

03/12/20 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: jang_edward@telus.net Property Manager: Edward Jang

**MINUTES OF THE STRATA COUNCIL MEETING
FOR STRATA PLAN LMS 280 “CHATEAU COMOX”
HELD ON MONDAY MARCH 9, 2020 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
CHRIS CLARK	Vice President
BRUCE MACDONALD	

REGRETS:

NONE

GUESTS:

Kim Adamson	#204
Alla Sedov	#401
Iain Braidwood	#601
Rusty Ker	#702
Lois Ker	#702

PROPERTY MANAGER:

EDWARD JANG
Southview Property Management Inc.,

1. CALL TO ORDER

The meeting was called to order by the Strata Council President Mr. Don Davidson at 7:00P.M. Don Davidson introduced Edward Jang who will be our property manager while Kevin Green is on a health-related leave of absence. Edward comes to us with over 22 years' experience in real estate and property management. We welcome Edward and look forward to working with him.

The agenda was amended and approved.

2. GUEST BUSINESS

The guests were present to observe and also inquired about failed window seals and future window washing.

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 – he has now been completed WCB registration and this will be confirmed by the Property Manager.

4. MINUTES OF THE STRATA COUNCIL MEETING HELD ON DECEMBER 9, 2019

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There being no errors or omissions it was then **Moved and Seconded** to approve the minutes of the Strata Council Meeting held on December 9, 2019. **MOTION CARRIED**

5. FINANCIAL REPORT

a. Financial Statements

The Property Manager then referred to the Financial Statements for the months up to and including January 31, 2020 as previously distributed.

The Treasurer advised of a coding error in one invoice, and the Council noted that they received and reviewed the Financial Statements, regarding various expenditures/financial items. It was then **Moved and Seconded** to adopt the Financial Statements up to and including January 31, 2020. **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 Pedestrian Gate and Exterior Door Closure installations / repairs on the West Side of the building is still not completed by All Elements. Strata council inquired about delay and timeline of completion. Property manager will follow up and advise strata council.
- 2) Interior Cleaning of the hallways and also the lobby areas (surface cleaning) was again discussed – it was agreed to award the carpet cleaning to Service Master as quoted for one time carpet clean. Property Manager will schedule common hallway carpet cleaning in April, and notice will be posted.
- 3) Strata council confirmed meeting with Spratt Emmanuel on February 19, 2020 and again on March 9, 2020 together with the Site Supervisor from Spectrum Painting. At this second meeting we were also joined by Iain Braidwood. We are pleased to report that the entire scope of the contract has been completed to our satisfaction.

9. CORRESPONDENCE

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

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The items were in relation to dogs barking, exterior signage displayed in windows and were addressed and complied with.

10. NEW BUSINESS

a. Miscellaneous/General

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

- 1) Council again discussed the failed window seals - it was agreed, strata council will circulate a failed window survey to owners. Council does not want to incur costs for single window replacement so for cost efficiencies will wait for multiple requests for window remediation. An owner survey of Failed Windows will be done immediately. Responses from owners to be received by March 20, 2020 please.
- 2) Council previously 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 – this has been received and is close to \$10,000.00. Due to the high cost, Council has decided to not to proceed with lever handles throughout the building. It did approve the replacement of storage room door locking mechanism to automatically lock when closed – totally for security purposes. Don will get quotes for the other two interior doors off the lobby to the garage.
- 3) Insurance quotations / getting an updated appraisal are in progress via three firms. For the upcoming fiscal year competitive quotations for strata insurance were not obtained due to the current volatile insurance market. Property manager confirmed strata insurance had been renewed and paid on February 19, 2020.

b. Parkade Painting

Council then again 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 did not agree to raise this matter at the next Annual General Meeting as a majority of Council were not in favour of it. Don, the President, then offered that if an owner feels strongly about an issue, they can get a petition signed by 25% of owners and that will bring it to the Annual General meeting [as was done with the question of the building going Smoke Free].

c. Dryer Vent Cleaning

Strata council confirmed dryer vent cleaning is to be bid on and done from the exterior of the building as before. An owner wishes to have vent cleaning done also from inside their suite and will pay the incremental cost privately. They will also arrange that privately with supplier of this service re the timing and being available to allow entrance to their suite.

d. Security

Strata council reported an attempted break in through the exit door from the lowest Parkade Level. The Exit door required repairs and these were completed right away to prohibit future break in. Thank you to John and Don. It was also approved to proceed with extra lighting, possibly strobe lighting, for this east side stairwell that goes from the lowest level parking garage to the sidewalk at the front of our building.

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e. Window Cleaning

Strata council discussed the frequency of exterior inaccessible window cleaning. It was agreed to schedule window cleaning three times per year with the next being March 27. Chris Clark will continue to organize

f. Other

Chris Clark will continue to investigate solar panel options for the building.

11. ADJOURNMENT

With no further business, it was then **Moved and Seconded** to adjourn the meeting at 8:05 P.M.

The next meeting of the Chateau Comox Strata Corporation is to be held on Monday, June 1, 2020.

Minutes280March 20.docx

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