MINUTES OF ANNUAL GENERAL MEETING
STRATA PLAN LMS 3256 "THE HUDSON"
1196 PIPELINE ROAD, COQUITLAM, BC

HELD: On Wednesday, November 12, 2008 at 7:00 p.m. in the Westwood Place Recreation Centre, Social Room – 1199 Eastwood Street, Coquitlam, BC

PRESENT: 81 owners in person or by proxy, as per the registration sheet.

MANAGING AGENT: Ann Benoit, Ascent Real Estate Management Corporation

CALL TO ORDER
The meeting was called to order at 7:05 p.m. by the Strata Agent and Facilitator, Ann Benoit.

QUORUM REPORT
There were 135 owners eligible to vote, 33% of these or 45 constitutes a quorum. The registration sheets confirmed there were 81 owners represented in person or by proxy. This exceeded the required quorum and the meeting was declared competent to proceed.

PROOF OF NOTICE
The proof of notice has been filed with the strata corporation’s records.

APPROVAL OF AGENDA
It was MOVED and SECONDED to approve the agenda as presented.

MINUTES
It was MOVED and SECONDED to approve the minutes of the Annual General Meeting held November 12, 2007.

COUNCIL MEMBER REPORTS
The chairman introduced the council members and their reporting areas.

FINANCIAL REPORT:
Ann Benoit presented the report written by Lenka Simon.

I would like to thank council and Mr. Bob McMurray for their help in reviewing the financial statements prepared by Ascent.

An Audit for the past fiscal year ending September 2007 was performed and everything is in order.

The parkade lights replacement paid off with an estimate saving of $1,200 this year. Electricity cost is the same level as the past fiscal year despite a 6.56% BC Hydro rate increase this year.

The strata corporation purchased a leaf blower last December which is often used by the caretaker all year to clean the walkways and driveway.
The strata corporation suite has been renovated. New carpet was installed, blinds were cleaned, and all walls have been painted with a nice light colour as well as all doors and baseboards. A new range hood and garburator has also been installed.

The proposed budget represents a minimal increase in strata fees mostly due to an increase in the common property insurance premium as the value of the property increased and additional funds being allocated for repairs and maintenance as the building ages.

**Contingency Reserve Fund**

The strata corporation will have $415,072 after this year’s surplus transfer -if approved at tonight’s AGM.

**Operating Expenses**

Most operating expenses are within the strata corporation’s budget. The strata corporation is over budget in insurance due to the property value increase, garbage collection due to the strike surcharge and repairs and maintenance for the unexpected repairs and renovation to the strata corporation suite.

The mortgage on the strata corporation suite is due for renewal on July 1st 2009. The balance for a new mortgage will be $25,463.

Gas consumption expense is higher by $4,882 compared to the previous year but is still within budget.

The new tenants have moved into the strata corporation suite which has been renovated prior to occupancy at a cost of $8,738.

The strata corporation surplus is estimated at $6,551 for this fiscal year. Since we still don’t have the last invoice from BC Hydro, an average cost was added to the electricity account. Council recommends transferring this surplus to the CRF.

**Proposed Budget for year-ending September 2008**

Even the proposed budget, which represents a 3.5% increase in strata fees, is going to be very tight.

- Contribution to the CRF slightly increased from $49,881 to $50,000.
- Estimate Gas cost remains the same as the past fiscal year at $110,000.
- Insurance cost increased to $39,000 from $34,000 due to the property value increase.
- Proposed Electricity expense increased from $22,000 to $24,000 to reflect the BC Hydro increase rate for next year.
- Council increased repairs and maintenance to $50,000 as the building ages. This is an additional $5,000.
- Janitorial cost increased as per the contract.
- A janitorial Relief account was added to provide compensation to Providence Property so that another Providence employee may perform contractual cleaning duties when Mr. Bebic is performing handyman jobs outside his contract as was reported in minutes from the September strata council meeting.
• Council approved the Westwood Recreation Centre operating Budget for 2009. The Hudson contribution has been reduced by $2,000.

