

**ANNUAL GENERAL MEETING MINUTES  
STRATA PLAN BCS 1419 – LOGAN LANE**

**DATE HELD:** WEDNESDAY, NOVEMBER 8, 2006  
**LOCATION:** THE PALM LOUNGE – THE BRISTOL AT HAMPTON PLACE  
5735 HAMPTON PLACE, VANCOUVER, BRITISH COLUMBIA  
**CALL TO ORDER:** 7:00 PM

---

---

**Owners in Attendance:** Twenty-Six (26) Owners votes were registered as being in attendance, Two (2) of which by Proxy.

**Also in Attendance:** Bob DeWolfe, STRATAWEST MANAGEMENT LTD.

**(1) CALL TO ORDER**

The Meeting was called to order at 7:10 p.m.

**(2) ELECTION OF CHAIR**

Bylaw 30 of the Strata Corporation states that Annual and Special General Meetings must be chaired by the President of the Council or if the President of the Council is unwilling or unable to act the meeting must be chaired by the Vice President of the Council or if neither the President nor the Vice President of the Council chairs the meeting a chair must be elected by eligible voters present in person or by proxy from among those persons who are present at the meeting.

It was then,

**MOVED AND SECONDED (Lamberson, #2565/Sharma, #6274)**

That Bob DeWolfe of Stratawest Management Ltd. be elected Chair of the Meeting.

**CARRIED**

**(3) CERTIFICATION OF PROXIES/DETERMINATION OF QUORUM**

Prior to the commencement of the Meeting, all Owners were registered and it was determined that Twenty-Four (24) Owners votes were present in person and Two (2) Owners votes by Proxy for a total representation of Twenty-Six (26) Votes. As this exceeded the required quorum of Twenty-One (21) Votes the Meeting was declared competent to proceed with business.

**(4) PROOF OF NOTICE**

Owners were advised that Notice of the Annual General Meeting was delivered in accordance with the *Strata Property Act* and there being no objections raised, it was

**MOVED AND SECONDED (Lamberson, #2565/Antweiler, #6288)**

That Notice of the Meeting be accepted.

**CARRIED**

**(5) PREVIOUS MINUTES**

There being no errors or omissions, it was

**MOVED AND SECONDED (Malloy, #2569/Frank, #6260)**

That the Minutes of the First Annual General Meeting held Wednesday, September 14, 2005 be adopted as circulated.

**CARRIED**

(6) **ADDITIONS TO AGENDAS**

It was agreed that the following matters be added to the Agenda:

1. Under Unfinished Business – Valuation of Parking Stalls;
2. Under New Business – Deposit Paid Recycling;  
Alterations to Strata Lots and Common Property.

(7) **UNFINISHED BUSINESS**

At the First Annual General Meeting held Wednesday, September 14, 2005 an Owner requested that the Strata Corporation consider having a valuation completed on the tandem parking spaces designated common property and consider selling the tandem spaces to the Owners with the space immediately adjacent to the tandem space assigned to the Owner with the funds from the sale accruing to the Contingency Reserve Fund. This matter was referred to the incoming Strata Council.

(8) **STRATA COUNCIL REPORT**

The Report of Helen Anderson Council President is attached to the Minutes.

(9) **INSURANCE REPORT**

The Property Manager reported that the Strata Corporation is in compliance with the Part 9 of the Strata Property Act. A Summary of Insurance Coverage's was included with the Notice of Annual General Meeting.

All Owners and Residents are reminded that the Strata Corporation Insurance Policy does not provide for individual contents, betterments or improvements (i.e., clothing, furniture, decorating, upgrading of flooring, etc.). Owners and Residents must carry their own "tenants package" insurance for this coverage. You should contact your personal insurer to determine if you have adequate insurance coverage. Attached to these Minutes is an outline of personal insurance that should be carried by each Resident.

(10) **CONSIDERATION OF ORDINARY RESOLUTION #1**

The Chair introduced Ordinary Resolution #1 as presented in the Notice of Annual General Meeting and requested a motion to put the Resolution on the floor for consideration. It was then,

**MOVED AND SECONDED (Sharma, #6274/Valkenier, #2539)**

**BE IT RESOLVED:**

As an Ordinary Resolution of The Owners, Strata Plan BCS 1419 that the following Rules of the Strata Corporation be and are hereby ratified:

Rule #1 – Landscaped Areas - Attached;

Rule #2 – Policies for Quieter Living – Attached.

