

# LMS - 280 CHATEAU COMOX

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## MINUTES OF A COUNCIL MEETING

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**HELD:** On Monday, November 28, 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
	John Rose	503	Vice President

**REGRETS:** Dean Collingridge 202

<b>GUESTS:</b>	Hella Bennett	801	7:00 pm - 8:45 pm
	Aida Davis	302	7:00 pm - 8:45 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 September 20, 2005 council meeting as circulated.

### FINANCIAL REPORT:

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

Total Cash Balance	\$33,330.39	(including Contingency Reserve balance)
CRF Balance	\$15,838.02	(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.

### BUSINESS ARISING:

- Lobby Renovations:** The strata council discussed the ongoing lobby renovations. They requested a letter be sent to Dean Collingridge regarding the type of paint used on the walls. The paint appears flat and should be a semi gloss. They also need the paint code for touchups. The Council wants to know whether the doors and jams will be painted. They also want timelines for the completion of the wood paneling in both the lobby and the elevator as well as the other details of the renovations. There is

# LMS - 280, CHATEAU COMOX

considerable concern about the current safety of the elevator as the floor surface is now uneven with main floor and it is easy to stumble on it.

## 2. Maintenance Report:

- 1) The strata council requested MDE Electrical to clarify an invoice paid in October in the amount of \$172.38.
- 2) The strata council discussed the quotation in the amount of \$11,717.84 from Raybern Erectors Ltd. to supply and install a fence on the east and west side of the building. They advised there are more quotations to be received.
- 3) It was moved, seconded and **carried** to finalize a move in/out form for any move into or out of the building. The form will indicate any damage or deficiencies to the interior of the building resulting from the move. It was moved, seconded and **carried** that a Strata Council member, on a rotating basis, would inspect the interior of the building before and after the move and that the move in/out form is to be signed by the tenant and the assigned Council member indicating concurrence on the details contained in the form.
- 4) It was moved, seconded and **carried** that contractors must sign a form, agreeing to adhere to the contractor's guidelines [written on the form], to be developed by John Rose and Stan Bennett.
- 5) **Signs:** The strata council reviewed signs from the City of Vancouver. It was moved, seconded and **carried** to order these signs at a cost not to exceed \$123.55 plus GST. John Rose advised he would order the signs.
- 6) The door leading to P3 requires a door closer. They requested Action Lock be contacted regarding the rust on the metal screen installed on the garage and exit doors.
- 7) The cost to extend connect the scuppers could cost up to \$6000. The strata council requested a cost for the east stairwell scuppers and the elevator shaft drain pipes. These two (2) scuppers need to be done as soon as feasible.

## CORRESPONDENCE:

1. **Windows/Stucco:** An email was received from an owner requesting window cleaning including the weep holes, cleaning the stucco at the front of the building and advised that the lights in the two (2) globe pillar lamps on the either side of the front steps are not the same colour or wattage. They asked if they could be matched bulbs.
2. **Carpet Cleaning:** A letter was received from the representative of several suites in the building. They advised that the cleaning of the carpet is the strata council responsibility. They also advised that the window in 701 is still leaking.

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

# LMS - 280, CHATEAU COMOX

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

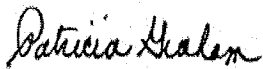
## NEW BUSINESS:

1. **701 Window Leak:** Following discussion, it was moved, seconded and **carried** to accept the quotation from Canada Waterproofing in the amount of \$400 to \$600 to depending on what is found when they get close to the problem area.
2. **Window Cleaning:** The strata council agreed to have the windows cleaned. However, prior to having them cleaned, they requested additional quotations for the cleaning the windows, cleaning the weep holes and power washing the front stucco including the planters.
3. **Roof Deck Rules:** Section 71 of the Strata Property Act states: Subject to the regulations, "the strata corporation must not make a significant change in the use or appearance of common property or land that is a common asset unless
  - (a) The change is approved by a resolution passed by a  $\frac{3}{4}$  vote at an annual or special general meeting.
  - (b) There are reasonable grounds to believe that immediate change is necessary to ensure safety or prevent significant loss or damage.

The strata council agreed in accordance with S71 of the Strata Property Act that a change in the use of the roof deck is to be an item for the Annual General Meeting requiring 75% approval. After discussion on this interpretation was moved, seconded and **carried** on a vote of 3 yeas and 1 nay.

## TERMINATION:

The meeting terminated at 8:45 pm. The next council meeting will be held on **Monday, January 30, 2006 at 7:00 pm in the Meeting Room at 1272 Comox Street, Vancouver BC.**



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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.

