

**MINUTES OF THE ANNUAL GENERAL MEETING  
OF THE OWNERS, STRATA PLAN LMS 280 CHATEAU COMOX  
HELD ON MONDAY OCTOBER 24, 2022, AT 7:00 PM  
WITHIN THE MEETING ROOM AT 1272 COMOX STREET, VANCOUVER, BC**

**1. CALL TO ORDER**

The meeting was called to order at 7:00 P.M.

The property manager chaired the meeting.

**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 9 represented by proxy for a total of 21. 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 30, 2022, complied with all appropriate notice requirements in accordance with the Bylaws of the Strata Corporation and the Strata Property Act and that the financial statements had been duly received.

**4. MINUTES OF THE GENERAL MEETING**

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 26, 2021, and Special General Meeting of March 21, 2022, and Special General Meeting of May 30, 2022, as previously circulated.

There being no discussion, question was called, and the Chair then declared the **MOTION CARRIED**

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

Property manager noted summary of coverage of strata insurance is included with AGM agenda package as required 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 \$9,991,000.00.

Property manager reported that the strata insurance deductible coverage has been decreased. The current deductible was water loss damage and water sewer are \$50,000.00.

Property manager strongly recommends all owners to review strata insurance coverage page with each owner's insurance provider to confirm sufficient coverage for deductible and betterments to units.

**Owners are reminded to ensure they have personal insurance to cover all deductibles or amounts up to any deductible of the Strata Corporation's insurance policy – noting that the water damage deductible is currently \$50,000.00. Deductibles are charged back to Owners when the loss originates from within an Owner's unit.**

**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.**

## **6. PRESIDENT'S REPORT**

President's report was emailed to all owners in advance of the Annual General Meeting

## **7. APPROVAL OF THE PROPOSED ANNUAL OPERATING BUDGET**

It was **Moved and Seconded** to adopt the proposed annual Operating Budget for the 2022 /2023 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 **no increase in monthly strata fees**.

### Discussion

The floor was then opened for discussion on the Operating Budget and owners then briefly queried the Strata Council on items relating to Contingency Reserve Fund and repairs and maintenance.

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**

## **8. RESOLUTION "A"**

Strata Corporation ended the fiscal year 2021-2022 with a deficit of \$17,001.40. The deficit is mainly due to window replacement and repairs to two water ingress issues.

**BE IT RESOLVED** that the Strata Corporation LMS280 authorize the Strata Council to expense the amount of \$17,001.40 from the Contingency Reserve Fund for the purpose of offsetting the fiscal year end 2021-2022

**MOVED** and **SECONDED** to approve Resolution A as presented

**MOTION CARRIED**

## **9. RESOLUTION "B"**

### **Preamble**

Strata Corporation LMS280 completed an EV Ready plan and wishes to proceed with the next phase of electric vehicle infrastructure.

Strata council have received multiple competitive quotes for the next phase of EV, (infrastructure).

**Be it resolved** that the Strata Corporation expense an amount totalling \$47,172.77 for the installation of electric vehicle infrastructure. Strata Corporation will receive a rebate amount of \$15,600.00 for this project. Therefore, the total difference is \$31,572.77. Strata council suggest an amount of \$15,000 to expense from the CRF and the remaining amount of \$16,572.77 will be charged against the owners Strata Plan LMS280 based on unit entitlement.

*This special levy is due and payable in full immediately upon passage of this resolution by the Owners at the Annual General Meeting on October 24, 2022.*

For financial convenience the owner may pay their share of this levy on or before November 15, 2022.

Owners can pay their special levy by cheque and mailing to

Sterling Management Services  
2033-1177 West Hastings Street,  
Vancouver V6E2K3

Cheque should be made payable to "Strata Plan LMS280" and include unit number

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Or an owner registered with Sterling PAD program, can send an email to [tyler@sterlingmgmt.ca](mailto:tyler@sterlingmgmt.ca) authorizing Sterling to deduct the levy amount from their account on the due date

With reference to Section 109 of the Strata Property Act; in the event of a sale of a strata or refinancing, the entire levy is to be paid in full.

The Strata Corporation may, under section 116(1) of the Strata Property Act, register a Certificate of Lien against the owner's strata lot for any unpaid special levy.

**MOVED** and **SECONDED** to approve Resolution "B" as presented

**MOTION CARRIED** with the result being 18 IN FAVOUR, 3 OPPOSED, 0 ABSTAINED.

Strata council reported a late quote was received for this next phase, which is less costly. Strata council will review the late quote and consider this contractor for EV next phase. If the EV next phase project has any funding left over after the completion of the project, then as per the strata property act, any funds left over from a specific project will be returned back to the owners as long as one owner is entitled to have a refund of \$100 or more.

#### **10. 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.

All current Council Members 'resigned' and the ownership present had to elect a new Strata Council, which must consist of a minimum of three (3) 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
Iain Braidwod	Unit #601
Adriaan de Vries	Unit #404
Kevin Wice	Unit #701
Kim Adamson	Unit #204
Sasha Bendt	Unit #402

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

After a secret ballot vote, the following owners were then elected to the Council as follows:

Don Davidson	Unit #302
Iain Braidwood	Unit #601
Adriaan de Vries	Unit #404
Kevin Wice	Unit #701
Kim Adamson	Unit #204

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 to the following Officer positions.

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Iain Braidwood	Vice-President
Adriaan de Vries	Secretary
Kevin Wice	Treasure & President

**11. ADJOURNMENT**

There being no further business, it was then **Moved and Seconded** to adjourn the meeting at 8:00 P.M.

