
Minutes of the Annual General Meeting

The Owners Strata Plan • LMS 1328 Grandview/Parkview Ct.

Held at:

The Days Hotel - Surrey City Centre, at 9850 King George Highway, Surrey, B.C. V3T 4Y3

Thursday, January 27, 2005

1. **Call to Order**
The Strata Council President, Mr. Geoff Kaye at 7:14 PM, called the meeting to order and acted as the Chairperson for this meeting.
2. **Certification of proxies – issue of voting cards SPA Sec. 56 (1)**
All proxies were declared certified by the Chairperson.
3. **Determine quorum SPA Sec. 48 (1)(2)(3)**
At the end of registration the Chairperson reported that out of a possible 194 votes, 178 were eligible to vote. There were 35 voters present and 27 by Proxy for a total of 62 eligible votes. A quorum was established.
4. **Filing of proof of notice of the meeting. SPA Sec 45 (1)**
The Chairperson read a letter signed by Dorset Realty Group Canada Limited that the notice was mailed on January 7, 2005 and it stated the date, time, place and purpose of the meeting.
5. **Approval of the Agenda**
It was: **MOVED and SECONDED** to approve the Agenda.
THE MOTION WAS PASSED
6. **Approval of the Minutes of the last Annual General Meeting**
It was: **MOVED and SECONDED** to approve the Annual General Meeting minutes of January 29, 2004.
THE MOTION WAS PASSED
7. **Unfinished business**
There was no unfinished business.
8. **Guest Speaker** - Ms. Allyson Baker of the Law Firm of Clark Wilson
Ms. Baker provided an overview of Resolutions #1 and #2. Ms. Baker answered questions from the floor pertaining to the Rental Disclosure Statement, Grandfathered Owners and explained that, if Resolution #2 is passed, the number of rentals under the new bylaw will be reduced from 35 to zero.

If Resolutions #1 and #2 are passed on January 27, 2005,

Owners who are Grandfathered

Ms. Baker explained that first purchasers who bought directly from the developer who wish to start renting out their strata lot can do so as they are considered a "Grandfathered Owner". If a Grandfathered Owner already has a Tenant in their strata lot, the Grandfathered Owner can continue to rent out their strata lot.

Second Purchasers

If a second purchaser wants to start renting out their strata lot they can do so but only until January 1, 2006. The Tenant must move out at that time.

If a second purchaser already has their strata lot rented out at the time Resolution #2 passes, the Owner can continue to rent out their Strata Lot until the Tenant moves out, plus one year thereafter. The Tenancy must end at that time.

Other Owners

Owners who are not a Grandfathered Owner or a Second purchaser who want to start renting out their strata lot can do so until the anniversary date of the passing of Resolution #2 which, if passed, will be January 27, 2006. The Tenancy must end at that time.

If owners who are not a Grandfathered Owner or a Second purchaser already have their strata lot rented out at the time Resolution #2 passes, the Owner can continue to rent out their Strata Lot until the Tenant moves out, plus one year thereafter. The Tenancy must end at that time. This does not apply to an owner who is renting pursuant to a hardship exemption, who is still bound by the time allowed by the hardship approval.

9. **RESOLUTION #1**-to validate the existing Rental Disclosure Statement.

IT IS THEREFORE RESOLVED AS A ¾ MAJORITY VOTE RESOLUTION of the Owners, Strata Plan LMS 1328 to authorize the Strata Council, LMS1328 to recognize the Rental Disclosure Statement for Grandview and Parkview Courts, LMS 1328, as valid, thereby recognizing the rights of first Owners to rent their units until such time as these Owners sell to a third party and, as provided under the Strata Property Act, recognize the rights of second Owners to rent their units until January 1, 2006.

End of Resolution

It was: **MOVED and SECONDED** to approve Resolution #1 as presented.

Discussion: After discussion the vote was called and the:
MOTION WAS PASSED.

10. **RESOLUTION #2**-to amend the Rental Restriction Bylaw 30(1).

