

**MINUTES OF ANNUAL GENERAL MEETING
STRATA CORPORATION VR 300**

HELD: Thursday December 2nd, 2010 at 7:00 PM in the Lobby, "Prince Edward Place, 3150 Prince Edward Street, Vancouver, BC

PRESENT: The Owners, Strata Plan VR 300, as per Registration Sheet
Jennifer Windsor, Bayside Property Services Ltd.

CALL TO ORDER

The meeting was called to order at 7:03 PM by Jennifer Windsor, Bayside Property Services Ltd. It was moved, seconded (#114/#302) and carried unanimously to have Jennifer Windsor chair this evening's meeting.

Bayside reported that there was a total of 20 Owners represented at the meeting, including 6 by proxy. In accordance with the Strata Property Act of British Columbia, a quorum requires that eligible voters holding 1/3 of the Strata Corporation's votes be present in person or by proxy. The registration sheet was signed, proxies were certified and ballots were issued.

NOTICE OF MEETING

It was moved, seconded (#304/#115) and carried unanimously that the Notice of Meeting dated November 10th, 2010 was proper notice as per the requirements of the Strata Property Act.

MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

It was moved, seconded (#115/#101) and carried unanimously to approve the Minutes of the Annual General Meeting held December 3rd, 2009, as previously circulated.

UNFINISHED BUSINESS

No unfinished business was identified.

COUNCIL / COMMITTEE REPORTS

No Council or Committee reports were presented.

RATIFY RULES

No Rules were made that required ratification.

INSURANCE REPORT

A copy of the Strata Corporation's Summary of Coverages was included with the Notice of Meeting for Owners' records and information. A second copy is included with these minutes as well. Owners are reminded that the Strata Corporation's insurance is not contents insurance and that Owners are responsible for obtaining your own homeowner policy to cover your

personal belongings and any improvements you have made to your strata lot.

All Owners – please note the following important items:

- a) Contents/Improvements: We take this opportunity to advise all Owners and residents that the Strata Corporation's insurance covers the building, carpeting, etc., as per original construction. Owners must insure any improvements to these items (wallpapering, paneling, flooring, general upgrading, etc.) completed by yourself or the previous Owner as well as your personal effects and furniture, through your personal Homeowner's coverage. It is suggested that all Owners and residents complete an inventory of their personal contents and belongings to ensure that you are adequately insured. Most insurance agents will provide you with an inventory guide booklet to assist you with an inventory. It is well worth it – also, take pictures or a video of your unit – and keep same in another location along with your inventory list.
- b) Owner Responsibility: There have been two court cases in British Columbia that dealt with the issue of Owner versus Strata Corporation responsibility, one involving a leaking dishwasher and the other, a broken pipe in a wall solely contained within one strata lot. Each incident caused thousands of dollars of damage to that strata lot. In both cases the strata lot Owner, not the Strata Corporation or the Strata Corporation's insurer, was held responsible for paying for the repairs. Based on these cases, it is apparent that if the "thing that breaks" (dishwasher, clothes washer, hot water tank, etc.) is owned by an individual unit Owner or is within the boundaries of the strata lot, either the cost of repairing any resulting damage or the deductible for the Strata Corporation's insurance policy, will be the responsibility of that Owner. Owners should therefore ensure that everything within their strata lot is in good working order, particularly things like dishwashers, clothes washers, toilets, sinks, faucets, hot water tanks, etc., where a breakdown could lead to water escape which might cause damage to your strata lot and others. Owners should also review your homeowner policy wording with your insurer to make sure that you have adequate protection for a chargeback of the Strata Corporation's deductible, or the actual cost of repairs, under these circumstances. Sometimes this coverage is provided as part of the basic policy, while other policies may only provide it as optional coverage requiring an additional premium. It is recommended that you provide the Strata Corporation's coverage details to your insurance broker to ensure that you are fully protected.
- c) Claim Possibility/Notification: Please note that any leakage or seepage of water should be reported promptly to Bayside, to ensure efforts are made to minimize the loss, and to ensure the Strata Corporation has an opportunity to make a claim with the insurance company. Such problems, if not reported, become repeated, ongoing leaks and therefore may not be covered. The building's insurance normally covers incidents of leakage, but not those of a continuing nature.

PROPOSED 2011 OPERATING BUDGET

It was moved, seconded (#114/#204) to approve the 2011 Operating Budget as proposed. After a brief discussion, the question was called and the 2011 Operating Budget was **CARRIED** unanimously.

PLEASE NOTE THAT STRATA FEES HAVE INCREASED AS PER THE APPROVED BUDGET AND MAINTENANCE FEE SCHEDULE ATTACHED.