It was agreed to consider Rule #1 – Landscaped Areas and Rule#2 – Policies for Quieter Living separately.

Discussion was then heard on Rule #1 – Landscaped Areas. It was noted that Landscape deficiencies had been identified in May, 2006 and forwarded to Vanmar Constructors Inc. both in May 2006 and August 2006. It was the understanding of the Strata Council that the contractor for Vanmar Constructors Inc., Badger Earthworks would be attending to the identified deficiencies.

Some Owners noted that they were opposed to the noisy machinery and blowers used by the landscape maintenance contractors and wished to personally attend to the landscape maintenance of their limited common property areas. Those Owners wishing to look after their own landscaping should advise the Landscape Committee of Strata Council of the exact areas they would be looking after so the landscape maintenance contractors can be notified. It was also noted that push mower has been purchased by the Strata Corporation and is available for Owners to use.

Some Owners express concern that the backyard areas were not being weeded on a regular basis. This matter will be referred to the landscape maintenance contractors.

It was requested that the plant deficiency list that was forwarded to Vanmar Constructors Inc. be posted on the Logan Lane website.

After further discussion, the vote was called and Rule #1 – Landscaped Areas was declared,

**CARRIED  
2 ABSTENTIONS**

Owners then considered Rule #2 – Policies for Quieter Living.

After considerable discussion, it was

**MOVED AND SECONDED (Frank, #6260/Menzies, #6280)**

That Rule #2 – 10, be amended to read “When your children are at play on patios, balcony decks, lawn areas or in Logan Lane Park, ask them to be respectful of their neighbours.”

After discussion the vote was called and the amendment to Rule #2 – 10 was declared,

**CARRIED  
24 IN FAVOUR  
2 ABSTENTIONS**

After further discussion, it was

**MOVED AND SECONDED (Wong, #6236/Irwin, #6232)**

That Rule #2 – 8 be amended to read, “Pianos should be placed against inside walls only, never against adjoining walls. Hours of piano playing should be 9:00 a.m. to 9:00 p.m. weekdays and 11:00 a.m. to 8:00 p.m., Saturday, Sunday and Holidays.”

After discussion, the vote was called and the amendment to Rule #2 – 8 was declared,

**CARRIED  
17 IN FAVOUR  
7 OPPOSED  
2 ABSTENTIONS**

After discussion, it was

**MOVED AND SECONDED (Haney, #2555/Lamberson, #2565)**

That Rule #2 – 6 be amended to read, “If exercising or jumping around please be aware how that sound might affect those below.”

After discussion the vote was called and the amendment to Rule #2 – 6 was declared,

**CARRIED**  
**24 IN FAVOUR**  
**2 ABSTENTIONS**

Further considerable discussion was heard with Owners making various points. Some concern was expressed that all policies expressed in proposed Rule #2 are punitive against children.

Several Owners expressed concerns regarding impact sounds.

It was generally agreed that Owners present were in favour of the spirit of the Rule, but felt that the changes being made to the Rule were significant and it might be advisable to refer the Rule back to the Strata Council.

After due consideration, it was

**MOVED AND SECONDED (Menzies, #6280/Irwin, #6232)**

That Rule #2 be referred back to Strata Council and that Owners be requested to provide input on proposed Rule #2 to Strata Council prior to the next Strata Council Meeting in January 2007.

**CARRIED**  
**22 IN FAVOUR**  
**2 ABSTENTIONS**

*\* (Please note that two Owners  
Votes had left the meeting)*

**(11) CONSIDERATION OF ORDINARY RESOLUTION #2**

The Chair introduced Ordinary Resolution #2 as presented in the Notice of Annual General Meeting and requested a motion to be put the Resolution on the floor for consideration.

It was then,

**MOVED AND SECONDED (Antweiler, #6288/Irwin, #6232)**

**WHEREAS:**

The Strata Property Act requires that the continuation of the Management Agreement with Stratawest Management Ltd. be approved by a Majority Vote of The Owners at the second General Meeting as the Management Contract was entered into by the Developer.

