

MINUTES OF THE ANNUAL GENERAL MEETING STRATA PLAN LMS 1443: SALTSPRING

Date Held: Tuesday, April 04, 2017

Location: Taylor Park Elementary School – Library @ 7590 Mission Avenue,
Burnaby, B.C.

In Attendance: Twenty-eight (28) Strata Lots represented:

- Seventeen (17) in person
- Eleven (11) by proxy

In addition: Danny Samson, Property Manager - Peak Property Management Inc.

1. Call to Order

As quorum had been achieved, the meeting was called to order at 7:01 pm by Danny Samson, Property Manager, who also acted as the Chairperson for the meeting.

2. Calling of Roll / Certification of Proxies / Confirmation of Quorum

It was confirmed that there are 54 strata lots, with all 54 owners being eligible to vote. Owners representing at least 18 strata lots were required to constitute a quorum. Quorum was achieved through the certification of proxies, and those owners present. 28 Owners were registered (17 Owners being present, and 11 by proxy).

3. Proof of Notice of Meeting / Approval of Agenda

The Chairperson established that the Proof of Notice document, which certifies that the notices of the meeting was prepared and distributed, was in accordance with the provisions of the Strata Property Act. It was moved by Unit #403, and seconded by Unit #301. **MOTION CARRIED**

It was also moved, seconded, and carried unanimously to approve the Agenda as distributed. (#403 / #311) **MOTION CARRIED**

4. Adoption of the Minutes of the Annual General Meeting held on April 05, 2016

It was moved by Unit #301, seconded by Unit #406, and carried unanimously that the Minutes of the previous Annual General Meeting held on April 05, 2016 be adopted as circulated. There were no indications for business arising from those Minutes. **MOTION CARRIED**

ATTENTION TO ALL OWNERS: All Owners should be involved in reading their Strata Council Meeting Minutes. Many reminders and updates important to Owners, and also the complex, are provided in the minutes.

5. Council's Report

On behalf of the Strata Council for Strata Plan LMS 1443: Saltspring, Council Member, Shirley Birtwistle, presented the report for the 2016 – 2017 fiscal year to the Ownership. A copy of the report is attached.

6. Report on Insurance Coverage

The Insurance Cover Note for SP LMS 1443: Saltspring was included in the A.G.M. Package for all Owners to review. According to the most recent appraisal completed by Normac Appraisals, the current replacement value of the building is indicated at \$11,255,000. This represents a slight increase (\$155,000) from last year. The policy premium amount totaled \$29,529, which is \$1,364 more than last year. The coverage continues from Dec. 31, 2016 – Dec. 31, 2017, and is being provided by HUB International Coastal Insurance Brokers (604-269-1000).

The following (common) insurance deductibles are noted:

- Water Damage – no change at \$5,000;
- Sewer Back-up – no change at \$5,000;
- Flood Damage – no change at \$10,000;

The Ownership is reminded that the Strata Corporation's insurance coverage does not include any improvements or betterments, completed either by the current or previous owners/occupants, within their strata lot. Each individual owner is encouraged to ensure that they have adequate homeowner insurance to cover these improvements and betterments, and also their personal content. Owners may contact danny@peakmail.ca for further details.

IMPORTANT NOTICE TO ALL OWNERS/OCCUPANTS:

Owners and/or Occupants are reminded to report all repairs and deficiencies leading to a potential Insurance Claim to Management for evaluation and review.

Owners and/or Occupants are also reminded that all emergencies should be reported directly to Peak Property Management Inc., by calling 604-931-8666.

7. Adoption of the Financial Statements for the Year Ending January 31, 2017

The year-ending Financial Statements for the 2016 – 2017 fiscal year were included in the A.G.M. Package for the Owner's review and adoption. It was noted that the Strata Corporation ended the fiscal year in a Net Income position at \$33,797.67, with the Contingency Reserve Fund (C.R.F.) balance at \$111,590.85 (the Ownership continued to contribute \$20,000 towards the C.R.F. for the fiscal year).

After a brief "questions and answers" period with the Ownership, it was moved (#301), seconded (#308), and carried unanimously to approve the February 01, 2016 – January 31, 2017 year-end financial statements.

8. Review and Approval of the 2017 – 2018 Operating Budget

The Owners discussed the proposal for the 2017 – 2018 Operating Budget. It was agreed that Council would present the Owners with a 0% increase from the previous fiscal year completed.

It was moved by Unit #301, and seconded by Unit #308 to adopt the “Proposed Operating Budget – 0% Increase” for the fiscal period of February 01, 2017 – January 31, 2018.

