

**MINUTES OF THE ANNUAL GENERAL MEETING
OF THE OWNERS, STRATA PLAN LMS 280 CHATEAU COMOX
HELD ON MONDAY OCTOBER 26, 2020 AT 7:00 PM
IN THE PARKADE AT 1272 COMOX STREET, VANCOUVER, BC**

1. CALL TO ORDER

The Strata Council President Mr. Don Davidson, called the meeting to order at 7:05 P.M.

Mr. Davidson then welcomed everyone present, including the Property Manager representing Southview Property Management Inc., Mr. Edward Jang.

2. CALLING OF THE ROLL AND CERTIFICATION OF PROXIES

The attendance register confirmed at the time of commencement of the meeting there were 12 eligible voters in attendance and 8 represented by proxy for a total of 20. The quorum requirements had been achieved and the meeting proceeded.

**3. PROOF OF NOTICE OF MEETING OR WAIVER OF NOTICE AND
ACKNOWLEDGEMENT OF RECEIPT OF FINANCIAL STATEMENTS**

It was then **Moved and Seconded** that the Notice dated September 28, 2020 complied with all appropriate notice requirements in accordance with the Bylaws of the Strata Corporation and the Strata Property Act and also that the financial statements had been duly received.

There being no discussion, the question was called and the Chair then declared the **MOTION CARRIED** with the result being 20 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED.

4. MINUTES OF THE ANNUAL GENERAL MEETING HELD ON OCTOBER 28, 2019

There being no errors or omissions it was then **Moved and Seconded** to approve the Minutes of the Annual General Meeting of the general ownership held on October 28, 2019 as previously circulated.

There being no discussion, question was called and the Chair then declared the **MOTION CARRIED** with the result being 20 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED.

**5. ACKNOWLEDGEMENT OF RECEIPT OF CERTIFICATE
OF INSURANCE COVERAGE**

It was **Moved and Seconded** that the notice of insurance coverage had been duly served in accordance with the Bylaws of the Strata Corporation and the Strata Property Act.

The Property Manager then provided information to the general ownership on insurance, both for the common property and personal owner's content insurance. The Corporation's insured value is \$8,800,000.00.

Owners are reminded to ensure they have personal insurance to cover any and all deductibles or amounts up to any deductible of the Strata Corporation's insurance policy – noting that the water damage deductible is currently \$25,000.00. Deductibles are charged back to Owners when the loss originates from within an Owner's unit.

There being no additional discussion, question was called and the Chair then declared the **MOTION CARRIED** with the result being 20 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED.

6. PRESIDENT'S REPORT

Mr. Don Davidson then addressed the general ownership on behalf of the Strata Council and provided a detailed President's Report – this report was provided to all Owners in advance of the meeting.

Mr. Davidson concluded by encouraging all residents to take an active interest in the well-being of the community and in helping maintain all residents' investments at LMS-280 Chateau Comox.

7. APPROVAL OF THE PROPOSED ANNUAL OPERATING BUDGET

It was **Moved and Seconded** to adopt the proposed annual Operating Budget for the 2020 /2021 fiscal year as presented.

The Property Manager and the Strata Council then addressed the general ownership with respect to the proposed annual Operating Budget which will require a slight increase of 7% mainly due to the increase cost of strata insurance.

Discussion

The floor was then opened for discussion on the Operating Budget and owners then briefly queried the Strata Council on items relating to the proposed strata fees, the Contingency Reserve Fund, landscaping, repairs and maintenance, handling of any surplus and other financial items.

There being no additional discussion, question was called on the motion to approve the operating budget as noted above and the Chair then declared the **MOTION CARRIED** with the result being 18 IN FAVOUR, 2 OPPOSED, 0 ABSTAINED.

If you have any questions regarding your account, please contact the Accounting Department at Southview Property Management Inc. 604-270-8811.

8. RESOLUTION "A" BYLAW AMENDMENT

BE IT RESOLVED as a $\frac{3}{4}$ vote resolution of the Owners, Strata Plan LMS280, Chateau Comox, ("the strata corporation") that the bylaws of their strata corporation be amended as follows, such amendment to be effective upon the filing of an amendment to the bylaws in prescribe form at the Land Title Office
Bylaw #33 Insurance Claims, Deductibles and Chargebacks

- (1) A resident is responsible for obtaining own insurance coverage to cover risks that are not covered by the strata corporation insurance. Without limiting the foregoing, an owner is responsible for obtaining insurance coverage to pay any deductibles payable under the strata insurance for which the owner is responsible.
- (2) The strata corporation shall not be financially responsible to an owner for any loss, damage or expense to an owner for overflows, or leakage of water arising from a strata lot or any adjoining

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strata lots where such overflow or leakage arises from that part or parts of a strata lot that an owner is required to repair and maintain under these bylaws.

