

10/15/09 Prepared By:

Southview Property Management Inc.,

#110 – 7580 River Road

Richmond, B.C., V6X 1X6 Phone: 604-270-8811 Fax: 604-270-0881

Strata Manager: Jenny Liu

**MINUTES OF THE COUNCIL MEETING
OF STRATA PLAN LMS 280, CHATEAU COMOX
Held on Thursday October 15, 2009 at 7:00 P.M.
Common Room 1272 Comox Street, Vancouver, B. C.**

Present:	Judy McVeigh	President
	Terry Ireland	Vice-President
	Bruce McDonald	Treasurer
	Pat Francis	
	Joanne Lord	
Strata Manager	Jenny Liu	Southview Property Management Inc.
Absent	Patricia Pracher	
	Gail Balaski	
Guest	Kevin Wice	Head of Deficiency Committee
	John Rose	
	Russell Ker (left at 8:00 p.m.)	

1. CALL TO ORDER

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

2. ADOPTION OF THE MINUTES OF THE PREVIOUS MEETING

There is a modification in Section 4.2 Plumbing as noted in bold/underline: “*There are problems with the current plumbing **contractor** and the council of Strata Plan LMS 280 decides to change to a new contractor.*” It was then **Moved** (B. McDonald) and **Seconded** (T. Ireland) to adopt the minutes of the Strata Council Meeting held on September 10, 2009, as previously distributed.

Carried

3. FINANCIAL REPORT

The Financial Statements ending of August 31, 2009 were discussed and found to be in order. The Property Manager reported all owners are up to date with respect to outstanding strata lot fee balances. It was then **Moved** (T. Ireland), and **Seconded** (B. McDonald) to adopt the financial statements ending of August 31, 2009. **Carried**

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Building Envelope Restorations / Roof Replacement / Sealed Window Replacement

The Strata Corporation has almost completed the following 3 special projects:

- Building Envelope Restorations,
- Roof Replacement,
- Sealed Window Replacement

Kevin Wice, Head of Deficiency Committee, reported many of the deficiencies have been addressed. Mr. Wice requested William Ng, CGA, to audit the ledger accounts of above-mentioned three projects. Mr. Ng’s findings are summarized as:

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1. Vendor's invoices are matched with general ledger
2. Southview Commissions are being charged correctly with exception of two GST calculations. Southview will issue a refund to LMS 280.
3. Special Levy Schedule payments matched with General Ledger
4. PST Rebate payable through a filing by Spratt Emmanuel Engineering. The filing will be done once the deficiencies have been addressed and the deficiency hold-back payment has been made by LMS 280. It is expected the rebate will cover most of the Restoration shortfall (see below).
5. Outstanding balance on each account:
 - Building Envelop Restoration – shortfall of \$20,434.44
 - Roof Replacement – shortfall of \$868.77
 - Sealed Window Replacement – shortfall of \$3657.86

Council's President Judy McVeigh thanked Kevin Wice's excellent work of three projects on behalf of the Council.

4.2 Plumbing Contractor

Council reviewed three plumbing quotations. After comparing the rates and definitions of overtime services, the Council decided to use Tony Ventresca Plumbing as the new plumbing contractor with a three-month probationary period starting from October 15, 2009. The previous plumbing contractor Artisan still has the access keys of the building of LMS 280 for back-up service.

Yes = 5 No = 0 **Motion Carried**

4.3 Landscaping Contractor

The Council of Strata Plan LMS 280 is not satisfied with the current landscaping contractor's work and has decided to hire a new landscaping contractor. The Council reviewed three quotations but would like to have more detailed information based on a list of landscaping requirements (e.g., trimming, pruning, re-landscaping). Council will decide the new contractor at next Council meeting.

4.4 Key Management

A number of common areas locks which access utilities are on the same key pattern and have been so for many years. Over the years copies of these keys have been issued to Council members and others and as such, control and use of the keys is unmanaged. Council decided to rekey the locks on the boiler room and possibly the common doors that access the utilities.

5. CORRESPONDENCE

5.1 Insurance Claim – The owner of Unit 203 had a water damage claim under the Strata Council's Insurance Policy and strata manager sent a Claims Adjuster to the suite. After reviewing on site, the claim adjuster states that the damage is under the deductible amount of \$5000.00 for LMS 280 insurance policy and this claim is closed.

5.2 Abandoned Trellis – The Council has taken the matter of the abandoned trellis located in the limited common property of Unit 204's balcony under advisement.

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6. NEW BUSINESS

6.1 Fire Department Inspection Report

There was a Fire Department inspection of Chateau Comox on July 14, 2009. There were two deficiencies noted: 1) No access keys for Fire Department use in the key case designated for the fire department; and 2) No identified and unlocked emergency exit cross-over floor.

With respect to access keys, Council directed the Property Manager to arrange for a set of access keys to be placed in the fire department key access box per the deficiency report.

As to the lack of an unlocked cross-over floor, the current city bylaws requires at least one unlocked cross-over floor for buildings that are over six stories. Council is investigating whether Chateau Comox can be grandfathered under the old bylaw

6.2 Vent /Duct Cleaning

The Council directed the Property Manager to have quotations for dryer duct cleaning to be ready for the next Council meeting.

6.3 Windows Cleaning

The Council will discuss this matter in next meeting.

6.4 Holiday Social

Council is planning to have a social get-together in the meeting room during December. All residents and owners are welcome. A notice will be posted as to the date and time.

7. GENERAL DISCUSSION

7.1 Noises on the Evening of October 5, 2009

Some of the residents of “Chateau Comox” experienced unusual noises during the late evening of October 5th. After Council’s investigation and a technical inspection, nothing was found with the boiler and pipes in common area. The Council will investigate this matter if the noises happen again in the future.

8. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:00 p.m. The next Council meeting will be at 7 PM December 10, 2009.

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