



WILLOWS STRATA PLAN NW 1389

ANNUAL GENERAL MEETING MINUTES
Thursday, February 25, 2021, 6:30 p.m.
Via Zoom

MANAGEMENT PRESENT:

Martin Carey, Property Manager
Pacific Quorum Properties Inc.

mcarey@pacificquorum.com / Direct Line: 604-634-3040

1. CALL TO ORDER

The meeting was called to order at 6:37 p.m. by the Strata Council President John Pustai

a) Quorum Report

The Property Manager noted that there were 17 Owners present in person and 3 Owner by proxy, a total of 20 strata lots were represented, therefore a quorum was established and the meeting was deemed legal to proceed as mandated in the *Strata Property Act*.

b) Certify Proxies

The Property Manager certified the proxies received.

c) Proof of Notice

The Property Manager confirmed that the Annual General Meeting Notice was mailed to all Owners on February 5, 2021, thereby meeting the requirements of the *Strata Property Act*.

2. APPROVAL OF THE AGENDA

It was:

MOVED/SECONDED (B106/A104)

To approve the Agenda as presented.

CARRIED

3. ADOPTION OF THE PREVIOUS ANNUAL GENERAL MEETING MINUTES OF FEBRUARY 24, 2020

There being no errors or omissions,

It was:

MOVED/SECONDED (A105/B309)

To adopt the Minutes of the Annual General Meeting (AGM) held on February 24, 2020, as circulated.

CARRIED

20 IN FAVOUR

0 OPPOSED

0 ABSTAINED

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4. REPORT ON INSURANCE COVERAGE

The Property Manager provided an overview of the insurance presently in place for the Strata Corporation. Limits, deductibles, and areas of coverage were all explained and questions fielded.

All Owners were provided with a copy of the insurance cover note in their Notice of this Meeting, and are encouraged to take it to their own insurance company to ensure they are carrying adequate private coverage.

INSURANCE NOTICE**DEDUCTIBLE CHARGE-BACK:**

Please note that, subject to your bylaws, Owners may be responsible for the Strata Corporation's insurance deductible in the event of a claim which emanates from within an Owner's unit. Owners should ensure that coverage for such deductible charge backs are added to their individual homeowner's insurance.

The current water escape deductible is \$25,000.00.

(Please refer to the insurance cover note to review additional important deductible information).

OWNER IMPROVEMENTS / BETTERMENTS:

Please note that any in-unit upgrades and/or betterments completed by the current or any prior Owner will not be covered under the Strata Corporation's insurance policy. Owners must ensure that any upgrades and/or betterments are covered under their personal homeowner insurance policy.

5. RESOLUTION #1 - 3/4 VOTE – Parkade Locker and Bike Rack Project

PREAMBLE: Council has investigated the installation of lockers and bike racks at the parkade level onsite as requested by owners at the last Annual General Meeting. Council has contacted a number of companies in relation to this project. To move this project forward an engineering company would need to be hired to provide a site assessment to ensure the zoning, mechanical and fire protection compliance of the project.

It is proposed that the strata corporation obtains a parkade locker and bike rack site assessment report in the amount of up to \$10,000.

BE IT RESOLVED: That the Owners, Strata Plan NW 1389 approves by 3/4 vote resolution the expense of up to \$10,000 for a parkade locker and bike rack site assessment report to be funded by way of Contingency Reserve Fund Withdrawal.

Following discussions,

It was:

MOVED/SECONDED (A207/B203)

To approve the proposed 3/4 Vote Resolution #1, as presented.

CARRIED

15 IN FAVOUR

5 OPPOSED

0 ABSTAINED

6. RESOLUTION #2 - 3/4 VOTE – Fencing Replacement

PREAMBLE: The Council has observed that the fencing at the property is in state of disrepair. It is proposed that replacement be performed in the upcoming fiscal year at a cost of up to \$35,000 and includes associated landscaping costs. It is proposed that the new fences will be chain-link

fences.

BE IT RESOLVED: That the Owners, Strata Plan NW 1389 approve by 3/4 vote resolution the removal of existing fencing and replacement with chain-link fencing and associated landscaping costs at a cost of up to \$35,000 to be funded by way of Retained Earnings.

Following discussions,

It was:

MOVED/SECONDED (A104/B104)

To approve the proposed 3/4 Vote Resolution #2, as presented.

