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

Date: November 05, 2001

Location: Meeting Room - 1272 Comox Street, Vancouver, B.C.

Present: Rusty Ker, President
Stan Bennett, Member
Pat Rose, Member

Len Fleming, Vice-President
Patricia Pracher, Treasurer

Property Management Company:

Valerie Lindstrom
Barker, Ross & Associates Ltd.
(604-689-0909)

The meeting was called to order at 4:35 p.m.

REVIEW OF THE LAST MEETING MINUTES

Council reviewed the minutes of October 09, 2001 and October 23, 2001 Strata Council Meetings. It was moved by Stan Bennett and seconded by Len Fleming to approve the minutes of October 9 and 23, 2001 as distributed. **Motion carried.**

FINANCIAL STATEMENT

Council reviewed the financial statements for the month of September 2001. After good discussion, it was moved by Stan Bennett and seconded by Len Fleming to approve the financial statements for the month of September 2001. **Motion carried.**

CORRESPONDENCE

Correspondence was reviewed from the Strata President regarding the west side gate that was not installed properly to the concrete base. Rocco Cerenzie will be asked to reinstall the gate correctly.

Correspondence was reviewed from an owner regarding a complaint of dog excrement being on the balcony deck of suite 602. The agent for the owner of the suite was contacted and the problem corrected.

UNFINISHED BUSINESS

- a) Painting contract - Rainscreen Metal Products. Council President Rusty Ker reported that he has received the final invoice for the painting contract. A meeting was held with Rocco Cerenzie and a review of the deficiency list found only one item outstanding. The glass panel on the balcony of 802 still requires replacement. Prior to the pay out of the invoice, Rainscreen will be asked to supply Statutory Declarations from all sub-contractors that they have been paid. A Builder's Lien Holdback of 10% can be held for 55 days from substantial completion of the contract.

During the site visit Rocco noted that he was not satisfied with the west side paint. The paint manufacturer (Sonneborn) was called in to review the area with the paint contractor. The manufacturer has assured Rainscreen that over the next month the paint will all be the same sheen. It was agreed that if this did not occur, Rainscreen would repaint the west wall and turret next Spring.

Rainscreen has provided the Strata President with the first draft of their maintenance manual.

After good discussion, it was moved by Len Fleming and seconded by Patricia Pracher to pay the invoice received upon receive of the Statutory Declarations from all sub-contractors and a letters from the paint contractor and Rainscreen regarding the west wall; as well as a form of guarantee. **Motion carried.**

- b) Interior Painting and Ceiling Tile. Ongoing with property manager and contractor.
- c) Drip Trays - Garage Door. Installed.
- d) Garden. Council member Stan Bennett to redo the front garden areas, estimated to be \$2,000. After good discussion, it was moved by Stan Bennett and seconded by Len Fleming to approve an expenditure to trim the rhododendron bushes and removal of the front hedge. **Motion carried.**

Council President Rusty Ker reported that the caretaker of the building to the west was asked about the possibility of a cost sharing for fencing between the two buildings. The caretaker has agreed to present this to the owner of their building for his consideration.

- e) Bylaws Committee. The Committee members presented their draft bylaws to the Strata Council. One alteration was made to the draft, as presented. It was moved by Stan Bennett and seconded by Len Fleming to approve that the draft bylaws be presented to the owners at a Special General Meeting to be held on Thursday, December 06, 2001. **Motion carried.**

Council further reviewed the draft of the Strata's Rules & Regulations. It was moved by Stan Bennett and seconded by Patricia Pracher to present the draft Rules & Regulations to the owners at the December 06, 2001 Special General Meeting. **Motion carried.**

Owners will receive Notice of the Special General Meeting, as per the *Strata Property Act*.

- f) 203 & 204 Mailboxes. President Rusty Ker reported that the contractor had reinforced the front panel of the mailboxes in addition to the repair of the two boxes.
- g) Outstanding Fees. The property manager is requested to contact the tenants to obtain a current telephone number and mailing address for the owner or his representative.
- h) Satellite TV. Stan Bennett is waiting for Bell ExpressVu to provide their proposal for the building.
- i) Building Maintenance (definition of duties). Tabled to next meeting.
- j) Corridor Air. Coast Plumbing has completed the servicing of the air make up unit. The furnace section has been turned on a trial basis. Hallway temperature is presently 118 degrees

Celsius. Council Vice-President Len Fleming has received copies of the last two year's hydro bills, as requested.

NEW BUSINESS

- a) Assessment for Building Improvements. Council reviewed the shortfall of funds for the required building improvements. It was moved by Stan Bennett and seconded by Len Fleming to prepare an assessment to cover the required funds for building improvements to be presented to the owners at the next Special General Meeting. **Motion carried.**
- b) Window/ Exterior Balcony Glass Washing. The work is scheduled to commence on Thursday, November 8th. The cost will be \$500 plus g.s.t., with no increase from last year.
- c) Stainless 1272 Comox signage. Council present Rusty Ker presented a quotation from Rainscreen for the installation of stainless steel signage for the front of the building. The signage would have the numbers cut out completed with a black background. The estimated cost is \$350. Council agreed that the design be reviewed prior to approval of the signage.

NEXT MEETING DATE

The next Strata Council meeting will be held on December 06, 2001 at 4:30 p.m. in the Meeting Room.

ADJOURNMENT

There being no further business it was moved by Stan Bennett that the meeting be adjourned. Meeting adjourned at 6:10 p.m.

