

**MINUTES OF THE ANNUAL GENERAL MEETING STRATA PLAN
LMS 280 "CHATEAU COMOX" HELD ON MONDAY OCTOBER 23, 2023
AT 7:00 P.M. MEETING ROOM**

1. CALL TO ORDER

The meeting was called to order by the Strata Council President and Chair of the Annual General Meeting, at 7:00 P.M.

Chaired by Strata Council President

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 Strata Lot 18 and SECONDED By Strata Lot 06** that the Notice dated October 03, 2023, 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 and/or question was called, the Chair then declared the

MOTION CARRIED

**4. MINUTES OF THE ANNUAL GENERAL MEETING HELD ON OCTOBER 24,
2022 AND THE SPECIAL GENERAL MEETING HELD ON AUGUST 21, 2023**

A discussion was had to amend the **8. Resolution "A" and 9. Resolution "B"** Annual General Meeting Minutes held on October 24, 2022 to read

RESOLUTION "A"

PREAMBLE:

Strata Corporation ended the current fiscal year 2021 – 2022 with a deficit of \$17,001.40. The deficit was mainly due to an expense of window replacement and necessary repairs to a unit sustaining interior damage due to building water seepage.

Strata Corporation has \$28,435.76 in retained earnings (surplus funds from previous years)

BE IT RESOLVED that the Strata Corporation LMS280 transfers an amount of \$17,001.40 from retained earnings to the Contingency Reserve Fund, then authorizes expensing the fiscal year 2021 – 2022 deficit of \$17,001.40 from the Contingency Reserve Fund.

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.

RESOLUTION “B”

PREAMBLE:

Strata Corporation LMS 280 completed an EV Ready Plan and wishes to proceed with the next phase of electric vehicle chargers.

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

Be it resolved that the Strata Corporation expense an amount totalling \$47,172.77 for the installation of electric vehicle chargers. Strata Corporation will receive a rebate amount of \$15,600 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.

It was then **MOVED Strata Lot 18 and SECONDED By Strata Lot 12** to approve the Minutes of the Annual General Meeting of the general ownership held on October 24, 2022 and the Special General Meeting held on August 21, 2023 as amended.

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

5. ACKNOWLEDGEMENT OF RECEIPT OF CERTIFICATE OF INSURANCE COVERAGE

The property manager noted summary of coverage of strata insurance is included with the AGM agenda package as required by the Bylaws of the Strata Corporation and the Strata Property Act.

The Property Manager then provided information to the general ownership, both for the common property and personal owner's contents insurance. The Corporation's insured value was \$10,700,000.00.

The property manager explained to the owners it is strongly recommended for each unit owner to have their unit insurance for any betterments and/or deductible coverage. The property manager confirmed the deductible of \$50,000 was water damage and sewer backup. The property manager also confirmed earthquake coverage with a deductible amount of 15% minimum.

6. APPROVAL OF THE PROPOSED ANNUAL OPERATING BUDGET

The Strata Council President's report on the strata corporation's fiscal year.

The Property manager and the Strata Council addressed the general ownership with respect to the proposed annual Operating Budget which requires an 11.26% strata fee increase.

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Discussion

The floor was then open for discussion on the Operating Budget.

Owners inquired the Strata Council on items relating to the Contingency Reserve Fund and repairs and maintenance.

It was then **MOVED** by **Strata Lot 10** and **SECONDED** by **Strata Lot 07** to increase the strata fees to include a CRF contribution to \$25,000 as recommended in the depreciation report from the budgeted \$12,915.00

After a discussion, the voting results are as follows

3 In Favour 18 Opposed 0 Abstained

MOTION DEFEATED

It was then **MOVED** by **Strata Lot 18** and **SECONDED** by **Strata Lot 12** to adopt the proposed Annual Operating Budget as presented.

