
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, February 1, 2007

1. **Call to Order**

The Strata Council President Ms. Holly Chartier at 7:33 PM called the meeting to order and acted as the Chairperson for the meeting.

2. **Certification of proxies – issue of voting cards.**

All proxies were declared certified by the Chairperson.

3. **Determine quorum**

At the end of registration the Chairperson reported that out of a possible 194 votes, 65 votes are required for a quorum.

The required quorum of 65 was not reached at 7:00 PM. The meeting stood down as required by the bylaws for 30 minutes and was then reconvened.

There were 43 voters present and 25 by Proxy for a total of 68 eligible votes.

4. **Filing of proof of notice of the meeting.**

The Chairperson read a letter of proof of notice signed by Dorset Realty Group Canada Limited that the Annual General Meeting notice was mailed on time and it stated the date, time and 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 February 2, 2006.
The MOTION was PASSED

7. **Unfinished business**

There was no unfinished business.

8. REPORT ON COUNCIL ACTIVITIES/DECISIONS MADE/COMMITTEE REPORTS.

Strata Council's report for the February 2006 – February 1, 2007

Council has been busy this year dealing with normal situations as well as several challenges. This has been a learning experience for our new council members. Several issues dealt with over the past 12 months have been: Security, new cameras, bike racks, elevator door sensors for Parkview Court, PBEM (Pacific Building Envelope Maintenance), James Neil & Associates - Structural Engineers specializing in concrete work, update rules for exercise rooms, fire head sprinklers in Grandview, landscapers, water storage tanks in both buildings, change of locks in the underground parking area.

Security – Council voted to install cameras on P1 of Grandview Court and the parking level of Parkview as well as installed proper bike racks in both buildings. The cameras are to deter thefts of bicycles and add security for residents entering the underground parking area. Council moved forward with the bike racks as they noted a number of bicycles were being stored on balconies. This is a contravention of the by-law. Council also reviewed concerns by owners that their bicycles may be stolen if stored in the current set up. There is also additional wear and tear on walls and carpets as bikes are being moved in and out of the building. Hence the new cameras and bike racks. There was another problem arising in the garbage area of Grandview. Large furniture items were being placed in the garbage bins. These cannot be disposed of through the regular garbage pickup. Trash Busters had to be called. It cost all owners approximately \$600 - \$800 a month to pay to have these items disposed of by Trash Busters. The costs could not be charged back to a particular unit as we were not aware which unit was responsible for these items. This has stopped since the camera was installed in Grandview.

A new owner moved into a Unit in Parkview on December 1, 2006 and it became evident that the security of Parkview was at risk. Emergency meetings were held as Council realized the severity of this owner's and his guests' actions. Doors were being propped open, drug deals were happening in the stair wells, and numerous other by-law infractions took place. Strata hired a security guard 24/7 for a period of 3 weeks. This stopped the security violations and council decided to stop the day security guard and keep the security guard for a further 2 nights and then to stop using their services altogether. Security violations did not occur for approximately 1 ½ weeks. It has been noted in the past week, the problems are beginning to reoccur and the owners will direct Council how they want to handle this situation later in the meeting. This will fall under New Business. I just want to bring to everyone's attention - Strata Council, Brain Spencer from the Management firm and the Caretakers have exhausted all avenues. The owner of this unit has been fined for all by-law and rule infractions, security guard costs, legal bills and any other costs the strata must pay for as a result of this owner's actions. This will continue until such time as this stops. Council has obtained legal advice to find out what our options are. Our lawyer advised everyone to call the police and keep a record of all happenings. We have done this and once the police review the information they will deem what action they will take.

Parkview Court Roof – There was a leak over the entrance way of Parkview Court. It has been fixed. Moving forward, council may want to investigate and plan for the cost of a new roof as it will eventually need replacing.