IT IS THEREFORE RESOLVED AS A ¾ MAJORITY VOTE RESOLUTION of the Owners, Strata Plan LMS 1328 to amend the Rental Restriction Bylaw:

Delete: Bylaw 30 Section (1) The number of strata lots within the strata corporation that may be leased at any one time is limited to 35.

Insert: Bylaw 30 Section (1) The number of strata lots within the strata corporation that may be leased at any one time is limited to zero (0).

End of Resolution

It was: **MOVED and SECONDED** to approve Resolution #2 as presented.

Discussion: After discussion the vote was called and the:
MOTION WAS PASSED

11. **RESOLUTION #3** - to approve a Special Levy for \$30,000.00 for a Security Upgrade.

IT IS THEREFORE RESOLVED AS A ¾ MAJORITY VOTE RESOLUTION of the Owner's, Strata Plan LMS 1328 that:

1. The Strata Council is authorized to carry out an upgrade to portions of the security system at a cost not to exceed \$30,000.00.
2. The Strata Council is authorized to assess all of the Owners, LMS 1328, by way of a Special Levy, based on Unit Entitlement, in the amount of \$30,000.00 to fund the security upgrade.
3. Upon passage of this 3/4 majority vote resolution, this special levy is due and payable, in full, immediately by the Owners of record on the date of passage of the resolution;
4. As a matter of financial convenience only, the Owners may pay this assessment by way of 12 equal monthly payments starting on February 1, 2005 and ending on January 31, 2006. All Owners must make the minimum payment of 1/12 of their total special levy each month during the above time period. Failure to make the minimum payment will result in late fees being assessed in accordance with the bylaws and could result in a lien being registered against the title to the strata lot.
5. This special levy shall be considered part of the common expenses of the Strata Corporation and section 117 of the Strata Property Act of British Columbia (remedies for Owners default) shall be applicable where an Owner fails to make the required payment authorized by the passing of this special resolution.
6. Payments to the Strata Corporation for this Special Levy must be paid separately and apart from regular strata maintenance fee payments. Cheques received that are combined with other payments will be returned to the Owner. Payments will be accepted by way of a separate cheque; cash; or by the Pre-Authorized Payment Plan.

End of Resolution

It was: **MOVED and SECONDED** to approve Resolution #3 as presented.

Discussion: A lengthy discussion took place. Questions were answered from the floor by Mr. Kaye and by Mr. Don Brooks who was the Chairman of the Security Committee.

It was **MOVED and SECONDED to amend the Resolution #3. To delete** "February 1, 2005 and ending on January 31, 2006" and **To Insert:** March 1, 2005 and ending on February 28, 2006.

After discussion the vote was called on the proposed amendment and the:

MOTION WAS PASSED.

After further discussion the Vote was called to approve Resolution #3 as amended and the:

MOTION WAS PASSED

12. Report on Council Activities/Decisions Made/Committee Reports.

President's Report

I would like to take this opportunity to thank everyone for their help this past year. In particular I would like to acknowledge the hard work and dedication of the caretakers, Dana and Duncan and I would like it to be noted on record that I personally thank Dana and Duncan for all their assistance to the strata council and to myself in particular. I also wish to thank Brian Spencer of Dorset Realty Group Canada Limited.

I would also like to acknowledge the Owners and residents that participated on committees.

Thanks to the efforts of the watering committee, Renee and Troy Poelzer, Maureen Lewis, Max and Mary Stewart who along with our caretakers generously donated their time to water our lawns and gardens. This summer was difficult because of the new

plantings and inadequate irrigation system, but due to the dedication of these individuals, the complex had one of the best maintained grounds in the Whalley area. Strata council appreciates the work of the security committee chaired by Don Brooks along with members Laara Atley, Paul Caouette, Darren Crum, Rene Schneeberger, Wendy Townsend, Antonio Vincente and Joanna Zajac. These nine security conscious Owners participated and worked all year to address the issues brought up at last years AGM. The security committee report that you received in your AGM papers is the result of the hard work and collaborated effort of these members. And finally, I would like to thank the other council members for all their hard work.

