

STRATA CORPORATION EPS4147
“MET 2”
6538 NELSON AVENUE
BURNABY, BC

MINUTES OF THE RESTRICTED PROXY ANNUAL GENERAL MEETING OF THE OWNERS OF MET 2, STRATA PLAN EPS4147, HELD IN THE YALETOWN ROOM, 8TH FLOOR, 1125 HOWE STREET, VANCOUVER, BC ON THURSDAY, OCTOBER 29TH, 2020 AT 6:00 P.M. THE MEETING WAS CONDUCTED BY RESTRICTED PROXY DUE TO THE HEALTH RESTRICTIONS IMPOSED BY THE COVID-19 CRISIS.

IN ATTENDANCE

A total of 23 Owners were represented by proxy.

REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD.

Francis Yeung, Senior Strata Agent

1. **CALL TO ORDER**

The Minister of Public Safety and Solicitor General issued an order on April 15th, 2020 under the Emergency Program Act enabling all Strata Corporations to conduct electronic meetings, including Annual General Meetings and Special General Meetings, during the provincial state of emergency.

Mr. Francis Yeung, the Strata Agent, was asked to chair the meeting at the start of the scheduled time, 6:30 p.m. There was not a quorum present with the proxies received. However, the Strata Corporation has a Bylaw which permits the meeting to proceed with the Owners at hand after recessing for 15 minutes. The meeting was officially called to order at 6:45 p.m.

2. **CALLING OF THE ROLL AND CERTIFICATION OF PROXIES**

At the start of the meeting, there were a total of 23 Owners represented by proxy.

3. **ELECTION OF PERSON TO CHAIR THE MEETING**

Strata President, Ms. Michelle Lee, advised that Mr. Francis Yeung, the Strata Agent, has been asked to chair the Annual General Meeting.

4. **FILING PROOF OF NOTICE OF MEETING**

In accordance with the notice provisions of the *Strata Property Act*, Owners must be notified two weeks (14 days) in advance of holding either a Special or Annual General Meeting. The notice of tonight's meeting was mailed out to all Owners on October 9th, 2020 which is twenty (20) days prior to the meeting date.

It was then **MOVED, SECONDED, and CARRIED** that the notice of the meeting dated October 9th, 2020 be deemed in compliance with the notice provisions of the *Strata Property Act*.

5. **MOTION TO APPROVE THE AGENDA**

The agenda was discussed at the Zoom informational meeting. There being no questions, it was **MOVED, SECONDED, and CARRIED** to approve the agenda.

6. **APPROVAL OF ANNUAL GENERAL MEETING MINUTES FOR 2019**

The Annual General Meeting minutes for the meeting held on October 30th, 2019 have been published and circulated. There were no questions or questions to the minutes, it was then **MOVED, SECONDED, and CARRIED** to be approve the October 30th, 2019 minutes at tonight's meeting.

7. **UNFINISHED BUSINESS**

There was no unfinished business to carry over from the 2019 Annual General Meeting.

8. **INSURANCE REPORT**

The insurance certificate from BFL Insurance was enclosed with the notice of the meeting of October 9th, 2020 for the Owners perusal as required by the *Strata Property Act*. The buildings' replacement cost value has been appraised at \$106,000,000.00, up from \$102,555.00 in 2019. It was reminded to all the Owners that this years' all-risk deductible has increased to \$100,000.00, but more importantly, the sewer backup and water damage deductibles have increased to \$250,000.00 as of June 5, 2020. It was noted that the earthquake damage is 50% of the total insured value, flood is at \$150,000.00, and the full equipment breakdown covers up to \$106,000,000.00 with a deductible of \$2,500.00

Owners were further advised that Strata's policy only covers the original fixtures installed in the strata lot by the Developer and does not include improvements done by unit Owners, i.e. hardwood floors installed by the Developer are covered by the Strata's insurance, but hardwood floors installed by an Owner after the time of purchase are not covered as it is deemed as Tenant improvements. The Strata Corporation's policy does not cover individual contents, i.e. clothing, furniture, decorative art. Owners should consult with their home insurance company to ensure that they have proper tenant package insurance for their suite, i.e. coverage including alternate accommodations if the suite is being repaired due to a loss. Owners are strongly encouraged to consult with their home insurance provider to ensure that they have a policy in place with appropriate coverage such as the water damage deductible, which is now at \$250,000.00.

