

# LMS - 280 CHATEAU COMOX

## MINUTES OF A COUNCIL MEETING

**HELD:** On Tuesday, February 22, 2005 at 7:15 pm in the Meeting Room at 1272 Comox Street, Vancouver, BC.

<b>PRESENT:</b>	Patricia Pracher	403	Treasurer
	John Rose	503	Vice President
	Hella Bennett	801	
	Gail Balaski	802	

<b>REGRETS:</b>	Adriaan de Vries	404	President
	Zeljko Karlica	502	

<b>GUESTS:</b>	Rusty Ker	702	7:15 pm – 8:30 pm
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**PROPERTY MANAGER:** Patricia Graham, Assertive Property Management.

The meeting was called to order at 7:00 pm.

### **MINUTES:**

It was moved, seconded, and **carried** to adopt the minutes of the December 14, 2004 council meeting as circulated.

### **FINANCIAL REPORT:**

1. **Monthly Statement:** It was moved, seconded, and **carried** to accept the December and January financial statements.

An 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. **Lobby/Hallway Renovations:** The strata council reviewed a carpet sample for the lobby. They agreed that a two (2) to three (3) colour board should be made available so the owners can review optional colours for the lobby and make a decision from various choices for carpet and paint colour. They requested that the colour boards be available for the next council meeting.

2. **Lobby Leak:** As the resolution for \$5,000 was approved at the Special General Meeting to repair the lobby leak, it was moved, seconded and **carried** to accept the quotation from Primate Products & Services in the amount of \$4,494 including GST.

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3. **Strobe Light:** The strata council reviewed a quotation from McRae Electric in the amount of \$375 plus GST and \$75 plus GST for the supply and installation of a strobe light at the bottom on the exterior stairs at the front of the building plus a protective cover for the light. It was moved, seconded and carried to accept the quotation in the amount of \$450 plus GST.

4. **Electrical Room Leak:** EPS Westcoast advised that the present leak in the electrical room is a new one. Following discussion, it was moved, seconded and carried to accept the quotation in the amount of \$800 plus GST to repair this leak.

5. **Stairwells:** As per instructions from the owners at the Special General Meeting, the strata council will obtain further quotations to improve the drainage from all the corner balconies and the drainage from the roof into the stairwells. These quotations will be reviewed with a view to making a decision on work to be performed at the Annual General Meeting schedule for mid-year.

6. **Window Replacement:** The Property Manager advised that Action Glass has been notified about replacing the windows. Although some owners had already been contacted by Action Glass to set up appointments for installation, several owners at the Special General Meeting advised they had not yet been contacted. As Action Glass advised some owners they would be meeting with them on Thursday, February 24, 2005 in the morning, the Property Manager was advised to contact them to set up appointments for 201, 202, 304 and 801. The strata council agreed that the window in 701 requires a repair and that the window in 801 that corresponds to the window in 701 should be replaced.

## 7. **John Rose's Report:**

- a. He advised he had received the fobs from Action Lock and is in the process of activating and reprogramming the broken ones.
- b. He requested the Property Manager confirm if the owners of vehicles parking in stalls #1 and 14 about oil leaking from their vehicles. The car in Stall #14 appears to be uninsured.
- c. He requested Phil Konrad the painter be contacted to complete the painting on the south wall cap located between the garbage container and the garage gate.
- d. The door on the west stairwell is catching on a mat; the mat should be moved or reduced in size, whichever is the most suitable solution.
- e. The and the east and west stairwell doors need to be repainted i.e. the perforated metal coverings.. The present paint is beginning to rust. He requested Action Lock be contacted as they are responsible to ensure the paint does not peel off and these areas should not rust.
- f. The strata council agreed that Megan Properties should be advised again that they must contact Assertive Property Management prior to a move taking place from or into one of their rental suites.
- g. He requested that the Move in/out Guidelines be amended to include "excessive garbage and recycling" and then be recirculated to the owners.

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- h. He requested that each council member receive a copy of all quotations and correspondence.
- i. The signs in the hallway advising what to do in case of a fire need to be replaced. Western Protection Services will be contacted to replace the signs. Western Protection is in business however, they require further information prior to repairing the signs.
- j. He advised that the heat tracer runs during the summer months. The strata council requested two (2) quotations to supply a thermostat or timer on the heat tracer line which runs from the water meter room to the north wall.
- k. Laminated signs requesting residents to ensure the stairwells doors are completely closed were supplied by the Property Manager and put up.

8. **Gas Line:** Following discussion, it was moved, seconded and **carried** to allow the owners of unit 702 to install a gas cook top stove upon the following conditions. A gas meter must be installed which will measure the gas usage. The meter must be located in a public accessible location (i.e. cannot be located inside the suite) and the meter shall not alter the exterior facing of the building. Mr. Ker, owner of unit 702, was not present at the meeting during this discussion.

9. **Fire System Deficiencies:** Active Fire & Safety advised of several fire system deficiencies that were discovered during their last annual fire test. It was moved, seconded and **carried** to proceed with the recommended repairs; however, two (2) of the repairs were estimated to cost \$50 per hour to repair. The strata council requested an estimate for these two (2) items prior to proceeding with the repairs.

## **CORRESPONDENCE:**

1. **Window Coverings/Trellis:** A letter was received from an owner that the window covering in their suite has now been changed to white and is compliance with the bylaw. They also advised they had taken down a trellis which had been reported as not complying with current building by-laws. The owner also pointed out that they have never had a complaint about the trellis in the past. The strata council reviewed Bylaw 4.3 (m) which states

“**An** owner, tenant or occupant must not install any window covering, trellis or otherwise cause an alteration of a strata lot or limited common property, that is visible from the exterior, which is not white or off-white in colour and does not conform to the uniform appearance of the exterior of the building”

The strata council requested a reply be sent to the owner reminding them of the contents of the bylaw. Even though the trellis had been in place for some time, as it has now been reported as not complying with the by-law, it is Strata Council’s view that the trellis should meet the conditions of the by-law.

2. **Bylaw Contravention:** A letter received from a resident advising they had removed their bicycle from their balcony and that they have never used their balcony for the storage of clothing. It appears that the clothing might have been stored on another balcony and it was requested that in future, complaints submitted should be very specific in their contents and should be verified before filed with Strata Council.

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3. **Noise:** Several letters were received regarding noise infractions. The strata council requested an owner be provided with a formal written notice regarding the noise.

4. **Parking:** It was requested that a resident be written regarding a vehicle parked on parking level 2 but not in an assigned stall.

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 are not disclosed in the minutes the correspondence may not be confidential, except as set out in the Strata Property Act.

## NEW BUSINESS:

1. **Window Cleaning:** It was moved, seconded and carried to accept the quotation from Ace Window Cleaners in the amount of \$684 including GST to wash the windows including the "weep holes" The strata council also requested an estimate to clean the algae from the east and west side of the building and the planters at the front entrance.

2. **Landscaping:** North West Landscaping advised that they had pruned the trees at the rear of the property. The strata council requested the Japanese maple at the front of the building could be pruned when appropriate for that type of tree. The Property Manager will contact North West Landscaping.

## TERMINATION:

The meeting terminated at 8:40 pm. The next council meeting will be held on Monday, April 4, 2005 at 6:00 pm in the Meeting Room at 1272 Comox Street, Vancouver BC.



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**If you have a "Telus Anonymous Call Blocking" feature, you must deactivate this service (\*87) to receive return phone calls from Assertive Property Management after regular business hours. (9:00 am to 4:30 pm)**

**ATTENTION  
PLEASE KEEP A COPY OF THESE MINUTES. THERE WILL BE A Charge to replace them.**