- (3) An owner is responsible for any loss or damage to a strata lot, contents thereof, common property, limited common property, common facilities or common assets where the cause of the loss or damaged originated within the owner's strata lot and shall indemnify and save harmless the strata corporation and the applicable section from the expense of any maintenance, repair or replacement rendered necessary to the strata lot, contents thereof, common property, limited common property, common facilities or common assets but only to the extent that such expense is not reimbursed from the proceeds received by operation of any strata insurance policy.
- (4) Without limiting the generality of the word "responsible", an owner is responsible for the owner's own acts or omissions, as well as those of any of the family, guests, tenants, occupants, visitors, agents, contractors, employees, volunteers or pets of the strata lot or the owner.
- (5) For the purpose of these bylaws,
 - (a) any insurance deductible paid or payable by the strata corporation where a claim is made under the strata corporation's insurance policy will be considered an expense not covered by the strata insurance proceeds received by the strata corporation and will be charged to the owner; and
 - (b) any maintenance, repair or replacement costs paid or payable by the strata corporation that is less than the strata insurance deductible, will be considered an expense not covered by the strata insurance proceeds received by the strata corporation and will be charge to the owner.
- (6) An expense charged to the owner under the above bylaw shall be added to and become part of the assessment of that owner for the month next following the date on which the expense was incurred and shall become due and payable on the date of payment of the monthly assessment.

Considerable discussion ensued.

MOVED and **SECONDED** to adopt Resolution "A" as presented
18 IN FAVOUR, 2 OPPOSED, 0 ABSTAINED.

MOTION CARRIED

9. RESOLUTION "B" BYLAW AMENDMENT

BE IT RESOLVED as a $\frac{3}{4}$ vote resolution of the Owners, Strata Plan LMS280, Chateau Comox, ("the strata corporation") that the bylaws of their strata corporation be amended as follows, such amendment to be effective upon the filing of an amendment to the bylaws in prescribe form at the Land Title Office

Repeal Bylaw #13

The council must have at least 3 and not more than 7 members.

Add Bylaw #13

The council must have at least 3 and not more than 5 members

MOVED and **SECONDED** to approve Resolution "B" as presented
19 IN FAVOUR, 0 OPPOSED, 1 ABSTAINED.

MOTION CARRIED

10. GENERAL DISCUSSION

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.

a). General

Some general items were then discussed by the Council and the general ownership.
Council advises exterior window washing was delayed this year due to the contractor's lack of manpower.
Exterior window washing will be scheduled for Spring 2021.

Council briefly discussed about protocol regarding Halloween and Christmas.

11. ELECTION OF COUNCIL

Additional positive comments were then offered for the outgoing Strata Council for a job well done and for the many volunteer hours put in on behalf of the general ownership for the Strata Corporation.

Strata President, Don Davidson, on behalf of all Chateau Comox owners, expressed his thanks and gratitude for all of the service/work that Kevin Wice, retiring Council member, has contributed to Chateau Comox over many years.

All current Council Members 'resigned' and the ownership present elected a new Strata Council, which must consist of a minimum of three (3) and a maximum of five (5) members.

At the end of the nominating process, the following owners were then nominated to the Strata Council as follows:

| | |
|------------------|-----------|
| Don Davidson | Unit #302 |
| Louise Hibbs | Unit #601 |
| Adriaan de Vries | Unit #404 |
| Chris Clark | Unit #602 |
| Marko Yurkovich | Unit #203 |

There being no further nominations, it was then **Moved and Seconded** to close nominations.

There being no discussion, question was called and the Chair then declared the **MOTION CARRIED** with the result being 20 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED.

The following nominations were then declared elected to the Council as follows:

| | |
|------------------|-----------|
| Don Davidson | Unit #302 |
| Louise Hibbs | Unit #601 |
| Adriaan de Vries | Unit #404 |
| Chris Clark | Unit #602 |
| Marko Yurkovich | Unit #203 |

A brief meeting was then held with the newly elected Strata Council Members and the Property Manager to elect Council Officers.

