

**STRATA COUNCIL MEETING MINUTES
STRATA CORPORATION LMS 280
CHATEAU COMOX**

Date: April 11, 2001
Location: Meeting Room - 1272 Comox Street

Present: Pat Rose, President Suite 503 Patricia Pracher, Treasurer Suite 403
Aida Davis, Member Suite 302 Steve Rosell, Member Suite 203

Property Management Company: Valerie Lindstrom (689-0909)
Barker, Ross & Associates Ltd.

Regrets: Milan Klanjsek, Member Suite 502

The meeting was called to order at 6: 15 p.m.

REVIEW OF THE LAST MEETING MINUTES

Council reviewed the minutes of Strata Council meeting of February 07, 2001. Council notes that the date for the next Strata Council meeting was incorrectly stated. Further, it should be noted that Aida Davis was present for the last portion of the Strata Council meeting. It was moved by Steve Rosell and seconded by Aida Davis to approve the minutes of the meeting of February 07, 2001, as amended. **Motion carried**

FINANCIAL STATEMENTS

Council reviewed the financial statements for the months of January and February 2001, for the operating and repair accounts. It was moved by Patricia Pracher and seconded by Steve Rosell to approve the financial statements for January and February 2001, as presented. **Motion carried.**

CORRESPONDENCE

Correspondence was received from the purchaser of strata lot 4 requesting permission to have two cats reside in the residence. Council had been polled regarding this request, as an immediate decision was needed to complete the sale, and the request was approved.

Correspondence was received from the owner of suite 302 regarding the continuing smell and moisture entering the suite from the unit below. The dryer vent has been inspected from the outside of the building and found to be properly attached to the vent. A vent cleaner will be contacted to clear the vent. If this is unsuccessful, Xpert Mechanical will be contacted to send a camera into the vent to find what is causing the blockage.

UNFINISHED BUSINESS

a) PST Rebate. The property manager advised that the documents have been filed with the Homeowner Protection Office for the rebate on the provincial sales tax for repair costs. They anticipate that the application will be completed prior to month end. Council agreed unanimously that the repair account be closed, and funds transferred to the general operating account, when received.

- b) Exercise Room. Council discussed potential usage for the exercise room space. An interest was expressed in the installation of lockers. The property manager will provide information to Council on the process of reallocating the usage of this area.
- c) Security/Blockwatch. In response to a recent break-in to the underground parking, additional security items were installed. In addition the exercise room was broken into. The new vacuum purchased last month was stolen. Knob guards were installed on the door to the underground as well as the meeting and exercise rooms.

Also, a timer was placed on the enterphone. This will eliminate the ability for access by use of an illegal crown lock. The timer will allow the crown lock to work only during the time frame that the post office delivers the mail.

The property manager advised Council that TB Vets are now making small identification tags for personal belongings. The tags are self adhesive and are printed with driver's license numbers. Orders can be placed by calling their office at 874-5626.

- d) Key Storage. Ongoing.
- e) Stairwell gates. It was discussed by Council that if a handle was installed on the gate then it could be pulled shut, eliminating the slamming of the gate. Council will look into have this installed. A contractor has been asked to quote on the installation of the spacers for the gate plexiglass.
- f) Power Washing/Roof Anchors. The roof anchor installation is scheduled to start on April 23rd. It is anticipated that the power washing can be scheduled for the week starting April 30, 2001.

Council asks that the contractor for the power washing be asked to quote on balcony cleaning.

- g) Lights at Entrance. The installation has been completed. The electrician will be meeting with the caretaker to decide where the best location will be for the stairwell installation. As the electrician will be away in April this will be completed in May.
- h) Hallway Painting. A test patch was done of the new paint colour. The paint was found to be too dark and had far too much sheen to it. The property manager will provide the painter with the information that the paint must be lightened, and an eggshell finish be used. It is anticipated that all of the hallways will be painted in May. All items in the hallways must be removed.

The new lights in the hallways are now installed. Council feels that the wattage in the lights should be reduced. Also, there are some ceiling tiles that need to be replaced where the old lights were removed.

- i) Elevator Fan. The fan noise has been fixed.
- j) Diesel Emergency Generator Service. The servicing has been ordered for the month of May.
- k) Enterphone Letters. On order.

NEW BUSINESS

- a) Elevator Problems. The building has experienced problems where individuals are being stuck in the elevator for short periods of time. The elevator company has been to the building at least half a dozen times in the past six weeks. As the elevator is computerized it is extremely difficult to find the problem. The service technician must make the problem re-occur when they are on site in order to ascertain the cause of the malfunction. Residents can be assured that there is no danger of the elevator falling. If you are stuck in the elevator, do not panic. The elevator runs through its self-test program and resets. Once reset the elevator will reactivate.
- b) Suite 202 Dryer Smell. See Correspondence.
- c) Bylaw Committee. Council is looking for volunteers to work on a Bylaw Committee. All Strata Corporations are required to amend their current bylaws before February of 2002. If you are interested in working on this Committee please contact a Strata Council member.
- d) Census. Aida Davis has volunteered to liaise with Census Canada.
- e) Building Tour. John Rose will be conducting a tour for Council members.
- f) Junk Mail. Residents are advised that Canada Post will now accept a sticker on the inside of your mailbox as a formal request to stop delivering junk mail. The property manager will provide a sticker for resident's use. Once the new sticker is installed, please remove all stickers and notes from the face of the mail boxes.
- g) Hot Water. Council members noted that there appears to be a shortage of hot water, particularly during high usage times. The property manager will check that the hot water tanks are both functioning properly.

NEXT MEETING DATE

The next Strata Council meeting will be held on May 15, 2001 at 6 p.m. in the Meeting Room.

ADJOURNMENT

There being no further business it was moved by Patricia Pracher that the meeting be adjourned. Meeting adjourned at 7:53 p.m.