The past year has been a busy time for the strata council. We began the year faced with a drainage restoration project that had ran into problems with the expansion joint between the two parkades. To give you a brief history of the project, we were trying to correct poor drainage that came to a forefront during the building restoration project. Basically, there were a number of deficiencies in the drainage that could be attributed to either poor design or installation or due to post-construction settlement. As directed by the engineer, we began by correcting problems to existing drains, by adding additional drains and by re-sealing the expansion joint between the parkades. These steps were to eliminate ponding on the grounds, to stop water backing up into ground floor units and to eliminate a major leak in the Parkview parkade. With the grounds draining properly there was speculation on the part of the engineer that the leaks in all the parking levels would abate. The initial attempt to seal the expansion joint had failed so the first job facing the strata council was ensuring a competent job be done on the re-sealing. The re-sealing turned out to be more extensive than originally anticipated. In addition, further analysis of the drainage system exposed hidden deficiencies that required extra drains and more extensive drainage layers. These problems ran us over budget. And now for the bad news. To date strata council has taken the steps recommended in the summary of the January, 2002 engineer's site report. The summary of the report includes analysis and recommendations in the event that the problems are not resolved after following the initial remedial action. The drainage report recommends options in consultation with a structural engineer. While the main problems have been resolved we still have leaks in the parkade levels that your next council will need to address.

On the positive side the project afforded us the opportunity to make some improvements around the complex. The access to the Parkview meeting room has been improved with the addition of a walkway and steps. The area around the Parkview gazebo has been enhanced with new landscaping and the unsightly area under the gazebo has been addressed resulting in a functional, aesthetically pleasing area. The playground was removed and the area turfed. Overall the grounds were restored to their pre-building restoration state.

In addition to the drainage the council was kept busy with other projects. Holly and Virginia tackled the huge task of amending the bylaws that were presented to the Owners at the SGM in November. They also researched and purchased the new equipment for the Parkview exercise room. Don took on the task as chair of the security committee and did a great job. One of the goals during this past year was to keep the residents better informed. Daniel and Noella helped the strata council implement and deliver a monthly newsletter to residents outlining current events. To further inform the residents the council authorized the caretakers to post incident reports addressing specific security issues in the complex.

Security issues continued to be a concern around the complex. The council worked within the budget they had to address as many security issues as possible. To stop trespassing from the adjacent property, sections of the old wood fence at the back (west side) of the property were removed and chain link fencing including barbed wire was installed. Most of the common access doors were upgraded with cone-style lock covers

and full height anti-tamper plates while some upgrades were made to the existing exterior lighting system.

Overall, I feel strata council had a very productive year. The committees were a great success. The garage sale was hugely successful. I feel residents were better informed which resulted in them being more security conscious. The council improved amenities by acquiring new tables and chairs for the Parkview meeting room at an extremely reasonable cost. In addition to the Parkview exercise equipment already mentioned, we also purchased additional exercise equipment for Grandview at a huge saving. I work out daily and it appears that more residents are now using the exercise rooms. The council worked hard to maintain the complex. The budget did not allow us to replace the carpets but the interior common area hallways in both buildings were freshened up with new paint. I feel the complex is looking the best it has ever been, both inside and out. Thank you for your support this past year.

13. **Report on insurance under SEC 154 OF THE SPA**

The Property Manager, Mr. Brian Spencer, gave a report on the Insurance coverage for the Strata Corporation. A copy of the insurance certificate was made available as a hand out for the Owners. Insurance coverage was discussed at length including the earthquake coverage. The Manager also reviewed each insurance item and its respective deductible.

The insurance policy is a 12 month Policy with a premium of \$37,664.00.

The Deductibles:

1. All property is \$5,000.00.
2. Water and Sewer damages is \$10,000.00
3. Glass is \$100.00
4. Earthquake is 10%
5. Flood is \$10,000.00
6. Loss due to damage used by growing non-prescription controlled substances = \$50,000.00.

A Valuation of the Cost Replacement New (CRN) was completed in March 1, 2004. This resulted in increasing the property value from **\$23,540,700.00** to insure full replacement values in accordance with the Strata Property Act.

The Manager recommended that each Owner carry personal insurance. Owners should also seek the advice of a professional insurance broker who is familiar with Ownership in a Strata Corporation.

