

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

HELD: Thursday December 6th, 2012 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 the Registration Sheet
Jennifer Windsor, Bayside Property Services Ltd.

CALL TO ORDER

The meeting was called to order at 7:02 PM by Jennifer Windsor, Bayside Property Services Ltd. It was moved, seconded (#304/#112) and carried unanimously to have Jennifer Windsor chair this evening's meeting.

Bayside reported that there was a total of 29 Owners represented at the meeting, including 13 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 (#302/#207) and carried unanimously that the Notice of Meeting dated November 16th, 2012 was proper notice as per the requirements of the Strata Property Act.

MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

It was moved, seconded (#110/#205) and carried unanimously to approve the Minutes of the Annual General Meeting held December 1st, 2011, as previously circulated.

UNFINISHED BUSINESS

No unfinished business was identified.

COUNCIL / COMMITTEE REPORTS

No Council or Committee Reports were presented.

RULE RATIFICATION BY MAJORITY VOTE

The Owners, Strata Plan VR 300, hereby agree to ratify the following Rule:

The laundry fees have increased to \$1.25 per load for the washer and \$1.25 per load for the dryer.

It was moved, seconded (#112/#214) to approve this Laundry Rule and after some discussion, the question was called and it carried unanimously.

RESOLUTION #1 BY ¾ VOTE

Preamble: 20% of the Ownership signed a petition to bring forward the Resolution below to the Annual General Meeting.

BE IT RESOLVED THAT The Owners, Strata Plan VR 300, hereby approve the addition of Bylaw 3.5(c)(v):

3.5(c) Only pets of the following nature may be kept on the Premises:

- (v) ***no more than 1 small dog, which does not exceed 18 inches in height at the shoulder or 25 pounds in weight as an adult.***

It was moved, seconded (#112/#114) to approve Resolution #1 and after some discussion, the question was called with the following results:

In Favour: 5
Opposed: 24
Abstentions: 0

RESOLUTION #1 FAILED.

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. *Also important to note is the deductible for earthquake coverage for the Strata Corporation is 10% of the value of the building. Owners should bring this information to their insurance broker to ensure that they are adequately covered in the event of an earthquake.*

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 2013 OPERATING BUDGET

It was moved, seconded (#214/#304) to approve the 2013 Operating Budget as proposed. After a brief discussion, the question was called and the 2013 Operating Budget was **CARRIED** unanimously.

PLEASE NOTE THAT STRATA FEES HAVE INCREASED AS PER THE APPROVED BUDGET AND STRATA 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, 2013 through to and including December 1st, 2013**);
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.

STRATA COUNCIL ELECTION

Jennifer Windsor advised the Owners that the members of the current 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 2012 Council members for their work over the past year with applause.

The following Owners agreed to accept nominations:

- Dwayne Doornbosch Unit #114
- Fabian Warkalla Unit #304
- Brian Piskorik Unit #214
- Brian Kerin Unit #204
- Francoise Robertson Unit #112
- Allison Stewart Unit #207

There being no further nominations, it was moved, seconded (#302/#215) and **CARRIED** unanimously to elect the above noted Owners as a slate to serve on the Strata Council for the coming year. Officers will be elected at the first Council Meeting of the newly elected Council.

There being no further business to discuss, the meeting was terminated at 7:45 PM on a motion by Unit #203.

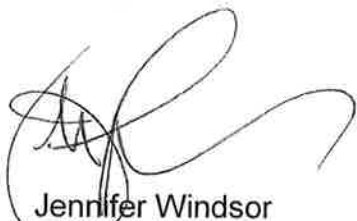
Owners are reminded to be conscious of water consumption.

Owners are also requested to contact the Property Manager if they can volunteer their time to help complete an inventory of the building systems in preparation for the Depreciation Report.

The first meeting of the newly elected Council will be held Thursday February 28th, 2013 at 7:00 PM. The location is to be determined. Subsequent Council meetings have been scheduled as follows, with locations to be determined:

Thursday June 13th, 2013 at 7:00 PM
Thursday September 19th, 2013 at 7:00 PM

Annual General Meeting: Thursday December 5th, 2013 at 7:00 PM (*tentative*).



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.



HUB International Coastal Insurance Brokers

401 - 130 Brew Street, Port Moody, BC V3H 0E3 T: 604-937-1700 F: 604-937-1734
TF: 1-800-665-3310 www.hubcoastal.ca E: coastalinfo@hubinternational.com

SUMMARY OF COVERAGE FOR:

