

12/21/07 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 SPECIAL GENERAL MEETING  
OF STRATA PLAN LMS 280, CHATEAU COMOX  
Held on Wednesday December 12, 2007 at 7:30 P.M.  
Common Room 1272 Comox Street, Vancouver, B. C.**

**Present:**

13 Strata Lots Represented  
11 In Person 2 By Proxy

Brian Slater Property Manager, Southview Property Management Inc.,

**Guest:** Mark Emanuel, Spratt Emanuel Engineering

**1. CALL TO ORDER**

The meeting was called to order at 7:30 p.m.

**2. CALLING THE ROLL AND CERTIFICATION OF PROXIES**

A total of 21 strata lots were eligible to vote at the Annual General Meeting. The *Strata Property Act* requires one third of the owners eligible to vote be present in person or by proxy to constitute a quorum. A quorum in this instance required representation by 7 strata lots. As 13 strata lots were represented, 11 in person and 2 by proxy, a quorum was established. The meeting was therefore declared competent to proceed with the business at hand.

**3. GUEST BUSINESS**

Mark Emanuel addressed the owners by outlining the Spratt Emanuel report; the leaking windows are the primary concern that needs to be repaired. The water is ingressing past the window frames and therefore the windows must be replaced. The north face (front) of the building is showing severe signs of visible and hidden water seepage into the building structure. The current new technology in the manufacturing of thermo pane windows has progressed dramatically since Chateau Comox was constructed. Owners present raised several questions regarding the intended window replacement project; Mark provided concise accurate details and owners were very pleased with the information.

Owners thanked Mark for taking the time to explain and provide this excellent material.

Mark left the meeting at 8:15 p.m.

**4. 3/4 RESOLUTION #1 – Building Envelope Restoration**

**WHEREAS** the Owners, Strata Plan LMS 280, Chateau Comox, wish to enter into a contract with Spratt Emanuel Engineering for completing the drafting of a building envelope design tender contract and coordinating quality assurance and professional services. The second part of any building restoration will involve a future expense over and above Spratt Emanuel, but the Strata Corporation needs to establish this initial step prior to the exact pricing of any necessary restoration work.

**BE IT THEREFORE RESOLVED** as a ¾ Vote Resolution of the Owners, Strata Plan LMS 280, Chateau Comox, that a one time Special Levy of **Forty-Seven Thousand Seven Hundred**

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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**Dollars (\$47,700.00)** including GST be assessed each strata lot based on unit entitlement (see schedule attached) to cover such costs and that this payment will be due and payable on the date this motion is passed, with the option to pay (without penalty) in two equal installments on January 15, 2008, and March 1, 2008.

The floor was opened for discussion.

Following a brief discussion, it was **Moved (S/L#20)** and **Seconded (S/L#18)** to approve  $\frac{3}{4}$  Vote Resolution #1, as presented.

Yes = 13 No = 0 **Motion Carried**

**SPECIAL LEVY FEE SCHEDULE ATTACHED**

**NOTE: SPECIAL LEVY FEES**

Owners are advised that Special Levy payments cannot be paid by pre-authorized debit.

**Special Levy payments** must be paid by cheque or money order:

**Payable to Strata Plan LMS 280** and mailed to:

Southview Property Management, #110 – 7580 River Road, Richmond, BC, V6X 1X6

**5. ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:45 p.m.

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## Strata Corporation LMS280

S/L #	UNIT #	UNIT ENTITLEMENT	Special Levy Jan 15/08	Special Levy Mar 1/08
1	201	67	810.32	810.32
2	202	75	907.08	907.08
3	203	79	955.45	955.45
4	204	70	846.60	846.60
5	301	67	810.32	810.32
6	302	75	907.08	907.08
7	303	79	955.45	955.45
8	304	70	846.60	846.60
9	401	67	810.32	810.32
10	402	75	907.08	907.08
11	403	79	955.45	955.45
12	404	70	846.60	846.60
13	501	142	1,717.40	1,717.40
14	502	79	955.45	955.45
15	503	70	846.60	846.60
16	601	142	1,717.40	1,717.40
17	602	149	1,802.06	1,802.06
18	701	134	1,620.64	1,620.64
19	702	141	1,705.30	1,705.30
20	801	117	1,415.04	1,415.04
21	802	125	1,511.79	1,511.79
		1972	23,850.03	23,850.03