WESTWOOD RECREATION CENTRE REPORT:

Edna Duke reported the following concerning the WRC:

I am starting this annual report on a very negative note because of the cost and frustration that misuse and wanton damage has caused to the Westwood Centre. Light covers, ceiling tile, tables, chairs and blinds were damaged. The vacuum was stolen and the stove completely destroyed by harsh cleaners. It’s difficult to establish responsibility for the damage and deposits have to be returned without proof. It was necessary to increase the damage deposit to $300.00 for each rental. This year there were more forfeited deposits than ever before. Unfortunately these funds were not enough to cover cleaning, repairs and replacement. Other issues were a broken mirror in the gym, damage to the floor in the racquetball court, showers and shower heads in the ladies change room. Other damage included a broken bench and the cutting of an electrical wire in the sauna. It’s costing us money. Please watch and take notice of anything untoward and report it immediately to a W.R.C. committee member or Quay Pacific.

Moving on a more positive note maintenance fees for the W.R.C. were not increased this year. Meetings will take place every second month reducing costs in management fees.

Providence Property Services entered into a contract with the W.R.C for janitorial service and Cleantech's contract was terminated.

The pool was drained, cleaned and the sand in the filters replaced. A new boiler for the pool was installed and the showers in the ladies change room were replaced. The door in the pool area was cleaned primed and painted.

Roof deficiencies were identified as lack of maintenance and a semi-annual inspection and maintenance program is now set up.

The windows were cleaned and painting of gym the stairs and hallway have been completed.

The security system was updated and all service doors were rekeyed.

A new stove and vacuum were purchased.

The W.R.C. is an extension of our home. Let’s enjoy it and report any persons we find that does not have the same respect for the facility as we at the Hudson do.

GROUND REPORT:

The report prepared by the Grounds Committee was delivered by Pritam Singh. Mr. Singh commenced the report by thanking Grace Nachtigall and Dick Magnusson for their continued dedication to the grounds.

The Christmas Season started off with a very beautiful light display. As additional lights were purchased at reduced prices, this year should be even more spectacular. Dragan will require help to put these up – please volunteer.

A plan was put in place for the corrective pruning of all the trees over the next two years. This will benefit the plants under them as not enough light was being received by them.
A large area in the inner court yard was planted with Ornamental Grasses and more added to the corner bed. With the emphasis on reducing the amount of work needed to maintain the grounds, there will be additional areas plants with grasses in the coming years. They are also environmentally friendly.

Many of the perennial plants were divided and new areas created that will also reduce the amount of work having to be done in the planting of summer flowers.

Two owners generously gave perennial plants to be added to existing beds which helps in achieving the low maintenance plan for the beds.

In order to provide nutrients to the soil and reduce the amount of weeding necessary many areas received a good cover of bark mulch that was mixed with composted material.

This fall and spring season was also a battle against the racoons that kept over turning the sod in the areas where remedial work was done. They were very persistent and we finally had to cover the areas with wire mesh.

The Grounds Committee will not be doing as much of the work as Council has approved additional dollars to have help in this area. This is work that is over and above the Grounds Contract.

With all the bulbs that had been planted in fall of 2007 there was a spectacular show of color that lasted well into May. Once again people were taking photos of the flowers. We look forward to this spring’s show of colour as the committee added another 400 bulbs to the area.

**BUILDING REPORT:**

The Building Report was presented by Ken Bailey who commenced by thanking Bill Miller and all those who helped out this past year on the Building Committee.

During the past year a few of the projects under taken are as follows:

**Shopping Carts:** As a result of being accused of theft by the RCMP, commercial shopping carts were banned from the strata property. In order to assist the owners in transporting groceries etc. from their cars 4 small carts and 2 large ones were purchased by the Strata.

**Parking areas:** During the year, bands of yellow paint were applied to the edges of all corner cement pillars in the parking areas. We trust that this will assist some drivers to avoid hitting these pillars. Also, the white stripes between the parking stalls and the various yellow crosswalks were re-painted.

**Floor cracks by garbage room:** In view of some concern expressed about the stability of the floor due to the number of cracks in this area, an engineering study was authorized by council. This study was carried out on Dec. 12, 2007 by the structural engineering firm, Luiz Leon & Associates Ltd. This firm advised \"the structural adequacy of the floor slab has not been compromised. \"Furthermore, they advised that "all cracks in this area were observed to have no vertical displacement between adjacent slabs\". In addition they advised \"At present we have no concerns structurally in regards to the cracks observed \".

