

"555"  
STRATA CORPORATION VR1428  
555 WEST 14TH AVENUE  
VANCOUVER, BC

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**MINUTES OF THE ANNUAL GENERAL MEETING OF STRATA PLAN VR1428,  
HELD ON THURSDAY, OCTOBER 30<sup>TH</sup>, 2008, AT THE UKRAINIAN CATHOLIC  
COMMUNITY CENTRE, 3150 ASH STREET, VANCOUVER, BC, AT 7:00 P.M.**

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**IN ATTENDANCE:**

20 Owners were represented at the meeting either in person or by proxy.  
(12 in person, 8 by proxy)

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

Patrick Frechette, Property Manager

1. **CALL TO ORDER**

The meeting was officially called to order by the Property Manager, Mr. Patrick Frechette, at 7:05 p.m.

2. **CALLING THE ROLL, ISSUING PROXIES AND ISSUING VOTING CARDS**

Mr. Frechette confirmed that the total number of represented Owners constituted a quorum, thus those present could proceed with the business at hand.

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

As per the terms of the *Strata Property Act*, the Chairperson for an Annual General Meeting is the Strata Council President. Failing that, the Strata Council President may appoint a person to chair tonight's meeting. The Strata Council President appointed Ms. Virginia Hayes, to Chair tonight's meeting.

There being no questions or concerns, it was unanimously **MOVED, SECONDED** and **CARRIED** to approve the election of the Chairperson for tonight's meeting. (20 in favour, 0 opposed, 0 abstained)

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

Mr. Frechette noted that as per the terms of the *Strata Property Act*, Owners must be given notice of the Meeting in writing at least two (2) weeks in advance of the meeting. Notices were sent out October 10<sup>th</sup>, 2008, and therefore meeting the requirements as per the *Strata Property Act*.

A point was made that the minimum notice may contribute to low owner turnout. Mr Frechette explained that it is very difficult to prepare the annual financial statements any

4. **FILING PROOF OF NOTICE OF MEETING CONT'D**

more quickly than they are already doing; it is a tight turn-around between fiscal year-end and the AGM. Future Councils might consider a “dual” notification approach with “advance notice” and then formal, two-week notice. Same for SGMs as needed.

It was **MOVED, SECONDED** and **CARRIED** to approve filing proof of notice of Meeting.

5. **APPROVAL OF AGENDA**

Mr. Frechette noted that item number 6, should be removed from tonight’s agenda since the Annual General Meeting Minutes have already been adopted at the Special General Meeting held on September 3<sup>rd</sup>, 2008.

In addition, as per the Strata’s Bylaws, item numbers 14 and 15 should be reversed as “Any Other Matter that may be Properly Brought Before the Meeting” comes before “Election of Council Members”.

The Chairperson then asked the Owners if there were any other amendments or additions to the agenda as presented. After discussion, it was **MOVED, SECONDED** and **CARRIED** to approve the agenda as amended.

6. **ADOPTION OF PREVIOUS ANNUAL GENERAL MEETING MINUTES**

As noted in item number 5, Approval of Agenda, the meeting minutes for the Annual General Meeting held on October 30<sup>th</sup>, 2007 have already been approved and no further discussion will be needed. Hence, the minutes of both the present meeting and the September 3<sup>rd</sup> SGM will be approved at the next SGM, expected in late November 2008.

7. **UNFINISHED BUSINESS FROM THE LAST ANNUAL GENERAL MEETING**

The Chairperson noted that there is no unfinished business left from the last Annual General Meeting.

8. **COMMITTEES REPORT**

a) **Interior Decorating Committee:**

Deborah Pearson from the Interior Decorating Committee updated the Owners on the project. As of the time of the meeting, Columbia Restorations Ltd. was in the process of submitting a new proposal to the Interior Decorating Committee. When that has been submitted and reviewed by the Redecorating Committee members (4) and Strata Council and found satisfactory, another Special General Meeting will be called. The representatives from the Interior Decorating Committee went on to answer a few questions from the Owners present in the assembly.

## 8. COMMITTEES REPORT CONT'D

### b) Block Watch Committee:

The Chair of tonight's meeting, Ms. Virginia Hayes, is also the Block Watch Captain for the building with Ms. Norma Axford-Couch, who is the Block Watch Committee Co-Captain, presented their report to the Owners present regarding the Block Watch program currently in place at the building and in the neighbourhood. What Block Watch essentially does is help in the prevention of crime and encourages Owners to report any activity/incidences to the Captain and Co-Captain, so that they can make further improvements to the building security.

The Block Watch Committee reported that since the last Annual General Meeting, incidents in the building included the following:

- Two first-floor strata lots were broken into,
- Two bicycles were stolen from the parkade.
- Small items have disappeared from outside hallway doors & from bikes in the parkade
- There was one reported incidence of mail theft.