9. **MOTION TO APPROVE THE YEAR-END FINANCIAL STATEMENTS**

The year-end financial statements which concluded on August 31st, 2020 were included in tonight's package. The Strata Agent advised that the Strata ended the year in an operating deficit of \$43,076.00. This was mainly due to the insurance increase as well as unforeseen flooding damages due to the common area pipe repair. The closing balance for the Contingency Reserve Fund was \$437,014.03. There were no further questions, it was then **MOVED, SECONDED, and CARRIED** to approve the year-end financial statements ending on August 31st, 2020.

10. **PROPOSED OPERATING BUDGET**

The proposed operating budget was presented to the Ownership, and due to the large increase in the Strata's insurance, the proposed budget calls for a 30.9% strata fee increase. The Strata Council did not wish to have this increase, however, it was inevitable due to the changing markets of the Strata's insurance, which had a very large increase in this past year.

There were some questions back from the previous information meeting regarding the budget line items, and if there were any savings to be found in the expenses. The Strata Council at the time answered that they had looked at all avenues to save any maintenance costs but did not want to denigrate the building by decreasing spending in necessary maintenance.

There being no further questions to the proposed operating budget, it was then **MOVED, SECONDED, and CARRIED** and approved by majority vote to approve the 2020/2021 operating budget with the 30.9% strata fee increase, as presented.

11. **¾ VOTE RESOLUTIONS**

a) **¾ Vote Resolution A – 2019 Operating Deficit:**

“WHEREAS:

1. *The Strata Corporation EPS4147 – “Met 2” has incurred an operating deficit of \$43,076 at the end of the 2019/2020 fiscal period.*
2. *The recommendation is to pay for the operating deficit by way of Owners approval through the Contingency Reserve Fund.*
3. *The Contingency Reserve Fund at the end of the fiscal year has a balance of \$497,284.*

BE IT THEREFORE RESOLVED, BY ¾ VOTE RESOLUTION:

1. *The Owners of Strata Plan EPS4147 – “Met 2” authorize a withdrawal from the Contingency Reserve Fund in the amount of \$43,076 to cover the operating deficit for 2019/2020.”*

It was then **MOVED, SECONDED, and CARRIED** to approve Resolution A.

b) **¾ Vote Resolution B – Driveway Repair:**

“WHEREAS:

1. *The rear entrance roundabout driveway requires replacement of broken pavers.*
2. *The Strata Council recommends to the Ownership to fund this project by way of Contingency Reserve Fund withdrawal of up to \$15,000.*
3. *The Contingency Reserve Fund at the end of the 2019/2020 fiscal year was at \$497,284.*

11. **¾ VOTE RESOLUTIONS – CONT'D**

b) **¾ Vote Resolution B – Driveway Repair – Cont'd:**

BE IT THEREFORE RESOLVED, BY ¾ VOTE RESOLUTION:

1. *The Owners of Strata Plan EPS4147 – “Met 2” authorize a withdrawal from the Contingency Reserve Fund in the amount of up to \$15,000 for the driveway repairs.”*

It was then **MOVED, SECONDED, and CARRIED** to approve Resolution B, as presented.

c) **¾ Vote Resolution C – Depreciation Report:**

“WHEREAS:

In December of 2009, the Strata Property Amendment Act (Bill 8) was adopted. Section 15 of Bill 8 amended section 94 of the Strata Property Act, establishing the new requirement for depreciation reports. Regulations adopted on December 13, 2011 brought section 94 of the Strata Property Act into effect.

Therefore, as of December 13, 2011, unless exempted by a ¾ vote resolution, all B.C. Strata Corporations must obtain a depreciation report. Strata Corporations that are not exempt must obtain their depreciation reports by December 13, 2013. If a Strata Corporation opts to exempt itself from obtaining a depreciation report by way of a ¾ vote, it then has 18 months from their last successful exemption vote to either hold another vote providing for a further exemption or obtain a depreciation report. Once a depreciation report is obtained, the depreciation report must then be updated every three (3) years. Depreciation reports or reserve fund studies are already mandated in other provinces such as Alberta, Saskatchewan, Manitoba, Ontario and Nova Scotia.