It should be noted that the cracks have existed since 1998 and, during the building warranty period and, at the request of Strata, the cracks in question were properly ground out and re-caulked by Bosa. At least twice a year, all cracks on the P1 floor are water tested and cracks that are found to be leaking in to the P2 parking area are immediately ground out and caulked. This has occurred about 4 times in various areas over the past 3 years. Needless to say, Dragan and the building committee constantly monitor the parking area for cracks.
In addition to working on improvements to our general maintenance program, the following are a few projects that are either in progress or are under consideration:

**Lobby:** No comment is being made on renovation of the Lobby as this has or will be reported on by the Lobby Committee which has spent many hours working on this project.

**Lateral drains:** A recent check of four lateral drains serving the kitchen areas by Milani revealed that in three cases about 20% of each pipe was filled with grease. As we wish to avoid what is a complicated and expensive system of auguring the pipes, Milani has provided a sample of an organic solution, which should soften the grease. This will be tried out over the next few months. The present amount of grease does not constitute a danger as it will take several years before the pipes are plugged. It would, however, be helpful if owners refrained from pouring grease down the kitchen sink.

**Drive way circle:** It has been known for some time that eventually it was going to be necessary to repave the road way. The condition of the cracks has been constantly monitored and it has been noted that conditions have deteriorated over the past year. If conditions worsen over the next year then a recommendation will be submitted to the owners at the next AGM to repave in 2010. A previous estimate for this work was in the range of $60,000.00.

**Power smart:** During the past two years the strata has converted all lights to the power smart type with one exception. Due to the limited time that the locker room lights are on, the cost of conversion was not considered practical. To ensure that the Strata is on the right path in power conservation, arrangements have been made to have B. C. Hydro carry out an audit of our power consumption.

**Entrance lights:** While no decision has been made as to how to increase the lighting at the driveway entrance, as a temporary measure reflectors will be installed. It is anticipated that this will assist in identifying the entrance on a dark and rainy night.

**PRESIDENT’S REPORT:**

Alain Girond presented the following:

Friends and owners at the Hudson. I would like to thank you on behalf of this council for the privilege and trust you have shown us, in allowing us to guide and manage the affairs of this building.

This council under the very professional counselling of our manager Ann Benoit has made important decisions on your behalf, both, to be cost effective and to prepare for future needs of this building. There has been a lot of free volunteer help from various groups and friends within our building that make our environment more pleasant and safe.

We have had the very competent and accurate bookkeeping from our treasurer Lenka. She has a quiet way of reminding council when we tend to have too lofty wish lists. I have observed Lenka go from a very pleasant demeanour to shotgun gray in seconds, when we suggest spending more than she has allotted. All good.

Bob likes to be called councillor at large, a non-descript title, nobody really notices. In fact, Bob who I have often described as the phantom of the Hudson knows more about every facet of this building, every nook and cranny and water valve and pump. He is a most valued councillor and mentor of this building. I value his knowledge and wisdom in assessing the needs of all of our homes.

Edna is our representative to the WRC amongst many other endeavours. Despite health challenges, she has worked hard to represent our best interests. Edna also, attended our first four building meeting with me. Unfortunately this was a waste of time for the both of us. We immediately requested a second meeting.
Robert is our new star this year. He comes to us with council experience. He has a strong knowledge of strata rules and regulations. His input to council has been huge this year. Robert attended the second four building meeting with me, and even though it was more disciplined this time around, none of the issues that we wanted to cover were addressed. I would suggest that Robert host the next meeting and provide a clear agenda to be followed by the other council representatives.

Pritam has come to our council, with wisdom and a calming influence. He has a project in mind but has never made it a single focus in our meetings. He, like the rest of us is on council to streamline your needs and represent everyone. Good luck on lighting up the walkway and driveway entrance. A very worthwhile endeavour.

Ken has been with us every time we needed help. He is always willing to give a hand around our building. He was always ready to provide input in our decisions. Thank you Ken.

You will be asked to make some very important decisions as to the future look of your building. Grace & Colin have worked very hard to put some representations together. The foyer and front seating area are starting to look tattered and old. Grace will be making a presentation for your approval later in the meeting. She will also advise you of costs and options.

