

**MINUTES OF THE STRATA COUNCIL MEETING**  
**Of Strata Plan LMS 280, Chateau Comox**  
**Held on Tuesday January 6, 2009 at 7:00 P.M.**  
**Common Room 1272 Comox Street, Vancouver, B. C.**

**Present:** Kevin Wice President  
Judy McVeigh Vice-President  
Ken Hogan Treasurer  
Pat Francis  
Ray Leclair

Strata Manager Brian Slater Southview Property Management, Inc.

**Guest:** Julie Belanger Boyd Cohen

**Absent:** Gail Balaski Bruce McDonald

**1. CALL TO ORDER**

Council President, Kevin Wice called the meeting to order at 7:05 p.m.

**2. GUEST BUSINESS**

Julie spoke about a recent problem related to access to suites for trades people. I would like strata to consider a system where owners would provide strata with means to access their suite in the event they are unable to do so themselves for repair purposes.

There are several possibilities that could avoid further occurrences of such problems. Some strata's have lock boxes where owners can securely leave keys or keys can be left with the caretaker or with the property manager. I would like strata to consider all these and any other possibilities that would help avoid this happening again. Plumbing problems have become more frequent in the building, and this is necessary.

Council acknowledged that this should be investigated to see if a system or Rule/Bylaw could be established to allow contractors access to owners strata lots for working or emergency access. Council thanked Julie for taking the time to present her item.

**Strata Lot Access**

If any owner is away for an extended period of time please notify Southview Property Management in case of strata lot access.

**3. ADOPTION OF PREVIOUS MINUTES**

It was **Moved** (J. McVeigh)/**Seconded** (P. Francis) to adopt the minutes of the November 3, 2008 Council Meeting as circulated. **Carried**

**4. FINANCIAL REPORTS**

The Treasurer, Ken Hogan reported that he had reviewed the Financial Statements for October and November 2008 and found them to be in order.

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

The Strata Manager provided Council with an Accounts Receivable Report as of January 6, 2009 advising that all owners are current with their strata fees.

## **5. BUSINESS ARISING FROM PREVIOUS MINUTES**

### **5.1 Building Envelope**

Spratt Emanuel has completed twenty-one observation reports outlining and reviewing the project progress. The progress and quality of the work up to report 21, is reflecting positive work results being completed. Concerns have been raised about the color of the balcony coating material, as well as the project budget update; these concerns will be addressed with Spratt Emanuel. Council also asked for an update as to the anticipated completion date. Council will be providing reports to owners on an ongoing basis by e-mail.

### **5.2 Common Area Lighting - BC Hydro Power Smart**

Council reviewed a report from BC Hydro outlining numerous aspects of energy conservation methods for our common lobby and parkade lighting. The equipment that is recommended in Hydro's report to realize a cost savings benefit, has an initial capital outlay that is quite expensive. Hydro also has a product rebate program, which helps reduce this outlay. Council agreed that this is something that would be beneficial for 'Chateau Comox', but is hesitant in a large capital outlay at this time and has agreed to defer a decision until later this fiscal year.

### **5.3 Window Seal Replacement**

Council reviewed two quotes for our window sealed unit replacement project, an initial budget of approximately \$15,000.00 was discussed. Council agreed to place this project funding including a keyless entry system for 'Chateau Comox' as a Special Levy project as the funds have not been anticipated in the 2008 – 2009 operating budget. More details will be presented to owners once the final quotes are reviewed for the building entry system.

Council discussed a maintenance concern with a failed window on the sixth floor, based on living condition concerns.

It was **Moved** (K. Wice)/**Seconded** (K. Hogan) to authorize Extreme Glass to replace the one window as quoted. **Carried** This repair will be expensed from the current operating budget.

### **5.4 Building Common Door Locks / Keyless Entry**

Council reviewed quotes regarding either re-keying the building or Option #2 – a 'FOB' system. Council would like two more quotes to be obtained for the 'FOB' system. These quotes will be obtained and presented to Council for review.

### **5.5 Building Envelope Warranty**

The material regarding the expense of third party inspections at the 2<sup>nd</sup>, 3<sup>rd</sup> and 5<sup>th</sup> year anniversaries of the 2008 envelope restoration project was not available for review.

## **6. CORRESPONDENCE**

**Elevator Key Station** – recently the building was broken into, based on a elevator contractor repair cost of approximately \$1,000.00; Council has agreed to leave the damaged elevator station as is for now, until consideration can be given to changing the building to a 'FOB' system. Sorry for any inconvenience this may cause any resident.

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.

Council received a letter from an owner asking for permission to tint their windows. Council agreed that this is not permitted as it will lead to many different looks and downgrade the exterior appearance of the building.

**Christmas Party** – Thank you to the ‘Chateau Comox’ residents that helped with the Christmas Party. Everyone appreciates your help and everyone that attended had a wonderful time!

## **7. NEW BUSINESS**

### **7.1 Painting of Flagpole.**

Based on the quote received from Spratt Emanuel and OceanWest; Council has approved painting of the flag pole:

It was **Moved** (K. Wice)/**Seconded** (J. McViegh) to authorize Oceanwest to repaint the flagpole for \$1,200 + GST. **Carried**

It was agreed that two color choices would be placed in the lobby so owners could choice which color they prefer. This will be done shortly.

### **7.2 Annual Fire Inspection**

Council has authorized approval of allowing BC Fire to complete our Annual inspection. Our inspection is set for **Wednesday January 21, 2009**. Owners have been notified by seperate notice.

## **8. Next Council Meeting Date & Adjournment**

There being no further business, the meeting adjourned at 8:55 P.M. The next Council Meeting will be held Tuesday March 10, 2009.

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