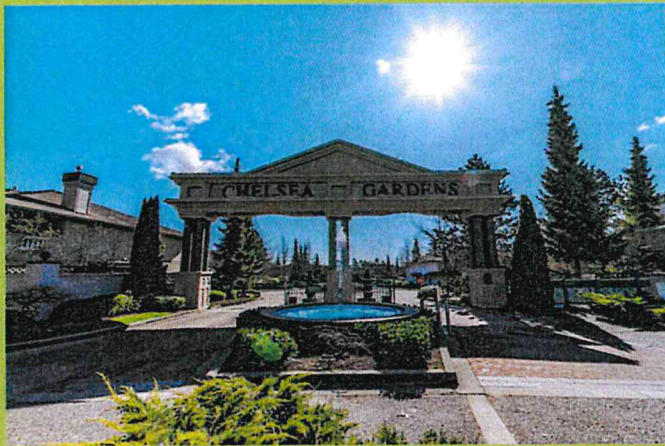


CROSSROADS MANAGEMENT  
STRATA MANAGERS  
ROSS RUDDICK, JESSE TRAIN AND BRYAN ANDREWS

# NOTICE OF THE ANNUAL GENERAL MEETING

MONDAY, MARCH 21<sup>ST</sup>, 2022



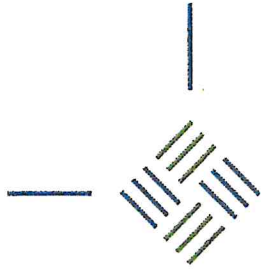
**MONDAY**

**MARCH**

**21ST**

**2022**

**IN PERSON AT NEWTON FELLOWSHIP CHURCH**



# CrossRoads Management Ltd.

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March 1, 2022

## NOTICE OF THE ANNUAL GENERAL MEETING

**TO: OWNERS – CHELSEA GARDENS - LMS 1416**  
**DATE: MONDAY, MARCH 21, 2022**  
**TIME: 5:00 P.M. REGISTRATION - 6:00 P.M. CALL TO ORDER**  
**PLACE: IN PERSON AT NEWTON FELLOWSHIP CHURCH,**  
**7328 – 144<sup>TH</sup> STREET, SURREY**

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Dear Owners;

At the request of the Strata Council, we are pleased to inform you of the Annual General Meeting of the Owners of LMS 1416 – Chelsea Gardens.

As the owners may be aware, the Strata Corporation is now permitted to hold in-person gatherings but, for those unable to attend or those who do not meet the requirement of the venue regarding being fully vaccinated, you will be able to submit a directed proxy so as to have your opinion and vote recorded.

This will be a full AGM agenda and will include all the required business items including the approval of the proposed operating budget, rule ratifications, bylaw amendments, spending resolutions and the election of the Strata Council.

**Ideally, if you are largely in agreement with the items on the agenda, it is preferred that owners provide directed proxies to members of Council who will vote as you indicate. This will help achieve quorum while still giving owners the opportunity to have their votes count.**

Enclosed are an agenda and a directed a proxy form where you will indicate your voting preference on each item and for the election of Council. As you will note on the agenda, there are several important items to be considered at the meeting, including the consideration of a number of Special Resolutions dealing with bylaw changes and CRF expenditures, and the election of up to five Council positions. Candidate resumes are attached to this AGM notice but nominations are also permitted from the floor at the AGM. Two current Council members will remain on Council for the second year of their 2-year term. This meeting will include the proposed capital projects, and various administrative items. Please note that the proxy form, included in this package,

indicated that you can vote for up to four candidates and that is in error...you can vote for up to five candidates.

To be able to proceed with the meeting a quorum of one third of all Owners entitled to vote must be present in person or by proxy. We look forward to seeing you (in person or by proxy on Monday, March 21, 2022 at 5:00 PM for registration and a 6:00 PM call to order. The location is the Newton Fellowship Church located at 7328 – 144<sup>th</sup> Street, Surrey.

Space at the Church is limited so it is preferred that, when attending in-person, only one member of a household be present.

Yours truly,

CROSSROADS MANAGEMENT LTD. - On behalf of the Owners of Chelsea Gardens

Ross Ruddick, Jesse Train and Bryan Andrews  
Strata Managers

## MASKS WILL BE REQUIRED TO ATTEND THE IN-PERSON MEETING

ALL PEOPLE ATTENDING THE IN-PERSON  
MEETING WILL BE REQUIRED TO PRODUCE  
PROOF OF DOUBLE VACCINATION STATUS  
WITH THEIR ELECTRONIC OR PRINTED  
VACCINE PASSPORT AND PERSONAL  
IDENTIFICATION

