

LMS - 280 CHATEAU COMOX

702

MINUTES OF A COUNCIL MEETING

HELD: On Thursday, September 21, 2006 at 5:30 pm in the Meeting Room at 1272 Comox Street, Vancouver, BC.

PRESENT:

Aida Davis	302	President
Hella Bennett	801	
Josie Fisher	301	
Sandy St. Armand	204	
Gail Balaski	802	

GUEST: John Rose (until 6:30 p.m.)

PROPERTY MANAGER: Jim Allison, Assertive Property Management.

The meeting was called to order at 5:30 p.m.

APPROVAL OF THE AGENDA:

The draft agenda prepared by the Property Manager was approved for use at this meeting.

PRESIDENTS REPORT: Please see the attached report.

GUEST PRESENTATION: John Rose attended the meeting to be a resource for council on any building matters if needed.

FINANCIAL REPORT:

1. **Monthly Statement:** Council has been provided copies of the monthly financial statements up to and including August, 2006.

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 Renovations:** Council directed the property manager to contact the painter recommended by Vranić Design group and to proceed with the lobby painting. Council suggested that Vranić Design had mentioned having painters available.

Council also directed that Sunwest Floors should be directed to proceed with the carpet replacement in the lobby. The owners of the eighth floor units have asked that the carpet on their floor be replaced at the same time and they will be paying for it. The carpet on the sixth floor is damaged and it will be repaired when the new carpet is installed.

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2. Elevator Finishes: The upgrades to the elevator have now been ordered. The property manager noted that the scope of work has changed a number of times over the course of the discussions and there are amendments to the amended contract. Therefore a new contract setting out the work to be done was ordered.

When the work on the elevator is complete, the floors will be refinished.

3. Directory Cover Plate: The directory cover plate has been repainted and should be installed in the next few days. Council requested that the directory be updated.

4. Garage Gate: The property manager confirmed that Precision Gate has a contract to do maintenance on the gate quarterly. When their reports are received, they will be provided to council and John Rose.

5. Concrete Sealing: Ace has recommended the sealing of the concrete. The property manager has checked into this and has been advised that when the concrete is new, this may be considered. Doing it now may be problematic and become a maintenance issue. John Rose commented that he agreed with this assessment.

6. Weep Hole Extensions: The property manager confirmed that Paul Donovan of Canada Waterproofing has been told to extend the weep holes on 701 and 801 where wind blows the rainwater into the weep holes and onto the window sills.

7. Maintenance Schedule: The property manager will update the maintenance schedule and provide it to council.

8. Mechanical Maintenance: The property manager noted that a coupling had failed on the recirculation pump causing noise disturbances to residents. The coupling was replaced by Executive Air.

9. Rules and Bylaw Review: Council agreed a committee should be struck to review the strata bylaws and rules pertaining to alterations, moving in and moving out guidelines and contractor access during renovations.

10. Owners List: The property manager provided council with updated owners lists.

11. Keys: The former council members have been asked to return the service room keys to Aida.

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CORRESPONDENCE:

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.

1. **Alteration:** An owner wrote requesting a letter indicating knowledge and acceptance of proposed alterations in their suite including the replacement of their hallway closets, removal of a portion of their kitchen wall, new appliances and cabinets, removal of a bathtub and the installation of a shower, and tile floors. The owner noted that council has previously given permission to install tiles on their patio and for the installation of a gas line to service a gas cook top subject to some conditions to be met by the owner. The owner noted the strata bylaws will be complied with and that this letter is required in order to obtain a building permit from the City of Vancouver. Council approved the request in principle and directed the property manager to include a statement with regard to the protection and preservation of all common areas and other suites when undergoing renovations.

NEW BUSINESS:

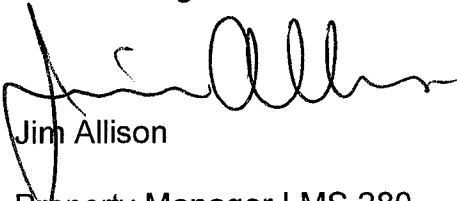
1. **Building Inspection:** Council agreed that at a future meeting a tour of the building will be conducted along with John Rose so that an onsite inspection can occur.

John Rose left the meeting at this time. (6:30 p.m.)

Council went In Camera to discuss the contract with the building cleaner, John Rose.

TERMINATION:

The meeting terminated at 6:40 pm.



Jim Allison

Property Manager LMS 280
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President's Report

September 21st, 2006

I welcome the new and returning members to Council. I believe we can have an effective Council by pooling the skills and abilities of the more experienced members and by gaining new ideas from those who are here for the first time. We encourage continued participation and look forward to contributions from every one to assist us in our roles and responsibilities.

We are currently in the process of having keys and condominium manuals returned by previous Council members so that they can be distributed to new members. A reminder notice has been sent to the previous Council members who still have keys.

The minutes for the last two years have been reviewed and I have drafted two lists with outstanding items for Council and for the property manager. These lists are being circulated today to Council and to Jim Allison for follow-up. Unfinished business from the last two years will be our first priority.

The Thyssen service proposal and contract has been approved by Council and forwarded by Jim to Thyssen. It is hoped that work will begin within the next three to six weeks depending on how many orders are ahead of us.

I wish to emphasize that Council welcomes any and all observers to our meetings. If any owner wishes to address Council we ask that the request be forwarded to Jim Allison with a brief statement about the contents to be discussed and time will be set aside at the next meeting.

Respectfully submitted,

Aida Davis
President