

**MINUTES OF ANNUAL GENERAL MEETING  
STRATA CORPORATION LMS 3200  
'TURNBULL'S WATCH'**

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**HELD:** Monday February 28<sup>th</sup> 2011 6:00 PM  
Unit 366 West 10 Ave Vancouver, BC

**PRESENT:** The Owners, Strata Plan LMS 3200 as per Registration Sheet  
Mike Alavi, Park Place Property Services Ltd.

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**REGISTRATION , CERTIFICATION OF PROXIES, VOTING CARDS, QUORUM**

It was determined that there was a quorum with 14 owners present in person or by proxy. Voting ballots were issued however owners unanimously agreed to vote on matters by a showing of hands.

Presented either by person or proxy: 362, 366, 372, 376, 398, 2608, 2618, 2626, 2628, PH3, PH4, PH5, PH6, PH7

**CALL TO ORDER**

The Strata Agent, called the meeting to order @ 6:10 PM. He welcomed everyone and thanked them for their attendance. It was agreed that the Strata Agent would Chair the meeting.

**NOTICE OF MEETING**

It was **Moved/Seconded** (PH5/2628) and Carried unanimously to file Proof of the Notice of Meeting dated Feb 7<sup>th</sup> 2011

**MOTION WAS APPROVED. CARRIED**

**AGENDA**

It was **Moved/Seconded** (2628/PH5) and **CARRIED** unanimously to approve the Agenda

**MINUTES OF PREVIOUS GENERAL MEETING**

It was **Moved/Seconded** (PH5/2628) and **CARRIED** unanimously to approve the minutes of the previous Annual General Meeting dated March 15<sup>th</sup> 2010

**INSURANCE REPORT**

Strata Agent advised the ownership that a cover note detailing the insurance coverage on the property was included with their Notice of the Annual General Meeting. This provided all owners with complete details on coverage and deductibles for the Strata. It was also noted that owners must ensure that all improvements and upgrades they have carried out to their strata lot or common area as approved by the bylaws, must be covered under their own insurance coverage. Lastly, it was noted that owners should be aware that should their improvements be the cause of an insurance claim, there is a clause in the current policy noting that the coverage can be decreased. Please ensure that you have adequate coverage for your improvements.

## **2011 OPERATING BUDGET**

In the past, the Strata made increases based on the current year's budget and any planned projects for that specific year. This year, we have taken the approach of reviewing the long term maintenance needs of the complex so we can set the strata fees at an appropriate long term level and simply adjust as required for inflation in future. In 15 to 25 years, we will experience some significant investment requirements (such as roof replacement) that will likely require a combination of special levy and use of contingency reserve funds. In order to minimize risk to owners of a significant levy, council is recommending that we increase our annual contribution to contingency reserve now. This will help protect all of us from large levies in future and provide peace of mind to potential buyers of our properties. Floor was opened for discussion after which voting took place.

## **APPROVAL OF THE OPERATING BUDGET 2011**

Unit 398 arrived at the meeting.

### **➤ Resolution # 1**

**Moved/Seconded** (PH5/376)

Be it resolved by majority to approve proposed budget with 3% increase in strata fees to cover the operating costs for the coming year 2011

**In Favour – 14**

**Opposed – 0**

**MOTION APPROVED. CARRIED**

### **PLEASE NOTE: INCREASE IN STRATA FEES**

Strata Fees have been increased for the 2011 fiscal year, effective JAN 1<sup>st</sup> 2011. The new fees for pre-Authorized Payment users will be withdrawn from your bank account starting April 1<sup>st</sup> 2011

Retroactive are for month of **January, February and March**

For those owners using our Pre-Authorized Payment System, we are now able to automatically withdraw retroactive strata fee increases without the need for you to submit authorization forms. Please note that we will automatically withdraw the strata fee increases and the retroactive amount due. Your retroactive is listed in the accompanying Schedule of Unit Entitlement – refer to next page. If you pay Strata fees via post-dated cheques, please ensure that cheques for 2011 (and retroactive fee increases) are submitted to Park Place Property. Our address is listed above.