# **CHELSEA GARDENS LMS 1416 ANNUAL GENERAL MEETING AGENDA**

**NOTICE DATE: MARCH 1, 2022**

**THE OWNERS, CHELSEA GARDENS - LMS 1416 – MONDAY, MARCH 21, 2022**

- 1. REGISTRATION 5:00 P.M. – SIGN-IN FOR OWNERS ATTENDING IN PERSON WITH THE REQUIREMENT OF THE CHURCH THAT VACCINE PASSPORTS AND PERSONAL IDENTIFICATION BE PRESENTED. MASKS ARE REQUIRED EXCEPT WHEN SPEAKING.**
- 2. CALL TO ORDER 6:00 P.M.**
- 3. CERTIFICATION OF PROXIES**
- 4. DETERMINATION OF QUORUM**
- 5. PROOF OF NOTICE/WAIVER OF NOTICE**
- 6. ADOPTION OF MINUTES: AGM – APRIL 20, 2021**
- 7. REPORT FROM THE COUNCIL PRESIDENT**
- 8. ELECTION OF STRATA COUNCIL – UP TO FIVE POSITIONS**
- 9. ELECTION OF INVESTMENT COMMITTEE**
- 10. RATIFICATION OF RULES – SIMPLE MAJORITY VOTE (OVER 50%)**
- 11. UPDATE ON INSURANCE**
- 12. APPROVAL OF THE 2021 – 2022 OPERATING RESULTS**
- 13. APPROVAL OF THE PROPOSED 2022 – 2023 OPERATING BUDGET**
- 14. NEW BUSINESS – RESOLUTIONS WHERE NOTICE HAS BEEN GIVEN**

**RESOLUTIONS (ATTACHED):**

- A. CONSIDERATION OF 3 / 4 VOTE "A" – TOWNHOUSE GARAGE DOORS
- B. CONSIDERATION OF 3 / 4 VOTE "B" – SECURITY ENHANCEMENTS
- C. CONSIDERATION OF 3 / 4 VOTE "C" – TOWNHOUSE CAPITAL WORKS
- D. CONSIDERATION OF 3 / 4 VOTE "D" – TOWNHOUSE FLAT/SLOPED ROOFS
- E. CONSIDERATION OF 3 / 4 VOTE "E" – HEAT PUMP CLUBHOUSE
- F. CONSIDERATION OF 3 / 4 VOTE "F" – CLUBHOUSE ROOF REPLACEMENT
- G. CONSIDERATION OF 3 / 4 VOTE "G" – CLUBHOUSE FLOOR REPLACEMENT
- H. CONSIDERATION OF 3 / 4 VOTE "H" – SIGNIFICANT CHANGE RESOLUTION
- I. CONSIDERATION OF 3 / 4 VOTE "I" – BYLAW AMENDMENT – 3 (5) (A)
- J. CONSIDERATION OF 3 / 4 VOTE "J" – BYLAW AMENDMENT – 3 (7) (A)
- K. CONSIDERATION OF 3 / 4 VOTE "K" – BYLAW AMENDMENT – 3 (12)
- L. CONSIDERATION OF 3 / 4 VOTE "L" – BYLAW AMENDMENT – 3 (15)
- M. CONSIDERATION OF 3 / 4 VOTE "M" – BYLAW AMENDMENT – 4 (1) (B)
- N. CONSIDERATION OF 3 / 4 VOTE "N" – BYLAW AMENDMENT – 5 (3) & (4) – NEW
- O. CONSIDERATION OF 3 / 4 VOTE "O" – BYLAW AMENDMENT – 6 (1) (H) – NEW
- P. CONSIDERATION OF 3 / 4 VOTE "P" – BYLAW AMENDMENT – 35 (7) - NEW
- Q. CONSIDERATION OF 3 / 4 VOTE "Q" – BYLAW AMENDMENT – 37 (16) - NEW
- R. CONSIDERATION OF 3 / 4 VOTE "R" – BYLAW CONSOLIDATION

15. NEW BUSINESS – COMMENTS, QUESTIONS, ETC. FROM THE FLOOR

16. TERMINATION OF MEETING

## PRESIDENT'S REPORT TO THE OWNERS

On behalf of your Strata council and Crossroads Management team I would like to welcome everyone and thank you for participating in the AGM.

Your Strata council members are Anita Thompson- Treasurer, Minutes, Social committee liaison. Ashley Orton- Security and Privacy, Volunteers, Ponds and Fountains, Website. Norm Reid- Condos, Irrigation. Bob Hyde- Vice President, Finance, Clubhouse. Ron Plankeel- Bring Forward, RV Committee, Landscaping. Lastly myself Murray Hill- President, Townhouses.

The last year at Chelsea has been very busy and challenging, between the aging equipment, and Covid hitting us hard socially and financially. We are being hit with increases in gas, water, hydro, garbage, and products because of supply chain issues.

Mayfair- has had water leaks in a couple of suites but owners are dealing with their own insurance companies. The upgrades to both the Kensington and Windsor are coming to an end other than a few deficiencies. The results do look great.