Structural Engineers – James Neil & Associates are in the process of investigating the water leaks into both parkades. They have completed a fix in both parkades as an initial step. The results of this are just being checked now. We will then be asking the

engineer to advise what the next step will be as there is still water coming into the parkades. One of the areas affected is an adjoining wall between our property and the sidewalk. The area is close to the bus stop on 134th street. Our engineer thought it may be one of the main underground pipes leaking on the sidewalk side and the pressure of the water was running into our parkade. The City of Surrey came out, used a camera to view the area, and inserted a dye into the water to see if one of their main pipes was leaking. Our engineer advised the camera showed no problems.

Fire Head Sprinklers in Grandview – The sprinkler heads were recognized as being under a North American wide recall by Tyco, the manufacturer. All application forms have been completed and we have a claim number. This was done a year and a half ago and because of the enormity of the project, they estimate it will be another year before we get the new heads. There will be no cost to the strata. The heads and the Labour to install them are free.

Landscaping - Council is not pleased with the job performed by our current landscapers (Green as Grass) and will not be renewing their contract. Their contract was renewed last year to keep costs down but after reviewing the condition of our grounds and having numerous discussions with Green as Grass about their performance, we have no choice but to obtain new gardeners. Our grounds would have deteriorated even further if it had not been for the watchful eye of Duncan. He had to advise them on an ongoing basis about the condition of the trees, shrubs, plants, weeds, etc. They did not appear to have foresight as to what should be done.

Locked doors in Grandview parkade – The doors on P1, P2 & P3 leading from the elevators to the parking areas in Grandview were locked and access was denied to a fire exit. The locks have been moved and this now allows one to gain access to an outside exit in the event of an emergency.

Water storage tanks – Council voted to replace both water storage tanks as an emergency measure as there are pin holes in them and there is a potential for them to start leaking. Grandview's water storage tank is situated on the top floor of the building while Parkview's is on their parkade level. A delay in this job would result in extensive damage to property in Grandview.

Council would like to thank the following:

Our caretakers, Dana & Duncan Peters for all their hard work and efforts to keeping our buildings clean and safe and Ann Campbell (our part-time caretaker) for her efforts on Saturday

We would especially like to thank Brian Spencer for all his support and guidance over the past year. He makes sure we are always able to reach him should an emergency arise. His vast knowledge helps us to keep our strata running smoothly.

Thank you to all current council members, Philippa, Virginia, Paul & Laszlo for their support and also hard work this year.

Respectfully submitted

Holly Chartier – President

9. REPORT ON INSURANCE

The Property Manager, Mr. Brian Spencer, gave a report on the Insurance coverage for the Strata Corporation. A copy of the insurance certificate was mailed to each owner

along with the AGM Notice. Insurance coverage was discussed at length including the earthquake coverage. The Manager also reviewed each insurance item and its respective deductible.

The insurance coverage is a 12 month Policy with a premium of \$40,049.00.

The Deductibles:

1. All property is \$1,000.00.
2. Water and Sewer damages is \$5,000.00
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 = \$5,000.00

Owners should purchase personal insurance coverage for earthquake, interior upgrades (tenant improvements), "Additional Living Expenses", the Strata Deductible and for "loss of rent" if applicable. A Form 100 was mailed to all owners with some guidelines encouraging Owners to buy personal insurance.

A Valuation of the Cost Replacement New (CRN) was completed in May 8, 2006. This resulted in increasing the property's replacement value from \$25,209,700.00 to \$27,988,000.00 which is an increase of \$2,778,300.00. The policy was adjusted to reflect these new values as is required in the Strata Property Act.

Each and every owner and tenant should purchase personal insurance. Owners should obtain the advice of a professional insurance broker who is familiar with ownership in a Strata Corporation.

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

The manager answered a few questions relating to the Insurance policy.

10. **RATIFY ANY NEW RULE(s)** – two amendments to the Parking rules to ratify.

(Majority vote)

#1 - 1.1 a. and b. (Decal Placement)

#2 - 5 (j) (to add a \$50.00 fine for contravening any parking rules.)

It was: **MOVED and SECONDED** to approve the rules.

The motion was read into the minutes:

Amend the parking rule 1.1

The parking decal must be affixed to:

To Delete: 1.1 a. and b.

a. *The vehicle's front windshield;*

b. *Or the rear window.*

To Add: 1.1 a and b

- a) *The right lower passenger side front window;*
- b) *Or, the left lower driver's side rear window.*

2. To amend Parking Rule 5 (j).

To add: "and/or fined \$50.00."