After a discussion, the voting results are as follows

17 In Favour 2 Opposed 2 Abstained

MOTION CARRIED

Strata council, then addressed the general ownership with respect to the proposed Annual Operating Budget. Strata council explained that there were some minor adjustments to the proposed operating budget noting a 11.26% increase in monthly strata fees.

The new strata fees will commence on September 1, 2023, and a makeup amount will be required for September and October.

7. RESOLUTION A - $\frac{3}{4}$ VOTE TO EXPENSE THE FISCAL YEAR DEFICIT FROM THE CONTINGENCY RESERVE FUND

BE IT RESOLVED that the Strata Corporation LMS 280 authorize the Strata Council to expense the amount of \$9,926.21 from the Contingency Reserve Fund for the purpose of offsetting the fiscal year end 2022 – 2023.

It was then **MOVED** by **Strata Lot 18** and **SECONDED** by **Strata Lot 06** to approve the $\frac{3}{4}$ resolution as presented.

After a discussion, the voting results are as follows

18 In Favour 2 Opposed 1 Abstained

MOTION CARRIED

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8. RESOLUTION B – $\frac{3}{4}$ VOTE BYLAW AMENDMENT (ATTACHED)

BE IT RESOLVED as a $\frac{3}{4}$ vote resolution at the Annual General Meeting of October 23, 2023, of the owners Strata Plan LMS 280 (Chateau Comox) that the bylaws of the strata corporation be amended as follows, such amendments to be effective upon the filing of an amendment to the bylaws in prescribed form at the Land Title Office.

After a discussion, the strata corporation has decided to not move forward with the resolution.

The strata corporation will revisit the amendment of the bylaws at the next AGM.

9. RESOLUTION C – MAJORITY VOTE TO AMEND THE RULES (ATTACHED)

After a brief discussion and the reasons for this resolution, it was **MOVED** by **Strata Lot 18** and **SECONDED** by **Strata Lot 06** to approve the majority resolution as presented.

Voting Results

21 IN FAVOUR

0 OPPOSED

0 ABSTAINED

MOTION CARRIED

10. ELECTION OF COUNCIL

A thank you was offered to the outgoing Strata Council for a job well done and for the many volunteer hours put in on behalf of the general ownership of the Strata Corporation.

Strata Council noted that at this time all current Council Members must resign, and it was the obligation of the ownership present, to elect a new Strata Council, which must consist of a minimum of three (3) maximum of five (5) Members.

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

Don Davidson	Strata Lot # 06
Kevin Wice	Strata Lot # 18
Adriaan de Vries	Strata Lot # 12
Sascha Bendt	Strata Lot # 10
John Rose	Strata Lot # 15

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

MOTION CARRIED

As there are 5 nominations and 5 seats available on the council with no objections to nominations, the following owners were elected to the strata council 2023-2024.

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Don Davidson	Strata Lot # 06
Kevin Wice	Strata Lot # 18
Adriaan de Vries	Strata Lot # 12
Sascha Bendt	Strata Lot # 10
John Rose	Strata Lot # 15

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.

Don Davidson	Vice - President
Kevin Wise	President
Adriaan de Vries	Secretary
Sascha Bendt	Treasurer
John Rose	Member at Large

11. GENERAL DISCUSSION

Strata Council advise that there will be a building Christmas Party on December 1st in the Meeting Room.

9. ADJOURNMENT

There being no further discussion it was then **MOVED by Strata Lot 18 and SECONDED by Strata Lot 06** to terminate the meeting at 8:07 P.M.

The Chair then declared the **MOTION CARRIED** and the meeting officially terminated and concluded.

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.

STRATA PLAN LMS 280 - CHATEAU COMOX
Approved Strata Fee Schedule
For Fiscal Year September 2023 - August 2024

**11.26% STRATA
 FEE INCREASE**

Please be advised that below fees commence on the first day of the fiscal year as noted below. **When applicable**, on the adjustment date, the fee payable includes any retroactive differences. Pre-authorized payments will be adjusted automatically (including any one time adjustment). Owners who pay by cheques are requested to send in post dated cheques for the fee adjustment and regular fees.