**27 Votes in Favor
0 Opposed
1 Abstained
MOTION CARRIED**

9. ¾ VOTE RESOLUTION #1 – 2016 – 2017 NET INCOME ALLOCATION

BE IT RESOLVED THAT THE OWNERS, STRATA PLAN LMS 1443, in accordance with the Strata Property Act, hereby vote and agree that the balance of funds from the 2016 – 2017 fiscal year be used towards the 2017 – 2018 Operating Budget (for the period of Feb. 01, 2017 – Jan. 31, 2018).

After some discussion, the resolution was put to a vote.
(Moved: #412 / Seconded: #301).

**28 Votes in Favor
0 Opposed
0 Abstained
MOTION CARRIED**

10. ¾ VOTE RESOLUTION #2 – BY-LAW ADDITION – OBTAIN APPROVAL BEFORE ALTERING A STRATA LOT

BE IT RESOLVED THAT THE OWNERS, STRATA PLAN LMS 1443, in accordance with the Strata Property Act, hereby vote and approve the addition of the following By-law (as By-law #7.1 (i)):

7.1 (i) A strata lot owner shall not change the type of flooring without prior written consent of the Strata Council.

After some discussion, the resolution was put to a vote.
(Moved: #403 / Seconded: #301).

**27 Votes in Favor
1 Opposed
0 Abstained
MOTION CARRIED**

11. ¾ VOTE RESOLUTION #3 – BY-LAW REVISION – OBTAIN APPROVAL BEFORE ALTERING A STRATA LOT

BE IT RESOLVED THAT THE OWNERS, STRATA PLAN LMS 1443, in accordance with the Strata Property Act, hereby vote and approve the repealing and replacing of the following by-law with the following revised by-law:

Old Bylaw – 7.3:

- 7.3 *An owner intending to apply to the strata corporation for permission to alter a strata lot must submit, in writing, detailed plans and written description of the intended alteration.*

New Revised Bylaw – 7.3:

- 7.3 *An owner intending to apply to the strata corporation for permission to alter a strata lot must submit, in writing, detailed plans and written description of the intended alteration, and MUST sign the indemnity agreement, as per the attached schedules.*

There was a motion from the floor (#312) to revise the wording of item C in the “Indemnity Agreement” to include, “...in accordance with By-law #7.1”. This was seconded by #403, and the motion was carried. As a result, the Ownership voted on the revisions to the Indemnity Agreement.

**18 Votes in Favor
0 Opposed
10 Abstained
MOTION CARRIED**

The Ownership then voted on $\frac{3}{4}$ Vote Resolution #3, and the revised Indemnity Agreement. (Moved: #403 / Seconded: #301).

**26 Votes in Favor
2 Opposed
0 Abstained
MOTION CARRIED**

12. $\frac{3}{4}$ VOTE RESOLUTION #4 – BY-LAW ADDITION – MARKETING ACTIVITIES BY OWNERS AND OCCUPANTS

BE IT RESOLVED THAT THE OWNERS, STRATA PLAN LMS 1443, in accordance with the Strata Property Act, hereby vote and approve the addition of the following By-laws (as By-law #36.2):

36.2 Realtor lockboxes shall NOT be attached to any part of the exterior of the building, any railing or anywhere located on common property or limited common property.

After some discussion, the resolution was put to a vote. (Moved: #308 / Seconded: #301).

**28 Votes in Favor
0 Opposed
0 Abstained
MOTION CARRIED**

13. $\frac{3}{4}$ VOTE RESOLUTION #5 – BY-LAW ADDITION – PARKING

BE IT RESOLVED THAT THE OWNERS, STRATA PLAN LMS 1443, in accordance with the Strata Property Act, hereby vote and approve the addition of the following By-laws (as By-law #39.2 (i)):

39.2 (i) .Visitor parking is prohibited between the hours of 1:00 am to 6:00 am (overnight parking is prohibited) without prior consent of the Strata Council.

After some discussion, the resolution was put to a vote.
(Moved: #311 / Seconded: #301).

**13 Votes in Favor
14 Opposed
1 Abstained
MOTION FAILED**

14. ¾ VOTE RESOLUTION #6 – BY-LAW ADDITION – RENTALS

BE IT RESOLVED THAT THE OWNERS, STRATA PLAN LMS 1443, in accordance with the Strata Property Act, hereby vote and approve the addition of the following By-laws (as By-law #42.6):

42.6 No residential strata lot shall be occupied under a residential tenancy lease, contract, or license arrangement for transient, hotel, or commercial purposes. An Owner must not use, or permit to be used, a residential strata lot except as a private residential dwelling home and specifically a residential strata lot is not to be used or occupied for transient, commercial or hotel purposes under a contract, license agreement or any other form of agreement for transient, short-term rentals or short-term occupancy or accommodation of any kind, commercial hotel or hotel-like accommodation, boarding house, house letting, a bed and breakfast or for any other short-term accommodations, including without limitation, short-term accommodation advertised under the names “VRBO”, “Airbnb”, “Home Away” or monikers advertising, by newspaper, Craigslist, internet or otherwise, short-term occupancy or accommodation of any kind.