If passed, 5 (j) will then read: Vehicles found to be in contravention of any of the parking rules are subject to towing without notice at the vehicle Owner's expense and/or fined \$50.00.

It was **MOVED and SECONDED** to amend the motion to add to Parking Rule 5 (j). "At least one written warning will be issued before a vehicle is towed or fined."

The MOTION FAILED

The vote was then called on the original motion and:

The MOTION was PASSED

11. Resolution #1 -To approve an expenditure of \$13,000.00 from the Contingency Reserve Fund to install new carpeting on the main floor of Grandview Court (see attached) (3/4 vote)

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

The resolution was read into the minutes:

IT IS THEREFORE RESOLVED AS a ¾ MAJORITY VOTE RESOLUTION of the Owners, Strata Plan LMS 1328 to approve an expenditure of up to \$13,000.00 from the Contingency Reserve Fund.

1. These funds will be used to install new carpet on all carpeted areas on the main floor of 10523-134th St. – Grandview Court including the lobby and common halls, the exercise room and the meeting room on the main floor of Grandview Court. The carpet is to be the same colour and grade as was installed recently in Parkview Court, namely Portfolio II - Krause - Arrowhead - #168505.
2. It is further resolved that funds for new carpeting for the 2nd, 3rd, and 4th floors of Parkview Court-10533 and for the 2nd floor to the 16th floor in Grandview Court-10523 will be raised by way of ¾ majority resolutions over a two year period at the Annual General Meetings to be held in 2008 and 2009. The building address and designated floors will be included in those Annual General Meeting notices. These costs are also to be taken from Contingency Reserve Fund.
3. Surplus funds will be deposited back to the Contingency Reserve Fund.

End of Resolution

Discussion: There were pros and cons mentioned about the colour that was selected for the new carpet. One owner believed that a granite floor would be better. Another Owner commented on how slippery granite surface may be when it is wet. Owners who use the exercise room liked the idea of carpet on the floor.

The vote was called and:

The MOTION was PASSED

12. RESOLUTION #2 - To amend the bylaw 3 (2) (j): To allow a satellite dish to protrude above or beyond the balcony railings.

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

The resolution was read into the minutes:

IT IS THEREFORE RESOLVED AS A 3/4 MAJORITY VOTE RESOLUTION of the Owner's, Strata Plan LMS 1328:

To amend the bylaw 3 (2) (j)

To Delete:

- j. "The dish must not protrude above or beyond the balcony railings".

End of Resolution

Discussion: A lengthy discussion took place about deleting this clause. Many Owners were against having these dishes extending way above or well beyond the balcony railings.

It was **MOVED and SECONDED** to amend the motion to delete only the words "or beyond".

The MOTION was PASSED

The vote was then called on the amended resolution and:

The MOTION was PASSED

13. Resolution #3 - To approve a new Bylaw 7(2) (f) - Water Pipe leaks and drywall repairs in a strata lot.

12.

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

The resolution was read into the minutes:

IT IS THEREFORE RESOLVED AS A 3/4 MAJORITY VOTE RESOLUTION of the Owner's, Strata Plan LMS 1328:

To add a new bylaw 7(2) (f):

7(2) (f). The Strata Corporation will repair any leaking or damaged pipe that is located within the wall of a strata lot including the required regular painting and drywall repairs that relate to the pipe repair.

End of Resolution

Discussion: There was a brief discussion.

It was **MOVED and SECONDED** to amend the motion and add "excluding negligence by an Owner/Tenant or Resident.
The MOTION was PASSED

The vote was then called on the amended resolution and:
The MOTION was PASSED

14. Resolution #4 - To amend Bylaw 22 (6): Move-in/Move-outs – Re: Holidays and fines.

It was: **MOVED and SECONDED** to approve Resolution #4.

The resolution was read into the minutes:

IT IS THEREFORE RESOLVED AS A 3/4 MAJORITY VOTE RESOLUTION of the Owner's, Strata Plan LMS 1328:

To amend Bylaw 22 (6): Re-Move-in/Move-outs – Re: holidays and fines.

