

10/16/08 Prepared By: Southview Property Management Inc.,
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Strata Manager: Brian Slater

**MINUTES OF THE STRATA COUNCIL MEETING
Of Strata Plan LMS 280, Chateau Comox
Held on Tuesday September 30, 2008 at 7:00 P.M.
Common Room 1272 Comox Street, Vancouver, B.C.**

Present: Gail Balaski Pat Francis Ken Hogan
Ray Leclair Judy McVeigh Kevin Wice

Strata Manager Brian Slater Southview Property Management, Inc.

Guest: John Rose

Absent: Bruce McDonald

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2. COUNCIL POSITIONS

The newly elected Strata Council Members appointed the following members to Council Executives.

Kevin Wice **President** Judy McVeigh **Vice-President** Ken Hogan **Treasurer**

3. ADOPTION OF PREVIOUS MINUTES

It was **Moved** (K. Wice)/**Seconded** (G. Balaski) to adopt the minutes of the July 14, 2008 Council Meeting as circulated. **Carried**

4. FINANCIAL REPORTS

The Financial Statements for July and August were reviewed by Council and found to be in order.

It was then **Moved** (K. Wice)/**Seconded** (K. Hogan) to adopt the Financial Statements for the months of July and August 2008 as circulated. **Carried**

The Strata Manager provided Council with an Accounts Receivable Report as of September 30, 2008 advising that all owners are current with their strata fees.

Council has asked for the minutes to remind owners of the two Special Levy project payments

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

Roof Replacement - Special Levy Payments

Owners are reminded that the Roof Replacement levy payment is due as follows:

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.

September 21, 2008

5. BUSINESS ARISING FROM PREVIOUS MINUTES

5.1 Building Envelope

Our building envelope restoration project is well underway. Spratt Emanuel has completed four observation reports outlining and reviewing the project progress. The progress and quality of the work up to report 4 is reflecting positive work results being completed. Our window order has been slightly delayed by two weeks, we are not anticipating that this will cause any delay in the project completion date, which is set for late December. The strata corporation has initiated a building envelope warranty with National Home Warranty as per Spratt Emanuel's scope of work and budget at a cost of \$37,193.41. The warranty covers 2 year labour and material and 5 year water ingress warranty. We will need to expense third party inspections at the 2nd, 3rd and 5th year anniversaries of the 2008 envelope restoration project. Council has requested a proposal from Spratt Emanuel for this work.

5.2 Lighting

Council reviewed Hydro rebate material as it relates to our intended lighting upgrades. Before we proceed with any energy saving parkade lighting upgrades, Council has requested a price breakdown as it pertains to the lighting material and hydro rebate. This information will be obtained and presented to Council.

5.3 Roofing

A contract has been entered into on behalf of Strata Plan LMS 280 and Mack Kirk Roofing. Our roof replacement has been delayed by approximately 45 days, due to the construction staging at the back of the building. Mack Kirk will however be completing the elevator shaft roof areas as well as the two stairwell roof areas, this work will be done in the next few weeks. Once the scaffolding has been cleared, which we are anticipating will be late October, early November, Mack Kirk will be re-assessing the construction activity obstacle to access if the remaining roof area can be completed. The main part of the roof work will take approximately six to eight days to complete. The roofing project is on budget.

5.4 Window Seal Replacement

Council has requested three quotes for our upcoming window sealed unit replacement. Several owners have submitted their survey reports. The owners that have indicated a failed window seal will be notified of the intended inspection date so we may get pricing, we will then be authorizing the expense and owners will be notified of the installation.

5.5 Emergency Generator

The material for the emergency generator was not available for review.

6. CORRESPONDENCE

Council received a letter from an owner indicating that unauthorized electricity usage is occurring in the parkade. Council has requested that the strata manager follow-up with this to ask that this not be done.

Council received a letter from an owner regarding general noise disturbance in the building. This owner also mentioned to Council that residents are not taking proper care when disposing of there trash. When emptying the shredded paper people are also putting the plastic bag in the recycle bin, same thing for bottles and cans.

Council asked for the minutes to point out general concerns as it relates to condominium living. People should be aware of the noise they are making in there condo closing of kitchen cupboards, excessive banging on counters especially late at night and keeping voices down when in the hallway in the early morning and late evening.

Council received a request from an owner for reimbursement of appliance repairs as it relates to dryer venting. Based on Council's initial review of this request, we are unable to determine if this repair expense is the strata's responsibility or the owners. Council has requested further investigation by the strata manger with the repair contractor prior to making a decision.

Council discussed the advertising of Ocean West, right now there is a big banner in the front of the building, Council has asked for this to be moved to the side of the scaffolding.

7. NEW BUSINESS

7.1 Building Flag Pole

Council discussed the idea of having the flagpole painted while it is off the building during the construction project. It would be cheaper and easier to have it painted now; Council agreed that this would be a good idea to have done. Quotes will be obtained shortly.

7.2 Dryer Vent Cleaning

Council is preparing for completion of dryer venting cleaning. Council has requested quotes for consideration of this maintenance item. Quotes will be obtained and Council will be authorizing completion shortly.

7.3 Building Locks

Based on many years of operating the building's common locks on the same key pattern, Council has decided to pursue two possibilities regarding building security. Option # 1 – Re-Key building. Option # 2 – investigate a 'FOB' system. These two items will be investigated and priced and further consideration will be discussed at the next Council meeting.

8. Next Council Meeting Date & Adjournment

There being no further business, the meeting adjourned at 8:40 P.M. The next Council meeting will be held **Monday November 3, 2008**.

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