



**MARINA PLACE
STRATA PLAN VR 447**

**SPECIAL GENERAL MEETING MINUTES
THURSDAY, JULY 26, 2012, 7:00 PM
FALSE CREEK COMMUNITY CENTRE**

COUNCIL PRESENT:

Jane Evans
Dave Miller
Mary Collins
Martin O'Keane
Pamela Allen
Melinda Coghill
Bernice Crick

MANAGEMENT REGRETS:

Christine Turner, Property Manager
Pacific Quorum Properties Inc.
christine@pacificquorum.com / direct line: 604-638-1965

1) CALL TO ORDER

The meeting was called to order at 7:00 p.m.

QUORUM

The Property Manager certified that the 20 eligible strata lots were represented by 20 owners, 15 in person and 5 by proxy; therefore, the quorum was present and the meeting was legal to proceed.

2) OPENING REMARKS

Council President, Jane Evans, welcomed everyone and took the opportunity to brief attendees on the result of the depreciation report that had been received. The conclusion is that there are no major issues in a near future except the windows that are past their lifespan. In the engineer report, a spread sheet has been provided to outline the expected cost of each capital project over the next 30 years. According to the report, in keeping the pace of each year's CRF contribution, all capital projects would be taken care of without the need for special levies. Window cost replacement has not been included in the report because McArthur Vantell was told of the SGM proposing a special levy for the replacement. The president reminded owners that if the resolution was defeated that night the predictions of the cost would need to be revised to include the window replacement.

The company proposed to do the work was in attendance and presented their product to the benefit of all owners that were not present at the last meeting. All questions were answered before owners could vote on the resolution.

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3) **ADOPTION OF PREVIOUS MINUTES**

It was:

MOVED/SECONDED (1197/1199)

To approve the minutes of the March 29, 2012 Annual General Meeting.

CARRIED

4) **3/4 VOTE RESOLUTION #1 – WINDOW REPLACEMENT**

BE IT RESOLVED:

That the Owners of Strata Plan VR 447 approve an expenditure of **Two Hundred Thirty-Two Thousand (\$232,000.00) Dollars** for the window replacement project. This amount includes all windows and patio doors replacement and includes HST; trim painting by Wolfgang for a maximum amount of **\$7800.00** and Pacific Quorum project management fees of \$ 3360.00. The funds required for the window replacement project will be raised by assessing a special levy in the amount of **Two Hundred Thirty-Two Thousand (\$232,000.00) Dollars** against the strata lot owners in proportion to the unit entitlement of their respective strata lots. In case of unforeseen repairs, a maximum amount of **Fifty Thousand (\$50,000.00) Dollars** shall be withdrawn from the Contingency Reserve Fund.

The special assessment amounts shall be due and payable upon the approval of this resolution and, for the purposes of financial convenience only, may be paid in four installments on **September 1, 2012; October 1, 2012; November 1, 2012 and December 1, 2012** pursuant to the attached schedule.

This special assessment shall be considered part of the common expenses of the Strata Corporation, and Section 116 of the Strata Property Act of British Columbia shall be applicable where an owner fails to make the required payment as authorized by the passing of this resolution. The Strata Council Corporation agrees that interest calculated at 10% per annum shall be charged on all special assessments amount in arrears in excess of thirty (30) days.

It was then:

MOVED/SECONDED (1181/1197)

To approve the resolution as presented.

IN FAVOUR 18

OPPOSED 2

CARRIED

NOTICE RE: SPECIAL ASSESSMENT

With the passing of the resolution, the payments are effective **September 1, 2012** (See attached schedule.) Owners paying their monthly strata fees by way of pre-authorized withdrawal will need to fill out the Pre-Authorized Adjustment Form (attached). The payment **will not be automatically withdrawn** without this form. The form needs to be **returned** to Pacific Quorum by **August 25, 2012**.

For owners paying by cheque it will be necessary to provide cheques in the amount from September – December, 2012. If you have any questions in this regard please contact **Angela Stuart** at Pacific Quorum accounting department who can be reached at accounting@pacificquorum.com or by phone 604-685-3828.

5) NEW BUSINESS**a) Building Security**

Mary Collins organized to have Brian Green from the Vancouver Police Department come to the building and meet with council members to recommend some security improvements following the break-in of the garage where 2 bikes were stolen. Some of the recommendations:

- Do not leave bottles for the homeless.
- The garbage dumpster should be locked.
- Paint areas of the walls of the parkade in white to create more light reflection.
- Install a “private property” sign on the gate at both entrances leading to the courtyard.
- Obtain a quote on a mesh cover to the parkade gate for added security so the aluminum bars could not be cut for access.
- Doors of the stairwell leading to the parkade are deteriorated to the point they should be replaced, quotes will be gathered by the Property Manager.

6) ADJOURNMENT

There being no further business this meeting was adjourned at 8:30 p.m.

The date of the next Council meeting is to be scheduled.