Clubhouse- has been open and closed to various degrees throughout the year. Guest suites are open now, Clubhouse has just reopened now, masks still mandatory when moving around inside the clubhouse.

Townhouses-We have started a re-roofing pilot project on a 4-plex, to do the job completely and give us an idea of time and costs involved. Some repairs have been done on flat roofs, and ongoing maintenance by MorInventive.

Social Committee- has had a quieter than normal year, but have managed to have a couple of dinners and a pub night or two.

Emergency Response- have been doing some exercises and training, and they came together during the unfortunate fire at our neighbors across the street. They were quick to respond to the situation, brought them over to sit, relax, and use of our facilities. A great big thank you to them for their quick response.

As well as a big thank you to the many volunteers that help out tirelessly around the complex, allowing us to enjoy this wonderful facility we call home. And to John Unger and Val Morris for putting up with us, and helping us whenever possible. Last but not least a big thank you to your Strata Council and Crossroads Management team who work hard in the background, and the many issues we face day in and day out. I would like to note the contributions of Cee Mann who did need to step down from Council for health reasons. Council thanks her for her hard work and dedication and wishes her well in the future.

This has been a very trying year for everyone, with new issues and problems not faced in the past. Here's to hoping we can get back to normal, or at least the new normal. Thank you to all for participating in this AGM today, be safe, hope to see you all soon. **Murray Hill, President**

## ADVANCE NOMINATIONS

### STRATA COUNCIL:

The following Council Members are entering the second year of a two-year term and the positions are not up for election in accordance with Chelsea Garden's Bylaw 10:

Norman Reid	- T302
Ron Plankeel	- T272

The following (listed alphabetically by first name) have been nominated to run for Council:

Anita Thompson	- W325
Bob Hyde	- T102
Murray Hill	- K405
Paul Mann	- T172

All of these candidates have submitted nomination papers indicating their willingness to stand for election to council. They will be asked again, at the AGM, if they wish to leave their names in the running.

Nominations may also be made from the floor of the AGM. If you are planning to nominate an individual who will not be present at the AGM, please ensure that you have a signed nomination paper (with witness) from them. Names, with resumes (if submitted in advance) appear here in alphabetical order.

Candidates for Council, should they so choose, will be provided the opportunity to make a short presentation to the owners attending the AGM.

A secret ballot will be held and the ballots will be counted while the agenda continues. Any candidate must attain 50% or more of the ballots cast in order to be elected.

## **RESUME OF ANITA THOMPSON**

My name is Anita Thompson and I am seeking re-election to Council. I am completing my fourth year after being elected by the owners at the 2018 Annual General Meeting.

During those four years on Council, I have undertaken a number of projects that hopefully have had a positive impact on our strata corporation. Those projects have included the redecorating and updating of the clubhouse guest suites and lobby, improvements in the clubhouse office, rationalization of the FOB system, and working on the committee to dramatically update the lobbies and interiors of all of the Chelsea Gardens apartments.

I was initially encouraged to seek election to Council by Victor with the view to succeeding him as Treasurer and that transition has, with his assistance, been successful. As one of the largest Strata Corporations in the lower mainland, Chelsea Gardens has a huge budget and contingency fund and I believe that, along with the rest of the Strata Council, my role as Treasurer is to guide the long-range planning and to balance the need to maintain the assets of the strata corporation while recognizing that the maintenance fees come from the pockets of everyone. The accounting at Chelsea Gardens is more complex than many other strata's and, with Victor's mentorship, I believe that I have fully embraced this volunteer position. Certainly, my accounting background has been a major asset.

My husband Keith and I have lived here for 23 years. We love the community feeling in Chelsea Gardens and wish to give back to make our complex even better.

Anita Thompson - Windsor 325

## **RESUME OF BOB HYDE**

Please accept this as a nomination for re-election to the Council of Chelsea Gardens. Below is a brief introduction.

My wife and I moved to Chelsea Gardens 12 years ago. We were drawn by the appearance and amenities of the complex. We also were impressed by the community atmosphere we felt and the active volunteerism we witnessed.

I was elected to Council almost two years ago and have enjoyed learning how strata and

council function. Current Council responsibilities include Vice-President, a member of the Finance Committee, and overseeing the Clubhouse. I have been impressed by the commitment and hard work by the people now on Council and those of past Councils, plus the support of Crossroads Management. I continue to be amazed by the active volunteerism that really makes Chelsea Gardens unique and a great place to live.

A brief personal history includes being raised in Richmond before moving to the interior of BC in the early 1980s pursuing a career in forestry and raising a family. We lived in Houston, BC where I was elected to town council and held a number of portfolios including deputy mayor. We later moved to Williams Lake for almost 20 years before moving to Chelsea Gardens. I retired in 2014 from a provincial government position that oversaw a program that provided life and job skill training and supports to at-risk youth.