Ken Harman has made some amendments for your vote. These are important to legally reflect the rules of our building.

Your contingency fund is very healthy at this time. We are one of the best managed buildings, however to continue this way, we must be ever so diligent to keep this fund as full as possible. Your future council will have to monitor and advise on future capital expenses.

I cannot fail to mention the fantastic job that Grace and her gardening committee, has been involved with, from coordinating lawn care, tree pruning, and all around grounds care. All this despite a career and other projects. Thank you Grace.

In order to continue the care and look of this building, we must not take the volunteer work given to this building lightly. These helping hands are necessary to keep your costs down. We need more volunteers. We cannot rely on the same people to step up to the plate year after year. This is for every ones benefit.

We have an excellent building caretaker. Dragan treats this building as his own home and works very hard to make it a comfortable place to live in. He saves us a lot of money by checking the trades that come and do work for us. He also does a lot of repairs that would be otherwise sent out and cost more money. As homeowners, however, we should remember, and remind our families to treat our hallways and public areas with the same respect as inside our homes.

Finally, I regretfully say goodbye to you all. I am leaving this building that I love, and the many friends that I have made here. I know that I am leaving this place in excellent condition. I wish you all the best future ever.

**REPORT ON INSURANCE**

The strata agent advised that the insurance certificate must be submitted with each call of notice, pursuant to the *Strata Property Act of British Columbia*. The agent then encouraged all owners to retain this document for their personal files and reminded owners that the strata corporation’s insurance does not provide coverage for betterments and improvements to their unit or reallocation costs. All owners are reminded to ensure that they obtain their own personal insurance and that it properly reflects the strata corporation’s deductible amounts.

One owner noted that the strata corporation’s postal code was incorrect. The strata gent will have CMW issue a new certificate with the correct postal code.
It was **MOVED** by unit #1903 and **SECONDED** by unit #506 to accept the insurance certificate as submitted. **CARRIED UNANIMOUSLY.**

**BUDGET APPROVAL**

Ms. Benoit explained that the strata fees for each unit increased by approximately 3.5%. Ms. Benoit further detailed each line item. Owners who have submitted post-dated cheques must ensure that new cheques are submitted for the coming fiscal year.

It was **MOVED** by unit #1404 and **SECONDED** by unit #1902 to approve the budget as presented. **THE MOTION CARRIED UNANIMOUSLY.**

**¾ VOTE RESOLUTION #1**

**OPERATING BUDGET SURPLUS**

**PREAMBLE**

As per section 105 of the Strata Property Act, the strata corporation must address any operating budget surplus during the next fiscal year. This resolution would satisfy that requirement by transferring the operating budget surplus to the Contingency Reserve Fund.

**RESOLUTION**

**BE IT RESOLVED,** the owners, Strata Plan LMS 3256, do hereby authorize transferring the surplus from the current year’s operating budget, to the Contingency Reserve Fund, satisfying Strata Property Act requirements.

It was **MOVED** by unit #501 and **SECONDED** by unit #1903 to approve the resolution as presented. **THE MOTION CARRIED UNANIMOUSLY.**

**¾ VOTE RESOLUTION #2**

**BYLAW AMENDMENT —MOVE BYLAW**

**WHEREAS** it has become increasingly difficult to find volunteers to monitor the front door during moves on weekends; and

**WHEREAS** blocking off one elevator all weekend when most owners are shopping is inconvenient; and

**WHEREAS** Council, on July 31, 2008, instituted a RULE to not permit moves on Sundays and Statutory Holidays:

**THEREFORE BE IT RESOLVED THAT** Bylaw 37.2 be amended by deleting the words “Sundays and statutory holidays”, so that it will read as follows:

37.2 A resident or resident-to-be must provide notice to the strata corporation, through the building management company (BMC), of all moving arrangements at least seven (7) days before the moving date. Upon receipt of the deposit specified in bylaw 37.6, the BMC will assign a specific day for that move, and the move-in or move-out must be completed in that designated day. Only one move-in or move-out per day will be allowed. The BMC will notify the building caretaker promptly. All moves must take place between 9:00 a.m. and 6:00 p.m., Monday through Friday, and 10:00 a.m. to 5:00 p.m. on Saturdays. No moves will be permitted on Sundays and Statutory holidays. Failure to follow this bylaw may result in denial of access to the building, and may be subject to a fine as prescribed in bylaw 37.10.
BE IT FURTHER RESOLVED THAT, the Owners, Strata Plan LMS 3256 instruct the strata corporation to register the approved amendments to the Bylaws at the Land Titles Offices within 60 days of the amendment being approved.