The depreciation report is a legislated planning requirement for Strata Corporations in British Columbia. Depreciation reports are used to establish long term planning for common property and common assets to determine:

1. *What assets you own (an inventory);*
2. *The asset condition (evaluation);*
3. *When things need to be replaced (the anticipated maintenance, repair and replacement);*
4. *How much money you currently have (contingency reserve report);*
5. *What it is likely to cost for future replacement (a description of the factors and assumptions in projecting costs); and*
6. *How you are going to pay for the costs (three cash flow models projecting 30 year replacement periods).*

The depreciation report must be prepared by a qualified person. A “qualified person” is defined by the Strata Property Act as any person who has the knowledge and expertise to understand the individual components, scope and complexity of the Strata Corporation’s common property, common assets and those parts of a strata lot or limited common property, that the strata corporation is responsible to maintain or repair under the Strata

11. **¾ VOTE RESOLUTIONS – CONT'D**

c) **¾ Vote Resolution C – Depreciation Report – Cont'd:**

Property Act and to prepare a depreciation report in compliance with the Strata Property Act

BE IT HEREBY RESOLVED, BY A ¾ VOTE RESOLUTION THAT:

1. *The Owners, Strata Corporation EPS4147, “Met 2”, have considered all options and decided not to have a depreciation report done for “Met 2” and that such decision shall be reviewed at every future Annual General Meeting.”*

It was then **MOVED, SECONDED, and CARRIED** to approve Resolution C.

12. **ELECTION OF STRATA COUNCIL MEMBERS**

The 2019/2020 Strata Council Members automatically resign at tonight’s meeting. The floor was opened up for volunteers for the 2020/2021 Strata Council. The following Owners were then put forward to be considered for Strata Council:

*Elton Wat – Strata Lot 177
Paul Fodchuk – Strata Lot 25
Shawn Flintoff – Strata Lot 246
Tiffany Cheung – Strata Lot 157
Michelle Lee – Strata Lot 40
Susie Song – Strata Lot 7*

The following Council Members were then dully elected by majority vote to the Strata Council for the 2020/2021 year. All six members were elected:

*Elton Wat – Strata Lot 177
Paul Fodchuk – Strata Lot 25
Shaw Flintoff – Strata Lot 246
Tiffany Cheung – Strata Lot 157
Michelle Lee – Strata Lot 40
Susie Song – Strata Lot 7*

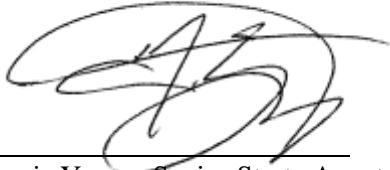
13. **NEXT MEETING**

The next meeting will be a Strata Council Meeting for Strata Council Members only. The date of the meeting will be determined at a later date.

14. **TERMINATION OF MEETING**

There being no further business, it was **MOVED, SECONDED, and CARRIED** to terminate the Annual General Meeting at 7:00 p.m.

Respectfully submitted,



Francis Yeung, Senior Strata Agent
Rancho Management Services (B.C.) Ltd.
Agents for Strata Plan EPS4147
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Minutes are prepared by the Strata Agent and are approved for distribution by the Strata Council.

myRanchoStrata

Rancho offers a convenient way for Owners to access Strata-related documents through myRanchoStrata.

myRanchoStrata gives Owners 24/7 access to the following:

- | | |
|---------------------------|--------------------------------------|
| * Meeting minutes | * Insurance coverage |
| * AGM notices | * Depreciation & Engineering reports |
| * Building memos | * Important announcements |
| * Event calendars | * Bylaws & rules |
| * Account balance history | * Other strata related documents |

To sign up and to know more information about myRanchoStrata, Owners must visit
<https://www.ranchovan.com/ownerRegistration.cfm>.

STRATA CORPORATION EPS4147
“MET 2”
6538 NELSON AVENUE
BURNABY, BC

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS OF MET 2, STRATA PLAN EPS4147, HELD IN THE CONCORD PACIFIC BURNABY PRESENTATION CENTRE, 4750 KINGSWAY, BURNABY, BC ON WEDNESDAY, OCTOBER 30TH, 2019 AT 6:30 P.M.

