

**IMPORTANT INFORMATION** Please have this translated

**重要資料** 請找人為你翻譯

**RENSEIGNEMENTS IMPORTANTS** Prière de les faire traduire

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。

**INFORMACIÓN IMPORTANTE** Busque alguien que le traduzca

알려드립니다 이것을 번역해 주십시오

**CHỈ DẪN QUAN TRỌNG** Xin nhờ người dịch hộ

ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਵੱਲੋਂ ਇਸ ਦਾ ਉੱਲਥਾ ਕਰਵਾਓ

**MINUTES OF THE SPECIAL GENERAL MEETING OF THE OWNERS, STRATA PLAN BCS 1559, THE TAYLOR, HELD ON MONDAY, OCTOBER 2, 2017, AT 7:00 P.M., CHOI HALL AUDITORIUM, 28 WEST PENDER STREET, VANCOUVER, BC**

In Attendance: Thirty-three (33) Strata Lots represented in person.  
Forty-six (46) Strata Lots represented by proxy.  
Seventy-nine (79) Strata Lots represented in total.

Strata Manager: Tracey Lutz The Wynford Group

**1. CERTIFICATION OF PROXIES**

The strata manager advised that the proxies were certified to be correct. As there was not a quorum of owners present in person and by proxy, the meeting start time was delayed by 15 minutes in accordance with Strata Corporation Bylaw #10(1).

**2. CALL TO ORDER**

The Special General Meeting was called to order at 7:19 p.m. by the Strata Manager, Tracey Lutz.

**3. ELECTION OF CHAIRPERSON**

An election of a chairperson for the meeting was not necessary as the council president was in attendance.

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

The strata manager confirmed that the Notice of the Special General Meeting was mailed to all owners of record on or before September 11, 2017, as required by the *Strata Property Act*.

**5. APPROVAL OF THE AGENDA**

It was **MOVED** (#1008) / **SECONDED** (#1204) to approve the agenda, as circulated. **CARRIED (all in favour)**

**6. APPROVAL OF PREVIOUS GENERAL MEETING MINUTES**

It was **MOVED** (#1204) / **SECONDED** (#2405) to approve the Minutes of the Annual General Meeting held on March 30, 2017, as previously circulated by The Wynford Group. **CARRIED (all in favour)**

**7. APPROVAL OF 3/4 VOTE RESOLUTIONS #1 – #6**

**3/4 VOTE RESOLUTION #1 – LOBBY REFRESH PROJECT – CONTINGENCY RESERVE FUND**

It was **MOVED** (#2405) / **SECONDED** (#2301) to approve 3/4 vote resolution #1 as follows:

**PREAMBLE:** *At the Annual General Meeting of March 30, 2017, Owners approved an expenditure of \$5,000 from the Contingency Reserve Fund to design a lobby refresh project that would include purchasing new furniture, lighting upgrades, adding plants, painting and possibly updating the mailboxes. Council has been working with an owner at The Taylor and obtained two possible designs for this project. At this time, Council is recommending a Contingency Reserve Fund expenditure for the lobby refresh project in the amount of up to \$50,000.00. Should this resolution be approved, an information meeting will be held at a later date to approve the design.*

*There will be visual boards for the proposed lobby redesign available for viewing at the meeting.*

**WHEREAS** *Section 71 of the Strata Property Act states that a strata corporation must not make a significant change in the use or appearance of common property or land that is a common asset unless the change is approved by a resolution passed by a 3/4 vote at an Annual or Special General Meeting; and*

**WHEREAS** *the Owners, Strata Plan BCS 1559, The Taylor, wish to conduct a lobby refresh project which will result in significant change in appearance of common property;*

**BE IT THEREFORE RESOLVED** *as a 3/4 vote resolution of the Owners, Strata Plan BCS 1559, The Taylor (“the Strata Corporation”), that a sum of money not exceeding \$50,000.00 (including tax and all related expenses), be spent for the purpose of conducting a lobby refresh project which will result in a significant change in appearance of common property, such expenditure to be charged against the Contingency Reserve Fund.*

Prior to the commencement of the meeting, owners reviewed four design options presented by Council and the lobby committee. The council president noted that although owners approved funding of up to \$5,000.00 for the designs to be created, an owner, Chris, prepared the designs for Council at no cost. Council and the owners thanked Chris for his assistance with this project.

The council president noted that the lobby is the first thing people see when you enter the building and it builds a lasting impression. The lobby refresh is being proposed to keep the building competitive with other buildings. It was noted that the tiles are original (12 years old) and most of the lobby items are seven or more years old, and that the lobby has experienced significant wear. Council is proposing the refresh include new furniture, lighting upgrades, adding plants, painting and potentially updating the mailboxes.

Council answered a number of questions from owners. It was noted that the replacement of the tile is the most significant portion of the proposed expenditure, as budget prices for tile replacement have come in between \$25,000.00 - 30,000.00.