I would appreciate a chance to continue on Chelsea Gardens Council. If I am chosen to remain on Council, some of the things I would continue to strongly support would be fiscal responsibility, long-term planning, treating people equally, and supporting the community feel of Chelsea Gardens.

Thank you,  
Bob Hyde, Townhouse 102

### **RESUME OF MURRAY HILL**

I am submitting my name for nomination and re-election to the Strata Council.

My partner Diane has been an owner since 2009, and I have resided at Chelsea since my retirement December, 2015. I worked for 38 years in the electric motor repair industry, mainly on-site repairs in the mining, and forestry industry.

I have just completed my second term on council as president, and looking after townhouse repairs. I was also a volunteer with the irrigation crew, as well as volunteering for various events in Chelsea.

I hope to continue on the Strata council, to serve with the best interests of the residents of Chelsea Gardens. I believe I have a lot to offer when representing the residents of Chelsea at council meetings, I have a vested interest in keeping Chelsea Gardens a desirable place to live. I work well with fellow council members, contractors, and Crossroads personnel.

Murray Hill – K405

## RESUME OF PAUL DHALIWAL

LETTER OF INTENT: To run in the 2022 upcoming elections for Council Members

My name is Paul Dhaliwal. My wife, Cindy Mann and I have lived at Chelsea Gardens for over 22 years. (most people at Chelsea know me as “Cee's husband Paul”).

I am retired and came from a 35-year career in Engineering and Computer Programming.

Recently, I have helped my wife with her clubhouse duties while she was still on council.

Due to her health, she needed to step down from that position.

I have a great love for Chelsea Gardens, and would now like to step up and have the opportunity to give back to our community.

Paul Dhaliwal – Townhouse 172

***Owners, either attending the meeting in-person or by directed proxy, may vote for none, one, two, three, four or five candidates. You may not vote for more than five candidates otherwise the vote will be considered spoiled and will not count.***

***If you are aware that a candidate who is not listed above will be running for Council you may write in their name on the directed proxy or exercise that vote at the meeting.***

## **RATIFICATION OF RULES – SIMPLE MAJORITY VOTE (MORE THAN 50%)**

A Strata Council is permitted to pass rules during the course of their term of office and these rules are valid and effective immediately upon passage. In order to remain valid, the rules passed by council must be brought forward to the next AGM or SGM to be ratified by the owners and this requires a simple majority (more than 50%) vote. This year there were a few new rules passed by council and these are being brought forward for owner ratification.

As time is limited at this AGM the meeting Chair has the discretion to limit debate and will permit three speakers in favour of the ratification vote and three speakers opposed to the ratification vote. Please limit the amount of time you take to speak to the matter with a maximum allotment of two minutes per speaker. We are presenting the ratification vote as a single resolution and owners can speak to or amend any of the individual rules prior to taking the vote. If necessary, individual rules can be separated for a vote.

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### ***Item # 10 - At the August 24, 2021 Council meeting a new rule was approved by Council to read:***

Masks are required in all indoor common areas at Chelsea Gardens until such time as the Provincial order is rescinded or modified.

### ***Item # 10 - At the December 21, 2021 Council meeting an amended rule was approved by Council to read:***

Owners are permitted to advertise items or services for sale or activities of interest on a bulletin board to be located in the parking garage lobbies and the clubhouse mail room if they are dated and are removed within 10 days and are no larger than letter size (8.5" X 11"), Chelsea residents (not outside contractors) offering services may indefinitely post business cards on these bulletin boards. (Not to exceed a standard business card size) Items posted are not to be removed by other residents.

### ***Item # 10 - At the February 21, 2022 Council meeting a new (revised) rule was approved by Council to read:***

Owners may install front door cameras or other cameras provided that the field of view and photo or video memory does not capture or look into any other owner's unit including their strata lot, their limited common property or the common property considered to be associated with their unit (example front, back or side yards, driveways, patios, balconies). Owners will be required to submit an alteration request and, once installed, a photo showing the field of view must be submitted to Council for verification.

**Item # 10 - At the January 25, 2022 Council meeting a new rule was approved to read:**

No food products may be stored in apartment lockers with the exception of canned food in metal containers or preserves in properly sealed glass jars.

**Item # 10 - At the February 21, 2022 Council meeting the rental rates were revised to read:**

The rental rates for the upcoming year will be: (changed rates highlighted in yellow)

Electric scooters parked in apartments - \$6.00 per month.

Electric vehicles parked in apartments and using a 15 Amp/110 Volt plug - \$25.00 per month.

Strata owned parking stalls in apartments - \$25.00 per month.

Fobs and scan cards - \$10.00. Clickers - \$75.00.