The Committee also informed the Owners present that they strongly recommend that Owners add serial numbers to record all their valuables., and the mylar SecuriTags from BC TB Vets are an easy, excellent, tamper-proof way to indicate ownership of big and small items.

Ms. Virginia Hayes went on to announce that both Captain and Co-Captain will be resigning from their positions in the building and new volunteers are needed. Since no one from the assembly volunteered to join Block Watch as Co-Captain, an Owner put a motion to give a mandate to the new Strata Council to find volunteers. The motion was then **SECONDED**. After further discussion, the motion was put to a vote and it was **unanimous**. The Owners gave a generous round of applause for Ms. Virginia Hayes and Ms. Norma Axford-Couch and thanked them for their role and dedication to crime prevention in the building.

## 9. REPORT ON INSURANCE

The Property Manager, Patrick Frechette, presented the Owners with the report on insurance. As required by the *Strata Property Act*, the Strata Council is required to report on the status of the insurance coverage with the Owners annually. Mr. Frechette noted that attached in tonight's Annual General Meeting package is the current Strata Corporation insurance policy provided by Coastal Insurance Services Ltd. Mr. Frechette then proceeded to explain the insurance provided to the Strata Corporation as well as reviewed the insurance policy including related deductibles for damages and incidents. He then reminded Owners and especially Investor/Owners that they should have additional coverage for their strata lot units, such as liability and improvement and

9. **REPORT ON INSURANCE CONT'D**

betterments. Owners should be wary that they should carry adequate insurance for any personal belongings as well as any renovations or improvements they have made to their units, such as installing hardwood floors, kitchen cabinets, countertops, improved fixtures, changes in any appliances, etc.

An Owner asked some questions regarding some aspects of the coverage, such as, earthquake, personal injury liability and medical payments and the Property Manager was instructed to get clarification for the upcoming Strata Council meeting.

There being no further discussion or questions, it was **MOVED, SECONDED** and **CARRIED** to accept the report on insurance.

10. **REPORT ON ARREARS**

Mr. Frechette informed the General Membership that there are no Owners in arrears with their maintenance fees as of tonight's meeting.

It was then **MOVED, SECONDED** and **CARRIED** to accept the report on arrears.

11. **FINANCIAL REPORT**

Mr. Frechette presented the Owners with the financial statements for the fiscal year ending 2007/2008. Mr. Frechette reviewed the yearly statement, contingency fund amount and went through each expenditure line-by-line and gave an explanation of the year end figures.

The financial report was then **MOVED, SECONDED** and then the floor opened for discussion. It was then **CARRIED** to approve the 2007/2008 financial statements as presented.

12. **PROPOSED 2008/2009 OPERATING BUDGET**

Mr. Frechette reviewed the proposed 2008/2009 operating budget with the Owners present and noted that there was no increase in strata fees for the upcoming fiscal year. The Strata Council gave their recommendation for the proposed budget. Mr. Frechette pointed out the categories where there was a change in expenditure, either an increase or decrease. One \$700 item, Enterophone service, was moved on the column "2007/2008 Actual", from Line 15 "Interior R&M" to Line 30 "Intercom and Phone Line". There was no overall effect on the Total Expenditure and Surplus.

There was discussion, raised by an Owner, regarding the cost of maintaining the hot tub. The Owner **MOVED** to reduce the budgeted \$3500 for operating the hot tub to \$1500 and to transfer the balance of the money to the contingency reserve fund in order to offset any costs related to the redecorating of the building interior. The motion was then

12. **PROPOSED 2008/2009 OPERATING BUDGET CONT'D**

**SECONDED.** The floor was then open for discussion. After discussion, the motion was put to a vote and the motion **FAILED** (*three (3) Owners in favour, thirteen (13) opposed, four (4) abstained*).

Another Owner **MOVED** to take \$800 from the contingency reserve fund the 2008/2009 operating budget and to put it into the window cleaning category in order to have the windows cleaned twice a year, instead of the current once a year. The motion was then **SECONDED.** The floor was then open for discussion. After discussion, the motion was put to a vote and the motion **CARRIED** (*seventeen (17) Owners in favour, one (1) opposed, two (2) abstained*).

A few Owners brought to the attention of the assembly that income from the laundry service has steadily declined in the last few years and that the next Strata Council should monitor the situation and remove some machines if needed.

There being no further discussion, it was **MOVED, SECONDED** and **CARRIED** to approve the proposed 2008/2009 operating budget as amended (*seventeen (17) Owners in favour, one (1) opposed, two (2) abstained*).