**THEREFORE BE IT RESOLVED:**

As a Ordinary Resolution of The Owners, Strata Plan BCS 1419 that the Strata Corporation continue with the Management Contract of Stratawest Management Ltd. consistent with Section 24 (2) of the Strata Property Act.

Prior to discussion on Ordinary Resolution #2 the Chair (Property Manager) left the meeting.

After due consideration, the vote was called and Ordinary Resolution #2 was declared,

**CARRIED**

(12) **FINANCIAL REPORT**

a) **Treasurer's Report**

The Chair then introduced Werner Antweiler, Treasurer of the Strata Council who provided the following report.

The first year Budget was prepared based on comparable buildings, but the first year Budget does contain some uncertainties. However, in spite of these uncertainties the Strata Corporation ended its first fiscal year (October 1, 2005 to September 30, 2006) in excellent financial health and had an Operating Surplus of \$7,255.00.

The major variances in the Budget were lower than expected insurance costs and higher than expected electrical costs due to the vestibule ventilation/heating system.

In particular there was concern expressed regarding the annual electricity bill of \$25,000.00 which can be attributed in most part to the vestibule ventilation/heating system. All lighting at Logan Lane is Powersmart and basically cannot be improved upon.

Unfortunately the vestibule ventilation/heating systems cannot be switched off.

Erica Frank suggested that a Sustainability Committee be formed as a part of Strata Council and an energy audit be done. Erica noted that she had met with the UBC President on energy matters and the use of geothermal energy sources.

Werner then reviewed the Proposed Budget for the Fiscal Year October 1, 2006 to September 30, 2007 which was included in the Notice of Annual General Meeting package. Due to increase in costs in various areas there is an increase in Strata Fees even with the previous years surplus of \$7,000.00 being applied to the income portion of the Budget.

In respect to the Contingency Reserve Fund Werner noted that the Strata Corporation must contribute 10% of the total annual budgeted expenses of the Operating Fund to the Contingency Reserve Fund as this is a requirement of the Strata Property Act.

After responding to questions from Owners regarding financial matters, including repairs and maintenance, garbage, and recycling costs, it was then,

**MOVED AND SECONDED (Antweiler, #6288/Irwin, #6232)**

That the Operating Budget for the period October 1, 2006 to September 30, 2007 in the amount of \$152,430.00 and the Contingency Reserve Fund Budget for the same period in the amount of \$15,243.00 be approved.

**CARRIED UNANIMOUSLY**

**Note: As this Budget is retroactive to October 1, 2006 Owners will be receiving an invoice for the retroactive Strata increase for the months of October and November, 2006. This amount cannot be taken from your Pre-Authorized Payment Plan. Instructions for payment will be included with the Notice.**

(13) **NEW BUSINESS**

The following matters were brought forward for discussion under New Business.

a) **Bicycle Storage / Workroom**

Helen Anderson noted that during the past year Strata Council had been discussing possible uses of the two Common Area rooms at the east end of the parking garage. These rooms were well suited for either a craft/workshop use or for bicycle storage. During discussion at the Annual General Meeting the Owners present were generally supportive of using the rooms as a workshop and for crafts.

When addressing bicycle storage it was noted that Owners should not attach bicycles to the plumbing pipes. Attaching bicycles to the yellow guard pipes around the plumbing pipes is acceptable.

After further discussion, it was

**MOVED AND SECONDED (Cottle, #2571/Malloy, #2569)**

That the Strata Council looks into the installation of wall mounted bicycle racks, which could be placed on the walls adjacent to the parking access entry doors into individual suites.

**CARRIED**

It was also noted that there is some space in the southwest corner of the garage where bicycle racks could be installed. Owners are reminded not to block the designated walking aisles with bicycle storage.

b) **Establishment of Sub-Committees**

Volunteers are requested for the establishment of Sub-Committees to Strata Council. Suggested Committees are Building, Landscaping and Sustainability. If any Owners are interested in serving on a Sub-Committee, it is requested they advise Stratawest Management Ltd. or contact a Member of Strata Council.

c) **Campus Security**

It is expected that the UNA will fund a security guard on a one year basis. This security guard will carry out random patrols of the Hawthorn Community.

