

# LMS - 280 CHATEAU COMOX

## MINUTES OF A COUNCIL MEETING

**HELD:** On Monday, April 4, 2005 at 6:00 pm in the Meeting Room at 1272 Comox Street, Vancouver, BC.

|                 |                   |     |                   |
|-----------------|-------------------|-----|-------------------|
| <b>PRESENT:</b> | Patricia Pracher  | 403 | Treasurers        |
|                 | John Rose         | 503 | Vice President    |
|                 | Hella Bennett     | 801 |                   |
|                 | Adriaan de Vries  | 404 | President         |
| <b>REGRETS:</b> | Zeljko Karlica    | 502 |                   |
| <b>GUESTS:</b>  | Rusty Ker         | 702 | 6:00 pm – 8:00 pm |
|                 | Aida Davis        | 302 | 6:00 pm - 7:10 pm |
|                 | Dean Collingridge | 202 | 6:00 pm - 7:10 pm |
|                 | Alissa Murphy     | 202 | 7:05 pm – 7:10 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 February 22, 2005, council meeting as circulated.

### FINANCIAL REPORT:

- 1. Monthly Statement:** It was moved, seconded, and **carried** to accept the February and March financial statements.
- 2. 2005/2006 Proposed Budget:** A proposed budget will be presented prior to the next council meeting.

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 colour board presented by Dean Collingridge and then a question and answer period took place. The Council requested quotations for installing the carpet with vs without underlay and installation of baseboards. The target expenditure total for the lobby and hallway renovations is \$8500 as per the levies at the 2004 AGM.

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The strata council discussed the possibility of using some funds from the Contingency Reserve Fund to complete the project as the above amount will barely pay for the replacement carpet. They estimated the additional amount that may be required to do a quality job in keeping with the rest of the building is \$5000. The Council also discussed replacing the pink arborite in the elevator with a different material of a different colour. Dean Collingridge assisted greatly with his professional comments on this project

**2. Lobby Leak:** The repairs to the lobby are nearly completed. Dean Collingridge advised that he would speak to the contractor to ensure the work is completed to the strata council's satisfaction.

**3. Window Replacement:** A lengthy discussion took place regarding the window replacement in 602 and 503 and repair to the exterior of the window in 701 and also regarding a leased crane that was hired for window replacement work as some owners were not available and the work could not proceed. The Property Manager advised she had called the owners regarding replacement of their windows however, none of the owners responded to the messages left.. It appears that the owners who had been contacted regarding the schedule time of the work did not respond as they were out of town or unavailable at the time of the contact. There was no confirmation secured that these particular owners would be available the date the crane was hired.

Even though the work has not proceeded, the cost of the crane rental is the responsibility of LMS 280. The Council then discussed the cost of the crane and who would be responsible for the rental when the work was not completed. As there was a lack of follow-up and confirmation with owners by the Property Manager which resulted in the crane cost, Council requested a proposal from the Property Manager as to who should be responsible for this cost. The Property Manager advised that she would give the matter some consideration and advise Council on that issue. John Rose advised he is handling the replacement and repair of the windows in 602 and 503.

## 4. Report: Work-in-Progress

a. The windows were cleaned by Ace Window Cleaners and, according to Ace Window Cleaners, the weep holes were also cleaned. At the last window cleaning it appeared that the weep holes were not cleaned and specific mention of this fact was made to the window cleaners to ensure that the weep holes would be cleaned this time. The green algae has been power washed. However, the planters in front of the building seem to have been neglected in this latest cleaning. The strata council requested the Property Manager contact Ace Window about the planters to either have this last part of the job completed or have our billing adjusted to reflect non-performance of this work.

b. The leak in the electrical room that was repaired by EPS Westcoast has re-occurred. John will contact EPS Westcoast.

c. The vehicle parked in stall #1 is still leaking oil. The owner of the vehicle has placed newspaper and kitty litter under the vehicle. It was moved, seconded and carried to levy a fine of \$100 against the suite owner.

d. The heat tracers on the sprinkler lines have a sensor and only come on during the cold weather. Static Industries inspected the lines and it was questioned if they connected to minor lines.

e. The hallway fire directional signs have faded and need to be replaced. The Property Manager requested a copy and was given one of the signs to send to Western Protection Services. F.

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D) The heat tracers on the sprinkler lines have a sensor and only come on during the cold weather. Static Industries inspected the lines and it was questioned if they connected to minor lines.

E) The hallway fire directional signs have faded and need to be replaced. The Property Manager requested a copy and was given one of the signs to send to Western Protection Services.

F) The strata council authorized the purchase of fire exit signs at a cost of approximately \$32 each plus GST.