The Owners of Strata Plan VR 300 Prince Edward Place

Property Location:	3150 Prince Edward Street, Vancouver, B.C. V5T 3N6		
Policy Period:	June 01, 2012 to June 01, 2013 12:01 am		
COVERAGES		Deductibles (\$)	Limits (\$)
PROPERTY – All Property, All Risks, Guaranteed Replacement Cost, Bylaws			
Water Damage		1,000	6,084,000
Backup of Sewers, Sumps, Septic Tanks or Drains		5,000	Included
Earthquake Damage		5,000	Included
Flood Damage		10%	Included
Key & Lock Replacement		10,000	Included
		250	10,000
BLANKET EXTERIOR GLASS			
Please report all glass claims directly Kristo's Glass Company Ltd. at 604-251-5931			
		Residential	100
		Commercial	250
			Blanket
COMMERCIAL GENERAL LIABILITY			
Each Occurrence Limit		500	5,000,000
General Aggregate Limit			10,000,000
Coverage A - Bodily Injury & Property Damage Liability – <i>per Occurrence</i>		500	5,000,000
Products & Completed Operations – <i>Aggregate</i>			10,000,000
Coverage B – Personal and Advertising Injury – <i>per Occurrence</i>		500	5,000,000
Non-Owned Automobile – <i>per Occurrence</i>			5,000,000
STRATA DIRECTORS & OFFICERS LIABILITY		Nil	2,000,000
POLLUTION & REMEDIATION LEGAL LIABILITY			
Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense		10,000 Retention	1,000,000
VOLUNTEER ACCIDENT - Plan I			
Principal Sum - \$100,000 Weekly Accident Indemnity - \$500 (maximum 52 weeks)		7 Day Waiting Period	100,000
Accident Expenses - various up to \$10,000 / Dental Expense – up to \$5,000			
COMPREHENSIVE DISHONESTY, DISAPPEARANCE AND DESTRUCTION			
Coverage I Employee Dishonesty – <i>Aggregate</i>		Nil	25,000
Coverages II, III, IV, and V – Broad Form Money & Securities - <i>Aggregate Limit each coverage</i>		Nil	10,000
EQUIPMENT BREAKDOWN			
I - Standard Comprehensive Plus, Replacement Cost		1,000	6,084,000
II - Consequential Damage, 90% Co-Insurance		1,000	25,000
III - Extra Expense		24 Hr Waiting Period	100,000
IV - Ordinary Payroll – 90 Days		24 Hr Waiting Period	100,000
PLATINUM LEGAL EXPENSE PROTECTION – CLARK WILSON LLP			
Legal advice and exclusive benefits for Strata Corporations. See Contract for Details			Included

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

STRATA CORPORATION VR 300 Year End December 31st
2013 Operating Budget

RECEIPTS		APPROVED BUDGET 2013
101	Owners' Contributions	139,130.00
103	Interest Income	400.00
104	Laundry Income	7,440.00
TOTAL RECEIPTS		146,970.00
DISBURSEMENTS		
300	Gas	35,000.00
310	Electricity	6,500.00
320	Management Fees	15,523.00
322	Statutory Review of Books	210.00
330	Insurance	18,000.00
340	Wages	10,557.00
360	Audit	1,680.00
380	Appraisal (Year 2 of 3)	
395	Sundry	1,100.00
405	Water	8,500.00
415	Scavenging	5,100.00
425	Equipment/Supplies	800.00
435	Repairs/Maintenance	10,000.00
445	Gardening	4,800.00
475	Elevator	3,150.00
485	Leased Equipment	4,050.00
710	Contingency Reserve	22,000.00
TOTAL DISBURSEMENTS		146,970.00

Strata Corporation VR 300
2013 Approved Strata Fee Schedule
January 1, 2013 - December 1, 2013

				2013
Unit	Unit Entitlement	Operating	CRF	Approved Strata Fee
101	2460	240.12	45.10	285.22
102	2123	207.22	38.92	246.14
103	3426	334.41	62.81	397.22
104	2966	289.50	54.38	343.88
105	2071	202.15	37.97	240.12
106	2071	202.15	37.97	240.12
107	2025	197.65	37.13	234.78
108	2340	228.40	42.90	271.30
109	1734	169.25	31.79	201.04
110	2326	227.04	42.64	269.68
111	2000	195.21	36.67	231.88
112	2096	204.58	38.43	243.01
114	2860	279.16	52.43	331.59
115	2064	201.46	37.84	239.30
201	2460	240.12	45.10	285.22
202	2123	207.22	38.92	246.14
203	2123	207.22	38.92	246.14
204	2403	234.55	44.06	278.61
205	2966	289.50	54.38	343.88
206	2071	202.15	37.97	240.12
207	2071	202.15	37.97	240.12
208	2025	197.65	37.13	234.78
209	2340	228.40	42.90	271.30
210	1734	169.25	31.79	201.04
211	2326	227.04	42.64	269.68
212	2057	200.78	37.71	238.49
214	2096	204.58	38.43	243.01
215	2860	279.16	52.43	331.59
216	2064	201.46	37.84	239.30
301	2460	240.12	45.10	285.22
302	2123	207.22	38.92	246.14
303	2123	207.22	38.92	246.14
304	2403	234.55	44.06	278.61
305	2966	289.50	54.38	343.88
306	2071	202.15	37.97	240.12
307	2071	202.15	37.97	240.12
308	2025	197.65	37.13	234.78
309	2340	228.40	42.90	271.30
310	1734	169.25	31.79	201.04
311	2326	227.04	42.64	269.68
312	2057	200.78	37.71	238.49
314	2096	204.58	38.43	243.01
315	2860	279.16	52.43	331.59
316	2064	201.46	37.84	239.30
TOTALS	100000	9,760.76	1,833.36	11,594.12