Following discussion, the vote was called to approve 3/4 vote resolution #1, as presented, and the Motion was **DEFEATED (21 in favour, 56 opposed, 2 abstentions)**

**3/4 VOTE RESOLUTION #2 – DOMESTIC WATER SYSTEM CONDITION ASSESSMENT – CONTINGENCY RESERVE FUND EXPENSE**

It was **MOVED** (#1204) / **SECONDED** (#2305) to approve 3/4 vote resolution #2 as follows:

**PREAMBLE:** *Over the past several years, The Taylor has experienced an increasing number of water leaks as a result of the poor condition of the pipes. Repairs have been costly to the Strata Corporation, both for the repairs to the water pipes and repairs to areas damaged by water (drywall, flooring, etc.). In addition, water damage events have been stressful and disruptive to Owners & Residents affected.*

*In 2017 so far, the Strata Corporation has spent over \$60,000.00 (roughly \$20,000 on pipe repairs and nearly \$40,000 on resultant water damage repairs / restoration). As such, Council is proposing The Taylor engage a consultant to conduct a domestic water system condition assessment. As part of this assessment, the system will be examined to determine the present state of repair. Samples of pipe and water will be tested and records of the available “leak history” will also be examined to achieve an overall picture of the present state of corrosion. After receiving the report, the strata corporation can draw conclusions as they relate to budget pricing and prioritization of repair.*

**WHEREAS** the Owners, Strata Plan BCS 1559, The Taylor, wish to engage a consultant to conduct a domestic water system condition assessment to determine the best course of action to minimize the number of water leaks which are resulting in additional costs to the strata corporation;

**BE IT THEREFORE RESOLVED** as a 3/4 vote resolution of the Owners, Strata Plan BCS 1559, The Taylor (the “Strata Corporation”), that a sum of money not exceeding \$20,000.00 (including tax and all related expenses), be spent for the purpose of engaging a consultant to conduct a domestic water system condition assessment, such expenditure to be charged against the Contingency Reserve Fund.

The council president provided background on the piping situation, noting that the pipes have been reported as being in poor condition by the current and former plumbing companies. In addition to expenses paid to date for piping and resultant damage repairs, repeated leaks also result in higher insurance premiums. The pipes are developing both pinhole leaks and vertical splits. Council is recommending engaging an engineering company to investigate the issue and determine what the course of action is to move forward to address this issue.

Following discussion, the vote was called to approve 3/4 vote resolution #2, as presented, and the Motion was **CARRIED (all in favour)**

**3/4 VOTE RESOLUTION #3 – ELECTRIC VEHICLE CHARGING STATIONS – CONTINGENCY RESERVE FUND EXPENSE**

It was **MOVED** (#606) / **SECONDED** (#1008) to approve 3/4 vote resolution #3 as follows:

**WHEREAS** the Province of British Columbia announced a program to encourage the installation of electric vehicle chargers in residential buildings, to which Strata Plan BCS 1559, The Taylor, applied to the MURB Program and was approved a grant from the Province to reimburse the cost of the chargers and installation up to \$9,000.00 for two stations; and

**WHEREAS** the Owners, Strata Plan BCS 1559, The Taylor, wish to install two electric vehicle chargers in the visitor parking area in two suitable parking stalls;

**BE IT THEREFORE RESOLVED** as a 3/4 vote resolution of the Owners, Strata Plan BCS 1559, The Taylor (“the Strata Corporation”), that a sum of money not exceeding \$9,000.00 (including tax and all related expenses), be spent for the purpose of installing electrical vehicle charger(s), such expenditure to be charged against the Contingency Reserve Fund.

**\*\* Should 3/4 vote resolution #3 not receive the required number of affirmative votes to pass then the ownership will not consider 3/4 vote resolution #4 or #5. \*\***

The council president advised that the province has approved a \$9,000.00 grant for the strata to use towards the installation of electric vehicle charging stations. The total cost of the project will be up to \$18,000.00, so Council is seeking approval from owners to fund the additional \$9,000.00 from the Contingency Reserve Fund. If approved, the electricity use from the stations will be billed directly to the users of the system, with a user fee established through the rules to help off-set the installation cost.

Council further noted that the number of electric cars in use is increasing, and installation of the stations will make the building more attractive to potential future owners and occupants. Lastly, the provincial grant is a one-time opportunity so if the project does not move forward at this time, any future projects will be more costly to the owners overall.

