

# LMS - 280 CHATEAU COMOX

## MINUTES OF A COUNCIL MEETING

**HELD:** On Wednesday, December 11, 2002 at 6:30 pm in the Meeting Room at 1272 Comox Street, Vancouver, BC

<b>PRESENT:</b>	John Rose	503
	Aida Davis	302
	<i>Adriaan de Vries</i>	404
	Mehdi Ghafarzadeh	802

<b>REGRETS:</b>	Patricia Pracher	403
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<b>GUEST:</b>	Rusty Ker	702 (6:30 pm-8:25 pm)
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**STRATA MANAGER:** Patricia Graham, Assertive Property Management & Real Estate Services

The meeting was called to order at 6:30 pm

### MINUTES:

It was moved, seconded and **carried** to adopt the minutes of the October 21, 2002 minutes as amended. **Business Arising:** Item #1 to “601 and 801 do not have a water leak.” Item #2-Sprinkler System “should have indicated 601 not 106”

### FINANCIAL REPORT:

1. **Monthly Statement:** It was moved, seconded and **carried** to accept the November financial statement. The October financial statement has not been received from the previous management company. Questions submitted by the Treasurer were answered as well as they could be with out the October statements. It was also decided not to pay out the holdback to Belgrave until the painting in 302 and the work in 202 are satisfactorily completed.

Any owner may request a copy of the monthly financial statement by calling the management company during regular business hours Monday to Friday 9:00 a.m. to 4:00 p.m.

### BUSINESS ARISING:

1. **701 Leak:** The living room window in 701 continues to leak. The strata council reviewed a quotation from EPS West Coast. They advised that in order to locate the source of the leak, they would have access the exterior of the building on a boson’s chair. The testing would cost approximately \$500 plus GST. A quotation was also received from Belgrave in the amount of \$2,100 plus GST. The strata council requested a third quotation for the work. The strata council agreed that exploratory work should not begin until the spring.

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2. **HVAC System:** Latham's quoted \$944 per year plus GST to service the HVAC equipment quarterly and Executive Air \$616 per year. Following discussion, it was moved, seconded and carried to accept the quotation from Executive Air.
3. **Gardening:** Northwest Gardening advised that due to the warm weather, they are behind schedule. They are planning to have the work completed within the next week.
4. **Capital Plan:** The strata council will review the Capital Plan at the next council meeting. The strata council President requested the strata council members make themselves familiar with the report.
5. **Security:** To date, there have not been any security problems. During the holidays, please be vigilant.
6. **Building Plans:** The Property Manager will contact a previous council member regarding the building plans.
7. **Annual Fire Test:** During the recent annual fire test, there was no access to 303,404 and 701. It was agreed to have these suite tested the next time Active Fire is in the building doing other work.

## **CORRESPONDENCE:**

Owners are encouraged to write to the Strata Council on any strata matters. Letters should be sent to the management company so that they can be included on the agenda for the next council meeting. Please note that while the names and addresses of those writing is not disclosed in the minutes the correspondence may not be confidential, except as set out in the Strata Property Act.

None was received.

## **NEW BUSINESS:**

1. **Hot Water Tank:** On Friday, December 16, 2002 one (1) of the domestic hot water began to leak. The strata council reviewed quotations from Artisan Plumbing & Heating in the amount of \$5,200 plus GST and Coast Mountain \$4,383 plus GST and an additional \$550 plus GST to connect the cold water intake to both tanks. The Council requested a third quote and information to determine that the quotes from Artisan and Coast Mountain are in fact comparable. Subsequent to the meeting, it was found that the quotes were for the same work and brands of tank and so it was decided to accept the lower quotation from Coast Mountain in the total amount of \$4,933 plus GST.
2. **Legal Fee:** Following a lengthy discussion, it was moved, seconded and carried to pay the Haddock & Co. invoice in the amount of \$1,415.91 which represents legal fees incurred in the prior year for discussion with the strata council regarding the management contract and

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tenant/owner management issues. The \$1,415.91 will be charged to the Prior Years Net Earnings.

3. **Thank You's:** The strata council thanked John for painting done in the garage area and John and Patricia Rose for the Halloween treats.
4. **Dryer Vents:** Quotations will be obtained for cleaning the dryer vents.
5. **Window Washing:** Quotations to have the windows washed will be obtained early in the New Year. The cleaning of the weep holes in the windows is to be included in the quotations.
6. **North East Corner:** A suggestion was made to have the north -east corner of the building power washed. This would be to remove the algae.
7. **302/202:** The owner of 202 advised that there continues to be a damp spot in the bathroom. A plumber will be contacted to inspect this problem. The painting has not been completed to 302. Belgrove will be contacted to complete this work.
8. **Exterior Lights:** An electrician will be contacted, as several outdoor lights require replacement.
9. **Building Drains:** Residents are requested to ensure their patio/balcony drains are clear of debris.

## TERMINATION:

The meeting terminated at 8:25 pm. The next council meeting will be held on Thursday, January 9, 2003 at 6:30 pm in the Meeting Room at 1272 Comox Street, Vancouver, BC.

Respectfully submitted:



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Strata Manager LMS 280  
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## NOTICE

**PLEASE KEEP A COPY OF THESE MINUTES. THERE WILL BE A  
CHARGE TO REPLACE THEM.**