To Delete:

"Any move-ins/move-outs outside of scheduled posted hours will be fined \$200.00."

To insert:

"No moves are to take place on a Sunday or Statutory Holiday including Boxing Day.

An Owner, Tenant or Resident conducting a move-in/move-out outside of these times or on a Sunday or Statutory Holiday including Boxing Day will be fined \$200.00."

End of Resolution

(Bylaw 22 (6) if amended as above, will state:

"All moves must take place between 9:00 am to 5:00 pm, Monday to Saturday. No moves are to take place on a Sunday or Statutory Holiday including Boxing Day. An Owner, Tenant or Resident conducting a move-in/move-out outside of these times or on a Sunday or Statutory Holiday including Boxing Day will be fined \$200.00.")

Discussion: A lengthy discussion took place and a few Owners expressed that moves should be able to take place on a Statutory Holiday. Other Owners spoke against having moves on a statutory holiday and wished to enjoy peace and quiet on those days. A discussion also took place that there is no staff on duty to assist with a move taking place on a statutory holiday.

The vote was called and:
The MOTION FAILED

15. Resolution #5 - To amend Bylaw 3(2)(T.) – Shopping carts

It was: **MOVED and SECONDED** to approve Resolution #5.

The resolution was read into the minutes:

To Delete:

Leave on the common property or any limited common property a shopping cart or any other item not designated by the strata council;

To Add:

An Owner, tenant, resident, or guest or visitor is prohibited from bringing onto or leaving shopping cart(s) on the Common or Limited Common Property. This includes but is not limited to the exterior grounds including visitor parking, the inside of the building lobby, hallways, elevator and the underground parkade and stairwells.

End of Resolution

Discussion: A brief discussion took place.

It was **MOVED and SECONDED** to amend the resolution to add after “cart(s)”, “or any other item not designated by the strata council”.

The MOTION was PASSED

The vote was then called on the amended resolution and:

The MOTION was PASSED

16. Operating Budget 2007-2008

It was: **MOVED and SECONDED** to approve the 2007-2008 operating budget as presented.

Discussion: A discussion was held regarding the landscape item, caretaker's salaries, and adding equipment in the exercise room at Grandview Court.

It was **MOVED and SECONDED** to amend the budget to reduce the Caretakers salary increase from 8% to 4% in budget items 5000 and 5001.

The MOTION FAILED

It was **MOVED and SECONDED** to amend the budget and add \$3,000.00 to budget item 5205 to purchase an elliptical bike for Grandview Court.

The MOTION was PASSED

The vote was then called to approve the budget as amended and:

The MOTION WAS PASSED

17. ELECTION OF THE 2007-2008 STRATA COUNCIL. (Majority Vote)

The Strata Council President then 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 2007/2008.

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

1. Paul Couette- #1208-PC
2. Virginia Guay - #316 PC
3. Holly Chartier – #1105 GC
4. Phillipa powers - #409 GC
5. Sandra Williams - #207 PC
6. Len Specht - #314 PC
7. Darren Crum - #402-GC
8. Tracy Mundell - #310 GC

A vote by secret ballot was held. Mr. Jamie Steenson and Mr. Geoff Kaye acted as scrutinizers and counted the ballots.

The following Owners were declared elected (in no particular order).

1. Paul Couette - #1208-PC
2. Virginia Guay - #316 PC
3. Holly Chartier - #1105 GC
4. Phillipa powers - #409 GC
5. Len Specht - #314 PC
6. Darren Crum - #402-GC
7. Tracy Mundell - #310 GC

It was **MOVED and SECONDED** to destroy the ballots.

The MOTION was PASSED

18. Other Business

Fence for the rear of Parkview Court

An Owner suggested Council consider placing a fence to block off the south side of the rear of Parkview Court. Council agreed to discuss this suggestion.

Flooring changes

An owner suggested Council review the bylaws that apply to Owners installing hardwood flooring to ensure maximum sound proofing.

19. Meeting termination

The meeting was terminated at 10:45 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.