OWNERS ON PAC (PRE-AUTHORIZED CHEQUING) WILL HAVE THE INCREASE AUTOMATICALLY ADJUSTED ON JANUARY 1ST.

OWNERS PAYING BY CHEQUE WILL NEED TO ADJUST YOUR JANUARY 1ST PAYMENT TO INCLUDE THE INCREASE FOR JANUARY.

ALL SUBSEQUENT PAYMENTS WILL BE THE AMOUNT SHOWN ON THE STRATA FEE SCHEDULE.

All Owners are reminded that the monthly maintenance assessments are due and payable on the first day of each and every month, in advance. Please note that late or non-payment will result in penalty assessment in accordance with Strata Corporation VR 300 Bylaws. Post-dated cheques are welcome and those wishing to do so may arrange for pre-authorized withdrawals from their bank, *which is the preferred method of payment*. Interested Owners may obtain a Pre-authorized Withdrawal Form from Bayside to be filled out and returned to Bayside along with a void cheque.

Alternatively, Owners may forward a series of twelve (12) post-dated cheques to BAYSIDE'S office located at Sperling Plaza, Suite 100 - 6400 Roberts Street, Burnaby, BC V5G 4C9. Please note the following when making out your cheques:

1. Your cheques should be dated for the FIRST of each month (**January 1st, 2011 through to and including December 1st, 2011**);
2. Cheques are to be made payable to "**Strata Plan VR 300**";
3. Your **Unit Number** is to be noted on your cheques, if not already imprinted.

RESOLUTION #1 BY ¾ VOTE

BE IT RESOLVED THAT The Owners, Strata Plan VR 300, hereby approve an expenditure of up to \$61,600.00 (includes HST) to replace the fencing along the perimeter of the common area of Prince Edward Place. Funding for this expenditure will be by Special Levy of the Owners in the amount of \$61,600.00, based on unit entitlement, as per the attached schedule. The Special Levy will be due and payable upon passage of this resolution, but for Owners' convenience the Special Levy can be remitted on or before January 1st, 2011.

It was moved, seconded (#114/#204) to approve Resolution #1.

At this time, Council presented the Owners with a comparative schedule of the various quotes that were received both to completely replace the fence, or to repair some sections and replace some sections.

It was moved, seconded (#310/#114) and carried, to amend Resolution #1 as follows:

BE IT RESOLVED THAT The Owners, Strata Plan VR 300, hereby approve an expenditure of up to ~~\$61,600.00~~ **\$55,000.00** (includes HST) to replace the fencing along the perimeter of the common area of Prince Edward Place. Funding for this expenditure will be by Special Levy of the Owners in the amount of **\$55,000.00**, based on unit entitlement, as per the attached schedule. The Special Levy will be due and payable upon passage of this resolution, but for Owners' convenience the Special Levy can be remitted on or before ~~January 1st~~ **March 1st**, 2011.

The question was called on Resolution #1 as amended and it **CARRIED** unanimously.

PLEASE NOTE

IF YOU ARE ON THE PRE-AUTHORIZED PAYMENT PLAN FOR YOUR MONTHLY STRATA FEES, PLEASE NOTE THAT THE SPECIAL LEVY PAYMENT WILL NOT "AUTOMATICALLY" BE WITHDRAWN FROM YOUR BANK ACCOUNT. IF YOU WOULD LIKE YOUR SPECIAL LEVY PAYMENT WITHDRAWN FROM YOUR ACCOUNT, YOU MUST COMPLETE THE ATTACHED FORM AUTHORIZING THE WITHDRAWAL TO OCCUR.

IF YOU ARE PAYING BY CHEQUE, PLEASE ENSURE THAT YOUR CHEQUE IS RECEIVED ON OR BEFORE MARCH 1ST, 2011.

RESOLUTION #2 BY ¾ VOTE

Bylaw changes as attached.

It was moved, seconded (#302/#204) to approve Resolution #2.

After a lengthy discussion regarding why the bylaw amendments were being proposed and some explanations on how they would be enforced, the question was called on Resolution #2 as presented and it **CARRIED** unanimously.

STRATA COUNCIL ELECTION

Jennifer Windsor advised the Owners that the members of the 2010 Strata Council must resign in accordance with the Strata Property Act of BC; however they would be eligible for re-election. The Owners thanked the 2010 Council members for their work over the past year with applause.