After some discussion, the resolution was put to a vote.
(Moved: #311 / Seconded: #312).

**25 Votes in Favor
3 Opposed
0 Abstained
MOTION CARRIED**

15. ¾ VOTE RESOLUTION #7 – BY-LAW REVISION – MISCELLANEOUS

BE IT RESOLVED THAT THE OWNERS, STRATA PLAN LMS 1443, in accordance with the Strata Property Act, hereby vote and approve the repealing and replacing of the following by-law with the following revised by-law:

Old Bylaw – 44.5:

44.5 A resident or visitor must not use common property electrical outlets with the exception of parking area outlets used while vacuuming a vehicle.

New Revised Bylaw – 44.14:

44.5 A resident or visitor must not use common property electrical outlets with the exception of parking area outlets used while vacuuming a vehicle. No common property electrical outlets may be used for charging electric vehicles.

After some discussion, the resolution was put to a vote.
(Moved: #412 / Seconded: #301).

**28 Votes in Favor
0 Opposed
0 Abstained
MOTION CARRIED**

16. ¾ VOTE RESOLUTION #8 – BY-LAW ADDITION – MISCELLANEOUS

BE IT RESOLVED THAT THE OWNERS, STRATA PLAN LMS 1443, in accordance with the Strata Property Act, hereby vote and approve the addition of the following By-laws (as By-law #44.17):

44.17 No owner/resident is permitted to store any items on the balcony railings, this includes plants, plant pots, and any other items the Strata Council deems to be unsafe.

After some discussion, the resolution was put to a vote.
(Moved: #301 / Seconded: #311).

**28 Votes in Favor
0 Opposed
0 Abstained
MOTION CARRIED**

REMINDER NOTICE TO THE OWNERS, LMS 1443: SALTSPRING:

Owners / Occupants should be inspecting their shut-off valves, water hoses and pipes on a consistent basis. These items wear down over the course of time, and may result in a significant leak causing excessive damage to the building. This will reduce the event of an emergency, and the likeliness of a major repair and/or insurance claim.

General Maintenance is the responsibility of each Owner and should not be overlooked.

17. Discussions

The floor was open to the Ownership for discussion and questions about the building. The following items were discussed, and will be a part of the Agenda for the next Council Meeting:

1. Glass/Window Issues – Owners were asked to please e-mail their related concerns to lms1443@shaw.ca;
2. Elevator Light – needs to be replaced;
3. Garage Door issues – making too much noise; a service call will be placed to Precision Door & Gate; Tree Replacement;
4. Tree Maintenance – a plan is in place with the landscapers to complete tree cutting/pruning throughout the property;
5. Marijuana Issues – concerns with the effects of legalization, and how it will affect the building and residents;
6. Window Washing – consideration for completion for this fiscal year.

REMINDER NOTICE TO THE OWNERS, LMS 1443: SALTSPRING:

***Please submit any concerns, requests, etc., in writing, to your Property Manager at:
Strata Plan LMS 1443: Saltspring
c/o Peak Property Management Inc.
#208 – 1046 Austin Avenue
Coquitlam, B.C. V3K-3P3***

Or through e-mail at: danny@peakmail.ca

18. Election of 2017 – 2018 Strata Council

The following Owners were nominated, and accepted, for the 2017 - 2017 Strata Council for Strata Plan LMS 1443:

Steve Davis, Unit #306
Gayla Shulhan, Unit #112
Tammy Simpson, Unit #106
Sandra Stefanich, Unit #206
Arlene Mussato, Unit #301

19. Termination

As there was no further business to discuss, it was moved by Unit #308 and seconded by Unit #311, to terminate the meeting at 8:46 pm. ***MOTION CARRIED***

REMINDER NOTICE TO THE OWNERS, LMS 1443: SALTSPRING:

Owners and/or Occupants are also reminded that all emergencies should be reported directly to Peak Property Management Inc., by calling 604-931-8666.

During office hours (9:00 am – 5:00 pm), Owners/Occupants are asked to contact the Front Desk Receptionist (by pressing 0), should the Property Manager, Danny Samson, not be available.

During non-office hours (5:00 pm – 9:00 am), Owners/Occupants are asked to connect with the emergency answering service (by dialing 604-931-8666, and then pressing 1), who will directly contact the Property Manager.