IN ATTENDANCE

A total of 54 Owners were represented either in person or by proxy. (11 proxies, 43 in person)

REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD.

Francis Yeung, Senior Strata Agent

Deli Dang, Strata Agent

1. **CALL TO ORDER**

At 6:30 p.m. a quorum had not been achieved, however by way of the quorum Bylaw, the Strata Corporation could begin at 6:45 p.m. Senior Strata Agent, Mr. Francis Yeung, who had been requested to chair the meeting tonight called the meeting to order at 6:45 p.m.

2. **CALLING OF THE ROLL AND CERTIFICATION OF PROXIES**

At the start of the meeting, there were a total of 54 Owners, 11 by proxy and 43 in person. There was a quorum as per the Strata Bylaws and the meeting could proceed with tonight's Owners present.

3. **ELECTION OF PERSON TO CHAIR THE MEETING**

Strata President, Mr. Albert Lam directed the Owners that Mr. Francis Yeung, the Strata Agent has been asked to chair the meeting.

4. **FILING PROOF OF NOTICE OF MEETING**

In accordance with the notice provisions of the *Strata Property Act*, Owners must be notified two weeks (14 days) in advance of holding either a Special or Annual General Meeting. The notice of tonight's meeting was mailed out to all Owners on October 10th, 2019 which is twenty (20) days prior to the meeting date.

It was then **MOVED, SECONDED, and CARRIED** that the notice of the meeting dated October 10th, 2019 be deemed in compliance with the notice provisions of the *Strata Property Act*.

5. **MOTION TO APPROVE THE AGENDA**

The agenda was discussed and circulated again for Owners who did not receive a copy. There being no questions, it was **MOVED, SECONDED, and CARRIED** to approve the agenda for tonight's meeting.

6. **APPROVAL OF ANNUAL GENERAL MEETING MINUTES FOR 2018**

The Annual General Meeting minutes for the meeting held on October 30th, 2018 have been published and circulated. There were no questions or questions to the minutes, it was then **MOVED, SECONDED**, and **CARRIED** to be approve the October 30th, 2018 minutes at tonight's meeting.

7. **UNFINISHED BUSINESS**

There was no unfinished business to carry over from the 2018 Annual General Meeting.

8. **PRESIDENT'S REPORT**

Strata President, Mr. Albert Lam, addressed the Ownership and thanked them for their attendance. Mr. Lam would also like to thank Concord Pacific for allowing the Strata Corporation to host their Annual General Meeting in the Concord Pacific Burnaby Presentation Centre. Mr. Lam then went to speak about the Strat Council this year and the work they have accomplished in completing the projects set forth last year, as well as revising any Rules and upholding the Bylaws. He then asked the Ownership to consider volunteering for Strata Council in the upcoming year as several Owners elected last year have recently sold their units, and now the Council is down to only two (2) Council Members at the start of tonight's meeting.

The Strata Council's mandate and goal has always been likeminded into protecting the asset of the Met 2 building and to upkeep and ensure that the Bylaws are upheld and that the budget is spent according to the Owners' best interest. Mr. Albert Lam then turned the floor over to Mr. Francis Yeung for the remainder of the meeting.

9. **RATIFICATION OF RULES / PRIVACY GUIDELINES**

Mr. Yeung Directed the Owners to the section of Rules that need to be ratified at tonight's meeting. There were two (2) sections to be discussed, one being the modification of the visitor parking and second the overall ratification of the package and receiving rules for the Strata Corporation. The Owners were directed to review the package Rules, there was a discussion point regarding the total number of packages to be received in a calendar month. A **MOTION** was put forward to increase that number from 8 packages per month to 12. This was **SECONDED** and opened for discussion. There was some discussion regarding this matter and Owners agreed that these being the Rules can be modified and changed by the Strata Council during the year should there be any challenges to accepting more packages due to the limited storage space available for the Concierge.

It was then **MOVED, SECONDED**, and **CARRIED** to approve the amended rule to increase the packages to 12 and all of the other package rules presented. The Ownership also ratified the new visitor parking rules.

9. **RATIFICATION OF RULES / PRIVACY GUIDELINES – CONT'D**

There was some discussion regarding having a storage fee or penalty for Residents not picking up their packages in a timely manner. There were some Owners who spoke against such a solution as they do not believe it would be fair if an Owner received a package that they did not expect and were on a vacation for a period of time. There was no further discussion and no motion put forward for vote.

