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MEMORANDUM

TO: The Owners, Strata Plan EPS3084

DATE: December 22, 2022

FROM: Miroslav Babjarcik, Strata Manager

RE: SPECIAL GENERAL MEETING MINUTES

Attached are the minutes of the Special General Meeting held on December 14, 2022. Please read and retain them for future reference.

SPECIAL LEVY:

Please be advised that no special levies have been passed.

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* * *

Encl.

MB/kk

**MINUTES
SPECIAL GENERAL MEETING
THE OWNERS STRATA PLAN EPS3084
SEQUEL 138**

***Held on Wednesday, December 14, 2022
Via Electronic***

Following registration that started at 6:30 p.m., certification of proxies and issuance of voting was completed.

QUORUM STATUS REPORT

Subject to the Bylaws, a quorum for a general meeting is eligible voters holding 1/3 of the Strata Corporation's votes, present in person or by proxy. As the Strata Corporation currently consists of 127.1 eligible votes, 43 eligible votes represent quorum in this instance.

With declaring a quorum not reached, in accordance with the Strata Plan bylaws or legislation,

The meeting is adjourned for 30 minutes. At 7:34 p.m., the meeting was called to order with 14 owners in person and 22 owners by proxy assignment for a total of 36 eligible votes deemed as the legal quorum for the meeting.

CALL TO ORDER & ELECTION OF CHAIRPERSON

The meeting was called to order at 7:34 p.m. by Bethany Brown, Council President, who acted as Chairperson in accordance with the Strata Plan Bylaws

FirstService Residential BC Ltd. was represented by Miroslav Babjarcik who assisted with facilitating the Meeting electronically.

PROOF OF NOTICE

It was noted that the Notice of Meeting, dated November 24, 2022, complied with the notice requirements of the *Strata Property Act* and that the most recently approved financial statements had been received.

APPROVAL OF AGENDA

It was moved and seconded to approve the Agenda as distributed with the Notice of Meeting.

34 IN FAVOUR, 1 OPPOSED, 0 ABSTAINED. **CARRIED.**

APPROVAL OF GENERAL MEETING MINUTES

It was moved and seconded to approve the Minutes of the Special General Meeting held August 26, 2022 as previously circulated.

36 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. **CARRIED.**

**CONSIDERATION OF 3/4 VOTE RESOLUTION "A"
APPROVAL OF SIGNIFICANT CHANGE IN THE APPEARANCE OF COMMON PROPERTY
LOADING BAY GATE**

It was moved and seconded to bring the proposed resolution to the floor for discussion. Resolution "A" reads as follows:

PREAMBLE As you are aware, our loading bay gate has been completely broken and requires replacement. The options for replacement (outlined below in detail) require a 3/4 vote from owners, and thus we must hold an SGM before we can move forward with the repair plan. Replacing the gate with the same construction will cost over \$100k and is not recommended by the Strata Council as the metal grate design is easy to penetrate by motivated individuals. This design poses a serious security risk even after our previous Building Manager fortified it with steel bars.

Instead the Council would like to propose we change the current design from one large metal grate door, to two paneled doors. This change will cost less than half of the price to install, it will be cheaper to repair if needed in the future, and it will be far more secure. The paneled two door design is considered a major change to the building, and so we have prepared a Significant Change Resolution for this vote (attached). Please see pricing details below.

WHEREAS

- (A) The exterior facing gate of loading bay currently consists of a single gate;
- (B) The owners would like to change the single gate configuration to a double gate configuration, which change will also require the installation of a pillar to separate the two gates (the double gate configuration and pillar installation being collectively the "**Replacement Loading Bay Gate**"); and
- (C) The Replacement Loading Bay Gate is a significant change in the appearance of common property.

BE IT RESOLVED, by a 3/4 vote of The Owners, Strata Plan EPS 3084 pursuant to section 71 of the Act, that the significant change in the appearance of common property consisting of the Replacement of Loading Bay Gate be approved.

If Resolution "A" is defeated, Resolution "B" will not be put forward for Owners consideration.

END OF RESOLUTION

After some discussion, the vote was called. The results were as follows:

18 IN FAVOUR, 18 OPPOSED, 0 ABSTAINED. **DEFEATED.**

**CONSIDERATION OF 3/4 VOTE RESOLUTION "B"
LOADING BAY GATE REPLACEMENT (TWO GATES)
(SPECIAL EXPENDITURE FUNDED BY CONTINGENCY RESERVE FUND)**

It was moved and seconded to bring the proposed resolution to the floor for discussion. Resolution "B" reads as follows:

PREAMBLE As you are aware, our loading bay gate has been completely broken and requires replacement. The options for replacement (outlined below in detail) require a 3/4 vote from owners, and thus we must hold an SGM before we can move forward with the repair plan. Replacing the gate with the same construction will cost over \$100k and is not recommended by the Strata Council as the metal grate design is easy to penetrate by motivated individuals. This design poses a serious security risk even after our previous building manager fortified it with steel bars.