The Manager noted that personal coverage should include personal earthquake coverage and replacement cost for any upgrades (tenant improvements) that were done within the strata lot since it was new and Additional Living Expenses. These items would not be covered under the Strata Corporation's policy. Owners should also consider insuring for "loss of rent" if applicable. Owners should also ensure that their tenants also have personal insurance coverage.

The Strata Property Act does allow the Strata Corporation to sue an Owner for the insurance deductible if the Owner is found to be the cause that gave rise to the insurance claim.

14. **Ratify any New Rules.**

There were no new rules to ratify.

15. **Operating Budget for 2005-2006**

It was: **MOVED and SECONDED** to approve the 2005-2006 budget as presented.

Discussion: A discussion took place. Questions were answered by Council from the floor regarding the expense budget item 5205-PBEM Warranty and expense budget item 5260-Security/Fencing/Lighting.

It was **MOVED and SECONDED** to amend the budget income item 3350 to increase the monthly rent charged to the Caretakers by \$20.00 per month or \$240.00 in total, thereby increasing the income amount from \$6,300.00 to \$6,540.00.

Discussion: It was discussed that the monthly rent paid by the Strata Corporation on the Caretaker's apartment has increased by \$40.00 per month over the past 3 years. After discussion the vote was called on the amendment and the:

MOTION FAILED

It was **MOVED and SECONDED** to pass a motion to direct the Strata Council not to approve any wage increase for the Caretakers in 2005.

Discussion: A question and answer period took place regarding past salary and benefits for the Caretakers.

After discussion the vote was called and the:

MOTION FAILED

After further discussion the vote was called on the original budget as presented and the:

MOTION WAS CARRIED

16. **Election of the 2005 – 2006 Strata Council**

The Strata Council President thanked all of the retiring Strata Council members for their hard work over the past year.

The Chairperson advised that the present Strata Council must resign and new Strata Council members be elected for 2005/2006. All Council members left the podium except the Chairperson.

The Chairperson explained the nomination procedure and the following persons were nominated.

1. Unit #203 - Grandview Ct. - Ann Chambers - accepted
2. Unit #1105 - Grandview Ct. - Holly Chartier - accepted
3. Unit #316 - Parkview Ct. - Virginia Guay - accepted
4. Unit #410 - Grandview Ct. - Noella Cloutier - accepted
5. Unit #212 - Grandview Ct. - Trevor Wilson - accepted
6. Unit #116 - Parkview Ct. - Rupert Meinke - accepted
7. Unit #308 - Grandview Ct. - Chris Downs - accepted
8. Unit #607 - Grandview Ct. - Laara Atley - accepted

Nominated but declined:

Unit #701 - Grandview Ct. - Geoff Kaye - declined

Unit #1202 - Grandview Ct. - Don Brooks - declined

Unit #1206 - Grandview Ct. - Paul Lee - declined

Unit #401 - Parkview Ct. - Joanna Zajac - declined

A vote by secret ballot was conducted. Two Scrutineers, who were not running for Council, volunteered to count the votes.

The Chairperson read the results of the vote and in no particular order, the following owners were declared elected:

1. Unit #203 - Grandview Ct. - Ann Chambers

2. Unit #1105 - Grandview Ct. – Holly Chartier
3. Unit #316 – Parkview Ct. - Virginia Guay
4. Unit #410 - Grandview Ct - Noella Cloutier
5. Unit #212 - Grandview Ct. – Trevor Wilson
6. Unit #116 – Parkview Ct. – Rupert Meinke
7. Unit #308 - Grandview Ct. – Chris Downs

17. **Other Business**

There was no other business.

18. **Meeting termination**

There was no further business and the meeting was terminated at 9:55 PM.

Respectfully submitted,
Dorset Realty Group Canada Limited

If you require information regarding your strata maintenance fee payment account, please call the accounting department at Dorset Realty Group Canada Limited @ 604-270-1711;
Fax 604-270-8446 or e-mail general@dorsetrealty.com

To all Owners, these minutes hold historical information and form an important part of information that may be required when it comes time to sell your strata lot. Keep all of the minutes and Annual General Meeting minutes in a safe place for future reference.