



Address: #2033-1177 West Hastings Street,
Vancouver, BC V6E 3T4
Office Phone: 236-471-6061
Email: Strata@sterlingmgmt.ca

MINUTES OF COUNCIL MEETING
STRATA CORPORATION LMS 280 CHATEAU COMOX
HELD ON MONDAY DECEMBER 4TH, 2023 AT 7:00 P.M.
MEETING ROOM 1272 COMOX STREET, VANCOUVER BC

COUNCIL IN ATTENDANCE:

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

PROPERTY MANAGER:

Edward Jang, CPRPM
Mandy Fong, Assistant Strata Manager
Sterling Management Services Ltd.

GUESTS:

Kim Anderson	Strata Lot #04
Josey Fisher	Strata Lot #05
Patricia Rose	Strata Lot #15
Louise Hibbs	Strata Lot #16
Hans & Heather Schuetze	Strata Lot #21

1. CALL TO ORDER

The meeting was called to order at 7:00 pm.

2. GUEST BUSINESS (If any)

An owner raised concerns regarding an incident with another owner on Common Property [i.e. the east stairwell]. A council member advised that as the concerns raised were a private matter, as per Chateau Comox Bylaw 20(4)(c), this guests' business should be in-camera.

Reminder to all owners to wait for the garage door to close when entering or exiting the parkade to improve and ensure the security of the building.

An owner inquired about the contingency reserve fund [CRF] to potentially be invested into a GIC. Strata Council will explore.

3. APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON – September 18, 2023



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After a brief discussion of the September 18th, 2023, Strata Council Meeting minutes and a review of requested edits from an owner, it was then **MOVED** by Strata Lot #06 and **SECONDED** by Strata Lot #18 to approve the minutes of the Strata Council Meeting of August 21, 2023. 4 In Favor 1 Not In Favor
0 Abstained

MOTION CARRIED

4. FINANCIAL REPORT – September and October 2023

The Strata Council Treasurer requested a variety of expenses to be re-coded, corrected, and a reversal of an accounts receivable item as per the January 2023 and September 2023 meeting minutes. The Sterling Management Team will make the adjustments.

It was then **MOVED** by Strata Lot #18 and **SECONDED** by Strata Lot #06 to approve the financial report of September and October 2023 with the adjustments. 4 In Favor 1 Not In Favor 0 Abstained

MOTION CARRIED

5. OLD BUSINESS

a) Appointment of Privacy Officer

The Strata Council is looking for a volunteer to take on the role of Privacy Officer. Please contact Strata Council or Sterling Management for more detail on this role and if you wish to help improve Chateau Comox by serving to enhance Personal Privacy in keeping with the requirements Personal Information Protection Act [PIPA].

b) Damper Cover Replacement

The covers currently do not need replacement.

The Strata Council has obtained a quote from Colm O'Shaughnessy Carpentry Services for \$1000 for drywall repairs. The quote included labor and materials. Strata Council agreed to review the quote and will consider obtaining additional quotes before proceeding.

c) EV Rebate Update

The EV installation is completed. The strata council is waiting for the rebate.

Council directed Sterling Management to look into when the rebate was applied for and the anticipated rebate amount.

d) Gas Fireplace Update

A council member volunteered to follow up with Fortis BC for metering options for the fireplaces, and/or boilers and make up air circulation. Highlighting a section in the depreciation report, a council member mentioned the City of Vancouver's aim to phase out natural gas by 2030. No decision was



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reached at the time and council and Sterling will continue to investigate by obtaining updated quotes for the installation of a meter to measure gas consumption.

e) Gas Cooking Appliance Update

A council member noted that an owner with a gas cooking appliance had provided additional information on estimated gas consumption by the appliance. Council agreed to follow up directly with the owner(s) and with up-to-date estimates for specified cooktops from Fortis BC.

f) Bylaws Update

After discussion, a majority of Strata Council agreed on a variety of bylaw amendments to be presented to all the owners as a resolution at a Special General Meeting.

3. NEW BUSINESS

a) Common area carpet cleaning – Spring 2024

Agreement was reached that the Property Manager [PM] arrange for the carpet cleaning in Spring 2024.

b) Laundry Vent Cleaning – Spring 2024

Agreement was reached that the PM arrange for the laundry vent cleaning From the inside and outside in Spring 2024.

c) Membrane Inspection – Next Step

It was reported that a council member had approached two owners with experience in construction and (landscape) architecture to potentially form a sub-committee for the parkade membrane inspection. Council was supportive of the sub-committee. It was noted there were additional areas of concern to be added to the scope of work. A council member volunteered to take photos of the areas and to send to the PM for follow up with the contractor.

Please reach out to the Strata Council or Sterling Management if you are interested in being a part of the sub-committee.

d) Depreciation Report

Agreement in principle was reached to begin cross-referencing the suggestions in the depreciation report to work that has been completed. A councilmember presented a workable spreadsheet to Strata Council for consideration and subsequent approval for implementation. Council agreed to review the items identified for 2024 and 2025 and to provide feedback/updates where necessary.



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e) 2024 Strata Council Meeting Dates – Revision

The following dates have been penciled in for Strata Council meetings. A request was made to move the August Meeting to June or July to create better spacing between meetings. The Property Manager will check date availability. The September meeting prepares the budget for the next fiscal year and is then presented to the owners at the AGM in October.

March 11th 2024

August 19th 2024

September 23rd 2024

October 28th 2024

f) Pest Control

A large number of insects have been seen on the West Wall and reported in one owner's unit. The PM will obtain a quote for the next Strata Council Meeting to spray the area to prevent and treat the insects.

The building caretaker has nontoxic diatomaceous clay powder to address the increase in Silverfish in the building. Please email the Strata Council if you would like to have some for your unit.

g) Common Area Lights.

The Strata Council will investigate the exterior light timer, and obtain quotes for the replacement/repair of the lobby spotlight.

h) Snow Removal

Strata Council seeks volunteers to help with snow and ice removal and 'salting' sidewalks on an as needed basis. The long-term voluntary services received from the Caretaker are no longer .

Non-corrosive 'salt' donated by the SC President will be available.

i) Heat in the Hallway

A discussion was had about turning up the heat in the hallways. A council member will contact Modern Niagara to make this adjustment to the heating.

j) Other

Scrub Pads are available to place in Balcony scuppers to mitigate the sound of water falling onto the scuppers from balconies above. Also request from Strata Council if you wish to avail yourself of one.



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4. In-Camera Session

Due to potential conflicts of interest, two council members recused themselves from the in-camera session.

A discussion was had regarding a complaint by an owner to the Office of Information and Privacy Commissioner for BC (OIPC).

A discussion was had regarding the response received from an owner to a letter sent by the PM re a complaint from another owner.

These minutes were taken and submitted by:

Edward Jang, CPRPM

Strata manager

Email: edward@sterlingmgmt.ca

Sterling Management Services LTD.