It was MOVED by unit #509 and SECONDED unit #2003 to approve the resolution as presented. THE MOTION WAS CARRIED UNANIMOUSLY.

¾ VOTE RESOLUTION #3

RENTAL BYLAW

WHEREAS, under bylaw 45, the number of strata lots that may be leased by owners is ten (10); and

WHEREAS it has been deemed desirable to eventually reduce this to one (1), which will be #207 that is owned by the strata corporation:

THEREFORE BE IT RESOLVED THAT bylaw 45.1 be amended by the deletion of the reference to the original filing in the Land Titles Office on May 28, 1999, under registration number BN135911, and the addition of the following;

The number of rental strata lots allowed will be reduced by one (1) each time an approved rental lot

(a) is sold by the owner
(b) is occupied by the owner, or
(c) is otherwise no longer a rental unit.

BE IT FURTHER RESOLVED THAT, the Owners, Strata Plan LMS 3256 instruct the strata corporation to register the approved amendments to the Bylaws at the Land Titles Offices within 60 days of the amendment being approved.

It was MOVED by unit #1404 and SECONDED by unit #401 to approve the resolution as presented. THE MOTION WAS CARRIED WITH 63 IN FAVOUR, 18 OPPOSED AND NO ABSTENTIONS.

¾ VOTE RESOLUTION #4

LOBBY/FIRST FLOOR DECORATING UPGRADES

PREAMBLE

WHEREAS several owners have expressed that they wish to upgrade the lobby and first floor hallways, the council agreed to have a committee formed in order to provide a presentation to all owners.

RESOLUTION

BE IT FURTHER RESOLVED THAT, the owners of Strata Plan LMS 3256 authorize the strata council to spend up to $70,000.00 from the contingency reserve fund for the lobby and first floor decorating upgrades.

A presentation from the Lobby Group was read by Grace Nachtigall. The opening paragraph is comments by Arlo Storbo.

It’s not just the interior of your condo that’s for sale. Everything about your building is under consideration by the prospective buyers who come to look. In fact it is the foyer of your building that will be seen first. It is of paramount importance that your foyer stands out in a positive manner when compared to other buildings’
foyers being shown to the same prospective buyers. An unappealing foyer is not going to get people excited about seeing your condo.

But what if you’re not selling but just having someone over for dinner. I think we all want our guests to feel they are entering one of the premier residential properties in the Lower Mainland.

**FOYER REFURBISHMENT**

Fellow Owners,

At the November 2005 Annual General Meeting the outgoing council drafted a Capital Expenditure Forecast that included the Redecorating of the foyer.

In response to owner input and recognising the need to move forward the present Council struck a committee to review this matter and present recommendations to Council for presentation to owners at this meeting.

**The Committee**

The committee initially comprised of four owners: Arlo Storbo, now retired, but whose experience is in office towers, strip mall development and also property management, was invaluable.

Cindee Young is a Design/Decorating Consultant with an extensive background, who guided us through what we should look for and ask of the design company that would take on the project.

Grace Nachtigall, former President of Council, who helped to initiate the Capital Expenditure Forecast so that future councils would have a better idea of what previous councils saw as long term maintenance needs.

Colin Lautenbach, former Council member, with experience in kitchen design and remodelling in South Africa.

Arlo had to recently curtail his involvement and Cindee moved away and they were replaced by John Stembridge and Alfred Toh.

**The Process**

Members of the committee first met in March of this year to develop guidelines/parameters for the proposed project. After this they set out visiting flooring and furniture suppliers and manufacturers. Also, visiting other buildings in the area and taking photographs, particularly of the other three buildings in this development, The Cartier, The McKenzie and the Selkirk, all of whom it should be noted, have completed what we are going to vote on today. All floors were completed in these buildings at the same time.

