

**MINUTES OF THE STRATA COUNCIL MEETING
Of Strata Plan LMS 280, Chateau Comox
Held on Monday May 11, 2009 at 7:00 P.M.
Common Room 1272 Comox Street, Vancouver, B. C.**

Present: Kevin Wice President
Judy McVeigh Vice-President
Gail Balaski
Pat Francis
Ray Leclair
Bruce McDonald

Strata Manager Brian Slater Southview Property Management, Inc.

Absent: Ken Hogan

1. CALL TO ORDER

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

2. ADOPTION OF PREVIOUS MINUTES

It was **Moved** (K. Wice)/**Seconded** (J. McVeigh) to adopt the minutes of the March 3, 2009 Council Meeting as circulated. **Carried**

3. FINANCIAL REPORTS

The Financial Statements for February and March were reviewed by Council and found to be in order.

It was then **Moved** (K. Wice)/**Seconded** (J. McVeigh) to adopt the Financial Statements for the months of February and March 2009 as circulated. **Carried**

The Strata Manager provided Council with an Accounts Receivable Report as of May 11, 2009 advising that all owners are current with their strata fees.

However the Strata Manager reported that there is currently one (1) strata lot owner with Special Levy payments outstanding as of May 11, 2009. Based on the one (1) delinquent account, the Strata Council directed the Strata Manager to proceed with registering a lien against the strata lot and apply the applicable fines as per Strata Plan LMS 280 Bylaws.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Building Envelope

Spratt Emanuel has completed thirty-three observation reports outlining and reviewing the project progress. The progress and quality of the work up to report 33, is reflecting positive work results being completed. Based on a project budget revision as of April 30, we have been advised that the project has reached 99 % completion and the total construction costs for the project reached \$700,077.00. Spratt Emanuel has advised 'Chateau Comox' based on the original budget the project will require additional funding. The estimate completion costs are \$850,000.00 As of April 30. The recommended budget is estimated to approximately 99% accuracy. Spratt Emanuel has suggested that Owners ensure that sufficient funds are on hand for completion of the project

with a final release of payment in full by June 30, 2009. Council has agreed to await the final project invoicing by May 31, and then set forward a Special General Meeting at the earliest June date with owners to review the final costs of the building envelope renovation project. The final project costs will explain in detail the areas of the cost overruns. As of the writing of these minutes it is anticipated that the shortfall could be approximately \$40,000.00. Full SGM information packages will be provided to owners as soon as they are available. Council also discussed that the roofing project will be completed by June 30, with the hope and intention of taking any roofing surplus and applying it against the increased cost overage of the building envelope project. These details will be available at the SGM.

The Strata Corporation has formulated a deficiency list and is working with Spratt Emanuel and Ocean West Construction in having each item completed. This list includes the front area landscaping as well. Council has directed the Strata Manager to place a focus on having Ocean West cover the full cost of window cleaning including inaccessible windows ie: balcony doors as well as cleaning the exterior face of the balcony glass.

Owners will be notified shortly of when the window cleaning will be done.

On behalf of the Strata Council and the general contractors we hope that this project can be completed shortly and 'Chateau Comox' can get back to normal. It has been a very long and trying ordeal for all owners. We appreciate everyone's understanding in this matter.

Federal Home Renovation Tax Credit

Council was presented with a newspaper article that explains if Strata Corporations qualify for the Federal Home Renovation Tax Credit. Council has requested that the article be provided to owners, (see attached). The Strata Corporation will maintain and retain copies of agreements and invoices for 2009 and provide to owners their applicable (unit entitlement) share at a later date.

Building Envelope Warranty

Council reviewed a quotation from Spratt Emanuel for completing third party warranty review inspections at the 2nd and 5th year anniversaries of the current envelope restoration project. The cost per inspection will be \$3,800.00 + Taxes. Council unanimously agreed that this material should be set forward with the project maintenance manual, which is due for receipt upon project completion by June 30, 2009 as an important maintenance item for budgeting and completion by all future Strata Council's. Any warranty work will then be covered under the project warranty policy.

4.2 Roofing

Mack Kirk Roofing has reported and it has been substantiated by Inter-Provincial that the roof replacement has been completed correctly to the standard of the tender specifications. Based on this notification from Mack Kirk Roofing, Inter-Provincial will be completing their final review and submitting it to the contractor. This process will be followed by the release of the 10% builders lien holdback in fifty-five days from the date of substantial completion. On the initial tally of the account to date, it is anticipated that there will be a small surplus. Once the final project total cost has been set, owners will be notified.