It was also suggested that a security assessment of Logan Lane be undertaken and that a protocol be discussed with the UNA to patrol the Logan Lane Park.

d) **Cleaning of Dryer Ducts**

As a Preventative Maintenance initiative the Strata Corporation will undertake the cleaning of all dryer ducts every two years. The cleaning of the dryer ducts will be scheduled for November 2007.

In the meantime, it was noted that the dryer ducts of the lower units in building 5 may require cleaning prior to November 2007. Werner Antweiler volunteered to organize the cleaning of the dryer ducts in the lower units of building 5 which of course will be done at the cost of each individual owner. Owners in building 5 wishing their dryer ducts cleaned on the lower units should contact Werner Antweiler.

e) **Rentals**

Any Owner renting a Strata Lot or part of a Strata Lot must file a Form K – Notice of Tenants Responsibilities with the Strata Corporation within two weeks of renting the Strata Lot.

f) **E-mail Addresses**

As important information such as notices and meeting minutes are posted on the Logan Lane website, it is important that Owners provide current email addresses to either Michele Lamberson or Werner Antweiler.

g) **Deposit Paid Recycling**

Laura Cottle has been organizing the deposit paid recycling. Laura has placed a black tote in each garbage room and reported that to date she has collected \$500.00.

A discussion was heard on proposals for spending the money. The general theme for the expenditure was to support underprivileged children.

Laura would welcome any suggestions from Residents as to the disposition of the funds.

After due consideration, it was

**MOVED AND SECONDED (Frank, #6260/Lamberson, #2565)**

That the final decision on the disposition of the funds from the deposit paid recycling be left to the discretion of Laura Cottle.

**CARRIED UNANIMOUSLY**

Laura requested volunteers to help her with the deposit paid recycling program. Laura requested that bottles be rinsed and the tops be removed prior to placing in the totes. Please do not place garbage in the Deposit Paid Recycling totes.

Laura also briefly addressed the institution of a composting program at Logan Lane. This was referred to the incoming Strata Council.

**Recycling:**

**\*Hard plastics (#1 – 5), glass and metal can be mixed.**

**\*If garbage or plastic bags are put in the recycling totes the recycling contractor will not pick up.**

h) **Alterations to Common Property /Strata Lots**

Bylaws 7 and 8 of the Strata Corporation address requirements prior to altering Strata Lots or Common Property.

It is extremely important that all Owners follow these Bylaws.

The Strata Council on behalf of the Strata Corporation must ensure that building codes and fire codes are met when an alteration takes place. There are serious insurance ramifications if building codes are violated.

For example building codes require that sprinkler systems are installed in certain rooms. Should these sprinkler systems not be installed or not be installed to code the Strata Corporation insurance could become void. In this case the Strata Corporation would look to the Owner who may have carried out an alteration without the approval of Strata Council and in violation of codes to reimburse the Strata Corporation for all losses as a result of a fire or other incident.

If you have made any alterations to your Strata Lot please advise Strata Council immediately so that inspections can take place and proper approvals be issued.

**i) UNA Parking Passes**

Sharmila Sharma addressed concerns in respect to the use of the visitors parking permits which have been issued by the UNA.

1. Residents are using their visitors parking permit daily to park on Logan Lane or East Mall and not parking in the parkade.
2. Other residents are giving their permits to tenants and friends who are parking on Logan Lane or East Mall every day. In addition some residents who have more than one vehicle are using their visitors permit to park on the street.

Owners noting the improper use of visitors parking passes provided by the UNA should immediately email the UNA with information of violators. There are very strict regulations regarding the use of UNA issued visitor parking passes.

**j) General Matters**

Discussion was heard on the following matters.

1. Window Washing:  
It was noted that original construction material still has not been removed from several windows.
2. Recycling/Garbage Removal:  
It was requested that the Strata Corporation consider finding a recycling contractor that would remove the recycling during the regular weekday rather than on Saturdays.
3. It was noted that Samie, Janitorial Maintenance Contractor/Garbage Container Hauling Contractor leaves the garage gate open for extended periods of time.



**NOTICE TO OWNERS**  
**WINTER PRECAUTIONS**

With the onset of cold weather, Owners/Residents are reminded to remove any garden hoses, splitters or anything else attached to an outside hose bib during the months of November 2006 to March 2007 to prevent freezing inside the walls.

