

03/06/12 Prepared By: Southview Property Management Inc.,
#110 – 7580 River Road, Richmond, BC V6X 1X6 Phone: 604-270-8811 Fax: 604-270-0381
E Mail Address: southview@telus.net Property Manager: Kevin D. Green

**MINUTES OF THE STRATA COUNCIL MEETING
FOR STRATA PLAN LMS 280 CHATEAU COMOX
HELD ON MONDAY MARCH 5, 2012 AT 7:00 PM
IN THE MEETING ROOM AT 1272 COMOX STREET, VANCOUVER BC.**

COUNCIL IN ATTENDANCE:	PER HANSEN LAURIE FORD JOANNE LORD JOHN ROSE IAN BRAIDWOOD	President Treasurer Vice President Secretary
REGRETS:	None	
GUESTS IN ATTENDANCE	None	
PROPERTY MANAGER:	KEVIN D. GREEN Southview Property Management Inc.,	

1. CALL TO ORDER

The meeting was called to order by the Strata Council President Mr. Per Hansen at 7:06 P.M.

2. GUEST BUSINESS

There was no guest business.

3. CARETAKER BUSINESS

The Property Manager and the Council then confirmed that the caretaker duties were being attended to as expected, all was in order, and no action was needed at this time.

JANUARY 30, 2012

4. MINUTES OF THE STRATA COUNCIL MEETING HELD ON DECEMBER 12, 2011

There being no errors or omissions it was then Moved and Seconded to approve the minutes of the Strata Council Meeting held January 30, 2012 as circulated. **MOTION CARRIED**

5. FINANCIAL REPORT

a. Financial Statements

The Property Manager then referenced the financial statements for the months up to and including January 31, 2012 as previously distributed.

The Treasurer and the Council then noted that they had received and reviewed the above noted financial statements and had some minor questions that needed addressing, prior to the statements being approved.

After a review regarding the strata lot areas payables, repairs and maintenance, elevator invoices, an invoice from Mark Kirk Roofing and other expenditures, it was then Moved and Seconded to adopt the financial statements up to and including January 31, 2012 as previously distributed.

MOTION CARRIED

The Council also discussed the current arrangement for surcharging the owners for use of common area gas, for individual gas fireplaces and gas stoves.

As this matter was quite complicated, it was agreed it would be again reviewed and discussed with the owners at the Annual General Meeting and considered when preparing the annual operating budget. In the mean time, Council will approach Fortis BC, to get suggestions for possible savings in our system.

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On the same note, Council will contact Stactic Electric, for suggestions on possible savings with the buildings common electrical system.

6. REPORT ON UNAPPROVED EXPENDITURES

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of anticipated expenditures.

7. REPORT ON LITIGATION

To the best of our knowledge there is no litigation to report. The Strata Property Act requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.

8. BUSINESS ARISING FROM PREVIOUS MINUTES

a. Emergency Generator Fueling

The Property Manager and the Council discussed the possibility of a slight spill, when the emergency generator fuel tank was last topped up. Council to continue to monitor. Due to the age and the condition of the existing tank, Southview to contact Refuel for a quote on a new fuel tank.

b. Drainage

The Property Manager then confirmed that the approved drainage work being performed by Inline at the front area of the complex had been completed to the Council's satisfaction.

After a brief review it was agreed all was in order.

c. Horizontal drain line cleaning

The Property Manager then again referred the Council to correspondence as contained within the agenda, and as emailed previously for hydro flushing all the horizontal drain lines in the complex, as a recent back up had occurred.

It was noted that this work had now been completed.

However, following the hydro flushing process, there had been another back up. It appears this was caused by a piece of corroded interior pipe that had broken off and became lodged in the system.

Council then reviewed a proposal from Latham's Plumbing to replace several and/or all of the horizontal drain lines as they were reported to be at the end of their life expectancy, and had failed in several areas.

Council asked the Property Manager to obtain a firm quotation and also an alternate quotation for this work for consideration.

d. Fire safety inspections

The Property Manager then confirmed that the approved Fire safety Equipment Inspection being performed by BC Fire had been completed.

After a brief review Council agreed all was in order, and were awaiting receipt of the reports and any deficiencies that needed addressing.

9. CORRESPONDENCE

The Council then reviewed several items of correspondence sent to or received to the date of the meeting.

The items of correspondence made reference to interior renovations, gas surcharges as well as other items affecting the security and general maintenance of the common property of the Strata Corporation.

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In review of all of the items of correspondence, the Property Manager was directed by Council to respond to all items and letters as directed in accordance with the Bylaws of the Strata Corporation.

10. NEW BUSINESS

a. Exterior Painting

The Property Manager then referred the Council to correspondence and quotations as contained within the agenda, and as emailed previously, from several firms, for painting of several areas and items and the front of the complex and at the front entrance.

Council agreed they would table this project at this time, to discuss it at a later date.

b. Re-piping Project

The Council then discussed with the Property Manager, the current completed re-piping/lining project, being performed by Cura Flo.

It was confirmed that the project's plumbing work was completed, and the restoration work was also completed. It was noted that the project had come in under the estimated budgeted amount, with only one change order of approximately \$1,000.00.

Council noted that they were in the process of reconciling the Special Levy account for this project, and any leftover funds, and upon completion of this, the left over monies would be paid back to the owners

c. Bike Inventory

Owners are advised that in accordance with discussions at the Annual General Meeting, the bike inventory is now completed.

As it is now past the original deadline, any bikes that are left untagged, will now be removed and disposed of.

d. Interior hallway Painting

The Property Manager and the Council then discussed the agreed upon work for painting of several of the common areas hallways, to uphold and maintain property value in the building.

Many items were discussed, in regards to color, start dates, floors that did not need/want this work done due to upgrades, future upgrades and costing.

At the end of a very productive discussion Council agreed they would pick a color to be used for all floors, unless all owners on a specific floor are in agreement to an alternative colour/upgrade. The owners on that specific floor can then proceed with this work. On floors with colour upgrades, the Council will not supervise the work or be involved in coordinating the work. There will be a \$410.00 per floor allowance for the specific floors that chooses to pick their own colours and coordinate their own work.

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f) Storage – debris – wiping feet

The Council wanted to advise Residents that many inappropriate items are being stored in the underground parking areas and stalls, such as tires, boxes, carts, personal items, which are all contrary to the Bylaws of the Strata Corporation, and also the British Columbia Fire Code. Also items are being left in front of the exercise room, and many residents are not wiping their feet when entering and exiting the building.

The above only reduces Property Values and the aesthetic look of the complex, and Residents attention to the above matters is greatly apperceived by all.

e. Elevator upgrading – capital costs

The Council then discussed with the Property Manager, the unsolicited preventative maintenance plan from ThyssenKrupp Elevator. The proposal included a suggested schedule for replacement of parts, on a capital cost basis of close to \$185,000.00. through the year 2020.

Southview noted that this kind of proposal was not unique to Chateau Comox, as many other properties under Southview's management had received the same kind of proposal.

It was noted that the subject of future elevator upgrades was something the council should consider and look into in more detail, and possibly actioned and/or discussed at a future General Meeting.

11. ADJOURNMENT

There being no further business, it was then **Moved and Seconded** to adjourn the meeting at 8:55 P.M.

The next meeting of the Strata Council with Southview is tentatively to be held on June 4, 2012.

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