Apartment move-in/move-out fees. - \$200.00 one-time charge.

Apartment elevator key security fee. - \$50.00.

Fireside Room rental fee. - \$50.00.

Fireside Room damage deposit. - \$250.00.

Guest Suite Rental rate. - \$50.00 per night.

Replacement price for visitor parking passes - \$50.00

RV stall rental rate for owners and tenants. - \$25.00 per month.

RV stall rental for non-RV vehicles - \$25.00

Tow vehicle rental rates. - No charge

RV Lot key deposit - \$10.00.

RV parking rates for visitors. - \$25.00 per week.

Kilometer rate to be paid to Council, Volunteers and Staff. - .55 cents per kilometer.

Service fee for owners using staff for non strata issues: \$25.00 per half hour with a minimum charge of \$25.00

These rental rates and user fees include the following:

Electric scooters parked in apartments using common electricity.

Strata owned parking stalls in apartments available for rental by apartment owners.

Fobs and clickers. These prices may be increased during the fiscal year if the cost of purchasing them exceeds the re-sale price.

Apartment move-in/move-out fees.

Apartment elevator key security fee.

Fireside Room rental fee.

Fireside Room damage deposit.

Guest Suite Rental rate.

Visitor parking pass replacement.

Owners using staff for non-strata issues

RV stall rental rates for owners and tenants.

RV lot key deposit.

Tow vehicle rental rates, RV parking rates for visitors, Kilometer rate to be paid to Council, Volunteers and Staff.

***Item # 10 - At the February 21, 2022 Council meeting a new rule was approved to read:***

The Strata Council may, as a condition of use of the common facilities in the apartments and the Clubhouse, require that all users be fully vaccinated against Covid-19. Owners may apply for an exemption to this rule based on medical or human rights concerns but will be required to submit documentation.

***Item # 10 - At the February 21, 2022 Council meeting a new rule was approved under USE OF THE EXTERIOR OF THE STRATA LOT:***

**Other types of lighting** – Owners may display summer seasonal lighting on patios and balconies and other areas between May 15 and September 15. The lights should be fully operational and, if defective, must be repaired or replaced or removed. The lighting cannot interfere with the activities (including pruning or trimming) of the landscapers or other contractors. The lighting intensity should be sufficiently discrete as to not bother other neighbours. Lighting that does bother other neighbours can be, at the discretion of Council, ordered removed or put on a timer to limit the hours of operation. The lighting, including the light strings, must be removed during the remaining part of the year unless the Council approves a written request.

***Item # 10 - At the February 21, 2022 Council meeting a new rule was approved under USE OF THE EXTERIOR OF THE STRATA LOT:***

With Council permission (as required by the bylaws) owners may have a reasonable number of vegetable plants, in planters, and these may be located in the front or back yards or on patios and balconies.

***Item # 10 - At the February 21, 2022 Council meeting a rule was amended to read:***

- F 1) The Fireside Room and kitchen area are available to be rented by an owner or resident for their own personal exclusive use provided it is not required or booked for the Strata Council, or a recognized Chelsea Gardens club or user group. Bookings for the month of December, if **NOT** cancelled **THIRTY** days prior to the event, are **NON-REFUNDABLE**. The areas must not be used for commercial purposes. A rental fee, set annually in these rules, will be required to be paid, by the owner or resident, to the Strata Corporation at the time of booking. **Should there be conflicts in bookings, the Strata Council can determine the priority.**

***Item # 10 - At the February 21, 2022 Council meeting a rule, previously approved by Council last year, was amended to read:***

**Resident passenger vehicle Parking in RV Lot**

If space is available and not required for RV's or tow vehicles or strata use, residents may apply for permission to park passenger vehicles, registered and insured in the name of the Chelsea Gardens resident, at a monthly fee as set out annually in the rules. The maximum size for such vehicles is a 12-person passenger van. Rentals are based on a "last-in" – "first-out" basis and a vehicle will have to be removed within 7 days should the space be required for an RV, a tow vehicle or strata use. The fee for a key deposit will still apply.

**MOVED\_\_\_\_\_ SECONDED\_\_\_\_\_**

## INSURANCE- THINGS FOR OWNERS TO KNOW

While the Strata Corporation is obligated to insure, under the Strata Property Act, all buildings and common property including individual strata lots, the insurance coverage only covers what was originally provided by the developer when the strata complex was constructed and marketed.

This means that all of your contents (such as furniture, appliances, clothing, jewelry, personal possessions etc.... this list goes on) are not insured by the strata corporation's insurance policy. In the event of a loss such as fire or water damage you would not receive any compensation for these items from the strata's insurer.

What you may not know is the "betterments" are also not covered. Betterments are improvements that you or a previous owner may have done as you renovated or improved your home. Examples would be hardwood or laminate flooring to replace carpeting (or higher quality carpeting), new countertops and cupboards, tile floors, new lighting fixtures and again the list can go on. The Strata insurer will only provide coverage for what the developer originally installed and if you or a previously owner did upgrades, you will need coverage for the difference in price from your content provider.