Owners/Residents failing to follow this directive will be responsible for the costs of any damage as a result of water escape from a frozen hose bib.

Thank you  
Strata Council.

**(14) ELECTION OF 2006/2007 STRATA COUNCIL (3 TO 7 MEMBERS)**

The 2005/2006 Strata Council is deemed to resign at the Annual General Meeting, but all resigning Strata Council Members are eligible for re-election.

The following Owners were then nominated for the position of Strata Council.

Helen Anderson	“6244”
Colleen Haney	“2555”
Michelle Lamberson	“2565”
Werner Antweiler	“6288”
Pawel Kindler	“6276”
Celeste Leander	“2573”
Erica Frank	“6260”

After three calls for further nominations, nominations were declared closed.

The above noted Owners were declared elected to the 2006/2007 Strata Council by acclamation.

Owners thanked last years Strata Council for their diligent work on behalf of the Owners.

**(15) ADJOURNMENT**

There being no further business the meeting concluded at 9:35 p.m.

# SUMMARY OF COVERAGES

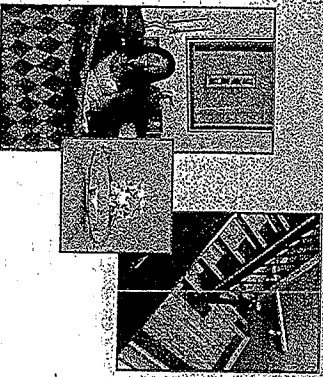
## CONTENTS LIMITS AVAILABLE:

• \$ 50,000	• \$ 75,000
• \$100,000	• \$150,000
• \$200,000	• \$250,000

Higher Limits Available

## KEY FEATURES:

- All Risk coverage
  - \$500,000 deductible
  - Earthquake Coverage Included (8% Deductible)
  - \$25,000 Strata Corporation's Deductible Assessment (Optional \$50,000 Available)
  - Improvements and Betterments coverage equivalent to property limit
  - Annual Travel Insurance Available (15 or 30 day single trip)
- For complete details, refer to the wording of your policy*



www.regalcover.ca

## FEATURES:

Personal Property Coverage	All Risk
Unit Improvements & Betterments	100% of Personal Property Limit
Loss Assessment Extension	250% of Personal Property Limit
Earthquake Protection	\$25,000 Strata Deductible Assessment Included with 8% Deductible
Personal Liability Protection	\$1,000,000.00 Included

## ADDITIONAL COVERAGES:

Frozen Food Protection	No limit
Counterfeit Paper Money	\$ 25,000.00
Wine Coverage	\$ 10,000.00 (on premises)
Lock Replacement	\$ 1,000.00
Items in Safety Deposit Box	\$ 20,000.00

## PERSONAL PROPERTY WITH SPECIAL LIMITS OF INSURANCE:

Animals, including Birds and Fish	Up to the amount of Personal Property Limit (excluding loss by theft or mysterious disappearance)
Bicycles	\$ 3,000.00
Collections	\$ 6,000.00
Documents of Evidence or Deed or Title	\$ 7,500.00
Books pertaining to a business	\$ 25,000.00 (on and off premises)
Tools, instruments, etc. pertaining to a business	\$ 10,000.00 (on premises)
Tools, instruments, etc. pertaining to a business	\$ 5,000.00 (off premises)
Computers/Software	No Limit
Jewellery, Gems and Fur Garments	\$ 50,000.00
Manuscripts and Philatelic Property	\$ 50,000.00
Money, Bank Notes or Bullion	\$ 1,000.00
Naturalistic Property, including Medals	\$ 50,000.00
Securities	\$ 10,000.00
Silverware, Gold Ware, Pewter Ware	\$ 50,000.00
Watercraft and equipment	\$ 6,000.00
Works of Art	\$ 20,000.00

## Strata Council Report – AGM November 8, 2006

I would like to express my thanks firstly to all those who have worked on your Strata Council for 2005-06: Colleen Haney, Pawel Kindler, Michelle Lamberson, Werner Antweiler, Fred Pritchard and Matthew Carter. Various responsibilities were assigned to each person and regular reports received.

