

MINUTES OF COUNCIL MEETING
STRATA CORPORATION LMS 280 CHATEAU COMOX
HELD ON MONDAY SEPTEMBER 23, 2024, AT 7:00 P.M.
MEETING ROOM, 1272 COMOX STREET, VANCOUVER BC

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

REGRETS:

PROPERTY MANAGER:	Edward Jang,	CPRPM
	Sterling Management Services Ltd.	

GUESTS:	Kim Adamson	SL 4
	Daichi Yamashita	SL 11
	Ryan Rumo	SL 10
	Marko Yurkovich	SL 3

1. CALL TO ORDER

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

2. GUEST BUSINESS (If any)

a. An owner provided information and photos of a corroded electrical pipe on the garbage room roof.

b. An owner expressed concern regarding some mold appearing on their bedroom window frame. Accurate Glass investigated and determined that the window is intact and in good order. The issue does not appear to be the aluminum window frame or glass but rather the window sill. Strata Council will contact Accurate Glass for a reference for a supplier who can investigate this issue.

3. APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON – July 23, 2024

It was then MOVED and SECONDED to amend the minutes of July 23, 2024, re: Removal of “so they can be compared” under Guests.

Correction of Guest Business item 1 to read ‘as per Chateau Comox bylaw 18 (4)’. Item 7.a. to be corrected to read ‘Contingency Reserve Fund’.

Item 7.J be corrected to read that One quote was received for emergency generator inspection. Item 7.K read that individual gas meters are estimated at \$1900

MOTION CARRIED as Amended

4. FINANCIAL REPORT

The treasurer gave some clarifications re invoices from February 2024, EV rebate from March 2024. It was noted the electric bill needs to be re-coded. Missing invoices for June and July were also noted. Property Manager to follow up.

The property manager requested the treasurer to send an email with all questions/inquiries relating to the financial reporting.

5. REPORT ON UNAPPROVED EXPENDITURES – No unapproved expenditures to report

6. REPORT ON LITIGATION – No litigation to report

7. OLD BUSINESS

a. Property manager obtained two quotes to re-roof the small roof above the garbage room. It was determined; the issue of leak may not be related to the roof condition but a corroded electrical pipe. However, the roof above the garbage room is original make require replacement at a later date.

An electrician is scheduled to attend the building and the electrician will be asked to inspect and possibly remedy the corroded pipe.

b. A hazardous material inventory was determined not to be needed due to the age of the building (newer than 1989).

c. Window washing was confirmed at two times per year. Sl.4 will continue to manage.

d. Strata council reviewed a quote from another vendor for emergency generator inspection. Two quotes received both less than the current service provider. Council decided to continue with Cullen as Cullen has been servicing the generator for many years and felt confident Cullen should continue to service the generator as they know the generator well.

e. Strata council noted gas cook top and fireplace gas consumption costing is a work still in progress. Fortis no longer provides estimates for gas consumption.

Options are to force owners of stoves to install meters – not seen as viable now. Second option is to propose to owners of Sl. 18 and 19 to start the charge based on the Consumption Estimate letter of 2004 and rewrite the current Bylaw and Rule to reflect that for approval at the AGM. Usage will be determined by analysis of the past year of Chateau Comox seasonal consumption and cost levied by Fortis.

A rule will be written stating that no further upgrades for gas use will be approved unless the owner installs a meter.

f. Council discussed the parkade remediation next steps. A resolution for the design phase will be included for the AGM, for a Special Levy of \$22,000. A council member will also provide owners with an estimated timeline for 2026 construction, and per unit cost based on estimates provided by Strata Engineering.

g. Feedback was received from the Privacy Commissioner on the Strata Council Privacy Policy proposal. It will be addressed and resubmitted to PIPA.

h. Elevator: no report given by Thyssen but one will be requested next time maintenance is carried out. The elevator is well maintained on a regular service schedule. A third-party assessment is suggested at a likely cost of \$5 – 7k. The property manager will reach out to the elevator contractor for an elevator condition report and possible elevator modernization quote.

8. NEW BUSINESS

a. Property manager advises a claim has been filed for a broken window. Strata Insurance provider advises, a claim for reimbursement can only be submitted once the window is repaired, invoice for repair is paid, then reimbursement of cost minus the deductible.

b. Strata council discussed the need to replace 10-year-old smoke detectors. Strata council will obtain a quote for smoke detector replacement.

- c. Strata council discussed presenting a number of resolutions to be presented to the owners at upcoming Annual General Meeting (window replacement, mandatory electrical summary report and electrical scan)
- d. Strata council reviewed proposed operating budgets. It was decided to remove capital expense items to be funded by levy and / or the CRF.

The Property Manager advised strata council, that the property manager has resigned from Sterling Management Services.

Strata council will seek quotes from Property Management firms for Property Management and possibly present a resolution at the upcoming Annual General Meeting to terminate Sterling Management Services.

9. TERMINATION OF MEETING

It was MOVED and SECONDED to terminate council meeting at 8:21pm.

MOTION CARRIED

Next Meeting: The AGM will be on October 28, 2024.

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