

12/16/14 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: kevingreen@telus.net Property Manager: Kevin D. Green

**MINUTES OF THE STRATA COUNCIL MEETING
FOR STRATA PLAN LMS 280 "CHATEAU COMOX"
HELD ON MONDAY DECEMBER 15, 2014 AT 7:00 P.M.
IN THE MEETING ROOM AT 1272 COMOX STREET, VANCOUVER BC.**

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

REGRETS: CHRIS CLARK (Secretary)
KEVIN GREEN (Property Manager)

GUESTS: NONE

PROPERTY MANAGER: Southview Property Management Inc.,

1. CALL TO ORDER

The meeting was called to order by the Strata Council President Mr. Kevin Wice 7: 02 P.M. It was noted at this time that the posting of the notice advising residents of the meeting had not taken place. The President agreed to take on this responsibility in the future.

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.

4. MINUTES OF THE STRATA COUNCIL MEETING HELD ON OCTOBER 20, 2014

There being no errors or omissions it was then **Moved and Seconded** to approve the minutes of the Strata Council Meeting held October 20, 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 October 31, 2014 as previously distributed.

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

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approval.

After a review regarding repairs and maintenance, and some other expenditures it was then **Moved and Seconded** to adopt the Financial Statements up to and including October 31, 2014 as previously distributed. **MOTION CARRIED**

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. Remotes/Keys

Southview are reminded that one key needs to go to newspaper delivery and one to BC Hydro and that the Fire Department also needs a key.

Council agreed all was in order.

b. Window Cleaning

The Property Manager and the Council then confirmed that Ace Window Cleaners had completed cleaning all the accessible windows as approved.

Council agreed all was in order.

c. Dryer vent Cleaning

The Property Manager and the Council then confirmed that National Air Technologies had completed cleaning all the exterior dryer vents as ordered.

It was advised that one of the drops had been missed due to items stored/installed/erected on an external balcony on the 8th floor. A question was raised as to whether or not the vent cleaners could fit mesh screens and will there be an extra charge for a repeat visit to Riser 4. Southview will investigate . Units 801 and 802 should be specially advised in advance of each vent cleaning visit. Southview will arrange.

d. Fire Panel

Council noted that a quote for 32,000\$ had been received for replacement of the troublesome firepanel. Southview will arrange two additional quotes.

9. CORRESPONDENCE

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

The items of correspondence made reference to storage of non permitted items in parking bays and other items affecting the maintenance and security of the common property and the complex. For the matter of items in parking spaces then strata will check the current status and then a second letter to owners using parking stalls in a non permitted manner will be issued. Bikes are exempt for the time being while strata investigates additional bike racks.

Residents are reminded of the need to keep corridors clear for fire escape.

A letter was received from an Owner. Southview will respond indicating that the matter referenced is not a council matter and that the involved parties should strive to find a peaceful resolution to their differences.

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

10. NEW BUSINESS

a. Emergency Generator

Council then discussed that Simpson Maxwell had provided a quotation to replace the Emergency Generator block heater.

It was noted that although the warranty was very close to the one year in respect the past block heater, it was still past. Council requests that Southview obtain another quote and if it's the same cost, get other company to replace heater.

b. Janitorial Services Fee Increase

There was a request from the janitorial service vendor requesting a 100\$/ month fee increase. Council feels this increase is reasonable however Council has decided to put the service out for tender, to ensure the owners are getting the best value for their dollar. Council will be able to review the matter at the next council meeting, once quotes are in from other vendors,

c. Miscellaneous/General

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

- 1) The concrete slab repairs as approved at the front entrance have been completed by True Level and it was commented that a good job had been done
- 2) Storage lockers in exercise room will be deferred until the water ingress has been addressed. The water issue may be addressed by E.P. Westcoast or an equivalent company. E.P. Westcoast have been used previously with success. Southview to contact EP Westcoast to determine if silicone injection technology would be appropriate for the situation.
- 3) Side flashing on east elevation was discussed (in line with point 2 above.) The matter will be revisited in March when the weather has improved.
- 4) Intercom/door entry needs servicing
- 5) The tidying of the fitness room will continue.
- 6) Every effort should be made to post the times and duration of elevator pad fitting for the information of residents
- 7) Depreciation report, strata comments will be forwarded to RDH, completion anticipated in January 2015
- 8) A date will be set for an “on demand” water presentation to Council only.. Related to replacement of furnaces.
- 9) Water use has increased in the building (bill was 380\$ more than same time last year). Southview will ask Owners to check for continually running toilet cisterns, a frequent source of excess water use.
- 10) Hallway carpet cleaning, deferred until March meeting, weather will be better.
- 11) Southview will follow up with BC Sprinkler re deficiencies.
- 12) Strata will investigate security cameras
- 13) Strata will get quotes for LED lighting in garage from three companies
- 14) Latham's did an inspection of heating and forced air system, and discovered holes in the heating element. Latham's recommends replacing the heater but strata may want to consider replacing fan too. Southview to get quote for replacement of entire unit for comparison.

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

11. ADJOURNMENT

There being no further business, it was then **Moved and Seconded** to adjourn the meeting at 9:50 P.M.

The next meeting of the Strata Corporation is to be held on March 10th, 2014.

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