The following Owners agreed to accept nominations:

- Paul Janszki Unit #303
- Catherine McGrath Unit #302
- Brian Kerin Unit #204
- Dwayne Doornbosch Unit #114
- David Konduc Unit #107
- Allison Stewart Unit #207
- Fabian Warkalla Unit #304

There being no further nominations, it was moved, seconded (#114/#310) and **CARRIED** unanimously to elect the above noted Owners to serve on the Strata Council for the coming year. Brian Kerin agreed to accept the position of Council President. The remaining Officers will be elected at the first Council Meeting of the newly elected Council.

NEW BUSINESS

Appreciation: Karen Bertuzzi, on behalf of all the Owners and Residents of Prince Edward Place, presented Derek LePage with a card of thanks for his tireless contribution to VR 300. Owners are reminded that Derek is no longer the Caretaker; any maintenance requests or assistance can be obtained via Bayside.



There being no further business to discuss, the meeting was terminated at 8:08 PM on a motion by Unit #215.

Upcoming meeting dates are as follows:

Thursday February 3 rd , 2011	Council Meeting
Thursday April 7 th , 2011	Council Meeting
Thursday June 2 nd , 2011	Council Meeting
Thursday August 4 th , 2011	Council Meeting
Thursday October 20 th , 2011	Budget Meeting
Thursday December 1 st , 2011	Annual General Meeting (tentative)

The first meeting of the newly elected Council will be held Thursday February 3rd, 2011 at 7:00 PM in Unit #204.

A large, stylized handwritten signature in black ink, appearing to read "Jennifer Windsor".

Jennifer Windsor, Property Manager
BAYSIDE PROERTY SERVICES LTD.
#100 - 6400 Roberts Street, Burnaby, BC V5G 4C9

Direct: 604.638.6142

Office: 604.432.7774 (24 hours - after office hours, emergencies only)

Fax: 604.430.2698

Email: jwindsor@baysideproperty.com

OWNERS: Please retain all Minutes as required by Real Estate Regulations.

EMERGENCIES

For after hours, holiday, or weekend emergencies, **DO NOT** call the Property Manager's direct line or send an e-mail. **You need to call 604.432.7774** if you are calling regarding anything that cannot wait until the next business day.



Merry Christmas and Best Wishes for the New Year!

From: Bayside Property Services Ltd.



COASTAL INSURANCE SERVICES LTD.

104 - 2331 Marpole Avenue, Port Coquitlam, BC V3C 2A1 Tel: 604-944-1700 Fax: 604-944-1734
1322 Johnston Road, White Rock, BC V4B 3Z2 Tel: 604-531-1020 Fax: 604-531-2031
Toll Free: 1-800-665-3310 Website - www.coastalinsurance.com - e-mail: info@coastalinsurance.com

Summary Of Coverages

NAMED INSURED: The Owners of Strata Plan VR 300 Prince Edward Place
LOCATION: 3150 Prince Edward Street, Vancouver BC V5T 3N6
POLICY TERM: June 1st, 2010 to June 1st, 2011
SUMMARY FOR: Bayside Property Services Ltd.

\$5,785,100 **All Property** - "All Risks" including **Guaranteed Replacement Cost** and **Blanket Bylaws**.
Subject to a \$1,000 Deductible except for \$5,000 Water Damage Deductible, \$5,000 Sewer Backup
Deductible, \$10,000 Flood Deductible and 10% Earthquake Deductible

REPLACEMENT **Blanket Exterior Glass** - subject to a \$100 Deductible for Residential or \$250 Deductible for
Commercial Units. ****Provided by Kristo's Glass Company Ltd. (604-251-5931)****

\$5,000,000 **Commercial General Liability** - including Broad Form "occurrence" Property Damage, Medical
Payments \$2,500/\$25,000, Cross Liability Clause, Personal Injury (nil participation), Non-Owned
Automobile Liability, Contingent Employer's Liability, Contractual Liability, Employees as
additional named insureds including any Property Management firms while acting on behalf of the
Corporation, subject to a \$500 Deductible per occurrence. **\$10,000,000 General Aggregate Limit.**

\$2,000,000 **Directors & Officers Liability** - (Errors & Omissions), TO INCLUDE PROPERTY MANAGERS
AS ADDITIONAL NAMED INSURED.

\$10,000 **Condominium Discrimination Defense Costs** - Covers legal defense costs for non compensatory
damages from an unsuccessful action or complaint. \$25,000 aggregate.

\$1,000,000 **Pollution and Remediation Legal Liability** - subject to a \$10,000 Retention.

\$100,000 **Volunteer Accident Insurance Plan** - Accidental Death and Disability for owners who perform
work on a volunteer basis. Subject to a 7 day Waiting Period, Maximum 52 Weeks.

