDER**

The meeting was called to order by the Strata Council President Mr. Per Hansen at 7:01 P.M.

**Owners are once again reminded to ensure that nothing is stored in the underground parking stalls other than motor vehicles, motorcycles or bicycles. Fines and/or removal of the items may be actioned by the Council if these Bylaw infractions are not corrected. Letters will be sent in the near future to offending owners.**

**2. GUEST BUSINESS**

Ms. Kay Hansen from unit #801 then appeared before the Council and advised she wished to sit in and observe the Council Meeting.

Ms. Hansen was then welcomed and the meeting proceeded.

**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 OCTOBER 23, 2013**

There being no errors or omissions it was then **Moved and Seconded** to approve the minutes of the Strata Council Meeting held October 23, 2013 as circulated. **MOTION CARRIED**

**5. FINANCIAL REPORT**

a. Financial statements

The Property Manager then referenced the Financial Statements for the months up to and including October 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 and some other expenditures it was then **Moved and Seconded** to adopt the Financial Statements up to and including October 31, 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 unit #203**

The Property Manager then confirmed with the Council all the 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.

In accordance with the previously approved  $\frac{3}{4}$  vote resolution at the past Special General Meeting a small claims action will be commenced to collect these funds.

Council will keep the owners informed on this matter as information is received.

As agreed by Council, a letter of liability will be executed with the owner of unit #203, in relation to this matter. This is to be done in the near future.

#### **9. CORRESPONDENCE**

The Council then confirmed that the contract with Executive Air for HVAC services had been terminated.

Council is in the process of hiring a replacement contract, all in conjunction with a possible replacement of some or all of the components of the domestic hot water system.

**Residents are kindly asked to wipe their feet and the feet of their pets when entering the building. This will only keep the carpets and the building cleaner and keep Strata Fees to a reduced amount as the building and it's common areas age.**

#### **10. NEW BUSINESS**

##### **a. Domestic hot water system**

As reported earlier Council is in the process of reviewing quotations and several suggestions/direction/equipment/components etc. for replacement, upgrading and repairing the domestic hot water systems in the building.

Many proposals are being considered and the owners will be advised in the future as to recommendations from the Council as funding is not contained within the current operating budget for a major undertaking like this.

b. 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 confirmed That RDH had been awarded this project and it is currently in progress.

It is estimated it will be received in a draft format to review in the next 8 weeks.

c. Fire alarm panel

The Property Manager was asked to follow up with a problem involving the fire alarm panel and the monitoring of the building as soon as possible.

d. General Maintenance

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

- 1) The emergency generator battery charger is being replaced via Simpson Maxwell.
- 2) A new landscaping firm (Harp's Landscaping) has been hired to commence in March of 2014.
- 3) A game or related event night(s) will be organized by some of the owners to be held in the meeting room. Residents are invited to attend and notice of such will be posted.
- 4) Council will be sending letters to all residents who are in contravention of the parking stall storage Bylaws.
- 5) Council is reviewing some possible repairs to the balcony railings, the tracks housed by the railing caps might be in need of some minor repairs or replacement, as some of the units have indicated.
- 6) Council is investigating the possibility of changing the area on the NorthWest side of the building to improve security and prevent the significant amount of traffic from the lane way to the street in that area.
- 7) Council is looking into adding the garage door to the parkade to the emergency generator circuit, so that it would be operational during a power outage to allow access and egress from the building as may be needed.

**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.**

**11. ADJOURNMENT**

There being no further business, it was then **Moved and Seconded** to adjourn the meeting at 8:06 P.M.

The next meeting of the Strata Corporation is tentatively to be held on March 3, 2013.

Minutes/280December13