

# LMS - 280 CHATEAU COMOX

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## MINUTES OF A COUNCIL MEETING

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**HELD:** On Tuesday, January 20, 2004 at 6:00 pm in the Meeting Room at 1272 Comox Street, Vancouver, BC.

<b>PRESENT:</b>	John Rose	503	Vice President
	Adriaan de Vries	404	President
	Patricia Pracher	703	Treasurer

**REGRETS:** Zeljko Karlica

**GUESTS:** Rusty Ker 702 6:00 pm – 7:25 pm

**PROPERTY MANAGER:** Patricia Graham, Assertive Property Management.

The meeting was called to order at 6:00 pm.

### MINUTES:

It was moved, seconded, and **carried** to adopt the minutes of the December 18, 2003 council meeting, as amended. Under "Correspondence" A letter was received from an owner regarding proxies.

### FINANCIAL REPORT:

1. **Monthly Statement:** It was moved, seconded, and **carried** to accept the November and December 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. **Leaks:** Moleski Joint Ventures advised that the leak in the elevator room will be repaired when the weather improves. This leak requires a minor roof repair. The planter located above the electrical room may have caused the leak in the electrical room. **Action:** The strata council requested three (3) estimates for this work and they also requested Moleski Joint Ventures identify the planter that is the source of the leak.

2. **Security Update:** The strata council requested the Property Manager contact Action Lock regarding the security items left to be completed. **Action:** The four (4) strips of wood in the passage from the lobby to the parking require painting, the windows at the bottom of the north stairwell from the street require reinforcing, and a security plate needs to be added to shield the electronic eye of the garage vehicle entrance from external tampering. John Rose will review all the actions requested from Action Lock with Steve of Action Lock

# LMS - 280, CHATEAU COMOX

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3. **Weather Stripping:** Three (3) quotations were received. They ranged in price from \$100.80 to \$1440 plus GST. **Actions:** The strata council requested clarification from Action Lock, as their quotation was \$100.80 plus GST. When the quotation from Action Lock is clarified, it was moved, seconded, and **carried** to accept the quotation from Action Lock in the amount of \$100.80 plus GST or the lowest quote if the quote from Action Lock is in error. The felt around the front door requires replacement, and is to be included in the estimates.
4. **Lighting:** The strata council reviewed a quotation from Commercial Lighting regarding the existing building lights. As the lights burn out, new energy efficient lightbulbs will be purchased. **Action:** This is an ongoing project and the fixtures will also be replaced as needed to accommodate the best and most efficient bulbs. It was observed that the energy saving resulting in lower electrical bills would pay for this investment within a few years.
5. **Gas Consumption:** The strata council discussed various viable options to charge the three (3) owners who have gas fireplaces. They are concerned that as other suites do not have gas fireplaces, the three (3) owners who have them are not being charged for the gas usage. **Action:** The Property Manager has some experience with this in other buildings and will present some possibilities to the Council.
6. **Lobby Renovation/Invoice Approval:** The strata council reviewed a proposal from Vranic Design Group for the renovation of the lobby. **Action:** They requested three (3) estimates for the painting and carpet replacement. They also approved the invoice in the amount of \$149.80 including GST. **Action:** They requested information regarding the viability of painting the arborite in the interior of the elevator at the same time and the Property Manager will investigate and report to Council.
7. **Building Report:** John Rose gave the following report:
- a. The hot water system has been set at 125 degrees as the previous setting resulted in scalding hot water. So far this has proved to be satisfactory.
  - b. The hallway heat has been adjusted and appears satisfactory.
  - c. The garbage room door that was recently painted has rust showing through. **Action:** Phil Konrad Painting will be requested to clean, prepare and repaint the door.
  - d. **Action:** A new mat is required for the front door of the complex.
  - e. The top of the east stairway is has been used as a place to sleep by some street people. The sleeping bag has been removed and the area treated with bleach. It is being monitored. ***Please remember to make sure that the Side Gates are always well secured and locked after using them.***
  - f. Action Lock recommended securing the enterphone panel. A decision was not reached regarding securing the panel. **Action:** Further options to improve that are to be sought, as with the other security upgrades this now becomes a more vulnerable point gaining entry to the building.

## CORRESPONDENCE:

1. **Council Resignation:** A letter was received from **Aida Davis** advising she was resigning from the strata council effective January 11, 2004. The Strata Council and the owners thank Aida for her long and high standard service to Chateau Comox. It is much appreciated. Please note that she has generously agreed to continue as the Council Chair Person for the Volunteer Project Committee.

# LMS - 280, CHATEAU COMOX

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**Please Note** that we have another *Position on the Council* that needs to be filled. Anyone who is interested in assisting in the building management and upgrade projects like Security and Lobby Renovation, is requested to contact the President – Adriaan de Vries at [adevries@uniserve.com](mailto:adevries@uniserve.com)

2. **Security:** A letter was received from an owner regarding the rivets on the front door. The item was corrected.

3. **Parking:** A notification was received from an owner regarding the lane parking. Since the notification it has been monitored and over a period of more than 3 weeks no one has parked in that location overnight. The City of Vancouver advised that if there is no City sign prohibiting parking, vehicles could park in a lane, as it is public property.

4. **Storage:** A letter was received from an owner requesting permission to storage their Christmas and some decorations in the spare room. Following discussion, permission was **denied** as the Council decided that if one owner stores there items then all the other owners would have to be accommodated. The Strata Council just reorganized and cleaned that space in the past year.

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.

## NEW BUSINESS:

1. **Hallway Storage:** Due to fire regulations, storage is not allowed in the common area hallways.

2. **2004/2005 Insurance:** Pro Technical Insurance Services is not longer providing insurance to strata corporations. The insurance for the building is due February 15, 2004.

3. **New Council Member:** On behalf of the strata council and building owners, the strata council welcomes Zeljko Karlica to the strata Council to replace Mehdi Ghafarzadeh, who recently resigned when he sold his unit and moved to another building.

## TERMINATION:

The meeting terminated at 7:25pm. The next council meeting will be held on **Tuesday, March 16, 2004 at 6:00 pm in the Meeting Room at 1272 Comox Street, Vancouver, BC.**



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