FEE COMMENCEMENT DATE: September 1, 2023
FEE ADJUSTMENT DATE: December 1, 2023

Operating Expenses	\$	130,435.00
CRF	\$	12,915.00
Total Strata Fees	\$	143,350.00

STRATA LOT	UNIT	U/E	Operating	CRF	NEW Monthly Strata Fees 2023 2024	Annual Fees 2023-2024	Previous Monthly Fees 2022-2023	Three (3) Months Catch-Up September - November 2024	One-Time Catch-up Fee Payment December 4, 2023
1	201	67	369.30	36.57	405.87	4,870.41	364.81	123.17	123.17
2	202	75	413.40	40.93	454.33	5,451.95	408.35	137.94	137.94
3	203	79	435.44	43.12	478.56	5,742.72	430.13	145.29	145.29
4	204	70	385.84	38.20	424.04	5,088.49	381.13	128.73	128.73
5	301	67	369.30	36.57	405.87	4,870.41	364.81	123.17	123.17
6	302	75	413.40	40.93	454.33	5,451.95	408.35	137.94	137.94
7	303	79	435.44	43.12	478.56	5,742.72	430.13	145.29	145.29
8	304	70	385.84	38.20	424.04	5,088.49	381.13	128.73	128.73
9	401	67	369.30	36.57	405.87	4,870.41	364.81	123.17	123.17
10	402	75	413.40	40.93	454.33	5,451.95	408.35	137.94	137.94
11	403	79	435.44	43.12	478.56	5,742.72	430.13	145.29	145.29
12	404	70	385.84	38.20	424.04	5,088.49	381.13	128.73	128.73
13	501	142	782.70	77.50	860.20	10,322.36	773.16	261.11	261.11
14	502	79	435.44	43.12	478.56	5,742.72	430.13	145.29	145.29
15	503	70	385.84	38.20	424.04	5,088.49	381.13	128.73	128.73
16	601	142	782.70	77.50	860.20	10,322.36	773.16	261.11	261.11
17	602	149	821.28	81.32	902.60	10,831.21	811.26	274.02	274.02
18	701	134	738.60	73.13	811.74	9,740.82	729.59	246.44	246.44
19	702	141	777.19	76.95	854.14	10,249.67	767.70	259.32	259.32
20	801	117	644.90	63.85	708.75	8,505.05	637.05	215.11	215.11
21	802	125	688.99	68.22	757.22	9,086.59	680.59	229.88	229.88
TOTAL		1,972	10,869.58	1,076.25	11,945.83	143,350.00	10,737.03	3,626.41	3,626.41



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

Insured The Owners of Strata Plan LMS280, Chateau Comox
Sterling Management Services Ltd.
Policy Period From: February 1, 2023
Location(s) 1272 Comox Street, Vancouver, BC V6E 1K7

Property Policy Number: CMW M0073

Effective February 1, 2023

Description Of Coverages

Property of Every Description - Per Occurrence, Form CMWM-DECEMBER-2021, Appraisal: Feb 1, 2023, Year of Cycle: 1

Business Interruption
All Risks (All Losses Deductible)
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

Master Key Coverage

Lock and Key Coverage

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

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.

Aggregate Fees Cap per Legal Proceeding

\$1,000,000.

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 - 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.

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 - 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

Page 1 of 1

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 15, 2023

MEMO TO ALL OWNERS / RESIDENTS

LMS 280 Chateau Comox

President's Report for Fiscal Year 2022/2023

Owners and neighbours. I wanted to personally thank you for giving me the opportunity to work with you and our Council during this past year as President of the Strata.

I want to begin by expressing my deeply felt thanks and gratitude to my fellow Council Members for all their hard work and the many volunteer hours they have put in to keep the building running well, which often goes unappreciated. Clearly our aging building is in very good shape and continues to look great, thanks to their invaluable contributions.