At the end of this process, the following Strata Council Members were then declared elected by acclamation to the following Officer positions.

| | |
|------------------|-----------------|
| Don Davidson | President |
| Louise Hibbs | Member At Large |
| Adriaan de Vries | Secretary |
| Chris Clark | Vice-President |

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Southview Property Management Inc.,
#110 – 7580 River Road, Richmond, BC V6X 1X6 Phone: 604-270-8811 Fax: 604-270-0881
Email: jang_edward@telus.net Property Manager: Edward Jang, CPRPM

Marko Yurkovich

Treasurer

12. ADJOURNMENT

There being no further business, it was then **Moved and Seconded** to adjourn the meeting at 7:35 P.M.

The next council meeting is scheduled for December 14, 2020

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.



October 21, 2019

MEMO TO ALL RESIDENTS

LMS 280 Chateau Comox

President's Report for Fiscal Year 2018/2019

Owners and neighbors, first I would like to say thank you for again having had the opportunity to work with all of you and our council as President of the Strata.

I thank my fellow members of Council for all of their work and collaboration over these past 12 months. This has been a terrific council to work with and it is a pleasure to be a part of this team. While we did not always agree, on every issue, we are always positive and respectful of differing perspectives.

Special thanks as well to those many folks not on council but who nonetheless continue to volunteer in so many ways. A final thanks to our building custodian, John Rose, who also volunteers and contributes in ways above and beyond his primary responsibilities.

We have completed and continue to undertake several initiatives in pursuit of our objective to maintain and protect our building and to manage and respect your strata fees.

For example,

- In the fall of 2018, our garden committee planted some 400 bulbs in our front garden to ensure a beautiful spring display. Major pruning was also done on our back and front gardens.
- The pavers, on our boulevard, were replaced with wider pavers to ease access.
- There are plans, and some work has already begun, on improving the garden area west of the lobby planters that separate our property from the Bonnis rental building. The plans are to improve this garden plot visually and to further discourage folks from trespassing and taking a short cut between our two buildings.
- A very special thanks to Louise Hibbs who heads our Garden Committee and who does "too" much of the required labor herself.
- We had our back alley repaved and visually it is much improved. Thanks to John Rose for painting the yellow lines indicating non-parking areas.
- Improvement to our video surveillance system; Leo Sedov implemented a software re-boot to better synchronize the cameras and the monitors. Also, Leo installed new equipment to protect our system in the event of a power outage or power surge. Thanks to Leo Sedov for his technical expertise and his (and Alla's) propensity to volunteer!

- Building envelope; remedial work on the building envelope and painting was completed (yes, it took 6 months). This has been a huge project and council hopes that you agree that the results have been outstanding. This project was much more involved than simply painting the exterior. There was lots of time-consuming remedial work involved. In particular to repair our exterior; damaged in places down to the rebar! Much of the caulking was also replaced, some of it at the end of its life span (20 years).
- Spectrum also provided new undercoating for 6 balconies on the south side due to their very poor condition. This was not in the original specifications for the project and the cost was \$2,000.00 per balcony or \$12K in total.
- At our April 23, 2019 SGM (Special General Meeting) you approved an expenditure of \$260K to complete this project. Our final cost is \$245K! I would be remiss if I did not single out the efforts of Chris Clark who worked so closely with Spratt Emanuel (consulting engineers) and with Spectrum Painting. Chris was on site and would check in with the painters, and/or engineers, almost on a daily basis! He truly did the “heavy lifting” and was vital to the success of this project.