G) Council was advised of problems contacting Columbia Restorations with regard to quotes on repairs to the stairwell roof water egress. A further attempt will be made to contact them by the Property Manager as she spoke them a few days previously.

H) It was requested that each council member receive a copy of all quotations and correspondence.

I).Phil Konrad Painting still has to quote on and paint the cross hatched lines between the either sides of the garbage container in addition to the painting of the top of south wall. This must be done during warm dry weather.

J).The strata council advised that the door handles are rusting on the east and west gates as is the mesh on them. Action Lock who performed the original work will be contacted to resolve this problem by either repainting or replacing the affected areas with proper materials as well as the garbage room security gate.

K). Several garage door fobs have been replaced. The numbers of the new fobs will be given to the Property Manager.

L).Front Entrance Leak: The area under the front entrance door continues to leak during heavy rains. It was agreed to have the cleaner apply contact cement to seal the leak. If this is not effective, the strata council will have a contractor provide an estimate for the repair of this area.

**4. Fire System Deficiencies:** Following discussion, it was moved, seconded and carried to accept the quotation from Active Fire & Safety in the amount of \$465 plus GST and \$50 per hour to locate the problems with the 7<sup>th</sup> floor sprinkler flow switch and the dampers on all floors as they do not activate neither on alarm or on auto.

**5. Dryer Vents:** The strata council reviewed quotations from Power Vac in the amount of \$980 to clean the interior and exterior on the dryer vents and Michael A. Smith Duct cleaning in the amount of \$828.95 plus GST.

The strata council discussed both quotations and it was moved, seconded and carried to accept the quotation from Power Vac in the amount of \$980 plus GST to clean the interior and exterior of the dryer vents and replace any missing wire mesh in the exterior vents. Although the quotation is slightly higher, Power Vac offered the most comprehensive work and has been used for this work for some time, always providing exceptional work and service.

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## CORRESPONDENCE:

1. **Bylaw Amendments:** Letters were received from Aida Davis requesting the strata council amend the bylaws and regarding the hanging of clothes over the balconies.

### **“Resolution 14(4) (d) of the Strata Property Act Bylaw 8 © (ii) (d).**

“The strata corporation must repair and maintain common property that has not been designated as limited common property, no matter how often the repair and maintenance ordinarily occurs:

“Doors, windows and skylights on the exterior of the building or that front on the common property”

The proposal is that windows be repaired except where the need for replacement is due to the broken seal of the thermo pane.

### **Bylaw 72 of the Strata Property Act states**

“Subject to subsection (2), the strata corporation must repair and maintain common property and common assets.

- (2) The strata corporation may, by bylaw make on owner responsible for the repair and maintenance of
  - a) Limited common property that the owner has a right to use, or
  - B) subject to the regulations, common property other than limited common property.

- (3) The Strata Corporation may, by bylaw, take responsibility for the repair and maintenance of specific portions of a strata lot.

2. **Roof Deck:** A letter was received from Katherine Barrett requesting the use of the roof deck be added to the agenda for the Annual General Meeting. She advised that if the owners could come to an “agreement about the use of the roof while respecting the privacy of the eighth floor owners, that a greater sense of community could be fostered.”

The strata council agreed that Ms. Barrett should outline a proposal on the use of the deck with any draft bylaws or changes needed to accommodate her proposal. This should be submitted to the Property Manager by May 16, 2005. Following that, Council would review relevant proposed bylaws and consider the matter further at the June 1 meeting.

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.

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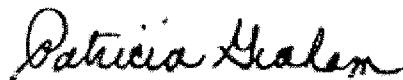
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## NEW BUSINESS:

1. **Landscaping:** Northwest Gardening advised that there is not a Japanese maple at the front of the building. They pruned the Japanese maple on the south patio.
2. **Annual General Meeting:** The Annual General Meeting is scheduled for **Thursday, June 23, 2005**. Please note that you will elect the 2005/6 Council at that time. For those who have not been on Council in the past, please consider contributing to the building management in this way and assisting those who have been doing so. We need 5 owners for the 2005/2006 Council. We are a small building with only 14 owners living in the building – and it goes smoother when the work is shared. Thank you.

## TERMINATION:

The meeting terminated at 8:00 pm. The next council meeting will be held on Wednesday, June 1, 2005 at 6:00 pm in the Meeting Room at 1272 Comox Street, Vancouver BC.



Patricia Graham  
Strata Manager LMS 280  
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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)**

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| <p style="text-align: center;"><b>ATTENTION</b><br/><b>PLEASE KEEP A COPY OF THESE MINUTES. THERE WILL BE A CHARGE TO</b><br/><b>REPLACE THEM.</b></p> |
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