

**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

ਗੁਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੰਘਾ ਕਰਵਾਓ

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN BCS 1961, THE TIDES, HELD ON THURSDAY, APRIL 23, 2020, AT 6:00 P.M., VIA ZOOM MEETING**

In Attendance:	David Hetherington Ryan McNeill Anar Janmohamed Yvonne Peterson Melissa Chaun Gillian Morgan	President Vice-president / Canoe Club Representative Treasurer Secretary / Privacy Officer Member at Large Member at Large
Strata Manager:	Susan Russell	The Wynford Group

**1. CALL TO ORDER**

The meeting was called to order at 7:05 p.m.

**2. BUSINESS ARISING FROM THE MINUTES**

This council meeting was called to discuss the options to hold a special general meeting or general meetings electronically as the Government of BC sent out an order saying strata corporations can hold special general meetings and general meetings electronically without having a bylaw specific to general meetings.

**Emergency Program Act  
Ministerial Order No. M116**

*WHEREAS a declaration of a state of emergency throughout the whole of the Province of British Columbia was declared on March 18, 2020 because of the COVID-19 pandemic;*

*AND WHEREAS strata corporations must be able to conduct their business in accordance with public health advisories to reduce the threat of COVID-19 to the health and safety of persons;*

*AND WHEREAS section 10 (1) of the Emergency Program Act provides that I may do all acts and implement all procedures that I consider necessary to prevent, respond to or alleviate the effects of any emergency or disaster;*

*I, Mike Farnworth, Minister of Public Safety and Solicitor General, order that the attached Electronic Attendance at Strata Property Meetings (COVID-19) Order is made.*

### **A. Insurance Renewal**

A discussion on how to call and facilitate electronic special general meetings on presenting the owners the insurance premium. To facilitate, questions need to be considered as follows:

- How will each owner register/identify themselves.
- How to host the meeting with a waiting room.
- What if there are some owners who do not have a computer.
- How do you allow owners to ask questions if you have a potential attendance of 164 units.
- How do you certify the proxies.
- How do you count the proxies.
- What if the connection is disrupted during the meeting.

These and additional information is currently being worked on by Wynford so that the Council will have a guideline on how to facilitate special general meetings and general meetings.

In the meantime, the Council ensued on discussion on how to approve / present the insurance premium to Owners, i.e pay for the premium of \$350,540.00. A spreadsheet for a special levy was reviewed and the cost would be approximately \$1,000.00 per unit as there is currently a budget amount of \$142,000.00.

Council discussed further and it was agreed to present the Owners with three options, as follows:

Vote #1: Use 50% of the fence budget to lower the increased strata fees

- If the vote passes, no fence repairs this year, and we use 50% of the fence money to help pay for insurance.
- If the vote fails, the fence repair will go forward as approved by the Owners at the February AGM.

Vote #2: Increase strata fees to pay for insurance (the amount of the strata increase will be dependent on the results of Vote #1)

- If the vote passes, we will increase strata fees to pay for insurance. No need for Vote #3.
- If the vote fails, Vote #3 will be considered.

Vote #3: (if Vote #2 does not pass): Use a special levy to pay for insurance (the amount of the levy will be dependent on the results of Vote #1).

For right now as the invoice for the insurance has been received along with the financing documents of 0% through BFL Canada, it was **MOVED / SECONDED** to finance the \$350,540.00 from the Contingency Reserve Fund, which would include the down payment and monthly payments. **CARRIED**

More information will be provided, and further discussion will take place at the next electronic strata council meeting via Zoom on Wednesday, May 6, 2020.

Council also reviewed the final two quotes for the landscaping contract, Premier Landscaping and Silent Gardner. It was **MOVED / SECONDED** to approve the landscaping contract presented by Premier Landscaping, to start May 1, 2020 at \$3,415.00 (plus GST) per month. **CARRIED**

### **3. MEETING TERMINATION**

There being no further business, the meeting was terminated at 8:00 p.m.

The next strata council meeting is scheduled for **Wednesday, May 6, 2020**.

**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**

**Office Hours:** Monday to Friday (except for statutory holidays)  
9:00 am to 5:00 pm

**General Office:** p: 604 261 0285 f: 604 261 9279 e: [property@wynford.com](mailto:property@wynford.com)

**Website:** [wynford.com](http://wynford.com)

**Accounts Receivable:** p: 604 261 0285 press "3" e: [ar@wynford.com](mailto:ar@wynford.com)

**After-hour Emergencies:** p: 604 261 0285 press "1" – for emergencies only outside of office hours

**VICTORIA DAY OFFICE CLOSURE**

Please be advised that the offices of The Wynford Group will be closed for Victoria Day on:

**Monday, May 18, 2020**

24-hour emergency service is provided by calling 604-261-0285

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