

LMS - 280 CHATEAU COMOX

MINUTES OF A COUNCIL MEETING

HELD: On Tuesday, February 11, 2003 at 6:00 pm in the Meeting Room at 1272 Comox Street, Vancouver, BC

PRESENT:

John Rose	503
Aida Davis	302
Adriaan de Vries	404
Mehdi Ghafarzadeh	802
Patricia Pracher	403

GUEST: Rusty Ker 702 (6:00 pm-7: 10 pm)

PROPERTY MANAGER: Patricia Graham, Assertive Property Management & Real Estate Services

The meeting was called to order at 6:10 pm

MINUTES:

It was moved, seconded and **carried** to adopt the minutes of the January 9, 2003, as circulated.

FINANCIAL REPORT:

1. **Monthly Statement:** It was moved, seconded and **carried** to accept the October financial statement.

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:** Before proceeding with repairs to 701, the strata council requested another quotation. Another contractor was requested to supply a quotation for this work however; they did not supply a quotation for the meeting. This item was deferred to the next council meeting.

2. **Gardening:** The strata council reviewed three quotations for landscaping. Following discussion, it was moved, seconded and **carried** to accept the quotation from Northwest Gardening in the amount of \$140 per month plus GST from March to November and an additional charge of \$210 plus GST for one (1) spring and one (1) fall planting.

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It was moved, seconded and **carried** to allow an expenditure of \$100 plus GST for soil and peat moss. The other quotations per year, were Jose Soares \$2,214.90 including GST, Yardworks \$2,407.50 including GST and Windy Hollow Organic Landscape Management \$5,521.05 including GST.

3. **Capital Plan:** An owner in the building advised that they would supply at no cost three (3) colours boards for renovating the hallways and a separate plan to renovate the lobby. They also agreed to obtain costs for the work. The strata council if possible, would like this information prior to the May council meeting.

4. **Dryer Vents:** The strata council expressed satisfaction with the recent cleaning of the dryer vents. Power Vac advised the exhaust pipe in 202 had collapsed therefore restricting airflow. They repaired the unit at an additional cost of \$126.26 including GST and they also repaired the dryer vent in 302 at an additional cost of \$114.49 including GST.

They recommended the vents be cleaned yearly due to the length of the duct run and the style of dryer in most units. They also recommended that screens on the west side of the building be switched to a larger gauge. The strata council agreed with their recommendations and will have the dryer vents cleaned yearly and the screens replaced on the west side of the building during the cleaning next year.

5. **Window Washing:** The strata council reviewed three (3) quotations for window washing. Ace Window Cleaners quoted \$480 plus GST; High-Rise Window Cleaning \$630 plus GST including the outside of the balcony glass; Allstar Window & Pressure Cleaning Systems \$735 plus GST. Following discussion, it was moved, seconded and **carried** to accept the quotation from Ace Window Cleaners in the amount of \$480 plus GST.

6. **Interior/Exterior Lights:** Light bulbs have been delivered to the building. John has installed the interior lights on the second and third floors. He will be installing the exterior lights shortly. However, an electrician was going to supply an estimate to replace some of the exterior lights located at the ground level. The Property Manager will contact the electrician again.

7. **202:** The strata council requested the Property Manager check with the resident of 202 to find out if Belgrave has completed the painting in 202. This must be done before the invoice in the amount of \$386.11 including GST can be paid.

8. **Lock Change:** The Property Manager advised she requested five (5) companies to quote on the lock change. Only two (2) companies replied. Dependable Lock & Security Ltd. quoted \$262 plus GST and Action Lock \$360 including GST. Following discussion, it was moved, seconded and **carried** to accept the quotation from Dependable Lock in the amount of \$262 plus GST.

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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.

1. **Lock Change:** A letter was received from an owner requesting permission to access the electrical room on the seventh (7) floor. Following discussion, the strata council denied permission based on the fact that all residents must be treated equally and by allowing one (1) owner to use the room, they would have to allow every resident the same privilege. The strata council expressed concern with liability, fire hazard and damage to any electrical equipment in the room.
2. **Windows:** A letter was received from a resident regarding a window in their unit. The seal has broken and the interior of the window has "steamed up". The strata council referred to bylaw 14 (4) (e) which states "doors, windows and skylights on the exterior of a building or that front on the common property subject to approval of the strata council and a deductible per window pane of \$200 payable by the owner of the strata lot."

The strata council requested a questionnaire be attached to the minutes to find out how many other windows may need to be replaced. The strata council cautions that there is not much money in the 2002/2003 budget allocated for window replacement.

NEW BUSINESS:

1. **2003/2004 Insurance:** The insurance premium for 2003/2004 is \$5,095. The budgeted amount is \$3,080. The premium for **February 15, 2001 to February 15, 2002 was \$2,578.**

The policy is effective from **February 15, 2003 to February 15, 2004.** The deductibles are: All Risk \$1,000, Water \$2,500, Earthquake 15% and Glass \$100.

2. **Executive Air Conditioning Report:** The strata council reviewed the report from Executive Air Conditioning regarding the HVAC system in the building.
3. **Ceiling Tiles:** The strata council requested 2 X 2 ceiling tiles be ordered to replace the ones that are cracked or broken and additional tiles to be kept in stock.
4. **Recycling:** Residents are placing egg cartons and the plastic used to cover cookies or doughnuts in the recycling bins. **These products are not allowed.**

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Please read the instructions on the recycling container before placing your items in the container.

**The recycling company will not remove contaminated material.
They dump it on the ground and the janitor has to clean it up.**

When placing items in the recycling container, please exercise care.

5. **Elevator:** When it rains, a leak occurs to the left of the elevator. There is a fan unit of on the roof that requires sealing.
6. **Pressure Washer:** John advised the pressure washer he is using no longer works. Following discussion, it was moved, seconded and carried to allow an expenditure of \$75 plus GST for a new pressure washer.

TERMINATION:

The meeting terminated at 7:55 pm. The next council meeting will be held on Tuesday, March 11, 2003 at **6:00 pm** in the Meeting Room at 1272 Comox Street, Vancouver, BC.

Respectfully submitted:



Patricia Graham
Strata Manager LMS 280
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NOTICE

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