A few major accomplishments to note, that took place these past 12 months.

- We have future proofed our building by making it EV Ready. We can all now enjoy the fact that our property values have gone up, according to the EV Ready Plan. Also from a re-sell point of view, our units are now more attractive to buyers, being EV Ready. In fact, earlier this year, before the work was completed, a prospective buyer looking to purchase unit 403 specifically asked whether the building was thinking about becoming EV Ready. It proved to me that being EV Ready really matters to prospective buyers.

Three owners have already purchased their chargers. If anyone else is looking to purchase a charger, please contact Strata Council for more information.

- We flushed and cleaned out all the drain lines, both vertical and horizontal. It became quite apparent when a couple owners were getting sink backups that this was a serious problem. The cameras that were put down the lines showed them to be quite clogged with grease and food particles. They are now good and clean and council has noted that this should be done on a more regular basis.

- Our building Depreciation Report has been updated. It was emailed out to everyone and is available to all on the Chateau Comox website. It is good to take a look at the maintenance items that RDH Building Science recommends the building take a look at in the future.
- New Bylaws and Rules were drafted and presented to owners. The main reason for needing to revise our Bylaws, was to add new Bylaws regarding the use of the EV Ready electrical infrastructure and to amalgamate the past bylaw changes into one new set. Regrettably, council was too quick to put them forward, and did not notice the typos and cut and paste errors, so it was decided to not put them to owners for a vote. We thank those owners that caught this error. They have now been carefully reviewed and are being put forward to owners at the upcoming AGM (Oct. 2023) to vote on their approval.
- Our engineered air system, that keeps the hallways at a proper temperature and our fire damper system operating correctly had malfunctioned and was repaired. It did take a while, as getting the required parts was a real challenge for our vendor.
- The bylaw regarding payment of gas for the personal use of fireplace and a cooking appliance has been challenged by an owner with the Civil Resolution Tribunal (CRT). The CRT ruling agreed with Strata that we could charge for such gas and that the writing of our bylaw was valid. They however noted that our calculation of the gas amount used by the owner was not measurable or specific enough and so until this is corrected, no owner is being charged for their gas usage.

Council is exploring the possibility of having gas meters installed for both the fireplaces and the gas cooking appliances. It is only fair that all owners should not have to pay for certain owners to heat their units or cook their food.

- Complaints against our property manager, have been raised by an owner. I would like to say on behalf of council, with some of us having close to 30 years working with various property managers, that we have the utmost confidence in our current property manager.

We cannot afford to lose our property manager as they are very hard to find these days, especially for a small building such as ours. The number of companies doing property management are shrinking and thus due to supply and demand, property management prices are rising as well.

Property management firms do not want to manage buildings of our size. I am told they look for those 100 unit or more size buildings. I personally know of a building managed by Tribe (35 units), since I sit on council there as well, that recently received a termination letter of services at their current price structure, which is similar to Chateau Comox. Tribe wanted to double their fee. As you may recall, last year we made the switch from Southview (now Tribe) to Sterling. Now looking back in hindsight, in my opinion, that was a very good decision. So I can inform you first hand that Chateau

Comox is certainly getting a good deal and is in good hands with Sterling.

. I am thankful to those on council, that are retired, and have the time to deal with the various vendors that service Chateau Comox, as over worked property managers have little time to devote to on-premise details such as this.

I would like to express a special thanks to our gardening committee. In all my years here in this building / community, our gardens have never looked so great. Thanks to everyone tending the gardens and the lawn.

In closing, let me express how proud I am to live in this great building. We are like a vertical concrete cul-de-sac, made up of a community of owners that care, not only about the building but about each other. It is a great place that I am proud to call home, and it has been an absolute pleasure serving as your president.

Kind Regards,

Kevin Wice
Strata Council President.