

MINUTES OF THE STRATA COUNCIL MEETING
Of Strata Plan LMS 280, Chateau Comox
Held on Monday July 14, 2008 at 7:00 P.M.
Common Room 1272 Comox Street, Vancouver, B. C.

Present: Kevin Wice President
Gail Balaski Vice-President
Bruce MacDonald Treasurer
Hella Bennett
Josey Fisher

Strata Manager Brian Slater Southview Property Management, Inc.

Guests: Pat Francis John Rose

1. CALL TO ORDER

Council President Kevin Wice called the meeting to order at 7:00 p.m.

2. ADOPTION OF PREVIOUS MINUTES

It was **Moved/Seconded** to adopt the minutes of the May 27, 2008 Council Meeting as circulated. **Carried**

3. FINANCIAL REPORTS

The Treasurer, Bruce MacDonald reported that he had reviewed the Financial Statements for May 2008 and found them to be in order.

It was then **Moved/Seconded** to adopt the Financial Statements for the month of May 2008 as circulated. **Carried**

The Strata Manager provided Council with an Accounts Receivable Report as of July 14, 2008 advising that all owners are current with their strata fees.

Building Envelope Restoration - Special Levy Payments

Owners are reminded that the Building Restoration levy payments are due as follows:

Two Payments:

June 30, 2008 & August 1, 2008

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Building Envelope Restoration

Council reviewed an update regarding the building envelope restoration project. We have been advised that the windows have been set for production and will be on site at the end of August. Ocean West Contracting will be onsite to commence the prep work needed in advance of the window arrival by mid August. Council reviewed and approved the window drawings as presented by Spratt Emanuel Engineering. The 8 ft window span will be reduced to a 5 ft & 3ft configuration. In addition, the 3 ft windows will have a pane with the ability to be opened.

4.2 Landscaping

Council opened a discussion regarding common area landscaping. There are a few items that need to be addressed with the strata's landscaper.

- Red Maple Tree - along back property perimeter needs pruning.
- Flower Cherry Tree – in the front of the building needs pruning.

Council also requested a tree-pruning list from the strata's landscaper for this Fall. Council has authorized purchase and placement of a soaker hose for the back flowerbed.

4.3 Lighting Upgrades

Council reviewed a quotation for upgrading the parkade lighting to energy saving ballasts and lamps, however before proceeding with these upgrades Council has requested a price breakdown as it pertains to a hydro rebate. This information will be obtained and presented to Council.

4.4 Roofing

Our tender review is set for July 15, 2008. Bids are scheduled to be received by July 29, 2008, Council and Inter-Provincial will be reviewing the bids prior to calling our Annual General Meeting in August

4.5 General Maintenance Items

Council reviewed the following general maintenance items:

- Replace Suite Door – there is a balcony door (not patio slider) that has been designated for replacement. Council has agreed to allow Ocean West to complete this, in addition to our window replacement.
- Main Front Door – Council has requested that Ocean West complete minor grinding of the front entrance cement to allow the front door to open and close smoothly.
- Emergency Generator – Our emergency generator needs annual servicing. The necessary arrangements will be completed shortly. One quote has been received and Council has requested a second opinion.
- Lobby and Hallway Care – Council has requested that quotes be obtained for surfacing the lobby and elevator tiles as well as common area carpet cleaning. We are planning on having these items undertaken in unison with the completion of our upcoming exterior restoration project.
- Common Area Painting Follow-up – Council has requested that we follow-up with having the small areas of interior painting finished. These areas include the main and lower lobby areas. The necessary arrangements will be completed shortly.
- Roof Gas Line – There is an old gas line on the roof, which has been initially diagnosed as being out of service. Council has requested a contractor be contacted to investigate and repair as necessary
- Parkade Line Painting – Council has requested that we obtain a quotation for having the parkade lines and our back alley parking areas painted. Quotes will be obtained shortly.

5. CORRESPONDENCE

Council received a pet registration letter from an owner. Council has asked for a letter to be sent to this owner reminding them of all LMS 280 'Chateau Comox's Pet Care Bylaws.

Building Security

Owners are reminded about good security practice when entering or exiting the parkade gate.
Please wait for the gate to close before entering or leaving.

Council asked for the minutes to remind all owners to be vigilant whenever allowing a visitor access with the enterphone and when exiting or entering the building – our own security habits are the best security. If you see anything suspicious, report it to the Vancouver Police.

Waste – Recycle Room we are including a general reminder notice to all residents about proper use of the Trash – Recycle area.

COMMON TRASH – RECYCLE AREA ONLY HOUSEHOLD TRASH and RECYCLE ITEMS MAY BE DISPOSED OF IN THE COMMON TRASH AREA.

Please flatten all cardboard.

Please do not place plastic bags in the bottle/container recycle totter
Please do not leave any unauthorized items such as paint or non-household
items – Owners are responsible for disposing of all non-household items
offsite.

If a resident of 'Chateau Comox' is seen disposing of any unauthorized household items in the common trash/recycle area.

Bylaw fines will be applied.

6. NEW BUSINESS

6.1 Proposed Budget 2008 - 2009

The Strata Council reviewed a proposed budget for the upcoming fiscal year. Based on the discussion by Council the proposed budget will be recommended to the owners at the Annual General Meeting.

6.2 Window Seals

Council has requested that owners complete the attached window survey so we may prepare for replacing any failed window seals. We are anticipating in completing this work in unison with our building envelope restoration project.

7. Next Council Meeting Date & Adjournment

There being no further business, the meeting adjourned at 9:00 P.M. The next meeting will be the Annual General Meeting for a date still to be determined.

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Please keep these minutes as a permanent record of the strata corporation's business. Replacement of minutes, bylaws or rules and regulations will be at the owner's expense.

