

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

Date: September 11, 2001

Location: Meeting Room - 1272 Comox Street

Present: Rusty Ker, President/Treasurer
Stan Bennett, Member
Steve Rosell, Member

Len Fleming, Vice-President
Pat Rose, Member

Property Management Company:

Valerie Lindstrom (689-0909)
Barker, Ross & Associates Ltd.

The meeting was called to order at 6: 10 p.m.

REVIEW OF THE LAST MEETING MINUTES

Council reviewed the minutes of Strata Council meeting of April 11, 2001 and August 20, 2001. It was moved by Stan Bennett and seconded by Steve Rosell to approve the minutes of the meetings of April 11, 2001 and August 20, 2001, as distributed. **Motion carried.**

FINANCIAL STATEMENTS

Council reviewed the financial statements for the months of July 2001. It was moved by Steve Rosell and seconded by Len Fleming to approve the financial statement for the month of July 2001. **Motion carried.**

CORRESPONDENCE

Correspondence was received from several residents regarding the hallway painting, which has been resolved since the letters were received.

Correspondence was received from the Agent for suite 301 providing a Form D for their new tenant. The property manager has spoken to the Agent regarding the change under the *Strata Property Act* to have each tenant complete a Form K (replacing a Form D). The property manager will provide the Agent with the required form.

Correspondence was received from the Homeowner Protection Office requesting permission to advise the B.C. Assessment Authority that the building envelope repairs have been completed.

Correspondence was received from the Agent for the owners of suite 501 providing a new mailing address.

Correspondence was received from the owner of suite 801 regarding the hallway lighting. The property manager reported that new bulbs were being tested on the 3rd floor as a possible replacement. Council will review the lights.

Correspondence was reviewed that was sent to the owner of suite 304 regarding the colour of his wooden blinds.

Correspondence was received from the owner of suite 702 regarding the exterior building painting and cleaning. The owner notes that there was an increase in hot water temperature in the building. The letter further addressed other hot water tank issues. The owner discussed the timing of the pruning of the rhododendron and volunteered to assist in a cleanup of the garden areas. The owner also volunteered to build two curved upholstered benches for the lobby for the cost of material only. Council notes that the hot water temperature has been addressed. The landscape issues will be discussed later in the Agenda. Council also agreed to investigate the installation of lobby benches at a later meeting.

Correspondence was received from an owner regarding a noise complaint in a tenanted unit. The property manager advised Council that this is not the first report of noise received about this unit. A letter will be sent to the owner's agent advising that further infractions will result in fines being levied against the strata lot, as per the bylaws.

Correspondence was received from the realtor for suite 502 regarding permission for a prospective owner to install hardwood floors. Council reviewed this correspondence and granted permission as per the bylaws of the Strata Corporation.

ENGINEER'S REPORT - BUILDING EXTERIOR

Council reviewed correspondence received from JRS Engineering Ltd. regarding the exterior building painting, stucco repairs, and a proposal for services.

Council further reviewed a quotation received from Rainscreen Metal Products for the work outlined in the report from JRS Engineering. After a brief discussion, Rocco Cerenzie of Rainscreen attended the meeting to answer questions presented by the Strata Council.

Rocco reported that the exterior building would be power washed and then coated with a paint called Colorflex. The paint has a ten year warranty, the metal flashings quoted have a twenty year factory finish. The paint work would be done to the standards set by the Master Painters Guild. He recommends that the rear garden area around the parkade entrance be left until the Spring. This would allow for the membrane repairs required within the planter areas. The caulking on the building would be inspected and recommendations would be made to Council about any required repairs. The caulking used has a ten year life span and is a special colour order.

A discussion was held on the repair to the east parkade stairwell (front of building). He advised that he was recommending a crack injection, but cautioned that the water coming from under the sidewalk area may find another location to re-appear. This repair is significantly cheaper than the excavation of the front landscape area.

He briefly spoke about the power washing of the building. The workers will be using 4000 psi washers to blow off any loose acrylic stucco on the building. The areas within the balcony would be done using 3000 psi. He expressed concern about the interior of the turrets and advised Council that these areas were drywall only with an acrylic finish. Power washing may cause water ingress into suites and he did not recommend it being power washed. He also advised that the "rain screened" areas of the building would be given a light cleaning. The area by the parkade and planter of 204 would be power washed even though the repairs would not commence until next year.

