

ANNUAL GENERAL MEETING MINUTES STRATA CORPORATION LMS 280 CHATEAU COMOX

The Annual General Meeting of the Owners of Strata Corporation LMS 280 was held on August 20, 2001 in the Meeting Room at 1272 Comox Street, Vancouver, B.C.

OWNERS PRESENT

There were 8 owners present in person and 8 owners represented by proxy for a total of 16. A quorum being 1/3 of all owners eligible to vote for a total of 7. Therefore a quorum was declared and the meeting was allowed to proceed.

THE MEETING WAS CALLED TO ORDER AT 7:01 P.M.

PROOF OF NOTICE

Proof of Notice for the Annual General Meeting of the owners of Strata Corporation LMS 280 was prepared in accordance with the provisions of the *Strata Property Act of British Columbia* and was hand delivered or mailed to all owners on July 25, 2000. It was moved by Aida Davis and seconded by Patricia Pracher that Proof of Notice be accepted, as presented. **Motion carried.**

REPORT FROM THE PRESIDENT

Council President Pat Rose thanked the owners for attending the meeting tonight. She reported that it was an interesting year for her as President of the Strata Council. She especially thanked former President Kelly Gesner, Council members Patricia Pracher, Steve Rosell, Aida Davis and the property manager Valerie Lindstrom for their assistance throughout the year.

Some ongoing problems occurred within the building relating to a third floor dryer vent that was covered over during the repairs to the building and a plugged dryer vent directly below on the second floor. The contractor who did the building envelope repairs is no longer in business. Rocco Cerenzia returned to the building to correct the problem and covered the costs under warranty. There are still some ongoing building issues that will be carried forward to the new Strata Council.

Security has become a major issue. There have been thefts into the underground parking, service rooms, and suites broken into. The President reported that Blockwatch has been started in the building and there will be an information meeting and Pot Luck Dinner held for all residents at the same time.

During the past year an undertaking to make the building more secure was taken on by Strata Council. A number of items were included:

- Full astragals were placed on exit doors, including the stairwells
- The enterphone system had a timer installed to allow the crown lock, used by Canada Post and their subsidiaries, to work only during delivery times.
- A lock was placed on the stationary door at the front entrance so that it could not be left in the unlocked position to give access to the building.

Various additional security items will also be looked at. These include a keyless remote system, high security locks, security cameras, alarms on exterior doors (sound when left ajar for a period of time). It was noted that a former resident in the building was found in the underground parking as well as sleeping outside on the east side of the building. Remember, be vigilant - do not let anyone into the building that

you do not personally know and always wait for the garage gate to close behind you. If you notice any suspicious activity contact the Vancouver Police Department - **Call 911.**

Interior painting was done in the last fiscal year. There are still some suite doors to complete as well as ceiling tile replacement where needed. Council chose a neutral colour for the walls and trim. Two floors were painted by residents and after lengthy discussions, it was agreed that they not be re-painted. Council did agree that the next time re-painting was done, all the hallways would be painted to conform with the rest of the building.

Last year there were roof anchors installed on the building to bring the building up to standard with W.C.B. requirements. The Strata Council had hoped that they would be able to power wash the building, but unfortunately there were problems with the acrylic covering coming loose in certain areas, using the pressure needed to clean the algae off the surface. Several other firms looked at the problem and recommended acrylic covering repairs and painting the building. This work is limited to the areas that are concrete which were not repaired under the building envelope repair. At the current time Council is looking at obtaining specifications for this work. When an inspection was done with the consultant it was found that there was leaching of lime from the wall surrounding the deck of suite 204. It is thought that the planter membrane may have failed. An Engineer will be reviewing this area.

The Strata has had ongoing problems with the elevator in the building. It has been a frightening experience for many people. The elevator company has attended the building many times to find the problem. The problem is intermittent and is being blamed on a faulty computer chip - of which there are hundreds. The elevator technician rides the elevator in an attempt to have the problem re-occur. To replace the elevator would be in the neighbourhood of \$100,000. It is not felt that hiring another maintenance company is the solution to the problem.

Council has also been looking at move-in/out procedures for the building. The preliminary discussion has been for a move in fee and key return policies. These items will be looked at in conjunction with the revisions to the Strata's Bylaws. This fall the Strata Council will be preparing draft bylaws for presentation to the owners as at January 01, 2002 the current bylaws become obsolete under the *Strata Property Act*.

The owners present thanked Pat Rose for all of her work as President and Blockwatch Captain for the building over the past year.

PRESENTATION AND REVIEW OF AUGUST 03, 2000 ANNUAL GENERAL MEETING MINUTES

It was moved by Steve Rosell and seconded by Patricia Pracher that the minutes of the August 03, 2000 Annual General Meeting be accepted, as presented. **Motion carried.**

PRESENTATION AND REVIEW OF THE 2000/2001 OPERATING BUDGET

There was discussion held with regard to the 2000/01 Operating Budget and Repair Account. The repair account was closed when the PST rebate was received. The total amount rolled into the operating account was \$11,453. The Strata Corporation had also authorized an expenditure of up to \$10,000 from the Contingency Reserve Fund for interior painting, hallway lighting upgrades and the installation of a security camera. These funds have not been removed from the Contingency Reserve Fund. There was also an assessment for power washing that was not expended this year and will be carried forward to the next fiscal year.