10. **INSURANCE REPORT**

The insurance certificate from BFL Insurance was enclosed with the notice of the meeting of October 10th, 2019 for the Owners perusal as required by the *Strata Property Act*. The Owners were advised that the building is currently being insured for \$102,555,000. It was noted that the deductible for sewer back up is \$35,000, water damage is \$35,000, water damage dealing with sprinkler issues is \$50,000, earthquake is 10%, commercial general liability is \$30,000,000, directors and officers coverage is \$20,000,000, equipment breakdown is for the full replacement cost of \$96,750,000 with a deductible of \$2,500.

Owners were further advised that Strata's policy only covers the original fixtures installed in the strata lot by the Developer and does not include improvements done by unit Owners, i.e. hardwood floors installed by the Developer are covered by the Strata's insurance, but hardwood floors installed by an Owner after the time of purchase are not covered as it is deemed as Tenant improvements. The Strata Corporation's policy does not cover individual contents, i.e. clothing, furniture, decorative art. Owners should consult with their home insurance company to ensure that they have proper tenant package insurance for their suite, i.e. coverage including alternate accommodations if the suite is being repaired due to a loss. Owners are strongly encouraged to consult with their home insurance provider to ensure that they have a policy in place with appropriate coverage such as the water damage deductible, which is now at \$35,000.

11. **MOTION TO APPROVE THE YEAR-END FINANCIAL STATEMENTS**

The year-end financial statements which concluded on August 31st, 2019 were included in tonight's package with the Ownership and referred to the income statement and balance sheets on a quick overview. There was an operating surplus at the end of this fiscal year of just over \$71,000.00. The year-end closing Contingency Reserve Fund balance was \$395,380.87. Mr. Yeung noted that the special levy fund at the end of the fiscal year has not been spent, however, the invoices were paid in the following month, which cleared the balance as the funds were intended for the sprinkler cage project. There were no further questions for the year end statements for 2018/2019, it was then **MOVED**, **SECONDED**, and **CARRIED** to approve the year-end financial statements ending on August 31st, 2019.

12. **PROPOSED OPERATING BUDGET**

Mr. Francis Yeung reviewed the proposed 2019/2020 budget with the Owners present. The proposed budget calls for a four percent (4%) strata fee increase, also due to insurance and there was a lesser of a surplus from the previous year to offset any strata fee increases for the future fiscal year. There were no questions regarding the proposed operating budget, it was then **MOVED**, **SECONDED**, and **CARRIED** to approve the 2019/2020 operating budget with the four percent (4%) strata fee increase, as presented.

13. **¾ VOTE RESOLUTIONS**

a) **¾ Vote Resolution A – Deferral of Depreciation Report:**

“WHEREAS:

In December of 2009, the Strata Property Amendment Act (Bill 8) was adopted. Section 15 of Bill 8 amended section 94 of the Strata Property Act, establishing the new

13. **¾ VOTE RESOLUTIONS**

a) **¾ Vote Resolution A – Deferral of Depreciation Report:**

requirement for depreciation reports. Regulations adopted on December 13, 2011 brought section 94 of the Strata Property Act into effect.

Therefore, as of December 13, 2011, unless exempted by a ¾ vote resolution, all B.C. Strata Corporations must obtain a depreciation report. Strata Corporations that are not exempt must obtain their depreciation reports by December 13, 2013. If a Strata Corporation opts to exempt itself from obtaining a depreciation report by way of a ¾ vote, it then has 18 months from their last successful exemption vote to either hold another vote providing for a further exemption or obtain a depreciation report. Once a depreciation report is obtained, the depreciation report must then be updated every three (3) years. Depreciation reports or reserve fund studies are already mandated in other provinces such as Alberta, Saskatchewan, Manitoba, Ontario and Nova Scotia.