Comprehensive Dishonesty, Disappearance and Destruction

\$10,000 Employee Dishonesty - Form A

\$5,000 Loss Inside/Outside the Premises, Money Orders/Counterfeit Paper Currency/Depositors Forgery.

\$5,785,100 **Equipment Breakdown** - insuring all Fired & Unfired Pressure Vessels & Refrigeration Systems,
Electrical & Mechanical Equipment, Repair or Replacement. Subject to \$1,000 Deductible and a 24
hour waiting period for Business Interruption (if applicable). INCLUDES: Hot Water Supply &
Storage Tanks, Pool Boiler and Filter Tanks, all Electrical Motors, Fans, Tanks, Pumps,
Compressors, Switchgear, Switchboard, A/C Units, Intercom, Phone and Security Systems.

**This is a generalized resume of coverages for quick reference. In all cases the terms and conditions of the policy
in effect are the determining documents.**

Date: May 1st, 2010

E/OE/ME

STRATA CORPORATION VR 300 Year End December 31st
2011 Operating Budget

RECEIPTS		APPROVED BUDGET 2011
101	Owners' Contributions	119,127.22
103	Interest Income	250.00
104	Laundry Income	6,200.00
TOTAL RECEIPTS		125,577.22
DISBURSEMENTS		
300	Gas	35,000.00
310	Electricity	5,000.00
320	Management Fees	15,153.22
322	Statutory Review of Books	224.00
330	Insurance	16,000.00
340	Wages	11,000.00
360	Audit	1,300.00
380	Appraisal (Due April 2011)	800.00
395	Sundry	1,100.00
405	Water	7,000.00
415	Scavenging	5,500.00
425	Equipment/Supplies	800.00
435	Repairs/Maintenance	8,500.00
445	Gardening	2,500.00
475	Elevator	2,700.00
485	Leased Equipment	4,000.00
710	Contingency Reserve	9,000.00
TOTAL DISBURSEMENTS		125,577.22

STRATA CORPOPATION VR 300
2011 Approved Strata Fee Schedule
January 1, 2011 – December 1, 2011

Unit	Unit Entitlement	Operating	CRF	2011 Approved Strata Fee
101	2460	225.76	18.45	244.21
102	2123	194.84	15.92	210.76
103	3426	314.41	25.70	340.11
104	2966	272.19	22.25	294.44
105	2071	190.06	15.53	205.59
106	2071	190.06	15.53	205.59
107	2025	185.84	15.19	201.03
108	2340	214.75	17.55	232.30
109	1734	159.13	13.01	172.14
110	2326	213.46	17.45	230.91
111	2000	183.55	15.00	198.55
112	2096	192.36	15.72	208.08
114	2860	262.47	21.45	283.92
115	2064	189.42	15.48	204.90
201	2460	225.76	18.45	244.21
202	2123	194.84	15.92	210.76
203	2123	194.84	15.92	210.76
204	2403	220.53	18.02	238.55
205	2966	272.19	22.25	294.44
206	2071	190.06	15.53	205.59
207	2071	190.06	15.53	205.59
208	2025	185.84	15.19	201.03
209	2340	214.75	17.55	232.30
210	1734	159.13	13.01	172.14
211	2326	213.46	17.45	230.91
212	2057	188.77	15.43	204.20
214	2096	192.36	15.72	208.08
215	2860	262.47	21.45	283.92
216	2064	189.42	15.48	204.90
301	2460	225.76	18.45	244.21
302	2123	194.84	15.92	210.76
303	2123	194.84	15.92	210.76
304	2403	220.53	18.02	238.55
305	2966	272.19	22.25	294.44
306	2071	190.06	15.53	205.59
307	2071	190.06	15.53	205.59
308	2025	185.84	15.19	201.03
309	2340	214.75	17.55	232.30
310	1734	159.13	13.01	172.14
311	2326	213.46	17.45	230.91
312	2057	188.77	15.43	204.20
314	2096	192.36	15.72	208.08
315	2860	262.47	21.45	283.92
316	2064	189.42	15.48	204.90
TOTALS	100000	9,177.26	750.03	9,927.29

STRATA CORPORATION VR 300
Approved Special Levy Schedule
for Fencing Due March 1, 2011