**The new Strata fee schedule is attached to these Minutes.**

**STRATA CORPORATION LMS3200**

Monthly Strata Fee Schedule for Period: January 1, 2011 - December 31, 2011

Strata Lot	Unit Entitlement	Unit #	Strata Fee
4	61	2608	\$242.40
3	60	2618	\$238.42
2	57	2626	\$226.50
1	58	2628	\$230.48
17	66	362	\$262.26
18	155	366	\$615.93
16	89	372	\$353.66
15	91	376	\$361.61
14	92	378	\$365.58
6	87	388	\$345.71
5	92	398	\$365.58
7	114	PH1	\$453.00
8	109	PH2	\$433.13
9	110	PH3	\$437.11
10	110	PH4	\$437.11
11	106	PH5	\$421.21
12	122	PH6	\$484.79
13	101	PH7	\$401.34
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	1680	Monthly	\$6,675.83
		Annual	\$80,110.00

➤ **Resolution # 2 ( Budget Surplus )**

**WHEREAS** subject to section 14, contributions to the operating fund which are not required to meet operating expenses accruing during the fiscal year to which the budget relates must be dealt with in one or more of the following ways, unless the strata corporation determines otherwise by a resolution passed by a 3/4 vote at an annual or special general meeting:

- (a) transferred into the contingency reserve fund;
- (b) carried forward as part of the operating fund, as a surplus;
- (c) used to reduce the total contribution to the next fiscal year's operating fund;

**BE IT RESOLVED** by  $\frac{3}{4}$  vote to approve that a total of \$3,570 comprised of the 2010 surplus, supplemented by funds already in the Operating Account, be brought forward to the 2011 Operating Budget.

It was **Moved/Seconded** (2618/PH5) and **CARRIED** unanimously to approve Resolution # 2.

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➤ **Special Resolution # 3 ( Bylaw Amendment )**

**BE IT RESOLVED** by  $\frac{3}{4}$  vote to approve the following amendment to LMS 3200 Bylaw:

- Rental Restriction:

The maximum number of units that may be rented at one time is 4 (four). A hardship and Grandfathered case does not count as rental restriction.

M/S/Carried. In **favour** – 13, **Against** – 1, **Abstain** – 0

- Parking Stall Rental:

An owner must not rent out their assigned parking stall to anyone other than a resident of the building unless written approval is obtained from the Strata Council.

An owner, tenant or occupant will advise the Strata Council or the Property Management Company when they rent their parking stall and provide the identity of and a method of contacting the renter.

M/S/Carried. In **favour** – 13, **Against** – 1, **Abstain** – 0

## **New Business**

**Engineering inspection:** An owner brought forward a suggestion to hire an engineering firm to evaluate the building in the following year. The main purpose of the assessment is to visually review the building envelope's exterior surfaces in order to help identify items that may be considered defects in the exterior cladding, caulking, windows, doors, roof and etc. that may allow water penetration and cause, or may be likely to cause, material damage to the Strata Lot. Strata Agent clarified this subject will be discussed at the upcoming Council meeting; the cost will be review and if it within the budget it will be consider for the next fiscal year.

**Building Manual:** Rina Peach (Council President) along with the help of members of the Strata Council (2010) drafted a building manual for the purpose of providing information about the grounds and buildings and to answer some of the frequent questions that Council and Park Place receives. This manual also lists important restrictions and responsibilities and offers useful recommendations. Strata Council and/or Park Place Properties are not responsible for any errors or omissions in this document. It is the responsibility of the resident to verify the information provided in this manual. A copy of this manual is available within request by owners and tenants by email. Please send your request to Mike Alavi at [malavi@parkplaceproperty.ca](mailto:malavi@parkplaceproperty.ca)

Owners please address your common or limited common property issues, complaints, and suggestions directly to the management company: Park Place Property Services by mail: 240 - 11590 Cambie Road Richmond, BC V6X 3Z5, faxed: 604-271-7733, or e-mailed: [Malavi@Parkplaceproperty.ca](mailto:Malavi@Parkplaceproperty.ca)

### **ELECTION OF STRATA COUNCIL**

With no further business and pursuant to the Strata Act, the current fiscal year was terminated. The current members of council resigned, but are eligible for re-election. The following individuals were nominated and elected:

Laurie Ford	Unit 372
Vincent Boh	Unit 362
Elena Scali	Unit PH 1
Edel Forristal	Unit PH 6
Kim Kuntz	Unit PH 7
Carolyn Breland	Unit 389
Max Brown	Unit 388

The above noted Owners were elected to the new Strata Council by majority vote.

### **TERMINATION**

It was **MOVED** (PH5) to bring the meeting to an end. Meeting adjourned at 8:30pm. Next Council Meeting to be schedule by council members.



Park Place Property Services Ltd.  
Mike Alavi  
Malavi@Parkplaceproperty.ca  
On Behalf of Owners' Strata Plan LMS 3200