The depreciation report is a legislated planning requirement for Strata Corporations in British Columbia. Depreciation reports are used to establish long term planning for common property and common assets to determine:

1. *What assets you own (an inventory);*
2. *The asset condition (evaluation);*
3. *When things need to be replaced (the anticipated maintenance, repair and replacement);*
4. *How much money you currently have (contingency reserve report);*
5. *What it is likely to cost for future replacement (a description of the factors and assumptions in projecting costs); and*
6. *How you are going to pay for the costs (three cash flow models projecting 30 year replacement periods).*

The depreciation report must be prepared by a qualified person. A “qualified person” is defined by the Strata Property Act as any person who has the knowledge and expertise to understand the individual components, scope and complexity of the Strata Corporation’s common property, common assets and those parts of a strata lot or limited common property, that the strata corporation is responsible to maintain or repair under the Strata Property Act and to prepare a depreciation report in compliance with the Strata Property Act

BE IT HEREBY RESOLVED, BY A ¾ VOTE RESOLUTION THAT:

1. *The Owners, Strata Corporation EPS4147, “Met 2”, have considered all options and decided not to have a depreciation report done for “Met 2” and that such decision shall be reviewed at every future Annual General Meeting.”*

It was then **MOVED**, **SECONDED**, and **CARRIED** to approve the deferral of the Depreciation Report.

13. **¾ VOTE RESOLUTIONS – CONT'D**

b) **¾ Vote Resolution B – Bylaw Amendment:**

“WHEREAS pursuant to sections 126 and 128 of the Strata Property Act, S.B.C. 1998, c. 43, a strata corporation may amend its bylaws;

***BE IT RESOLVED** by a ¾ vote of the owners that the bylaws of THE OWNERS, STRATA PLAN EPS4147 be amended by replacing bylaw 42(5) with the bylaw below and filing it in the land title office:*

Insurance and Liability

42 (5) (a) *An owner is deemed to be responsible for any loss or damage to the common property, any limited common property, any common assets or any strata lot and any related cost incurred by the strata corporation, when the cause of such loss or damage originated within the owner’s strata lot. Subject to the rights of an owner with respect to the property insurance that the strata corporation has a duty to obtain and maintain pursuant to the Strata Property Act, the owner deemed responsible for the loss or damage pursuant to the previous sentence is strictly liable to indemnify the strata corporation and save it harmless from the loss or damage and any related cost including, but not limited to, the full cost to repair the damage, the full amount of the strata corporation’s insurance deductible that the strata corporation is entitled to recover from the responsible owner as stated in section 158(2) of the Strata Property Act, any portion of insurance coverage declined by the strata corporation’s insurer, any amount by which the loss or damage exceeds the strata corporation’s insurance coverage, any legal expenses incurred by the strata corporation in any related matter on a solicitor and own client basis, and any resulting increase in the strata corporation’s insurance premiums.*

(b) *An owner is also deemed to be responsible for any loss or damage to the common property, any limited common property, any common assets or any strata lot and any related cost incurred by the strata corporation, when the cause of such loss or damage is the result of an act or omission of the owner, and/or the owner’s tenant(s), visitor(s) or pet(s) and/or the occupant(s) of the owner’s strata lot. Subject to the rights of an owner with respect to the property insurance that the strata corporation has a duty to obtain and maintain pursuant to the Strata Property Act, the owner deemed responsible for the loss or damage pursuant to the previous sentence is strictly liable to indemnify the strata corporation and save it harmless from the loss or damage and any related cost including, but not limited to, the full cost to repair the damage, the full amount of the strata corporation’s insurance deductible that the strata corporation is entitled to recover from the responsible owner as stated in section 158(2) of the Strata*

13. **¾ VOTE RESOLUTIONS – CONT'D**

b) **¾ Vote Resolution B – Bylaw Amendment – Cont'd:**

Property Act, any portion of insurance coverage declined by the strata corporation's insurer, any amount by which the loss or damage exceeds the strata corporation's insurance coverage, any legal expenses incurred by the strata corporation in any related matter on a solicitor and own client basis, and any resulting increase in the strata corporation's insurance premiums.

