

06/10/14 Prepared By: Southview Property Management Inc.,
#110 – 7580 River Road, Richmond, BC V6X 1X6 Phone: 604-270-8811 Fax: 604-270-0881
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 JUNE 9, 2014 AT 7:00 P.M.
IN THE MEETING ROOM AT 1272 COMOX STREET, VANCOUVER BC.**

COUNCIL IN ATTENDANCE:	PER HANSEN	President
	LAURIE FORD	Treasurer
	JOHN ROSE	
	KEVIN WICE	Vice President
	JOANNE LORD	
	IAIN BRAIDWOOD	Secretary

REGRETS: NONE

GUESTS: RUSTY KER UNIT #701

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 7:04 P.M.

Residents are kindly asked to wipe their feet and the feet of their pets when entering the building. This will only keep the carpets and the building cleaner and keep Strata Fees to a reduced amount as the building and its common areas age.

2. GUEST BUSINESS

Mr. Rusty Ker from unit #701 then appeared before the Council and advised he wished to sit in and observe the Council Meeting.

Mr. Ker was then welcomed and the meeting proceeded.

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.

4. MINUTES OF THE STRATA COUNCIL MEETING HELD ON MARCH 3, 2014

There being no errors or omissions it was then **Moved and Seconded** to approve the minutes of the Strata Council Meeting held March 3, 2014 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 April 30, 2014 as previously distributed.

Please keep these minutes as a permanent record of the Strata Corporation's business. Replacement of Minutes, Rules and Regulations or Bylaws will be at the expense of the Owner.

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The Treasurer and the Council then noted that they had received and reviewed the above noted Financial Statements and had made some minor amendments and were now recommending approval.

After a review regarding repairs and maintenance, insurance costs, garbage costs and some other expenditures it was then **Moved and Seconded** to adopt the Financial Statements up to and including April 30, 2014 as previously distributed. **MOTION CARRIED**

b. Operating Budget

The Property Manager and the Council then reviewed in detail the proposed Operating Budget and procedures for the upcoming fiscal year to be presented to the owners at the future Annual General Meeting.

In review of available funding and looking at the Operating Budget and the Contingency Reserve Fund amount; the actual work done over the past year and what will be needed in the upcoming year; the fact that the complex was getting older and the required maintenance items predicted for the future; many adjustments, changes and items were made and discussed to the original draft prepared by Southview.

At the end of this process the Property Manager will be provided a budget, as approved by the Council, to be presented to the owners at the future Annual General Meeting.

This budget will be included with the Annual General Meeting Notice, to be sent to the owners under separate cover.

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.

Residents are asked to be more respectful of all others and to not abuse and/or overuse or reserve the parking spot at the rear of the building. This has become a problem and is unfair to others.

8. BUSINESS ARISING FROM PREVIOUS MINUTES

a. Alarm Panel

The Property Manager then confirmed with the Council all the repairs were now done to the alarm panel as required.

It was agreed all was in order and no action was required.

b. Small Claims Action

The Property Manager then confirmed with the Council that the venting/moisture issue at Unit #203 (now completed) and the potential small claims action vs. the engineers in question had not yet proceeded.

In further review it was agreed this would not be pursued any further as it was believed by the Council that the success of such an action was very unlikely.

c. Window Seals

The Property Manager and the Council confirmed that Accurate Glass would be given the order for several miscellaneous door and window seal and roller repairs and/or replacement.

The cost was estimated to be \$1,500.00 and had been budgeted for.

9. CORRESPONDENCE

There was no current correspondence.

Owners are once again kindly advised that when cooking, doing laundry and/or taking showers that all bathroom fans and kitchen exhaust fans should be turned on to assist with moisture removal and to prevent possible problems in the future.

10. NEW BUSINESS

a. Domestic Water System

As reported earlier, Council is in the process of reviewing quotations and several suggestions/direction/equipment/components etc. for replacement, upgrading and repairing the domestic water systems in the building.

Many proposals are being considered and the owners will be advised in the future (possibly at the Annual General Meeting) as to recommendations from the Council as funding is not contained within the current operating budget for a major undertaking like this.

b. Depreciation Report

The Property Manager and the Council confirmed that RDH had been awarded this project and it was currently in progress.

It is estimated it will be received in a draft format to review in the next 4 weeks.

c. Landscape Contract

The Property Manager and Council then confirmed that Harp's Landscaping had commenced service as the new landscaping firm as of March 1.

It was agreed that the contract, once amended with appropriate costs could be executed.

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d. Miscellaneous/General

Several items of a general maintenance nature were then reviewed by Council.

The items made reference to garage door repairs, possible building re-keying, maintenance of the HVAC air make up unit, the recent completed window cleaning, the recent installation of motion sensor lighting at both sides of the building, possible exterior painting for the future, recent minor sprinkler line repairs, the results of the Fire Safety Equipment Inspections, mailbox repairs and the security system in the building along with other items.

Council noted that some of the above would be addressed and followed up on as needed.

e. Annual General Meeting

The Property Manager then discussed with the Council the upcoming Annual General Meeting.

The Operating Budget, election of Council Members, potential Bylaw changes, rule(s) ratification, and other items pertaining to this matter, were all discussed in detail.

It was agreed, as noted above, that the Operating Budget and the above items for the Annual General Meeting would all be provided to the ownership to be discussed and voted on accordingly, as contained in the soon to be mailed, Annual General Meeting Notice.

11. ADJOURNMENT

There being no further business, it was then **Moved and Seconded** to adjourn the meeting at 8:16 P.M.

The next meeting of the Strata Corporation is tentatively to be held on August 6, 2014.

Minutes/280June14