Unit	Unit Entitlement	Special Levy
101	2460	1,353.00
102	2123	1,167.65
103	3426	1,884.30
104	2966	1,631.30
105	2071	1,139.05
106	2071	1,139.05
107	2025	1,113.75
108	2340	1,287.00
109	1734	953.70
110	2326	1,279.30
111	2000	1,100.00
112	2096	1,152.80
114	2860	1,573.00
115	2064	1,135.20
201	2460	1,353.00
202	2123	1,167.65
203	2123	1,167.65
204	2403	1,321.65
205	2966	1,631.30
206	2071	1,139.05
207	2071	1,139.05
208	2025	1,113.75
209	2340	1,287.00
210	1734	953.70
211	2326	1,279.30
212	2057	1,131.35
214	2096	1,152.80
215	2860	1,573.00
216	2064	1,135.20
301	2460	1,353.00
302	2123	1,167.65
303	2123	1,167.65
304	2403	1,321.65
305	2966	1,631.30
306	2071	1,139.05
307	2071	1,139.05
308	2025	1,113.75
309	2340	1,287.00
310	1734	953.70
311	2326	1,279.30
312	2057	1,131.35
314	2096	1,152.80
315	2860	1,573.00
316	2064	1,135.20
TOTALS	100000	55,000.00

RESOLUTION OF THE OWNERS, STRATA PLAN VR300

(the "Strata Corporation")

WHEREAS the Strata Corporation proposes to amend its bylaws.

BE IT RESOLVED by a $\frac{3}{4}$ vote of the Strata Corporation that:

1. The bylaws of the Strata Corporation be amended by:
 - (a) adding Bylaw 25.0, as set out in the attached Schedule "A"; and
 - (b) deleting Bylaw 4.5 and replacing it with Bylaw 26.0, as set out in the attached Schedule "A".
2. The Strata Council of the Strata Corporation (the "Strata Council") take all such further actions to register the amendments set out in this Resolution (the "Amendments") with the Land Title Office, including but not limited to filing a Form I, Amendment to Bylaws.
3. Any two members of the Strata Council execute such documents as are required to register the Amendments in the Land Title Office on behalf of the Strata Corporation.

SCHEDULE A

25.0 PESTS

25.1 In this Bylaw 25.0, **"Pests"** means pests or vermin, including but not limited to earwigs, fleas, lice, silverfish, cockroaches, ants, beetles, moths, bedbugs, mice, and rats.

25.2 Without limiting the generality of Bylaw 3.18, no Owner, Tenant, Occupant or Invitee shall do anything that may cause, encourage, or permit Pests to enter or exist on any part of the Premises.

25.3 Without limiting the generality of Bylaw 25.2, an Owner, Tenant, or Occupant who detects evidence or suspects the existence of Pests on the Premises shall:

- (a) immediately:
 - (i) give notice to the Strata Corporation; and
 - (ii) do all such things as are required to limit the spread of Pests.
- (b) Permit an agent of the Strata Corporation to enter a Strata Lot in accordance with Bylaws 26.2(a) for the purpose of taking all such steps as are required to rid the Premises of Pests.

26.0 ENTRY

26.1 In this Bylaw 26.0, the following terms shall have the following meanings:

- (a) **"Entry Infraction"** includes the following circumstances:
 - (i) where an Owner, or an Owner's Tenant or Occupant denies, impedes, or interferes with access to a Strata Lot in contravention of Bylaw 26.2(a); or
 - (ii) where an Owner, or an Owner's Tenant or Occupant denies, impedes, or interferes with access to a Strata Lot in contravention of Bylaw 26.2(b), and such contravention continues for 7 days following notice of such contravention by the Strata Corporation to the Owner.
- (b) **"Forcible Entry"** means any right or action of the Strata Corporation in accordance with Bylaw 26.5;
- (c) **"Forcible Entry Costs"** means all costs incurred by the Strata Corporation in exercising its rights pursuant to Bylaw 26.5, such costs to include but not be limited to:

- (i) all costs to retain trades people, including but not limited to bailiff and locksmith fees and charges;
- (ii) all costs to restore the Premises to the condition that existed prior to the Forcible Entry; and
- (iii) all legal fees and disbursements on a solicitor and own client basis incurred in connection with any court proceedings;

26.2 An Owner, Tenant, Occupant, or Invitee shall allow a Person authorized by the Strata Corporation to enter a Strata Lot:

- (a) in an emergency, without notice, to ensure safety or prevent significant loss or damage; and,
- (b) at a reasonable time, on 48 hours' written notice, to:
 - (i) inspect, repair or maintain Common Property, Common Assets and any portions of a Strata Lot that are the responsibility of the Strata Corporation to repair and maintain under the Bylaws or the Act; or
 - (ii) ensure compliance with the Act and the Bylaws.

26.3 The notice referred to in Bylaw 26.2(b) above shall include the date, approximate time of entry, and reason for entry.