Submitted by:**Christine Turner****PACIFIC QUORUM PROPERTIES INC.****430 – 1200 West 73rd Avenue****Vancouver, BC V6P 6G5****Tel: (604) 685-3828 / Fax: (604) 685-3845****Direct: 604-638-1965****Email: christine@pacificquorum.com****Website: www.pacificquorum.com****IMPORTANT INFORMATION** Please have this translated**RENSEIGNEMENTS IMPORTANTS** Prière de les faire traduire**INFORMACIÓN IMPORTANTE** Desque alguien que lo traduzca**CHỈ DẪN QUAN TRỌNG** Xin nhờ người dịch hộ**重要資料 請找人為你翻譯**

これはいづれもお知らせです。 誰かか日本語に訳してもらってください。

알려드립니다 이것을 번역해 주십시오**ସବୁଜୀ ଜରୁରୀ** ଦିବ୍ୟାମ୍ ସବୁଜି ଭିନି ସିନା ଦିବ୍ୟ ଡା ହିସେସ୍ ସବୁଜୀ

Please Note: The Real Estate Regulations requires a vendor to provide purchasers with copies of Strata minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon a seven (7) day advance order from *Pacific Quorum Properties Inc.*

**MARINA PLACE VR 447
SPECIAL LEVY SCHEDULE
WINDOWS REPLACEMENT**

STRATA LOT #	UNIT #	UNIT ENTITLEMENT	% OF TOTAL UNIT	TOTAL SPECIAL LEVY 4 PAYMENTS DUE	TOTAL SPECIAL LEVY DUE
Payments Due: September 1, 2012, October 1, 2012, November 1, 2012 and December 1, 2012.					
					\$232,000.00
1	2250	479	4.79%	\$ 2,779.19	\$11,116.74
2	2252	410	4.10%	\$ 2,375.91	\$9,503.65
3	2254	412	4.12%	\$ 2,389.25	\$9,557.01
4	2256	411	4.11%	\$ 2,383.51	\$9,534.04
5	2258	506	5.06%	\$ 2,937.12	\$11,748.48
6	2260	506	5.06%	\$ 2,933.29	\$11,733.17
7	2262	376	3.76%	\$ 2,181.90	\$8,727.61
8	2264	377	3.77%	\$ 2,185.67	\$8,742.69
9	2266	506	5.06%	\$ 2,933.29	\$11,733.17
10	2268	506	5.06%	\$ 2,935.21	\$11,740.82
11	1199	590	5.90%	\$ 3,424.09	\$13,696.35
12	1197	573	5.73%	\$ 3,321.37	\$13,285.48
13	1195	572	5.72%	\$ 3,317.60	\$13,270.40
14	1193	572	5.72%	\$ 3,319.46	\$13,277.82
15	1191	598	5.98%	\$ 3,469.73	\$13,878.94
16	1189	598	5.98%	\$ 3,465.91	\$13,863.62
17	1187	434	4.34%	\$ 2,514.76	\$10,059.06
18	1185	432	4.32%	\$ 2,503.40	\$10,013.58
19	1183	573	5.73%	\$ 3,323.23	\$13,292.90
20	1181	570	5.70%	\$ 3,306.12	\$13,224.46
		TOTAL			TOTAL
		10000	100.00%	\$ 58,000.00	\$232,000.00



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PRE-AUTHORIZED BUSINESS DEBIT ADJUSTMENT (STRATA)

1. This form is for use by owners who are already paying strata fees by pre-authorized bank debit.
2. The authorized adjustment(s) is/are valid only for the dates and amounts stipulated below.

NAME OF OWNER(S) _____

BUILDING NAME _____ STRATA PLAN # _____

UNIT # _____ STRATA LOT # _____ TELEPHONE _____ EMAIL _____

I/We authorize the strata corporation agent **Pacific Quorum Properties Inc.** and the financial institution designated (account information currently used for payment of strata fees) to add the following amounts to the recurring monthly debit.

I/We understand that this request must be received by the 25th of the preceding month (or the last working day before the 25th, if that day falls on a weekend or holiday), and that requests received after the 25th will be adjusted on the next processing date together with any additional amounts authorized for the next processing date.

SIGNATURE(S) OF ACCOUNT HOLDER(S) _____

NAME OF ACCOUNT HOLDER (IF DIFFERENT FROM NAME OF OWNER(S)) _____

DATE SUBMITTED _____ [DATE RECEIVED _____]

SCHEDULE OF PRE-AUTHORIZED DEBIT (P.A.D.) ADJUSTMENT(S)

PAYMENT FOR (check one) → OUTSTANDING ACCOUNT BALANCE [] SPECIAL ASSESSMENT []

THE AMOUNT OF \$ _____ ON THE FIRST DAY OF _____ (MONTH/YEAR)

THE AMOUNT OF \$ _____ ON THE FIRST DAY OF _____ (MONTH/YEAR)

THE AMOUNT OF \$ _____ ON THE FIRST DAY OF _____ (MONTH/YEAR)

THE AMOUNT OF \$ _____ ON THE FIRST DAY OF _____ (MONTH/YEAR)

THE AMOUNT OF \$ _____ ON THE FIRST DAY OF _____ (MONTH/YEAR)

OTHER: ADD MONTHLY \$ _____ FOR _____ (LOCKER/PARKING/OTHER) STARTING FROM THE FIRST DAY OF _____ (MONTH/YEAR)