

12/10/19 Prepared By:

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**MINUTES OF THE STRATA COUNCIL MEETING
FOR STRATA PLAN LMS 280 “CHATEAU COMOX”
HELD ON MONDAY DECEMBER 9, 2019 AT 7:00 P.M.
WITHIN THE MEETING ROOM AT 1272 COMOX STREET, VANCOUVER BC.**

COUNCIL IN ATTENDANCE:

DON DAVIDSON	President
ROSS HUGUET	
LOUISE HIBBS	
KEVIN WICE	Treasurer
ADRIAAN de VRIES	Secretary

REGRETS:

CHRIS CLARK	Vice President
BRUCE MACDONALD	

GUESTS:

THE OWNERS #202 / #301

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. Don Davidson at 7:01 P.M.

The agenda was amended and approved.

2. GUEST BUSINESS

The guests (2 units) were present to observe - also to discuss a few Common Property and Maintenance matters in regards to blue lights in an attempt to prevent / deter drug usage around the exterior of the building, possible increase in Strata Fees, the upcoming Christmas Party and some other Common Property Matters.

All were welcomed and the meeting proceeded.

3. CARETAKER BUSINESS

It was agreed all caretaker duties were being attended to as needed - no action was required.

A discussion took place in regards to WCB coverage for John Rose – this is in progress and anticipated to be completed and concluded as requested in the near future. Kevin Wice is to continue as Lead Council person on this.

4. MINUTES OF THE STRATA COUNCIL MEETING HELD ON SEPTEMBER 17, 2019

There being no errors or omissions it was then **Moved and Seconded** to approve the minutes of the Strata Council Meeting held on September 17, 2019. **MOTION CARRIED**

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.

5. **FINANCIAL REPORT**

a. Financial Statements

The Property Manager then referred to the Financial Statements for the months up to and including October 31, 2019 as previously distributed.

The Treasurer had previously confirmed, and the Council noted that they received and reviewed the Financial Statements, and after a review regarding various expenditures/financial items and other financial matters. It was then **Moved and Seconded** to adopt the Financial Statements up to and including October 31, 2019. **MOTION CARRIED.**

It was then noted and agreed that all past paid invoices received/reviewed/processed up to the date of the meeting had been agreed upon, reviewed and had received prior approval of the Council in writing or verbally and were to be processed for payment if not already paid and/or in progress.

As noted, the current financial statements are now available online at the Chateau Comox Website.

6. **REPORT ON UNAPPROVED EXPENDITURES**

There are no unapproved expenditures. 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. Miscellaneous/General

Several items of general maintenance were reviewed by Council as follows:

- 1) The backflow preventor service maintenance to the sprinkler valve has been completed by BC Sprinklers.
- 2) Council reviewed pricing as supplied by ServiceMaster for internal carpet/floor cleaning – in review Council agreed to review this matter again in the Spring.
- 3) A Pedestrian Gate and Exterior Door Closure (quotation for the West Side of the building) was reviewed – it was noted that this has been previously approved and is estimated to be completed in the near future.

b. Exterior Stucco Repairs - Envelope Report

As Council had previously advised, Spratt Emanuel has completed the exterior building envelope repair project some time ago.

Council reports that this project is 100% complete – a final costing, reconciliation and re-payment to the Owners is anticipated to be received and actioned in January, 2020.

c. Garden Committee

Discussion took place in regards to possible roof top gardens – Council noted that because an engineering report regarding viability is essential and due to the report cost, no action will be taken at this time.

As always, a special thanks is given to the gardening committee and its volunteers.

9. CORRESPONDENCE

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

The items were in relation to balcony storage, and the posting of signs in Strata Lot windows.

After review, the Property Manager was directed by Council to respond to the items in accordance with the Bylaws of the Strata Corporation.

10. NEW BUSINESS

a. Miscellaneous/General

Several items of a general maintenance nature were then reviewed by Council as follows:

- 1) Fall window cleaning has been completed.
- 2) Repairs by Modern Niagara have been completed to an isolation valve on a hot water re-circulation line.
- 3) Council discussed the possible installation of a blue light on the Jervis St. side exterior to discourage illicit drug injection there – it was agreed to table this item at this time and monitor the effect the newly graveled garden bed and pending gate has on drug user traffic there.
- 4) Council discussed failed window seals - it was agreed to revisit this at the next Council Meeting after a unit survey re failed seals has been taken.
- 5) Council discussed a suggested change to the door handles to lever style for the public doors in the building. It was agreed to obtain a cost quotation so this matter can be considered in more detail.
- 6) Insurance quotations / getting an updated appraisal was discussed – being conscientious re:cost effectiveness and prudence; the Property Manager was asked to ensure an updated annual appraisal was competed and amended. For the next fiscal year a competitive insurance quotation will be obtained and provided to Council to review prior to renewal.

b. Parkade Painting

Council then reviewed several quotations for painting of the parkade walls, pillars (all areas) as requested.

In review and with attention paid to the pricing, costs, the need for this project, benefits to the Strata Corporation and operating budget Council agreed to deal with this matter at the next Annual General Meeting. If any of the general Ownership has urgent interest on this topic, and if Council receives notification, the matter will be reviewed earlier by Council.

11. ADJOURNMENT

With no further business, it was then **Moved and Seconded** to adjourn the meeting at 7:48 P.M.

The next meeting of the Chateau Comox Strata Corporation is to be held on Monday, March 9, 2020.

PM [post meeting]: Christmas Soiree

At the request of a guest, the Annual Chateau Comox Christmas Party was reviewed. It was remarked that, regrettably, several key past organizers were either away or over extended and unavailable this year. No one else took the initiative and stepped forward. All present agreed that it was too close to the holiday for a successful soiree to be organized as of today.

Council and Guest all agreed that it is a very successful annual event; one that strengthens and solidifies the Chateau Comox Community. It is resolved not to miss the window of opportunity for this in 2020.

The Strata Council sends Best wishes for the Holidays with Prosperity and Happiness for all in 2020.

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