26.4 Any notice permitted or required pursuant to this Bylaw 26.0 shall be given in accordance with Section 61 of the Act.

26.5 Without limiting the rights of the Strata Corporation pursuant to the Bylaws, the Act and its regulations, or at law, if an Owner, Tenant, Occupant or Invitee should commit an Entry Infraction, the Strata Corporation may do any of the following without further notice to the Owner, Tenant, Occupant, or Invitee:

- (a) use such reasonable force and assistance as the Strata Corporation may deem advisable in order to enter the Strata Lot, and in doing so neither the Strata Corporation or the Strata Council nor their agents will be liable for any costs, damages, actions, or claims whatsoever, including but not limited to:
 - (i) property damage;
 - (ii) damage sustained by any Person, including without limiting the generality of the foregoing, an Owner, Tenant, Occupant, or Invitee; or
 - (iii) an action for trespass;

with respect to the Forcible Entry, and without limiting the generality of the foregoing, the Strata Corporation shall have no obligation to restore the Strata Lot;

- (b) apply to a court of competent jurisdiction for any relief by way of order, injunction, decree or otherwise that may be appropriate to protect the interests of the Strata Corporation.

26.6 An Owner shall immediately upon notice from the Strata Corporation, deliver to the Strata Corporation the Forcible Entry Costs applicable to a Forcible Entry to that Owner's Strata Lot, whether or not such Forcible Entry resulted from a breach by the Owner, or the Owner's Occupant, Tenant, or Invitee.

26.7 Without limiting the generality of Bylaw 26.6 an Owner shall indemnify and save harmless the Strata Corporation from and against any and all manner of actions or causes of action, damages, costs, loss, or expenses of whatever kind which the Strata Corporation may sustain, incur, or be put to by reason of or arising out of:

- (a) Forcible Entry; or
- (b) an Entry Infraction.



VR 300

Date: _____

TO: PRE-AUTHORIZED PAYMENT PLAN PARTICIPANTS

I(We) _____

Being the registered Owner(s) of Suite # _____, Strata Plan VR 300, hereby authorize Bayside Property Services Ltd. on behalf of Strata Corporation VR 300 to withdraw my/our share of the Special Levy, as outlined in the Minutes of the Annual General Meeting of December 2, 2010, from my/our account:

\$ _____ in one (1) installment
(March 1, 2011)

Please return this form to Bayside Property Services Ltd. by mail or FAX to 604-430-2698.

Signature(s): _____

Please note you are not required to complete this Form if you wish to pay by separate cheque.

**MINUTES OF COUNCIL MEETING
STRATA CORPORATION VR 300
"PRINCE EDWARD PLACE"**

HELD: Thursday August 5th, 2010 at 6:30 pm in Unit #204 - 3150 Prince Edward Street, Vancouver, BC.

PRESENT:	Karen Bertuzzi	President	Unit #101
	Derek Le Page	Vice President	Unit #215
	Brian Kerin		Unit #204
	Brian Piskorik		Unit #214
	Catherine McGrath		Unit #302
	Dwayne Doornbosch		Unit #114

AGENT: Tara Lynn Hooge Bayside Property Services Ltd.

REGRETS: Paul Janszki Treasurer Unit #303

CALL TO ORDER

The meeting was called to order at 6:38 p.m. by Council President, Karen Bertuzzi and Bayside chaired the meeting at Council's request.

PREVIOUS MINUTES

It was moved, seconded (Bertuzzi/Doornbosch) and carried approve the Council Meeting Minutes of June 3rd, 2010.

BUSINESS ARISING FROM THE PREVIOUS MINUTES

1. Kone Elevators: Bayside requested in writing that Kone attend to the issue with the elevator door rubbing metal on metal at the bottom plate of the elevator track. Council Vice President, Derek LePage has advised Council and Bayside that Kone Elevators had attended to the repair.
2. Insurance Enquiry: Bayside was requested to obtain a written reply to the Strata Council's questions regarding a reduction in renewal costs as it was discovered that a neighboring building, when going to tender, received a lesser renewal cost without changing the existing coverage. Bayside will provide Council with the reply from Coastal Insurance upon receipt. Coastal Insurance, for Owners information, is the insurance broker, not the insurer.
3. Fence Replacement: Contractors have attended to inspect the fence repairs/replacement in question; however no firm bids have been presented to the Strata Council for their review and consideration. Due to the costs involved, such fence repairs can not be paid from the Strata Corporation's Operating Budget as this is a capital expense and therefore must be approved for withdrawal from the CRF or by special levy. Owners will be presented with such costs at a general meeting for their review and consideration. Owners can expect a Special Levy to address such matter, however the estimate for a special levy can not be determined at this time without firm quotes. Council has prepared a scope of work which the contractors are currently bidding on.