CARRIED

19 IN FAVOUR

2 OPPOSED

0 ABSTAINED

7. RESOLUTION #3 - 3/4 VOTE – Parkade Maintenance

PREAMBLE: The Council has observed that the parkade membrane at the 1121 Building requires urethane injections in a number of areas. It is proposed that this work proceed at a cost of up to \$16,000.

BE IT RESOLVED: That the Owners, Strata Plan NW 1389 approve by 3/4 vote resolution the performance of urethane injections at a number of areas in the 1121 parkade at a cost of up to \$16,000 to be funded by way of Retained Earnings.

Following discussions,

It was:

MOVED/SECONDED (B203/B104)

To approve the proposed 3/4 Vote Resolution #3, as presented.

CARRIED

20 IN FAVOUR

0 OPPOSED

0 ABSTAINED

8. RESOLUTION #4 - 3/4 VOTE – Waive the Requirement to Obtain a Depreciation Report

PREAMBLE: The Strata Corporation obtained a Depreciation Report in May of 2014 and was subsequently deferred at last year's Annual General Meeting. The Strata Property Act Section 94 requires the report to be updated every three years. The Strata Council is proposing to defer the Depreciation Report until the next fiscal year.

BE IT RESOLVED THAT: the Owners, Strata Plan NW 1389 approve by a 3/4 vote resolution to defer the renewal of a Depreciation Report in the 2021 fiscal year.

Following discussions,

It was:

MOVED/SECONDED (B106/B309)

To approve the amended 3/4 Vote Resolution #4, as presented.

APPROVED

19 IN FAVOUR

0 OPPOSED

1 ABSTAINED

9. CONSIDERATION OF 2021 OPERATING BUDGET

BE IT RESOLVED THAT the Owners, Strata Plan NW 1389 approve the proposed Operating Budget for the 2021 fiscal year commencing January 1, 2021 and completing December 31, 2021 with no increase in strata fees.

Following discussions,

It was:

MOVED/SECONDED (A207/B104)

To approve the proposed 2021 Operating Budget, as presented.

CARRIED

20 IN FAVOUR

0 OPPOSED

0 ABSTAINED

NOTE: STRATA FEE PAYMENTS

Please note, with the passing of this budget, there will be 0% increase in your strata fees for this fiscal year 2021.

Owners paying by pre-authorized withdrawal: Those Owners currently paying strata fees by way of pre-authorized withdrawal will continue to have their fees automatically withdrawn at the 1st of every month.

Owners paying by cheque: Those Owners currently paying by cheque, please submit via mail or in person to the Pacific Quorum office and must be made payable to your Strata Plan, "NW1389"

If you require any information regarding your account, please contact your Property Accountant, Thais Nardi – (778) 383-1159

10. ELECTION OF THE 2021 STRATA COUNCIL

The Property Manager expressed appreciation to the Council Members for their time and effort on behalf of Willows. As required by the *Strata Property Act*, the current Council Members must resign; however, they are eligible for re-election. As the current Council's term of office expired at this meeting, the floor was opened for nominations for the 2021 Strata Council, with the following Owners accepting nominations or volunteered:

Che Robbertze
Cordula Quint
Damaris Campbell
Janet Bremner
John Pustai
Mark Attar
Jarrod Pearce

It was:

MOVED/SECONDED (B106/B104)

To close nominations and to elect those nominated.

CARRIED

11. TERMINATION OF THE MEETING

There being no further business to discuss, the meeting was terminated at 8:11 p.m.

NEXT COUNCIL MEETING: APRIL 12 2021 at 6:30P.M.

ONLINE ACCESS TO YOUR STRATA CORPORATION - PQ ONLINE:

- Go to: www.pacificquorum.com
- Click “SIGN UP NOW” under “Connect to Your Property – PQ ONLINE”
- Enter your name, email, property name, and address
- You will be emailed your unique log-in and password to access **PQ ONLINE**
- Once you have logged into **PQ ONLINE** for the first time, go to “MY INFO”

If you have any trouble accessing **PQ ONLINE**, please contact techsupport@pacificquorum.com

Submitted by:

Martin Carey, Property Manager
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IMPORTANT INFORMATION Please have this translated

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

INFORMACIÓN IMPORTANTE Busque alguien que le traduzca

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

重要資料 請找人為你翻譯

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

알려드립니다 이것을 번역해 주십시오

सबुती माहवणी बिगुण करवे बिसे बेसु रिग एा हुल्लुण करवाए

Please Note: The Real Estate Regulations may require that a vendor provide purchasers with copies of the strata corporation minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon a seven (7) day advance order from *Pacific Quorum Properties Inc.*