

# LMS - 280 CHATEAU COMOX

## MINUTES OF A COUNCIL MEETING

**HELD:** On Wednesday, August 24, 2005 at 7:00 pm in the Meeting Room at 1272 Comox Street, Vancouver BC.

<b>PRESENT:</b>	Adriaan de Vries	404	Treasurer
	Stan Bennett	801	
	Bruce MacDonald	201	President
	Dean Collingridge	202	
	John Rose	503	Vice President
<b>GUESTS:</b>	Dexter Sterling	602	7:00 pm - 9:00 pm
	Hella Bennett	801	7:00 pm - 8:50 pm
	Aida Davis	302	7:00 pm - 9:00 pm
	Rusty Ker	702	7:00 pm - 9:00 pm

**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 July 14, 2005, council meeting as circulated.

### FINANCIAL REPORT:

- 1. Monthly Statement:** It was moved, seconded, and **carried** to accept the July, 2005 financial statement.
- 2. Financial Status:** The current balances for months ending May 31, 2005 in the appropriate funds are as follows:

Total Cash Balance	\$45,048.42	(including Contingency Reserve balance)
CRF Balance	\$ 24,674.42	(Contingency Reserve Fund)

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.

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## BUSINESS ARISING:

- Lobby Renovations:** A lengthy discussion took place regarding the lobby carpet. Following input from the owners present and the strata council, it was moved, seconded and **carried** to holdback \$1000 of the total invoice in the amount of \$9,737 including GST to replace the lobby carpet with no extra cost to the strata corporation.

The deficiencies include the colour variance in the panels on each side of the carpet, white lines in the carpet, undulation and the tack strips on each floor. Dean Collingridge is to contact the carpet manufacturer and with a representative from the strata council, the carpet will be inspected. The deficiencies are to be completed by **Monday, September 19, 2005**.

- Window Replacement:** The strata council requested the Property Manager contact Action Glass again. The strata council reviewed a letter from Action Glass but was not satisfied with their reply.

- Hallway Signs:** The strata council now has the new hallway signs which will be installed within the next week.

- Roof Deck:** The strata council discussed a bylaw to deal with the roof deck. Following discussion, it was moved, seconded and **carried** to draft a bylaw to be voted on at the Special General Meeting to be held on Tuesday, September 20, 2005 that does not allow entry to the elevator room and shaft, the mechanical and electrical room. A separate resolution would handle the general access to the open roof deck area.

## 4. Maintenance Report:

a) The yellow "no lines" have been painted in the lane and the strata council is waiting for the signs from the City of Vancouver.

b) The leak in the boiler room originating on the 8<sup>th</sup> floor has been repaired.

c) Action Lock quoted \$2,819.80 to upgrade the security on the east and west side doors and the garage gate. The strata council requested an additional quotation.

d) There will be a move out and in into 501 on September 3, 2005. The strata council agreed that the Agent/Property Manager renting the suite is responsible for checking the lobby and hallways prior to a move and then after the move is completed.

e) The exit signs have been installed. The heat tracer and spotlights have been repaired.

f) Projects for the fall include the roof drains and the scuppers.

g) Security: **Once again residents are advised that security is your responsibility.** It was suggested to install wrought iron gates on the east and west side of the building to restrict access to the sides of the building.

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## CORRESPONDENCE:

1. **Plumbing/Moth Concerns:** Three (3) letters were received from an owner regarding replacement of their shower stall, the copper piping developing pinhole leaks and moth infestation. The strata council has a product to deal with the moths and Adriaan agreed to contact the other residents on the fourth floor to find out if their suites require treatment for moths.

The strata council agreed that Artisan Plumbing & Heating would be responsible for turning the water off and on. John will give the contact information to the owner. They wanted to know if they required approval to renovate their suite. The strata council agreed they do not require the approval of the strata council.

2. **Lobby Carpet:** A letter was received from an owner regarding two (2) noticeable problems with the lobby carpet. They advised that there are two (2) different dye lots on the left and right side of the carpet and the installation is not flush to the surface.
3. **Lobby Carpet:** The strata council presented a letter to dealing with the lobby carpet. They advised that colour is inconsistent, there are two (2) spots in the carpet in front of the elevator, the tack strips in the hallways was not sufficiently hammered down and they requested the product to clean the carpet.
4. **Lobby Carpet:** A letter was received from a Dean Collingridge regarding the lobby carpet. He advised he spoke to the installer and the manufacturer and in their experience, this type of seaming issue sometimes happens. Their advice was to wait a few months to let the fibers in the carpet relax and wear in. If this doesn't happen, he agreed to replace the lobby carpet. He agreed that the strata council can withhold \$1000 from his invoice for this purpose.

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. **Garage Door:** The strata council reviewed a quotation from Precision Door & Gate in the amount of \$300 for quarterly visits to service the garage door. It was moved, seconded and carried to accept the proposal from Precision Door & Gate.

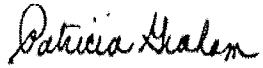
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2. **Security:** The strata council briefly discussed the proposal from Action Lock & Security to install perforated aluminum on the east and west gates and install the perforated aluminum on the garage door. The cost would be \$2,819.80. The strata council requested a quotation for this work.

## TERMINATION:

The meeting terminated at 9:15 pm. The next council meeting will be held after the **Special General Meeting** scheduled for **Tuesday, September 20, 2005**.



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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)**

## ATTENTION

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