- (c) *If there is an emergency, the strata corporation may provide emergency services and charge the cost back to the owner of the strata lot, if the owner would be responsible for the cost as per the owner's duty to repair and maintain his or her strata lot, or otherwise responsible for the costs pursuant to legal principles.*
- (d) *If the strata corporation conducts investigative work as part of its duty to repair and maintain the common property, whether or not the work is conducted in an emergency, and the cause of the problem investigated is the responsibility of a strata lot owner, the strata lot owner must reimburse the strata corporation for the cost of the work.*
- (e) *The strata corporation may conduct annual fire testing, including fire testing in the strata lots. If an owner fails to arrange for access to his or her strata lot for annual fire testing after the strata corporation provides proper notice for same, the owner may be fined for the cost of the repeat visit, up to the maximum amount of fine allowed.*
- (f) *The strata corporation may conduct annual dryer vent cleaning of dryer vents in the strata lots. If an owner fails to arrange for access to his or her strata lot for inspection/maintenance of dryer vents after the strata corporation provides proper notice for same, the owner may be fined for the cost of the repeat visit, up to the maximum amount of fine allowed.*
- (g) *The strata corporation may conduct annual fan coil cleaning of the heat pumps in the strata lots. If an owner fails to arrange for access to his or her strata lot for inspection/maintenance of the heat pump after the strata corporation provides proper notice for same, the owner may be fined for the cost of the repeat visit, up to the maximum amount of fine allowed.*
- (h) *The strata corporation may conduct parkade power washing in the common property parkade. If an owner fails to move their vehicle from their assigned parking stall to be cleaned after the strata corporation provides proper notice for same, the owner may be fined for the cost of the repeat visit, up to the maximum amount of fine allowed.*

13. **¾ VOTE RESOLUTIONS – CONT'D**

b) **¾ Vote Resolution B – Bylaw Amendment – Cont'd:**

- (i) *The strata corporation may require access through a strata lot to conduct green roof maintenance. If an owner fails to arrange for access to his or her strata lot to gain access to the common property green roof after the strata corporation provides proper notice for same, the owner may be fined for the cost of the repeat visit, up to the maximum amount of fine allowed.*
- (j) *For the purposes of this bylaw any amount which an owner is responsible to pay the strata corporation shall be assessed against the owner's strata lot and included in the statement of account for that strata lot."*

Mr. Yeung explained that the Bylaws put forward here mainly were to deal with access and any chargebacks to Owners for work done in a Strata Lot or on the common property which the Strata Corporation can hold them accountable for, and the Strata needed specific Bylaws for this. It was then opened for discussion, there were no questions.

It was then **MOVED, SECONDED, and CARRIED** to approve Bylaw 42 (5), as presented.

c) **¾ Vote Resolution C – Met Amenities Legal Opinion:**

“WHEREAS:

1. *The Met Amenities shared facilities with the Met (Strata Plan EPS2809) is governed by a Reciprocal Easement Agreement that was registered by the developer at BC Land Titles Office.*
2. *The Reciprocal Easement Agreement explains the covenants in place, how costs are to be shared and paid, rules governed and has been followed by the assigned Management from Rancho Management Services since its creation.*
3. *The Met Amenities budget did not allow for the expenditure for a legal opinion and review of the Agreement. The strata councils from both the Met and Met 2 have agreed to bring forth this proposal to their respective ownership to see if there is interest in getting a legal opinion and review of the document.*
4. *The expense for this from a strata lawyer would be approximately \$3,000 including taxes and disbursements. This cost is to be shared in accordance with the cost sharing allocation between the two strata corporations (Met - 49%, Met 2 - 51%)*
5. *Should the Owners of Strata Corporation EPS4147 wish to proceed the cost (\$1,600) is recommended be dealt with by way of special levy in one payment due payable on December 1st, 2019.*

13. **¾ VOTE RESOLUTIONS**

c) **¾ Vote Resolution C – Bylaw Amendment – Cont'd**

BE IT THEREFORE RESOLVED, BY ¾ VOTE RESOLUTION:

1. *The Owners of Strata Corporation EPS4147 “Met 2” approve a special levy in the amount of \$1,600.00 payable in one installment, (due and payable on December 1st, 2019) for the legal opinion for the Met Amenities Reciprocal Easement Agreement.*
2. *In the event that a special levy is passed, it will be assessed immediately against all strata lot Owners on record as of tonight’s meeting date.”*

The Strata Agent and the Strata Council explained to the Ownership what the purpose for this legal opinion for the Reciprocal Agreement was. Because there was no consensus between the two Met Amenity Representatives, the agreeance was to present this budget item at each of the Strata Corporation’s Annual General Meetings to ask the Owners for approval.

