

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

Date: May 28, 2002

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

Present: Rusty Ker, President
Patricia Pracher, Treasurer
Mike Ghafarzadeh, Member

Len Fleming, Vice-President
Stan Bennett, Member
Pat Rose, Member

Property Management Company:

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

The meeting was called to order at 5:10 p.m.

REVIEW OF THE LAST MEETING MINUTES

Council reviewed the minutes of the Strata Council meeting held on April 09, 2002. It was moved by Stan Bennett and seconded by Len Fleming to approve the minutes of the Council meeting of April 09, 2002, as distributed. **Motion carried, one abstention.**

Council reviewed the minutes of the Strata Council held on May 17, 2002. It was moved by Mike Ghafarzadeh and seconded by Len Fleming to approve the minutes of the Council meeting of May 17, 2002, as distributed. **Motion carried.** The property manager requested clarification on the issue of the use of "Roberts Rules of Order" and the requirement to add this as a bylaw amendment to the upcoming Annual General Meeting. Council member Stan Bennett reported that the use of "Roberts Rules of Order" was incorporated into the previous set of bylaws, and by omission was left out of the currently Bylaws approved by the owners. It was agreed that this proposed bylaw change be presented to the owners at the next Annual General Meeting.

FINANCIAL STATEMENT

Council reviewed the financial statements for the months of March and April 2002. It was moved by Mike Ghafarzadeh to approve the financial statements for the months of March and April 2002.

Treasurer Patricia Pracher presented a cash flow analysis for the year to date. Council President Rusty Ker spoke on the analysis questioning the accuracy of the figures noted. The Treasurer advised that this report was for information only, based on figures obtained from the financial statement for the Strata.

Questions were raised on several items in the financial statements. It was reported that insurance costs have increased this year. There is a monthly expenditure for pest control for the building. Residents are reminded that if they have a problem with pests they should contact the property management company as quickly as possible. The pest control contract is for common areas and includes the treatment of up to three strata lots that have experienced problems.

CORRESPONDENCE

Council President Rusty Ker requested that this section of the Agenda be moved to the end of the meeting. Council agreed to this request.

UNFINISHED BUSINESS

- a) Quotation for caulking and drywall repair. Council President Rusty Ker presented a quotation from Belgrove Construction for the work to be performed on suites 601, 701, and 801. It was moved by Mike Ghafarzadeh and seconded by Stan Bennett to approve the quotation for caulking (\$2060 plus gst) and interior repairs (\$1,125 plus gst) as presented. **Motion carried.**
- b) 202 Bathroom. Council discussed the moisture problem in the bathroom of suite 202. The Strata has had two plumbing companies investigate the possibility of a plumbing problem and JRS Engineering investigate other possible causes. No definitive answer has been found. Council member Mike Ghafarzadeh volunteered to meet with the tenants and inspect the damaged area.
- c) Ceiling Tile. Council member Mike Ghafarzadeh reported that there are 18 damaged tiles and 11 that are stained. There should be sufficient replacement tiles in the building to provide replacements. The property manager explained how the light covers can be taken off to install the new tiles. She also reported that the electrician had volunteered to meet with Mike to show him how this is done. Mike will contact the electrician directly.
- d) Garden. Council member Stan Bennett reported that the summer planting has been completed. He notes that the rhododendron plants have new growth.

Also discussed was the improper use of a weed killer on the site. The contaminated soil has been removed and the affected areas have been reseeded. This has been done at no expense to the Strata. Additional soil has been placed in the front of the building to level the grassed area.

- e) Building maintenance (definition of duties). Treasurer Patricia Pracher met with John Rose to discuss and finalize the duties of the caretaker. No further amendments were required. It was moved by Patricia Pracher and seconded by Len Fleming that the "Building Maintenance Schedule" be approved, as distributed. **Motion carried.**
- f) Gas fireplace metering. Vice-President Len Fleming reported that the electrician has not contacted him regarding pricing for the installation of the gas metering devices. The property manager provided the electrician's telephone number to the Vice-President, who will contact the electrician.
- g) Lobby. Ongoing.
- h) Bicycle Room. Council will determine if all avenues of identification of bicycles have been attempted. Once confirmation is received a date will be set to remove the untagged bicycles.

NEW BUSINESS

- a) Hearings committee. Council reports that the Committee will chaired by Stan Bennett. Three Council members will also sit on the Committee:

Len Fleming

Mike Ghafarzadeh

Patricia Pracher

The Committee will review all minutes for outstanding correspondence relating to bylaw infractions. The first hearing date will be set for June 4, 2002 at 5:30 p.m.

The Committee requests the following information from the complainants.

1. The owner of suite 304 will be advised of the hearing date and asked to provide the reasons for their hearing request and the decisions requested on each item.
2. The tenant of suite 602 will be asked to provide to the Committee with the reason for the hearing and the decisions that they wish Council to consider. A hearing date will be set after receipt of this information.

The property manager requested direction on whether letters were to be issued to residents in response to their correspondence. Council member Stan Bennett advised that this was old correspondence and that no correspondence would be sent at this time.

- b) Budget committee. The Council President, Treasurer and property manager will meet to prepare a proposed budget for the upcoming fiscal year and update the Capital Plan for the year 2002.
- c) Nominating committee. Council members Patricia Pracher and Pat Rose will serve on this Committee. Council discussed the term of office for a Strata Council. The property manager advised that one of the interim regulations for the *Strata Property Act* was that in its first year 51% of Strata Council would be elected for a two year term, with the balance holding a two year term of office. In each successive year the term of Council members would be two years. This was put in place to ensure continuity in Strata Council. Council member Stan Bennett stated that this was not in the *Strata Property Act* and that the *Act* calls for two year terms.

Council discussed the time requirements for calling meetings, under the *Strata Property Act*.

- d) Security. Recent break-ins to the underground parking have been experienced. The front stairwell lock was vandalized. The door had a knob protector installed, but the locksmith reported that the lock itself was a style that was easy to break into. It is felt that the lockset was original to the building. It has been replaced with a better quality lockset.

Council President Rusty Ker reported that the area at the bottom of the stairwell is quite well hidden and recommended the installation of a motion sensor light. The property manager presented a quotation from the locksmith for the supply and installation of a light at a cost of \$125. It was moved by Len Fleming and seconded by Mike Ghafarzadeh to approve the installation, as quoted. **Motion carried.**

Council member Len Fleming also noted that the sensor light at the rear of the building was not working all of the time. The electrician will be asked to investigate this at the same time as he is installing the other light.

Council requested an update on the completion of the elevator keying. The property manager reported that discussions have been held with Thyssen Elevator on the installation of a lock. It was agreed that it would not be necessary to install a lock at the parkade level as the door going into the elevator lobby is locked. The lock to be installed will replace the button in the elevator to go to P level. Thyssen should be providing a cost and installation date very soon. Council has agreed that the installation is necessary and must be done as soon as possible.

- e) Neighbouring garbage bins. Council member Mike Ghafarzadeh noted that the garbage contractor was dropping the neighbouring bins so that they were partially on the lane. This is making it extremely dangerous to drive out of the underground parking. Mike will speak to the manager at the building to see if the bins can be placed on their property.

Some history on the garbage containers was provided to Strata Council. The building to the west has been complaining for years that the residents of 1272 Comox Street use their garbage bins. It has also been reported that this is still occurring. **Residents are reminded not to use the garbage bins on adjoining properties to dispose of their refuse.**

NEXT MEETING DATE

The next Strata Council will be scheduled at a later date.

ADJOURNMENT

There being no further business it was moved by Stan Bennett that the meeting be adjourned. Meeting adjourned at 6:27 p.m.