The Strata insurance policy does not cover "content manipulation" which would be the cost of moving and storing contents during the restoration phase.

You are also not covered for the assessment of the strata corporation's deductible (or the actual cost of repairs if less than the deductible) when the cause of the damage originates within the strata lot and this can be up to \$50,000.00.

A possible significant cost to owners would arise out of a devastating earthquake. Were there to be a total loss, we would receive insurance coverage up to just over 160 million dollars. Given a 15% deductible on the policy, that would mean that Chelsea Gardens owners would have to come up with almost 24 million dollars. Although the assessment to owners would be based on unit entitlement (square footage), the average cost per unit would be almost \$61,000.00. If the reconstruction costs exceeded 160 million dollars, then the assessment would be increased to cover any shortfall. Owners should consider having insurance coverage in the area of \$60,000.00 or more.

Another important coverage to have in your content policy is "additional living expense". Were a unit considered to be un-inhabitable during the course of restoration or reconstruction, you would need coverage for a hotel, motel or apartment rental during that period. The Strata policy provides coverage of \$50,000.00 per unit for additional living expense but only after the amount on your personal policy is exhausted. There is a maximum cap of 1 million dollars on this coverage for the entire strata so, in the event of a major disaster such as the fire across the street, that runs out fairly quickly. Generally (but not always) the additional living expense

under a home owner policy is 50% of the contents amount. If you under value your contents, you will impact the amount you can claim under additional living expense. Most owners in Carriage Green will soon run out of coverage under both their personal policy and the strata policy.

This makes it very important for **every** homeowner to obtain a condominium insurance policy that will provide coverage for all of those things mentioned above. These policies are relatively low cost because the strata insurance covers the most expensive items such as the buildings themselves. If you do not have a condominium insurance policy (commonly referred to as a contents policy) you risk the loss of your personal property, the cost differential of any betterments and the cost of the strata/s insurance deductible all of this can add up. Again, using Carriage Green as an example, a reported five owners did not have any content insurance and, other than their small share of additional living expense, they are completely out of luck and will sustain a large financial loss.

Please be aware that, at Chelsea Gardens, there is a bylaw that allows the Strata Corporation to charge back repairs required in an affected unit when the source of the issue (usually water) came from another unit. This would be in the form of an assessment. You will still need to reach out to your insurance company to initiate a claim but do advise them of this bylaw:

***The owner of a strata lot shall be obligated to pay to another owner the costs (including any insurance deductible) to repair any damage to that other owner's strata lot for which the owner, a tenant, an occupant of the strata lot or their guest or invitee are responsible or the source of which originated in the owner's strata lot.***

Not all content policies are the same and some do not have adequate coverage for betterments and deductible assessments. As your Strata Managers, we suggest that all owners take a copy of the insurance declaration form included in this package when you next re-new your content policy. The key strata deductibles that would be assessed to an owner would include: (please note the significant reductions from last year)

- All-Risks (\$25,000.00) – down from the previous \$100,000.00
- Water Damage (\$50,000.00) – down from the previous \$250,000.00
- Sewer back-up (\$50,000.00) – down from the previous \$250,000.00
- Flood (\$25,000.00) – down from the previous \$250,000.00
- Earthquake (15%)

Please make sure that your insurance broker understands that you should have coverage, to at least these amounts, should you be assessed a strata deductible.

Ross Ruddick, Jesse Train and Bryan Andrews - Strata Managers

## WHAT IS HAPPENING IN THE STRATA INSURANCE MARKET IN BRITISH COLUMBIA?

- ❖ There has been a slight correction and stabilization.
- ❖ The industry has eliminated “best terms” in favour of blended terms or split ticket and this has led to some decreases in policy premiums as we did see in our case at Chelsea last year effectively about 30% less.
- ❖ Our insurance premium did increase slightly this year but the entire increase was based on the on the increase in the appraisal (the cost of reconstruction) from 146 million to 160 million. Without this increase, the premiums would have had a further decrease. Unfortunately the supply chain issues, combined with a labour shortage, have driven construction costs up.
- ❖ The BC Government is now requiring insurance brokers to provide terms and conditions at least 35 days in advance of the expiration of a policy or, if they cannot insure or obtain full capacity, to advise the strata corporation of where they are with the renewal.
- ❖ There is still a problem in that a number of underwriters are no longer interested in subscribing to strata insurance policies, as they are unwilling to accept the risk. Others, who remain willing to write strata policies, have reduced the percentage of risk that they are willing to accept.
- ❖ We are pleased that our deductibles have dropped considerably this year and this will make it more affordable (and improve availability) to obtain your home owner policy. You will find that most major insurance brokers can provide you a policy with an extension to cover the new amounts.
- ❖ When you renew your home-owner policy, we recommend that you take all of these insurance pages along with the policy sheet that follows this page, to your insurance broker. You should be seeking assurance from your broker that you have sufficient coverage in the event of a charge back of the lower of the actual repair cost or the strata deductible to you from the Strata Corporation in the event of an incident in your unit.