4. Tree Removal: Karen Bertuzzi reported that the large pine tree just outside the fence line adjacent to her unit #101 is dead. The pine tree is the property of the City of Vancouver and as a result Bayside was requested to issue a letter of request to have this tree removed to avoid any accidents that could occur should it remain.
5. Balcony Inspection: Bayside has discussed the Strata Corporation's needs with several contractors; however a firm quote can not be presented for the building's balcony repairs as it is uncertain what problems or issues can not be seen on the surface at first inspection. Council will likely have a contractor address the balcony repairs on a cost-plus basis.
6. BFI: Through continued communications and negotiations, BFI's Account Representative (garbage pick up provider) has advised that the monthly charges will be reduced from the current fee (which was recently reduced due to the Strata changing from the 3 yard bin to the 2 yard bin) to \$192.91 and cap the fuel surcharges and have no charge for extra weight fees that may come up from time to time.
7. Empty Lot: A letter that was to be written the City of Vancouver regarding their attending to the empty lot such as cutting grass, picking up trash etc. did not get sent. Bayside will ensure a letter is mailed and a reply received.
8. P&P Fire Safety Services: Council is awaiting a quote from P&P Fire Safety Services regarding the noted deficiencies on the Annual Fire Inspection Report. Bayside will provide the quote to Council upon receipt.
9. Window Glass Replacement: Unit #101 advised that the window needing replacement in the unit has not been addressed by Kristo's Glass at this time due to the unit Owner and Kristo's Glass encountering scheduling difficulties. Bayside will request that Kristo's Glass connect with the unit Owner in an attempt to schedule a mutually convenient time in order to have this glass replacement addressed.

FINANCIAL REPORTS

1. Monthly Reports: After review and discussion it was moved, seconded (LePage//McGrath) and carried unanimously to approve the Financial Reports as prepared by Bayside for the months of March and April 2010.
2. Accounts Receivable: There is currently one unit Owner in arrears totaling \$211.15. At the direction of Council, Bayside will notify the unit Owner of the NSF cheque. Council would like to thank Owners for keeping their strata lots in good standing order.

NEW BUSINESS

1. Correspondence: Correspondence received and reviewed by Council has been considered dealt with and not needing to be recorded as discussion in this evening's Council Meeting Minutes.
2. Bed Bugs: As Owners and Residents are aware that some units, common areas and a tenant's vehicle were fumigated for bed bugs. All the units that were fumigated for bed bugs

did not necessarily have bed bugs present in their unit, however it was strongly recommended that the units beside, below and above be fumigated in an attempt to ensure that the bed bugs did not move from one unit to the other. Council discussed at length their disappointment with the tenants' actions in the building regarding bringing in old furniture and old discarded clothing and leaving them in the common area of the building and the unit. Although Council does not have solid proof that the bed bugs originated in this particular suite, they are disappointed that when the pest control company was at the building fumigating the units, he did not allow access for the unit to be fully fumigated. The pest control company was called back on a separate day (following day) to spray the unit in its entirety and the resident's vehicle as he had discovered that in fact he did have bed bugs present in the unit and his vehicle. Council requested Bayside discuss this situation with the tenant's landlord and speak with Stephen Hamilton, Strata Lawyer, to create a bylaw that would speak to the matters of bed bugs, actions to be taken and charge backs to be applied if necessary. Council was pleased with Bayside and the Owners response time ensuring that this matter was dealt with immediately to avoid any further problems regarding bed bugs. **Council insists that in the future if you notice you have bugs, bed bugs, vermin, etc. in your unit that you report it immediately to a member of Council and or Bayside so that these types of matters can be dealt with immediately.**

3. Retirement: Derek LePage, at this evening's Council Meeting, advised that effective October 31st, 2010 he will be retiring from his duties as building caretaker and a member of the Strata Council. Bayside will assist the Strata Council in finding a replacement for Derek LePage/Caretaker. Derek has agreed to help train the newly appointed Caretaker once such person(s) are hired. Council thanked Derek for his contribution to the building and noted that the building will feel Derek's absence from the Caretaking responsibilities and as an active member of Council.

There being no further business to transact, it was moved, seconded (Piskorik/Kerin) and carried unanimously to approve the termination of the meeting at 9:05 pm.

The next Meeting is the Budget Meeting which is tentatively scheduled for Thursday October 14th, 2010 at 6:30 pm.



Tara Lynn Hooge, Property Manager
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Note to Owners: Please retain these minutes as per Real Estate regulations. Additional copies can be obtained at a cost.