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## Residential Strata Program Summary of Coverages - The Owners of Strata Plan LMS280

<b>Insured</b>	The Owners of Strata Plan LMS280, Chateau Comox c/o Sterling Management Services Ltd.	<b>Property Policy Number:</b> CMW M0073
<b>Policy Period</b>	<b>From:</b> February 1, 2022	<b>To:</b> February 1, 2023
<b>Location(s)</b>	1272 Comox Street, Vancouver, BC V6E 1K7	<b>Effective</b> August 1, 2022
<b>Description Of Coverages</b>		
Property of Every Description -Per Occurrence, Form CMWM-DECEMBER-2021, Appraisal: Feb 1, 2022, Year of Cycle: 3		
Business Interruption Earthquake - Annual Aggregate		
Flood - Annual Aggregate Water Damage Sewer Backup Exterior Glass Breakage - Frame Construction Exterior Glass Breakage - All Other Construction Commercial Glass Breakage Canopy Glass Breakage Illegal Drug Activity All Losses arising from Vacant Units		
Equipment Breakdown - By-laws Included Business Interruption - Loss of Profits (Gross Rentals) Included Debris Removal; \$500,000 Water Damage; \$500,000 Ammonia Contamination; \$500,000 Hazardous Substances; \$500,000 Professional Fees; \$100,000 Contingent Business Interruption; \$100,000 Brands And Labels; \$100,000 Fungus Clean Up Or Removal Coverage; \$100,000 Service Interruption; \$250,000 Extra Expense; \$1,000,000 Expediting Expense		
General Liability - Bodily Injury, Personal Injury and Property Damage Liability - Each Accident or Occurrence Products and Completed Operations - Aggregate Limit Non-Owned Automobile Advertising Injury Liability Medical Payments - Each Person Tenants' Legal Liability - Any One Premises Voluntary Compensation Extension - Strata Volunteers Coverage (Weekly Indemnity of 2/3 of Employee's Weekly Wage, but not exceeding \$500/week & set at \$500/week for Volunteer Workers)		
Strata Corporation Directors & Officers Liability - Annual Aggregate - Claims Made; Defense Costs Outside limit of liability - No limitation Professional Liability Extension for Property Manager per Wrongful Act - Annual Aggregate - Claims Made Discrimination Defense Costs Employment Practices Liability		
Broad Form Money & Securities - Loss Inside & Outside Premises, Depositors Forgery, Fraud, Theft, Robbery or Burglary Employee Dishonesty, Coverage - Form A		
Pollution Liability - Each Pollution Event, Including Bodily Injury or Property Damage and Clean-up Costs Aggregate (Master) Policy Limit		
Terrorism and Sabotage Coverage Volunteer Accident Coverage Principal Sum - \$100,000 Weekly Accident Indemnity - \$500 (maximum 52 weeks) Accident Expenses - various up to \$15,000. (please see wording) Dental Expenses \$5,000.		
Intellect Privacy & Data Breach Liability Expense		
Earthquake Deductible Buy-Down Coverage - Annual Aggregate		
Platinum Legal Services Retainer Contract Per Claim - \$1,500,000 Term Aggregate		

Aggregate Fees Cap per Legal Proceeding  
\$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.

### Notable Exclusions & Endorsements

- See Schedule of Forms
- Property Cyber and Data Endorsement / Property & Equipment Breakdown Communicable Disease Exclusion / Virus, Bacteria or Microorganism Exclusion / Declaration of Emergency Endorsement

### 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 - Not Covered
- 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

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



CHATEAU COMOX

October 11, 2022

MEMO TO ALL OWNERS/RESIDENTS

LMS 280 Chateau Comox

President's Report for Fiscal Year 2021/2022

Owners and neighbors. Thank you for again giving me the opportunity to work with you, and our Council, during this past year as President of the Strata. This completes my 6<sup>th</sup> year in this role.

First, I thank my fellow Council members for all their work and collaboration over these past 12 months. As you will recall, at our last AGM, we reduced the size of Council from 7 to 5 members. This has been a positive move and Council functions well.

Covid 19 continues and our response continues. We thank all of you for your efforts in helping to contain this virus.

A few major accomplishments during these last 12 months follow:

- EV Ready plan; a subcommittee was formed to investigate this as an initiative to prepare Chateau Comox to support Electric Vehicles in the future. The committee is comprised of Iain Braidwood, Kevin Wice and Chris Clark. They have done a tremendous amount of work to move this project forward. They have met with many potential suppliers/consultants and have had many conversations with other strata's which have successfully converted to provide the infrastructure for Electric Vehicles. Many thanks to these three owners who have done so much to bring this issue to the forefront and to our planned 2022 AGM.
- Fire safety plan; after the tragic loss of life in the building just down the alley from us, our Hans Schuetze took it upon himself to work towards the development of a fire safety awareness plan for Chateau Comox. There is still more work to be

done but Hans has shown the way and provided us with future action steps. More on this to follow.

- We received permission from the owners to migrate our property management account from Southview to Sterling Property Mgmt. This has been done successfully and seamlessly. We continue with Edward Jang as our Property Manager, now with Sterling.
- Bylaws for stove and fireplace gas income from private gas consumption: the By Law and Rule were passed at a Special General Meeting with a required 75% majority. The fireplace component has subsequently been challenged with a Civil Resolution Tribunal (CRT) filing. Council will continue to support the decision you made by voting in favour of this by-law.
- Window Replacement project; 15 windows were identified with failed seals and were replaced.
- Bird nesting in dryer vents; grates were installed on all exterior dryer vents to prevent bird nesting.
- We remember that we tragically lost a resident, Derek Tsang, this past year. Our thoughts go out to his family, especially his mother and father whom many of us have now met.
- We also welcome three new residents to Chateau Comox. Sascha Bendt and Ryan Rumo (#402) and Eddie Leite (#303).

Don Davidson,  
President Strata Council