

11/16/07 Prepared By: Southview Property Management Inc.,
#110 – 7580 River Road, Richmond, B.C., V6X 1X6 Phone: 604-270-8811 Fax: 604-270-0881
Property Manager: Brian Slater

**MINUTES OF THE STRATA COUNCIL MEETING
Of Strata Plan LMS 280, Chateau Comox
Held on Thursday November 8, 2007 at 7:00 P.M.
Common Room 1272 Comox Street, Vancouver, B. C.**

Present:	Kevin Wice	President
	Gail Balaski	Vice-President
	Bruce McDonald	Treasurer
	Hella Bennett	
	Josie Fisher	
Property Manager	Brian Slater	Southview Property Management, Inc.
Guest:	John Rose	Pat Francis

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/Seconded** to adopt the minutes of the October 4, 2007 Council Meeting as circulated. **Carried**

3. FINANCIAL REPORTS

The Treasurer, Bruce McDonald reported that he had reviewed the Financial Statements for July, August and September 2007 and found them to be in order.

It was then **Moved/Seconded** to adopt the Financial Statements for the months of July, August and September 2007 as circulated. **Carried**

The Property Manager provided Council with an Accounts Receivable Report as of November 8, 2007 advising that all owners are current with their strata fees.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Hallway Lighting

Our intended hallway lighting and energy consumption audit was not available for consideration.

4.2 Building Envelope and Roof Inspection

Council continued the discussion regarding the reported water ingress problems on the north and south face of the building. Council reviewed a draft report from Spratt Emanuel which recommends the only effective way of resolving the moisture infiltration in the north facing units and suite 802 is to replace the leaking window units, a verbal “ball park” cost estimate from the Spratt Emanuel representative of approximately \$300,000.00 for completing this work was discussed in unison with the Council review of the draft report. Council agreed that once the final report is received, Council will hold an emergency Council meeting to decide how and when to proceed with this emergency building maintenance work. The roofing portion of Spratt Emanuel’s report was not ready for review; Council will review this in unison with the final water ingress report to determine any recommendations or repairs of the roof.

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.

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4.3 Window and Dryer Vent Cleaning

Council has authorized International Building Maintenance to complete the window and dryer vent cleaning. The window and dryer vent cleaning is scheduled for November 14 and November 15.

4.4 Garage Gate Painting

Based on the time of the year Council has decided to postpone any painting of the garage gate until the Spring of 2008. The intended repairs to the photo eye, drain pan and drain hose have been completed as necessary.

4.5 Capital Plan

A capital plan was presented for consideration by Council, which illustrates capital items such as hot water tanks, building exterior painting, elevator replacement/upgrades and other main building components. The capital plan lays out the capital item and expands to show life expectancy of the component as well as replacement budget cost. The plan also allows for budgeting contributions to the strata's Contingency Reserve Fund over the capital expenditure forecast. The capital plan will be gone through by Council to allow an in depth review of the capital items applicable to our building. Once we have gathered these explicit details, we will be obtaining industry budget forecasts and presenting our 2007 capital plan to owners at the next Annual General Meeting.

4.6 Pest Control

The intended material for bird control for the rooftop of the building was not available for review.

5. CORRESPONDENCE

No items of correspondence were received.

STRATA CORRESPONDENCE and MAINTENANCE ITEMS

All strata correspondence and maintenance items must be provided to the Strata Manager.

Christmas Party – an appetizer/potluck dinner is being planned and organized by Council. More details will be posted on the bulletin board. We are setting **Friday December 7, 2007** aside for this years' celebration. We will be decorating the lobby as well.

6. NEW BUSINESS

6.1 Landscape Maintenance

Council discussed two landscape items that need to be taken care of.

1. There is still some bamboo that needs to be removed.
2. Council has authorized planting of winter pansies.

7. Next Council Meeting Date & Adjournment

There being no further business, the meeting adjourned at 8:25 P.M. The next Council Meeting will be held **Thursday January 10, 2008**.

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