Instead the Council would like to propose we change the current design from one large metal grate door, to two paneled doors. This change will cost less than half of the price to install, it will be cheaper to repair if needed in the future, and it will be far more secure. The paneled two door design is considered a major change to the building, and so we have prepared a Significant Change Resolution for this vote (attached). Please see pricing details below.

WHEREAS The Owners, Strata Plan EPS3084, Sequel 138, wish to pay for the loading bay replacement;

BE IT RESOLVED by a 3/4 vote resolution of The Owners, Strata Plan EPS3084, in person or by proxy at this General Meeting that a sum of money not exceeding \$46,809.00 be spent for the purpose of replacing the loading bay gates with two gates separated with the pillar, such expenditure to be charged against the Contingency Reserve Fund.

END OF RESOLUTION

If Resolution "A" is defeated, Resolution "B" will be put forward for Owners consideration.

After some discussion, the vote was called. The results were as follows:

NOT CONSIDERED

**CONSIDERATION OF 3/4 VOTE RESOLUTION "C"
LOADING BAY GATE REPLACEMENT (ONE GATE)
(SPECIAL EXPENDITURE FUNDED BY BLENDED FUNDING FROM CONTINGENCY
RESERVE FUND AND SPECIAL LEVY)**

It was moved and seconded to bring the proposed resolution to the floor for discussion. Resolution "C" reads as follows:

WHEREAS The Owners, Strata Plan EPS 3084, wish to pay for the loading bay replacement;

BE IT RESOLVED by a 3/4 vote resolution of The Owners, Strata Plan EPS 3084, in person or by proxy at this General Meeting that a sum of money not exceeding \$126,126.00, be raised and spent for the purpose of the loading bay gate replacement, such expenditure to be charged:

- (a) as to \$63,063.00, as a special levy upon the owners in proportion to the unit entitlement of their respective Strata Lots;
- (b) as to \$63,063.00, to be charged against the Contingency Reserve Fund, and;

In accordance with Sections 108(5) and (6) of the *Strata Property Act*, in the event that the actual cost of the proposed project is less than the special levy amount, if no Owner is entitled to receive a refund of more than \$100 in total, the remaining funds shall be transferred to the Contingency Reserve Fund. Interest earned on funds raised pursuant to this resolution will be allocated to the special levy fund.

The special levy of \$63,063.00 shall be assessed on January 1, 2023, and shall become due and payable in full immediately on the passing of this resolution by the owners on title as at the end of that day and any owner who sells, conveys or transfers his/her title, or remortgages, before payment of this special levy is made in full, shall then pay the full amount outstanding.

As a matter of financial convenience only, the owners may pay this special levy at any time up until February 1, 2023. Notwithstanding the foregoing, this special levy is not considered as an "installment" levy as contemplated by Section 108(3)(e) of the *Strata Property Act* [SBC 1998], and Section 109 of the *Strata Property Act* [SBC 1998] therefore does not apply.

Any owner who fails to make any payment(s) in accordance with this resolution shall be assessed a fine of \$200.00 on each such late payment. The Strata Corporation may further add interest charges on overdue payments at the rate of 10% per annum compounded annually.

Sections 116, 117 and 118 of the *Strata Property Act* [SBC 1998] (see attached) shall be applicable where an owner fails to make the required payment as authorized by the passing of this 3/4 vote.

END OF RESOLUTION

After some discussion, the vote was called. The results were as follows:

2 IN FAVOUR, 34 OPPOSED, 0 ABSTAINED. **DEFEATED.**

IMPORTANT!!

Please be advised that the Resolution "C" for Loading Bay Gate Replacement (One Gate) has been approved, Special Levy payment MUST arrive in our office no later than February 1, 2023 in order to avoid a monthly fine of \$ 200.00 that may be assessed.

Alternatively, you could issue a cheque to our office or go on-line to pay for your portion of the special levy to avoid the risk of being fined.

If you have any questions on your account, please contact the Accounts Receivable Department at ar.bc@fsresidential.com.

Thank you for your immediate attention.

TERMINATION OF MEETING

There being no further business, it was moved to terminate the meeting at 8:06 p.m. **CARRIED.**

FirstService Residential BC Ltd.

M. Babjarcik

Miroslav Babjarcik
Strata Manager
Per the Owners
Strata Plan EPS3084

MB/kk

Email: info.bc@fsresidential.com
Customer Care Centre: 1.855.273.1967 (24 hours non-emergency)

www.fsresidential.com

Please keep a copy of these minutes for future reference, which will be required at the time of sale. A charge, as per the *Strata Property Act*, will be assessed for replacement copies.

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In our dedication to ever-greater operational excellence and best practices, FirstService Residential uses **FSRConnect™**, an integrated web-based solution created solely for the property management industry. This software incorporates scores of advanced features that streamline building level administration, operations and communications.

A website portal, extended from **FSRConnect™**, is provided to your Strata Corporation, **FREE OF CHARGE**. Residents have secured access to stay up to date with community news, events, their accounts, etc. The email distribution capabilities and housing of strata documents will save postage and copying costs for the building.