After good discussion, it was moved by Chris Staples and seconded by Patricia Pracher to approve the financial statement for the fiscal year ending June 30, 2001, as presented. **Motion carried.**

PRESENTATION AND REVIEW OF THE 2001/02 CAPITAL PLAN

The property manager presented the proposed Capital Plan for the upcoming fiscal year. It was explained that it is now a requirement of the *Strata Property Act* that owners receive a history of their Contingency Reserve Fund as well as information on what requirements there are to complete capital improvements at the property. These estimates are based on current values and estimated life expectancy for various components of the building.

The Capital Plan is updated each year and is to be used for estimates of the requirements and recommendations for contributions to the reserves of the Strata Corporation. The data used is based on current costs without taking into account any estimated inflation. It is also a useful tool for budget purposes.

After good discussion, it was moved by Chris Staples and seconded by Patricia Pracher to approve the 2001/02 Capital Plan, as presented. **Motion carried.**

PRESENTATION AND REVIEW OF PROPOSED 2001/02 OPERATING BUDGET

The property manager reviewed the proposed 2001/02 operating budget with owners present. She noted that the Strata Council is proposing a budget increase for the upcoming fiscal year. This is primarily due to higher natural gas costs. There is also a small increase in property management services proposed (\$235), and fire prevention (\$900). This budget is effective July 01, 2001 and any increase will be retroactive to that date.

After good discussion, it was moved by Chris Staples and seconded by Patricia Pracher to approve the proposed 2001/02 operating budget, as presented. **Motion carried.**

ELECTION OF 2000/01 STRATA COUNCIL

Valerie Lindstrom, property manager, thanked the Strata Council for their assistance over the past year. The property manager reported to owners the changes under the *Strata Property Act* for the election of Strata Council members. Last year three (3) members of Council were elected for a two year term. Those individuals were Kelly Gesner, Steve Rosell, and Pat Rose. During the year Kelly Gesner resigned from Strata Council as she had sold her strata lot. This means that there are only two individuals left with a one year term to complete. Therefore this year there will be an election for three - 2 year terms and one - 1 year term.

The floor was opened for nominations. The following persons submitted their names for Strata Council:

Rusty Ker Stan Bennett Mike Ghafarzadeh Len Fleming

It was moved by Adrian deVries and seconded by Chris Staples that the election be declared by acclamation. **Motion carried.**

It was agreed that Len Fleming would hold the 1 year term on Strata Council. The owners presented congratulated the 2001/02 Strata Council members.

STRATA INSURANCE

A copy of the insurance policy for the building has been enclosed in the Notice of Meeting. The building is insured for full replacement value "as built". This means that anything that the developer provided in your suite is covered, i.e. cupboards, carpets, etc. Owners are reminded that they must place a "rider" on their personal contents insurance for any improvements that they make to their strata lot. In addition, they should ensure that they are covered for the cost of relocation accommodation in the event that they are unable to live in their suite while it is being repaired.

NEW AND OTHER BUSINESS

- a) Paint Colour. Questions were raised on the colour that the balance of the building would be painted. Council had previously agreed that the colour would be done to match the areas repaired two years ago.
- b) Side Gates. Council discussed the possibility of stopping individuals from using the area at the west side of the building as a short cut to the lane. It was agreed that once the painting project was complete that the neighbouring building be contacted to see if they are interested in participating in the building of a fence.
- c) Pot Luck Get Together. Notices will be posted prior to the date of the party (September 9th). Please mark your calendars.

ADJOURNMENT

There being no further business it was moved by Chris Staples that the meeting be adjourned. Meeting adjourned at 8:30 p.m.

STRATA CORPORATION LMS 280

APPROVED 2001/02 OPERATING BUDGET
EFFECTIVE JULY 01, 2001

INCOME

MAINTENANCE ASSESSMENTS	\$	64,365
TOTAL INCOME	\$	<u>64,365</u>

EXPENSE

CARETAKER	\$	5,450
GROUNDS MAINTENANCE & SUPPLIES		1,100
PROFESSIONAL FEES		1,000
MANAGEMENT FEES		4,860
BUILDING INSURANCE		2,625
ELECTRICITY		6,000
GAS		11,760
ENTERPHONE		450
ELEVATOR MAINTENANCE		4,500
ELEVATOR LICENSE		145
WATER & SEWER		3,610
GARBAGE COLLECTION		1,200
RECYCLING		360
COMMON AREA REPAIRS & MAINTENANCE		10,000
EQUIPMENT & SUPPLIES		500
PEST CONTROL		505
FIRE PREVENTION/MONITORING		3,000
WINDOW/CARPET CLEANING		1,100
PHOTOCOPYING & POSTAGE		600
MISCELLANEOUS EXPENSE		300
BANK CHARGES		300

EXPENSE SUB-TOTAL	\$	59,365
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CONTINGENCY RESERVE FUND		5,000
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TOTAL EXPENSE	\$	<u>64,365</u>
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STRATA CORPORATION LMS 280
APPROVED 2001/02 MAINTENANCE FEE SCHEDULE

(July 01, 2001 - June 01, 2002)

Strata Lot	Suite	Unit Entitlement	MONTHLY FEE
1	201	67	182.24
2	202	75	204.00
3	203	79	214.88
4	204	70	190.40
5	301	67	182.24
6	302	75	204.00
7	303	79	214.88
8	304	70	190.40
9	401	67	182.24
10	402	75	204.00
11	403	79	214.88
12	404	70	190.40
13	501	142	386.23
14	502	79	214.88
15	503	70	190.40
16	601	142	386.23
17	602	149	405.27
18	701	134	364.47
19	702	141	383.51
20	801	117	318.23
21	802	125	339.99

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Approved 2001/02 Annual Budget

\$64,365