Council thanked Rocco for attending the meeting.

After good discussion, it was moved by Stan Bennett and seconded by Steve Rosell to proceed with the contract presented by Rainscreen Metal Products Ltd. with the contractor instructed to proceed with the power washing and provide the Strata Council with an assessment of the acrylic replacement required. The power washing price to be broken out of the contract and agreed upon, in advance. **Motion carried unanimously.**

Council further discussed the requirement to clear out much of the landscape material prior to the commencement of power washing. Two quotations for this work were reviewed. It was moved by Len Fleming and seconded by Stan Bennett to approve the quotation from Patti Gardens provided that work can commence within 48 hours. If work cannot commence within 48 hours then the contract will be awarded to On the Grow who provided the second quotation. **Motion carried.**

UNFINISHED BUSINESS

- a) PST Rebate. The PST refund has been received, as noted in the financial statements prepared for the Annual General Meeting.
- b) Interior Painting / Ceiling Tiles. The contractor has advised that he will be returning to complete the painting this week. The contractor will be asked to provide the Council with the left over paint. The ceiling tile replacement was quoted at \$75. The contractor has also been asked to check the plumbing pipes above the tiles that may require insulation as some of the staining has been caused by the pipes "sweating".

It was discussed that many of the doors that have been painted have marks on them already. A recommendation was made to install brass kick plates on the doors to the common areas. Council requests that a quotation be obtained for this work.

- c) Security/Blockwatch. There has been break-ins to the underground parking and the exercise room. Astragals have been installed on these doors. Dead bolts have been installed on the electrical rooms and exercise room.
- d) Stairwell gates. Council President Rusty Ker advised that the bolt holding the gate had slipped through the metal, causing the gate to rattle when it is closed. He has spoken to Rocco Cerenzie who was the contractor in charge of the building envelope repairs. Rocco has agreed to replace the bolt. The property manager advised that the spacers have been placed between the gate and the plexiglass so that mildew will not accumulate in trapped water.
- e) Enterphone Letters. The property manager was able to secure some letters at a discounted price of \$50.
- f) Exercise Room. Council agreed to table discussion of any proposals for the exercise room until a later meeting. It was moved by Len Fleming and seconded by Stan Bennett to clean out the exercise room to provide Strata with storage that it may require during exterior painting. **Motion carried.**
- g) Elevator Problems. Council reports that there have been no problems reported lately. If anyone is still experiencing problems with the elevator please advise a Council member or the property management company (604-689-0909).
- h) Bylaw Committee. Council President Rusty Ker and Aida Davis will head this Committee. Any owner interested in working on this project is asked to contact either Rusty or Aida.

- i) Hot Water. It was reported at the Annual General Meeting that there was a lack of hot water to the suites. The property manager reported that the problem was found to be a recirculation pump. The pump has been replaced.

NEW BUSINESS

- a) Garden. See Engineer's Report. Council agreed to form a Gardening Committee. Council members Steve Rosell and Stan Bennett will serve on this Committee.
- b) Garage Door. The contractor has been asked to power wash the garage door to remove the rust marks.
- c) Annual Fire Test. The property manager provided notices for the Annual Fire Test that will take place on Friday.
- d) 203 & 204 Mailbox. Nothing to report.
- e) Blue Boxes. The missing bin has been replaced.
- f) Outstanding Fees. The property manager reported that correspondence will be mailed to the financial institution holding the mortgage on this property as the Strata's mail has been returned from the address provided by the owner.
- g) Blinds. See Correspondence.
- h) Satellite Dish. Council reminds owners that satellite dishes are not permitted under the Bylaws. Council will look into a second service provider for cable services.
- i) Watering Plants. Owners are reminded to place drip trays under balcony plants. Water running over the side of decks is causing problems to residents below. Please be considerate of your neighbours.

NEXT MEETING DATE

The next Strata Council meeting will be held after the power washing has been started.

ADJOURNMENT

There being no further business it was moved by Stan Bennett that the meeting be adjourned. Meeting adjourned at 8:17 p.m.