

# LMS - 280 CHATEAU COMOX

## MINUTES OF A COUNCIL MEETING

**HELD:** On Thursday, January 18, 2007 at 5:00 pm in the Meeting Room at 1272 Comox Street, Vancouver, BC.

**PRESENT:**

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

**REGRETS:**

Josey Fisher	301
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**GUEST:**

John Rose	503
Stan Bennett	801

**PROPERTY MANAGER:** Jim Allison, Assertive Property Management.

The meeting was called to order at 5:00 p.m.

### APPROVAL OF THE AGENDA:

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

**PRESIDENTS REPORT:** The Presidents Report is attached.

**MINUTES:** It was moved, seconded and **carried** to approve the minutes of the November 16 2006 council meeting.

### FINANCIAL REPORT:

1. **Monthly Statement:** It was moved, seconded and **carried** to approve the November and December, 2006 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. **Renovations:** Council expressed satisfaction with the carpeting in the lobby. The painting is also satisfactory however a small section of one wall was missed. The contractor will be asked to address that wall when he returns in the Spring to paint the utility room floors lobby are being installed.

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The elevator floor and lobby tiles will be sealed. This work will be done late at night when there is less traffic.

The carpeting on the sixth floor has been repaired but the result is not satisfactory. The property manager has contacted Sunwest Floors who will investigate and respond.

Council noted that the silicone around the mirrors was not well done and Thyssen Krup has been advised. There is a small scratch in the elevator which results from someone moving materials without the blankets being installed.

Council discussed whether a notice board should be installed, how big it should be and where it should be installed. The property manager suggested the location of a building nearby that had installed a notice board with a glass cover that might be suitable.

Council agreed that shelf unit is still needed in the lobby for newspapers. Council will continue to search for a suitable unit.

Following discussion, it was moved, seconded and **carried** to ask an artist, Stan Bennett, to create 2 abstract colour paintings suitable for the lobby with the expenses for materials up to a maximum of \$500 being paid for by the strata. Mr. Bennett reserves the copyright on the pictures he will be creating. Any owner interested in viewing examples of Stan's work can view two of his paintings on the 8<sup>th</sup> floor.

2. **Re - Keying:** Council noted that Action Lock has not addressed some deficiencies with the security grates in the parkade and therefore are reluctant to continue to use them. The property manager will meet with Action Lock to see if they will address the concerns. The property manager noted that Action Lock has advised him that the problem is the material that was recommended by an independent security consultant. Council pointed out that the problem is not only the material recommended by the consultant but also the handles installed by Action that are fully rusted on the side gates and the parkade grate that was recommend by Action is now rusting.

If Action Lock will not respond, then arrangements will be made with another locksmith to re-key the service rooms, meeting room, exercise room and roof deck.

3. **Walkabout:** Council agreed they will do a building walk about on April 19<sup>th</sup>.

4. **CHOA:** The property manager advised that membership in the Condominium Home Owners Association is \$5.00 per unit per year. It was moved, seconded and **carried** to join CHOA.

5. **Skylight Repair:** A leaking skylight has been repaired by Action Glass and this was covered by warranty.

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6. **Security:** Council discussed some suggested improvements to building security including some plantings along the sides of prickly bushes. It was agreed that John Rose will speak with the gardeners about the plantings.

7. **Canada Waterproofing:** Council has been provided updates from Paul Donovan with respect to addressing some minor leakage on some windows. He is working systematically to identify the problems and to solve them.

The property manager noted that there is a problem with a warped patio door for unit 801 and that research is being done to determine if the door can simply be replaced or if a new door and frame is required.

8. **Recycling Bins:** Regrettably some residents are not sorting the recycling properly. The property manager will contact the City of Vancouver and try to get some brochures that can be provided to all residents and posted in the recycling area. It was noted that if the lids are left propped against the wall, the instructions that are inside the lid can be read.

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

1. **Window:** An owner wrote noting that their window seal had failed and the window was foggy. Council agreed that no windows will be addressed on an individual basis and that all owners would be surveyed regarding broken seals.

The owner suggested in their letter it would be covered by insurance. The failure of window seals is not covered by strata insurance.

## NEW BUSINESS:

1. **Cracked Window:** The property manager advised that a window in one unit has been reported as cracked and that he had called Accurate Glass to have it replaced. The strata council asked that they be advised in advance of a contractor being called, so they can confirm that efficiencies in replacing window panes can be addressed at one time.

2. **Rusty Water:** It was noted there are some pipes leaking rusty water in the parkade. The property manager will check these with John Rose following the meeting.\*

3. **Survey:** Council conducted a survey of the owners regarding what they feel are priorities. The results of the survey indicate that the first priority of the owners is increased storage. The second priority is the exercise room.

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4. **Inventory:** The President prepared an inventory of supplies and effects on hand in the exercise room. She thanked John Rose for his assistance.

5. **Security:** It has been noted that a few residents are not stopping and waiting for the garage gate to close behind them. That results in a wide open entrance for someone who wishes to enter and break into vehicles. Please do your part to keep the building secure.

Please do not let anyone in through the front door that you do not know.

6. **Management Contract:** The property manager advised that with the new licensing requirements under the Real Estate Act (REA) a new management contract is being prepared. The management company has increased work loads due to the requirements of the REA and therefore has to consider how best to serve their clients, particularly smaller buildings such as LMS-280. Currently the management company has two types of contracts.

**Financial Management –** The management company collects strata fees, pays the bills, prepares the legal forms required for the sales of units and provides monthly financial statements. They also assist with the preparation of the annual budget and attend the Annual General Meeting. They do not hire contractors, handle emergency calls, attend council meetings or do any correspondence on behalf of the strata.

**Full Management –** This is what the strata has had for several years.

A new type of contract is being considered being Modified Financial Management that will provide for the financial management plus the calling out of contractors and dealing with emergencies.

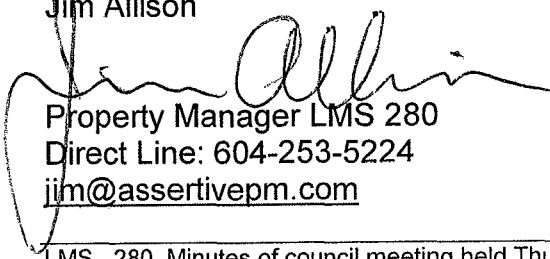
A letter setting out the new rates for these services will be provided to council. The property manager noted that the rates for full management will increase due to the increased workload and industry pressures. The rates for the Modified Financial Management package will be similar to what the strata is currently paying.

Nothing will change with respect to management services until such time as the Strata Council has received the information from the management company and considered it.

## TERMINATION:

The meeting terminated at 7:00 pm. The next meeting will be held on Thursday, March 15, 2007 at 5:00 p.m.

Jim Allison



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