4.3 Window Seal Replacement

As per the approved funding from owners the windows that were indicated for replacement have been ordered from Extreme Glass and we are anticipating installation in the next little while and owners that are due for installation will be notified.

4.4 Building Common Door Re-keying

Council reviewed three quotations for re-keying the common doors including the stairwells and garbage enclosure.

Based on the acknowledgement from owners at the April SGM it was motioned to authorize West Coast Locksmiths to proceed as quoted.

It was then **Moved** (J. McVeigh)/**Seconded** (G. Balaski) to authorize West Coast Locksmiths to proceed as quoted. **\$5,467.50 Carried**

It was agreed that the larger suites would receive four keys and the smaller suites would receive two keys upon the onset of re-keying.

Any additional keys as required will be available at the circulation of the mul-t-lock keys for a cost of \$15.00/each. This rate will only be applicable at the initial distribution.

Owners will be notified when they can arrange pick-up of their new keys

4.5 Bike Racks

The material regarding obtaining and installing bike racks was not available for review. Regarding this subject, it was suggested that a study be commenced of the possibility of turning some of the area in the janitorial area into bike storage. This will be investigated and presented for further consideration to owners.

5. CORRESPONDENCE

No items of correspondence were received.

6. NEW BUSINESS

6.1 Next Annual General Meeting

Council had a preliminary discussion of preparations for the next AGM, which will be held in late July or early August 2009.

6.2 Landscaping Services

Council has requested proposals for our common area landscaping services. We will be allowing the present contractor to commence the clean up of the landscape areas as soon as possible.

6.3 Stairwell Enclosures

In regard to building security, Council has requested a proposal for looking at enclosing the upper open roof area above the glass walls of the East and West stairwells, we are going to look at having a reasonable custom metal picket style enclosure suspend from the top of the glass walls on an incline leaning towards the building.

7. Next Council Meeting Date & Adjournment

There being no further business, the meeting adjourned at 9:05 P.M.

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Work on a condo you live in qualifies for credit



TONY GIOVENTU
Condo Smarts

Dear Condo Smarts: Our strata council has been receiving numerous inquiries from our owners asking if they will be able to qualify for

the new federal home reno tax credit.

Will strata corporations qualify? If so, would it apply to each unit or does the strata corporation have to file returns?

How are owners supposed to know how much they will be able to qualify for?

Windermere Strata Council, Nanaimo

There is good news for resident strata homeowners.

In the case of condominiums (strata property in B.C.) and co-operative hous-

ing corporations, the individuals who share the cost of eligible expenditures for common areas will qualify. The credit will be based on expenses for work performed or goods acquired after Jan. 27, 2009 and before Feb. 1, '10.

Eligibility for the tax credit will be family based, and a single credit per family may be shared within the family. Eligible expenditures need to be incurred in relation to a renovation or alteration to an eligible dwelling or related land forming part of the dwelling. It includes the

cost of labour, professional services, building materials, fixtures, rentals and permits.

Your strata must maintain and retain copies of agreements, invoices and receipts that clearly identify the type and quantity of goods purchased or services provided.

There are some practical implications for strata corporations and strata managers. It will require the strata corporation to produce a financial statement of the types of expenses that will qualify, and the strata will likely be

required to issue to each owner, at the end of the period on Feb. 1, 2010, a statement showing the total costs, and the share of each unit based on unit entitlement.

Owners do not have to submit supporting documents with their tax returns, but they must be available should they be requested by the CRA. It will be critical that your strata corporation tracks the eligible expenses this year and maintains all of the related records.

Eligible repairs include kitchen, bathroom or base-

ment renovations, new flooring, new additions, decks or fences, a new fence, a new driveway or painting of the interior or exterior of your homes. For more info and updates on the program go to the 2010 Federal Budget website: www.budget.gc.ca/2010, www.cra-arc.gc.ca

Tony Gioventu is executive director of the Condominium Home Owners' Association. Send questions to him c/o New Homes, Times Colonist, 2621 Douglas, Victoria, B.C. V8W 2N4 or e-mail tony@choa.bc.ca. The association's website is www.choa.bc.ca.

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