Council answered a number of questions from owners. Following discussion, the vote was called to approve 3/4 vote resolution #3, as presented and the Motion was **CARRIED (76 in favour, 3 opposed, 0 abstentions)**

**3/4 VOTE RESOLUTION #4 – CHANGE IN USE OF COMMON PROPERTY**

It was **MOVED** (#608) / **SECONDED** (#1008) to approve 3/4 vote resolution #4 as follows:

**WHEREAS:**

1. Pursuant to Section 71 of the Strata Property Act, S.B.C. 1998 c. 43 and amendments thereto (the “Act”) the strata corporation must not make a significant change in use or appearance of common property unless the change is approved by a resolution passed by a 3/4 vote at a general meeting;
2. The Strata Council proposes to change the use of two suitable parking stalls of the common property parking spaces currently marked with “visitor” by converting it from a visitor parking space to a designated EV (Electric Vehicle) charging station for use by owners and occupants, as provided for in the bylaws of the strata corporation, for EV charging;
3. The Strata Council considers this change of use and / or appearance of a common property visitor parking stall to be a significant change.

**BE IT RESOLVED** as a resolution approved by a 3/4 vote of the Owners, Strata Plan BCS 1559, The Taylor, that the change in use and appearance of the common property referred to in this resolution is approved.

Following a brief discussion, the vote was called to approve 3/4 vote resolution #4, as presented and the Motion was **CARRIED (77 in favour, 1 opposed, 1 abstention)**

**3/4 VOTE RESOLUTION #5 – BYLAW AMENDMENT**

It was **MOVED** (#1208) / **SECONDED** (#2801) to approve 3/4 vote resolution #5 as follows:

**WHEREAS** the Owners, Strata Plan BCS 1559, The Taylor, pursuant to Division 2 of Part 7 of the Strata Property Act, S.B.C. 1998, may amend the bylaws of their strata corporation; and

**WHEREAS** the Owners, Strata Plan BCS 1559, The Taylor, wish to amend the bylaws of their strata corporation;

**BE IT THEREFORE RESOLVED** as a 3/4 vote resolution of the Owners, Strata Plan BCS 1559, The Taylor (“the Strata Corporation”), that the bylaws of their strata corporation be amended as follows, such amendment to be effective upon the filing of an amendment to the bylaws in prescribed form at the Land Titles Office:

**By adding new bylaw #6(7) as follows:**

7. (a) Two visitor parking stalls have been converted to a designated Electrical Vehicle (EV) charging station for the use by Owners and Occupants.

- (b) *For an owner or occupant to use the EV charging station parking stall the vehicle must be actively charging. Parking in the EV charging station parking stall is prohibited except for electric vehicle charging.*
- (c) *The cost of electrical consumption used while charging electrical vehicles will be set by the Strata Council under the rules and regulations of the strata corporation.*

Following discussion, the vote was called to approve 3/4 vote resolution #5, as presented and the Motion was **CARRIED (77 in favour, 1 opposed, 1 abstention)**

**3/4 VOTE RESOLUTION #6 – BYLAW AMENDMENT**

It was **MOVED** (#606) / **SECONDED** (#1204) to approve 3/4 vote resolution #6 as follows:

***WHEREAS** the Owners, Strata Plan BCS 1559, The Taylor, pursuant to Division 2 of Part 7 of the Strata Property Act, S.B.C. 1998, may amend the bylaws of their strata corporation; and*

***WHEREAS** the Owners, Strata Plan BCS 1559, The Taylor, wish to amend the bylaws of their strata corporation;*

***BE IT THEREFORE RESOLVED** as a 3/4 vote resolution of the Owners, Strata Plan BCS 1559, The Taylor (“the Strata Corporation”), that the bylaws of their strata corporation be amended as follows, such amendment to be effective upon the filing of an amendment to the bylaws in prescribed form at the Land Titles Office:*

**By adding new bylaw #20 as follows:**

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

Following discussion, the vote was called to approve 3/4 vote resolution #6, as presented, and the Motion was **CARRIED (78 in favour, 1 opposed, 0 abstentions)**

**8. NEW BUSINESS**

One owner inquired about the lighting in the elevator being too hot. Council has investigated this previously but agreed to discuss it again at an upcoming meeting.

**9. MEETING TERMINATION**

There being no further business, the meeting was terminated at 8:20 p.m.

**ATTENTION – LEGAL RECORD**

Please keep these minutes as a permanent legal record of your strata corporation’s business. Replacement of minutes will be at the owner’s expense and not the strata corporation’s.

**WYNFORD OFFICE HOURS & CONTACT INFORMATION**

<b>Office Hours:</b>	Monday to Friday (except for statutory holidays) 9:00 am to 5:00 pm		
<b>General Office:</b>	p: 604 261 0285	f: 604 261 9279	e: property@wynford.com
<b>Website:</b>	wynford.com		
<b>Accounts Receivable:</b>	p: 604 261 0285	press “3”	e: ar@wynford.com
<b>After-hour Emergencies:</b>	p: 604 261 0285 press “1” – for <u>emergencies only</u> outside of office hours		

These Minutes have been reviewed and edited by Council prior to distribution.