The over 60 photographs were reviewed and we considered what we felt had been successful and what had not worked. Some examples of these photos have been placed in the presentation book with the display.

It soon became apparent that for a project of this nature to be properly accomplished input was needed from those specialised in the field.

Interviews were conducted with six design companies, of which two were requested to submit written proposals. Meanwhile members had met with Council to review progress and at the second of these meetings the two written proposals were submitted and Council accepted the proposal from 30 Degrees West, a Port Moody design group.

The committee met with 30 Degrees and the scope of the project was reviewed and they proceeded with developing the two alternative concepts. These concepts were presented to Council on Oct 21 and the
committee was directed to display the two options and an information book for owners to review. These have been on display in the foyer since Nov 3. We are now at the stage of taking this process to fruition.

Considerations

Our Foyer is the front door to all of our 135 homes, and while maintained, it is 10 years old and the décor is dated. This is the most visible area of our building.

The Hudson was the last of the four buildings built, yet the décor, colour and furnishing selection remained a variation on the selections used in the previously constructed Cartier, McKenzie and Selkirk, thus dating our foyer even more.

What we have is a colour palette and furnishings that date to the eighties/early nineties, yet by the time the proposed project is complete we will be at mid-2009.

Many of us have over the years that we have been here undertaken upgrades, be they installation of wooden flooring, tiling of decks, replacing carpets with those of better quality, refurbishing kitchens and bathrooms or new furniture. Now it is time for us to consider the other room in our home, the foyer.

No matter how well or nicely we have decorated our individual units, walking through the foyer and down the hallways leading to your suite could be equivalent to the finding of a beautiful home in a not so desirable neighbourhood of unpainted houses and fences The foyer and hallways, while well maintained, could be that much more attractive as the front entrance to each of our individual units. Remember it is the most visible area of our residence.

The parameters that the committee determined were that the options presented should be:

- Ones that would last for years
- Be calming, neutral and subtle
- Be durable, timeless and be able to be enjoyed by all
- Colours should be selected based on the tile/carpet colour to more easily accommodate future changes. There will be a final color selection made then.
- The foyer should provide each of us as we walk in with a feeling of “I’m glad to be home”, not one of overwhelming colour and clashing designs.

While the mandate to the committee was to focus on the foyer, we did consider that the carpet and paint selections would be extended to the hallways to be implemented in phases. The committee believes that 30 Degrees West has successfully captured the vision in the two options presented. Now we, the owners must choose.

Thank you.

Discussion ensued concerning expending the project from the CRF, the type of materials and design and the overall process.

It was moved by unit #507 and seconded by unit #1802 to approve the resolution as presented.

THE MOTION WAS DEFEATED WITH FORTY-EIGHT (48) VOTES IN FAVOUR, THIRTY (30) OPPOSSED AND ONE (1) ABSTENTION.
ONE OWNER HAD LEFT THE MEETING PRIOR TO THE VOTE.

The owners then thanked the Lobby Group for their volunteer time and dedication.
NEW BUSINESS

1. **Capital Maintenance Projects/CRF Study:** The strata agent advised all owners that the capital maintenance project expenditure spreadsheet was attached to the Notice of Call. Ms. Benoit further advised that it is a working document that can be amended each year to reflect changes in the building. The information contained in the spreadsheet is for planning purposes only and not a projection of actual expenditures. Owners were informed that this in no way implies that there will be no special levies as this is only a forecast, not an actual indication of when the costs will be incurred.

ELECTION OF COUNCIL

Pursuant to the strata corporation bylaw, the following three council members agreed to remain on Council:

- Ken Bailey
- Robert Knight
- Lenka Simon

The following owners were nominated and agreed to stand for council:

- Pridham Singh
- Grace Nachtigall
- Bob McMurray
- Dave Christensen
- Vera Attewell

There being no further nominations, a vote was held and the following owners were elected to council:

- Ken Bailey
- Robert Knight
- Lenka Simon
- Grace Nachtigall
- Bob McMurray
- Dave Christensen
- Vera Attewell

ADJOURNMENT

The meeting was terminated at 9:20 p.m.

Minutes prepared by Ann Benoit.