Respectfully

Don Davidson
#302



Residential Strata Program Summary of Coverages - Strata Plan LMS280

| | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|-----------------------------|------------------------------------------------|
| Insured | The Owners of Strata Plan LMS280, Chateau Comox Southview Property Management Inc. | | Property Policy Number: CMWM0073 |
| Policy Period | From: February 1, 2020 | To: February 1, 2021 | Effective February 1, 2020 |
| Location(s) | 1272 Comox Street, Vancouver, BC V6E 1K7 | | |
| Description of Coverages | | | |
| Property of Every Description - Per Occurrence, Form CMWM-October 2019, Appraisal: Feb 1, 2020, Year of Cycle: 1 | | | Limits of Liability Deductibles |
| Business Interruption | | | \$ 8,800,000. See Below |
| Earthquake - Annual Aggregate - Extended Replacement Cost Applies | | | Not Covered |
| Flood - Annual Aggregate - Extended Replacement Cost Applies | | | \$ 8,800,000. |
| Blanket Glass | | | \$ 8,800,000. |
| Equipment Breakdown - By-laws Included | | | Included |
| Business Interruption - Loss of Profits (Gross Rentals) | | | \$ 8,800,000. |
| Included - Debris Removal, \$500,000. Ammonia Contamination, \$500,000. Hazardous Substances, \$1,000,000. Expediting Expense, \$500,000. Water Damage, \$250,000. Extra Expense, \$100,000. Service Interruption | | | Not Covered |
| General Liability - Bodily Injury, Personal Injury and Property Damage Liability - Each Accident or Occurrence | | | Included |
| Products and Completed Operations - Aggregate Limit | | | \$ 1,000. |
| Non-Owned Automobile | | | \$ 10,000,000. |
| Advertising Injury Liability | | | \$ 10,000,000. |
| Medical Payments - Each Person | | | \$ 10,000,000. |
| Tenants' Legal Liability - Any One Premises | | | \$ 10,000. |
| Voluntary Compensation Extension - Strata Volunteers Coverage | | | \$ 250,000. |
| (Weekly Indemnity of 2/3 of Employee's Weekly Wage, but not exceeding \$500/week & set at \$500/week for Volunteer Workers) | | | \$ 50,000. |
| Strata Corporation Directors & Officers Liability - Annual Aggregate - Claims Made; Defense Costs Outside limit of liability - No limitation | | | \$ 10,000,000. |
| Professional Liability Extension for Property Manager per Wrongful Act - Annual Aggregate - Claims Made | | | Included |
| Discrimination Defense Costs | | | Nil |
| Employment Practices Liability | | | Included |
| Broad Form Money & Securities - Loss Inside & Outside Premises, Depositors Forgery | | | Not Covered |
| Employee Dishonesty, Coverage - Form A | | | Not Covered |
| Pollution Liability - Each Pollution Event, Including Bodily Injury or Property Damage and Clean-up Costs | | | \$ 1,000,000. |
| Aggregate (Master) Policy Limit | | | \$ 5,000,000. |
| Terrorism and Sabotage Coverage | | | \$ 500,000. |
| Volunteer Accident Coverage | | | \$ 100,000. |
| Principal Sum - \$100,000 Weekly Accident Indemnity - \$500 (maximum 52 weeks) | | | 7 Day Waiting Period |
| Accident Expenses - various up to \$15,000. (please see wording) Dental Expenses \$5,000. | | | Nil. |
| Intellect Privacy & Data Breach | | | |
| Liability | | | \$ 50,000. |
| Expense | | | \$ 10,000. |
| Earthquake Deductible Buy-Down Coverage - Annual Aggregate | | | Not Covered |
| Platinum Legal Services Retainer Contract | | | Aggregate Fees Cap per Legal Proceeding |
| Per Claim - \$1,500,000 Term Aggregate | | | \$1,000,000. |
| Note: The Legal Services Retainer Contract with Clark Wilson LLP is not a contract of insurance but is a Retainer agreement between the Strata Corporation and Clark Wilson LLP for Legal Services as described in the Contract. | | | |
| Premium is fully earned. | | | |

Deductibles - Property

- All Losses \$5,000 except:
- Water Damage \$25,000
- Sewer Back-up \$25,000
- Flood \$25,000
- Earthquake 10%, minimum \$100,000
- Residential Glass Breakage \$2,500
- Canopy Glass Breakage \$5,000
- Master Key Coverage \$2,500
- Lock and Key Coverage \$2,500
- All Losses arising from Vacant Units \$25,000
- Sprinkler Discharge \$100,000

Conditions - Property

- All Risks of direct physical loss or damage to property described at Location(s) of Risk shown above.
- Basis of Loss Settlement - Replacement Cost including by-laws.
- Co-insurance Basis - Stated Amount.
- Extended Replacement Cost - 30%
- Any Property additions, renovations or installation work will be subject to a limit of 15% of the insured value, with a maximum of \$1,000,000.

Conditions - General Liability

- Property Manager is an Additional Named Insured for their management of the Strata Plan.
*\$1,000. Bodily Injury Deductible shall be waived on the first bodily injury loss/claim if there is no prior bodily injury loss within 5 years from the effective date of the coverage term

E&OE

This document does not form part of the policy. For more specific details, please refer to the actual policy wordings.

700 - 2025 Willingdon Avenue Burnaby, BC V5C 0J3 T 604 294 3301 F 604 294 3003 TF 1 800 263 3313 capricmw.ca

CapriCMW Insurance Services Ltd.