## Residential Strata Program Proposal

**Insured:** The Owners Of Strata Plan LMS1416, Chelsea Gardens  
c/o Crossroads Management Ltd., Attn: Ross Ruddick

**Policy Period:** From: March 1, 2022 To: March 1, 2023

**Location(s):** 13860, 13870, 13880, 13888 70th Avenue, Surrey, BC V3W 0T4



Description of Coverages	Limits of Liability	Deductibles
<b>Property of Every Description – Per Occurrence, Form No. CMWM-DECEMBER-2021, Appraisal: Mar 1, 2022, Year of Cycle: 1</b>	\$160,000,000.	\$25,000.
Equipment/Contents/Leased Security	\$343,000.	
Business Interruption	Not Covered	
Earthquake – Annual Aggregate	\$160,343,000.	15%, Minimum \$250,000.
Flood – Annual Aggregate	\$160,343,000.	\$25,000.
Water Damage		\$50,000.
Sewer Backup		\$50,000.
Exterior Glass Breakage - Frame Construction		\$250.
Exterior Glass Breakage - All Other Construction		\$1,000.
Commercial Glass Breakage		\$1,000.
Canopy Glass Breakage		\$1,000.
Illegal Drug Activity		\$50,000.
All Losses arising from Vacant Units		\$50,000.
<b>Equipment Breakdown - By-laws Included</b>	\$160,000,000.	\$1,000.
Equipment/Contents/Leased Security	\$343,000.	
Business Interruption - Loss of Profits (Gross Rentals)	Not Covered	
Included Debris Removal; \$500,000 Water Damage; \$500,000 Ammonia Contamination; \$500,000 Hazardous Substances; \$500,000 Professional Fees; \$100,000 Contingent Business Interruption; \$100,000 Brands And Labels; \$100,000 Fungus Clean Up Or Removal Coverage; \$100,000 Service Interruption; \$250,000 Extra Expense; \$1,000,000 Expediting Expense	Included	
<b>General Liability – Bodily Injury, Personal Injury and Property Damage Liability – Each Accident or Occurrence</b>	\$10,000,000.	*\$1,000.
Products and Completed Operations – Aggregate Limit	\$10,000,000.	
Non-Owned Automobile	\$10,000,000.	
Advertising Injury Liability	\$10,000,000.	
Medical Payments – Each Person	\$50,000.	
Tenants' Legal Liability – Any One Premises	\$500,000.	\$1,000.
Voluntary Compensation Extension – Strata Volunteers Coverage (Weekly Indemnity of 2/3 of Employee's Weekly Wage, but not exceeding \$500/week & set at \$500/week for Volunteer Workers)	\$100,000.	
<b>Strata Corporation Directors &amp; Officers Liability – Annual Aggregate – Claims Made; Defense Costs Outside limit of liability - No limitation</b>	\$15,000,000.	Nil
<b>Professional Liability Extension for Property Manager per Wrongful Act – Annual Aggregate – Claims Made</b>	Included	Nil
Discrimination Defense Costs	Included	
Employment Practices Liability	Included	
<b>Broad Form Money &amp; Securities - Loss Inside &amp; Outside Premises, Depositors Forgery, Fraud, Theft, Robbery or Burglary</b>	\$25,000.	Nil.
Employee Dishonesty, Coverage – Form A	\$50,000.	Nil.
<b>Pollution Liability – Each Pollution Event, Including Bodily Injury or Property Damage and Clean-up Costs</b>	\$1,000,000.	\$10,000.
Aggregate (Master) Policy Limit	\$5,000,000.	
<b>Terrorism and Sabotage Coverage</b>	\$500,000.	\$2,500.
<b>Volunteer Accident Coverage</b>	\$100,000.	7 Day Waiting Period
Principal Sum - \$100,000 Weekly Accident Indemnity - \$500 (maximum 52 weeks)		
Accident Expenses - various up to \$15,000. (please see wording) Dental Expenses \$5,000.		
<b>Intellect Privacy &amp; Data Breach</b>		Nil.
Liability	\$50,000.	
Expense	\$10,000.	
<b>Earthquake Deductible Buy – Down Coverage – Annual Aggregate</b>	Upon Request	