It was then **MOVED, SECONDED, and CARRIED**, there were 0 Owners in favour, 49 were against and 1 obtained. Resolution C was then **DEFEATED**.

14. **ANY OTHER MATTERS**

a) **Non-Smoking Bylaw:**

An Owner spoke regarding the non-smoking bylaw which was passed at last year’s meeting. The Strata Corporation is still receiving complaints about Residents not adhering to this bylaw and the nuisance smoking complaints continue. It is very important that the Strata Corporation respond and act to complaints such as this to avoid any possible legal repercussions for not upholding the Bylaws. As a last resort, the Strata Corporation may need to inspect and go door to door inside of the suites to find out if there is any in-suite smoking in any of the Strata Lots. Resident Owners are also encourage to report to the Concierge or the Strata Agent should they suspect that any units have not adhered to the non-smoking bylaw.

b) **Commercial Advertising in Elevators:**

An Owner inquired about the LCD monitor inside the elevators and whether or not the Strata Corporation is receiving any advertising revenue. Mr. Yeung advised that this contract was put in place by the Developer with the advertising company prior to the first Annual General Meeting. The Strata Council will review this contract to see if there are any rights for the Strata Corporation to earn any revenue share for this building and for next year’s Council to investigate.

c) **Window Cleaning:**

Owners commented that the window cleaning have been done for the acid cleaning, however the balcony railing has yet to be cleaned.

14. **ANY OTHER MATTERS – CONT'D**

d) **Landscaping:**

An Owner on the 3rd floor mentioned that there are weeds growing on the garden rooftops and these still need to be attended to. The Strata Agent will follow up with Holland Landscapers.

e) **Visitor Parking Passes:**

An Owner inquired if the Strata Council would be increasing the temporary passes per day from 3 to 5. This will be put up for discussion at the next Strata Council Meeting.

f) **Elevator Floor Stains:**

An Owner commented that there have been stains on the elevator floor either because the cleaners have gone home for the day or because Residents have not been careful about taking out their garbage and allowing bags to leak on the floor. Residents are reminded to ensure that even the common areas are part of their home and are to be kept clean at all times. The Concierge will assist when cleaners are off site.

15. **ELECTION OF STRATA COUNCIL MEMBERS**

The 2018/2019 Strata Council Members automatically resign at tonight's meeting. The floor was opened up for volunteers for the 2019/2020 Strata Council. The following Owners were then put forward to be considered for Strata Council:

Elton Wat – Strata Lot 177
Albert Lam – Strata Lot 153
Paul Fodchuk – Strata Lot 25
Shawn Flintoff – Strata Lot 246
Tiffany Cheung – Strata Lot 157
Michelle Lee – Strata Lot 40

The following Council Members were then dully elected by majority vote to the Strata Council for the 2019/2020 year. All six members were elected:

Elton Wat – Strata Lot 177
Albert Lam – Strata Lot 153
Paul Fodchuk – Strata Lot 25
Shaw Flintoff – Strata Lot 246
Tiffany Cheung – Strata Lot 157
Michelle Lee – Strata Lot 40

16. **NEXT MEETING**

The next meeting will be a Strata Council Meeting for Strata Council Members only. The date of the meeting will be determined at a later date.

17. **TERMINATION OF MEETING**

There being no further business, it was **MOVED, SECONDED, and CARRIED** to terminate the Annual General Meeting at 8:19 p.m.

Respectfully submitted,



Francis Yeung, Senior Strata Agent
Rancho Management Services (B.C.) Ltd.
Agents for Strata Plan EPS4147
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Direct Line: (604) 331-4256
Email: fyeung@ranchogroup.com

Minutes are prepared by the Strata Agent and are approved for distribution by the Strata Council.

myRanchoStrata

Rancho offers a convenient way for Owners to access Strata-related documents through myRanchoStrata.

myRanchoStrata gives Owners 24/7 access to the following:

- | | |
|---------------------------|--------------------------------------|
| * Meeting minutes | * Insurance coverage |
| * AGM notices | * Depreciation & Engineering reports |
| * Building memos | * Important announcements |
| * Event calendars | * Bylaws & rules |
| * Account balance history | * Other strata related documents |

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<https://www.ranchovan.com/ownerRegistration.cfm>.