**MINUTES OF COUNCIL MEETING
STRATA CORPORATION VR 300
"PRINCE EDWARD PLACE"**

HELD: Thursday October 14th, 2010 at 6:30 PM in Unit #101, 3150 Prince Edward Street, Vancouver, BC.

PRESENT:	Karen Bertuzzi	President	Unit #101
	Paul Janszki	Treasurer	Unit #303
	Brian Kerin		Unit #204
	Catherine McGrath		Unit #302
	Dwayne Doornbosch		Unit #114

AGENT: Jennifer Windsor Bayside Property Services Ltd.

REGRETS: Brian Piskorik Unit #214

CALL TO ORDER

The meeting was called to order at 6:32 PM by Council President, Karen Bertuzzi. Jennifer Windsor chaired the meeting at Council's request.

PREVIOUS MINUTES

It was moved, seconded (Bertuzzi/McGrath) and carried, to approve the Council Meeting Minutes of August 5th, 2010.

BUSINESS ARISING FROM THE PREVIOUS MINUTES

1. Fence Replacement: Contractors have attended to inspect the fence, which requires either repair or replacement, and presented bids for Council's consideration. Owners will be presented with a resolution for their approval at the upcoming Annual General Meeting. Owners should note that a Special Levy will likely be proposed for the costs associated with the replacement of the fence. A Council member has agreed to determine if replacement of the entire fencing is an affordable option.
2. City of Vancouver Height Restrictions: Council has been in contact with the City regarding plans for the adjacent lot and to determine the maximum set backs and height restrictions, and if there will be an information meeting regarding development of the lot. This item is ongoing and further information will be presented at a subsequent Council Meeting.
3. Tree Removal: Bayside issued a letter of request to the City to have a tree removed in order to avoid any accidents that could occur should it remain. The City was in contact with Bayside and will be inspecting the tree.
4. Empty Lot: A letter was sent to the City of Vancouver regarding the adjacent lot. Subsequent to receiving the letter, the lot has been significantly cleaned up.

5. Balcony Inspections: Owners with balconies that require work were asked to complete a survey; only a few Owners responded. **Bayside requests that any Owners with concerns regarding their balcony write or email their concerns to Council via Bayside.**
6. Glass Replacement: Kristo's Glass replaced the glass in Unit #101 under the Strata Corporation's insurance policy.
7. Hiring a New Caretaker: Owners are advised that Derek Le Page resigned as Caretaker of Prince Edward Place as of October 1st. The new Caretaker is William Scott of W.T. Scott Cleaners. Derek has met with William and advised him of the general upkeep requirements for the building. Council extends a big thank you to Derrick for all of his hard work over the years.

FINANCIAL REPORTS

1. Monthly Reports: After review and discussion, it was moved, seconded (Janszki/Doornbosch) and carried unanimously to approve the July and August 2010 Financial Reports as prepared by Bayside.
2. Accounts Receivable: All Owners are up to date with their strata fees. Council would like to thank the Owners for keeping their accounts in good standing.

NEW BUSINESS

1. Correspondence: Council reviewed correspondence from Owners regarding bed bugs, height restrictions and the adjacent lot.
2. 2011 Operating Budget: Council reviewed and approved the draft 2011 Operating Budget to be presented to the Owners for their approval at the Annual General Meeting. Owners should note that a 5% increase in strata fees will be proposed; the increase is mainly due to the implementation of HST, which added 7% to many items.
3. Annual General Meeting Agenda: Council reviewed items that will be added to the Agenda of the Annual General Meeting. In addition to the Budget, there will be resolutions for bylaw amendments addressing pests, such as bed bugs, and fence replacement. Further information on these matters will be reported at the next Council Meeting.
4. Dry Steamer: It was moved, seconded (Kerin/Doornbosch) and carried unanimously to purchase a dry steamer for the Strata Corporation at a cost not to exceed \$900.00. Owners will be able to use the steamer (with caution) in their suites as the steamer will kill bed bugs. **Council strongly requests that if you notice any bugs, bed bugs, vermin, etc., in your suite PLEASE REPORT IT IMMEDIATELY TO A MEMBER OF COUNCIL AND/OR BAYSIDE in order that these types of matters can be dealt with immediately.**

There being no further business to transact, it was moved, seconded (Bertuzzi/McGrath) and carried unanimously to approve the termination of the meeting at 7:47 PM.

The next Council Meeting has been scheduled for Thursday December 16th, 2010 at 6:30 PM at a location to be determined at a later date.



Jennifer Windsor
Property Manager

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