13. **¾ VOTE RESOLUTIONS**

a) **Resolution "A" – Transfer monies to Contingency Reserve Fund:**

***WHEREAS:***

1. *The Owners, Strata Plan VR1428 incurred a surplus of \$5,909.91 from the building re-piping project.*

***BE IT THEREFORE RESOLVED, BY ¾ VOTE RESOLUTION:***

1. *THAT the Owners of Strata Plan VR1428 authorize the transfer of \$5,909.91 from the building re-piping project into the contingency reserve fund in the 2008/2009 fiscal period.*

After discussion, an Owner **MOVED** to accept Resolution "A" as presented. The motion was **SECONDED** and **CARRIED** (*nineteen (19) in favour; zero (0) opposed, one (1) abstentions*).

b) **Resolution "B" – Operating Surplus:**

***WHEREAS:***

1. *The Strata Corporation incurred an operating surplus of approximately \$8,460.00.*

***BE IT THEREFORE RESOLVED, BY ¾ VOTE RESOLUTION:***

1. *THAT the Owners of Strata Plan VR1428 authorize the operating surplus of \$8,460.00 be transferred into the contingency fund for the 2008/2009 fiscal period.*

13. ¾ VOTE RESOLUTIONS CONT'D

b) Resolution "B" – Operating Surplus Cont'd:

An Owner **MOVED** to change the operating surplus to \$10,660.00 as of the final year-end financials issued showed that another \$2,200 surplus that was not accounted for at the time the resolution was printed. The motion was **SECONDED** and after discussion, the motion was **CARRIED**. There being no further discussion, the resolution was put to a vote and the motion **MOVED, SECONDED** and **CARRIED** unanimously.

c) Resolution "C" – Bylaw Amendment:

WHEREAS:

1. *The Owners, Strata Plan VR1428 wish to add the following proposed Bylaw.*

**BE IT THEREFORE RESOLVED, BY ¾ VOTE RESOLUTION:**

1. *THAT the Owners, Strata plan VR1428, adopt the attached proposed Bylaw to be effective after the October 30<sup>th</sup>, 2008 Annual General Meeting.*

Current Bylaw

- 20 (2) *Minutes of all meetings must be delivered in paper form unless the recipient has requested that they be made available to him or her in an alternative form provided as a standard service by the property management firm.*

Proposed Bylaw

- 20 (2) *Minutes of all meetings will be delivered in paper form only if the recipient has requested that they be made available to him or her.*

An Owner **MOVED** to amend the proposed bylaw to read as follows:

- 20 (2) *Minutes of all meetings will be made available on the property management website and minutes will be delivered in paper form only if the recipient has requested that they be made available in that form.*

The **MOTION** to amend was **SECONDED**. After discussion, the amendment was put to a vote and was **CARRIED (twelve (12) in favour, six (6) opposed, and two (2) abstained)**. The amended resolution was then **MOVED, SECONDED** and **DEFEATED (thirteen (13) in favour, six (6) opposed, and one (1) abstained)**.

14. **ANY OTHER MATTER THAT MAY BE PROPERLY BROUGHT BEFORE THE MEETING**

At this time there were no matters brought forth. Owners are encouraged to take their concerns to Strata Council, via the Property Manager.

15. **ELECTION OF STRATA COUNCIL MEMBERS**

The Chairperson introduced the Strata Council members who served in the previous year. The Owners present at tonight's meeting gave them a round of applause in appreciation for their hard work and volunteer time spent. Those resigning from Council were identified.

It was **MOVED** to open the floor for volunteers. The **MOTION** was **SECONDED** and **CARRIED**. The following Owners volunteered for Council and were welcomed and thanked by the Chair:

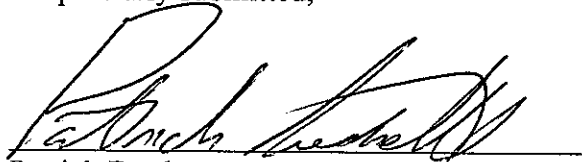
- Deborah Pearson #117
- Stephanie Whitehead #217
- Shannon Cliff #312
- Charleen Zaleski #215

The Chairperson then received a **MOTION** from the General Membership. It was then **MOVED, SECONDED** and **CARRIED** to duly elect the volunteer Owners to the Strata Council for 2008/2009.

16. **TERMINATION**

There being no further business to discuss, it was **MOVED, SECONDED** and **CARRIED** to adjourn the meeting at 9:30 p.m.

Respectfully submitted,



Patrick Frechette, Property Manager  
Rancho Management Services (B.C.) Ltd.  
Agent for Strata Plan VR2327  
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Phone: (604) 684-4508 (**24 HOUR EMERGENCY SERVICES**)  
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## **SECURITY**

For the security of everyone, residents are reminded to **NOT** let strangers into the building. This helps to prevent vandalism and helps keep the building security at its highest level.