On behalf of the Strata Corporation as a whole, I would also like to express my appreciation to others who have volunteered in a variety of ways, and especially to Laura Cottle who has looked after our deposit-paid recycling program. Also, our thanks to Erica Frank, who organized a number of pot luck dinners during the summer months. Those who have helped with the job of identifying deficiencies are greatly appreciated, especially Hans Valkenier. Others have worked on a variety of projects and their time and input is valued.

Also on behalf of the Strata Corporation as a whole, I would also like to express my appreciation to Bob de Wolfe and his assistant Heidi Horsak of Stratawest Properties who have looked after our business. I respect Bob's expertise and counsel, which I have sought on numerous occasions.

Thanks especially to our Treasurer, Werner Antweiler, whose skills have proved to be invaluable on many occasions. He has carefully checked various documents and given wise advice on how to handle serious matters. I greatly appreciate his work in setting up our Loganlane.ca website and he has scanned hundreds of pages of documents for its archive.

Our AGM was originally scheduled to take place on September 6, 2006. As the exterior and common area deficiency inspection was of great concern to all, we delayed the AGM until now so that the report from the Engineer would be available for our information. On October 2<sup>nd</sup> (the day before the inspection was to have been done), UBC Properties, on behalf of Vanmar requested that the inspection be delayed to allow Vanmar's remedial work to be completed (by October 31<sup>st</sup>) before the inspection was done. This unfortunately means that no report is available at this meeting as the inspection is now scheduled for November 15<sup>th</sup>. If the report indicates problems that Vanmar is not able, or not willing to remedy, we will call a special general meeting of owners to discuss our options.

These are some examples of issues dealt with by Strata Council:

1. Fumes being drawn into the air intakes for the basement air system. There seems to be some improvement since signs were installed asking drivers not to leave their engines running.
2. Collection of various contracts, drawings and manuals from the Project Manager.
3. Concern regarding extremely high energy use in the winter months by the heaters for the vestibule pressurization system.
4. Policies for quieter living were drafted.
5. Guidelines for planting in patio and other areas were drafted.
6. East Mall traffic issues.
7. Property taxes – some units received a revised assessment.
8. Cars dripping oil in the parkade.
9. Meetings with UBC Properties Trust to clarify responsibilities in certain areas.
10. Communication – it is difficult to get messages to all owners

We remind you that a multi-position ladder was purchased for use by owners, especially to gain access to light fixtures in high or awkward places. It is stored in the electrical room and any strata council member can access that room.

We also remind owners to update their contact information with Stratawest. Please provide us with your email address if you haven't already done so.

A copy of this report will be filed with the AGM minutes.

Respectfully submitted

Helen Anderson

## STRATA PLAN BCS 1419 – LOGAN LANE

### LANDSCAPED AREAS

#### RULE #1

Given the Interest of Owners in maintaining the integrity of landscape planting and maintenance, the following guidelines have been established by the Strata Corporation:

**1. East Mall/Logan Lane/Eagles Drive/Community Park**

The Strata Corporation under the direction of the Landscape Committee shall maintain garden areas fronting East Mall, Logan Lane, Eagles Drive and Community Park . No alterations to existing planting or additions to the planted areas shall be made without the express authority of the Landscape Committee.

**2. Planting Areas Adjacent to Patios**

All planting areas shall be maintained and planted by the Strata Corporation under the direction of the Landscape Committee. No alterations to existing planting or additions to the planted areas shall be made without the express authority of the Landscape Committee.

**3. Limited Common Property Adjacent to Patios**

The Strata Corporation under the direction of the Landscape Committee shall maintain the original plant material as specified on the approved landscape plan. Original plant material may be removed or altered by the owners with written consent from the Landscape Committee.

Owners wishing to add plant material to the Limited Common Property areas adjacent to patios may do so at their own expense and shall maintain the additional plant material. No plant material shall be introduced into the Limited Common Property areas that in any way will cause harm to the original plant material. In addition, owners should not add invasive plants to the Limited Common Property areas without written consent from the Landscape Committee.

**4. Owners are responsible for the cost of repair and/or replacement of original plant material damaged by an owner by the application of this Rule.**

*\*Ratified at the Annual General Meeting held Wednesday, November 8, 2006*