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Download the latest AGM Minutes, Rules, Bylaws, and other documents to stay connected to your community.

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Stay on top of what's going on in your community with a calendar of upcoming events and meetings with building notices available for download.

► **Manage Unit Profile**

Update your contact information or password and check your account balance.

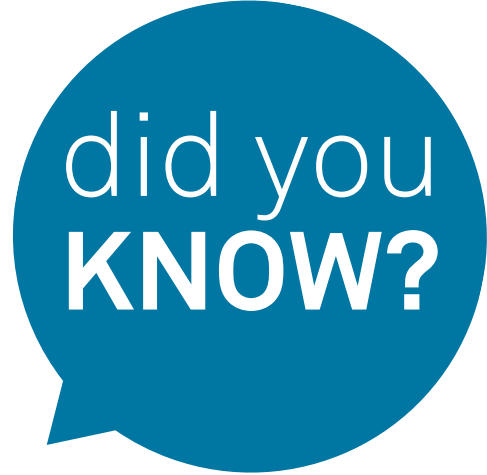
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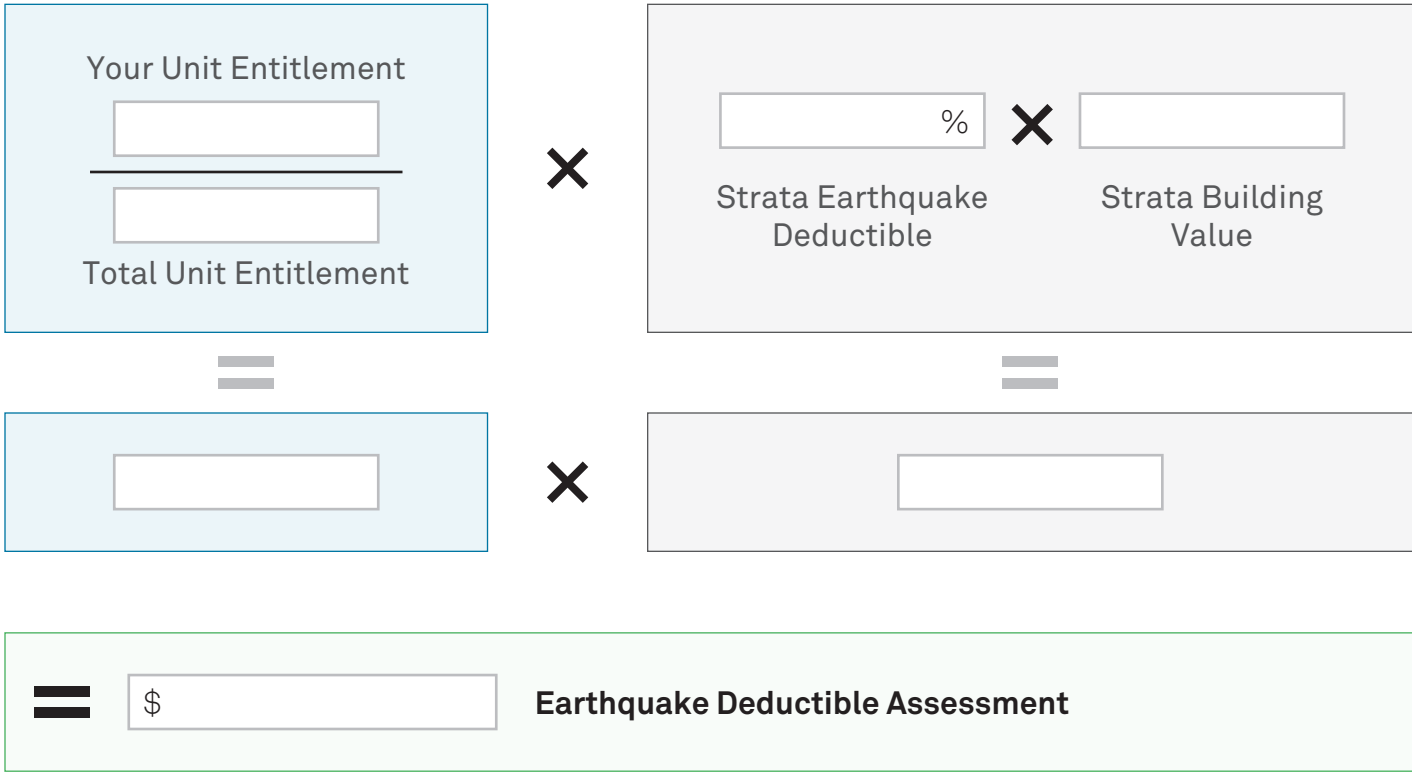
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Strata Earthquake Deductibles

Did you know, even though your building has earthquake coverage, you still need earthquake insurance under your own personal policy? This will protect your unit and contents, *and* provide funds to cover your special assessment toward the building’s earthquake deductible.

How much Earthquake Deductible Assessment do I need?



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