- Conditions – Property**
- This quote is subject to:
    - No active wildfires within a 50km radius at the time of binding
  - All Risks of direct physical loss or damage to property described at Location(s) of Risk shown above.
  - Basis of Loss Settlement – Replacement Cost including by-laws
  - Co-insurance Basis – Stated Amount.
  - Extended Replacement Cost - Not Covered
  - Any Property additions, renovations or installation work will be subject to a limit of 15% of the insured value, with a maximum of \$1,000,000.
- Conditions – General Liability**
- Property Manager is an Additional Named Insured for their management of the Strata Plan.
  - \*\$1,000. Bodily Injury Deductible shall be waived on the first bodily injury loss/claim if there is no prior bodily injury loss within 5 years from the effective date of the coverage term

- Notable Exclusions & Endorsements**
- Property Cyber and Data Endorsement / Property & Equipment Breakdown Communicable Disease Exclusion / Virus, Bacteria or Microorganism Exclusion / Declaration of Emergency Endorsement
- Platinum Legal Services Retainer Contract**  
Per Claim – \$1,500,000 Term Aggregate  
Note: The Legal Services Retainer Contract with Clark Wilson LLP is not a contract of insurance but is a Retainer agreement between the Strata Corporation and Clark Wilson LLP for Legal Services as described in the Contract.  
Legal Services Retainer is fully earned  
**Aggregate Fees Cap per Legal Proceeding**  
\$1,000,000.

## **CHELSEA GARDENS 2022/2023 PROPOSED OPERATING BUDGET**

***Please note that the attached budget is only an estimate as final year end numbers were unavailable at time of printing the AGM package. All owners will be provided the finalized budget and fee schedule at and prior to the AGM. There is no fee schedule or year-end results attached to this package.***

The Treasurer has spent considerable time trying to develop a budget where the fee increases are minimized as much as possible. This was difficult due to large increases in costs for garbage collection, water and sewer rates, gas and electricity among others. In this package, the projected budget calls for an increase of ***approximately*** 15% for the apartments and 8% for the townhouses. The projected budget incorporates the entire cost of strata insurance so no levy will be required. The Treasurer and Strata Council have spent considerable time trying to examine every expense category and ensure that we can continue pro-active maintenance while keeping costs under control. Council members are owners as well and keeping our strata fees low remains a priority.

The gross contribution to the Contingency Reserve Fund increases to \$641,323.00 this year. This is designed to minimize the possibility for future levies while still being able to provide for major capital costs that have been identified in the depreciation report. In that regard, it should be noted to all owners that there is hopefully no anticipated levy for roofing replacement (townhouses or apartments). The Strata Manager and some members of council have been contacted by concerned owners worried about this possibility. Our depreciation report indicates a healthy remaining lifespan of the roofing systems although the flat roofs and some sloped roofs are failing and a multi-year replacement program is underway.

### **EXPLANATORY NOTES:**

The budget is on two pages.

The first page has the INCOME statement and the APARTMENT UTILITY FUND and WATER FUND for both the projected (2021-2022) and proposed (2022-2023). The second page contains the EXPENSE statement for both the projected (2021-2022) and proposed (2022-2023).

On each page you will see columns for apartment (look under the **Apt** column) and townhouse (look under the **Thse** column). This is to show their income/expense and or their share of the common income/expense.

## INCOME

Income comes from the strata fees paid by the owners, rentals of strata facilities and other miscellaneous sources of income. The income called “COM” is shared between the apartments and the townhouses.

Strata fees (line 21) for the apartments are made up from line 1 - 3 (operations fees) and line 4 (Prior Year's Surplus/Deficit), line 18 (contingency fund), and lines 19 (apartment utility fund) and 20 (water fund). Strata fees (line 21) for the townhouses are made up from lines 5 (operations fees) and line 6 (Prior year's Surplus/Deficit) and lines 18 (contingency fund) and 20 (water fund).

Apartments have income on lines 1, 2, and 3 and shared income on lines 7 to 16.

Townhouses have income on line 5 and shared income on lines 7 to 16.

## EXPENSES

The total operations expenses for the whole complex are located on lines 34 through 76.

To determine whether the apartments or the townhouses end up with a surplus or deficit at the end of the fiscal year we take the total operations (line 77) and see if it is more or less than the operations fees (line 17). The results of this line show up in next year's proposed budget on (line 4) for the **Apt** and on (line 6) for the **Thse**.

The apartment only expenses (lines 34 to 39) are used to maintain the apartment buildings in a proper manner for the owners of the apartments. These expenses are paid by the apartment owners only.

The townhouse only expenses (lines 40 & 41) are used to maintain the townhouse buildings in a proper manner for the owners of the townhouses. These expenses are paid by the townhouse owners only.

The expenses for the rest of the complex (lines 42 to 76) also known as common expenses are used to maintain the rest of the complex. These expenses are shared between apartments and townhouse owners.

The Rec. Center only expenses (lines 54 to 63) are used to maintain the recreational center complex building in a proper manner for all owners. This includes items such as the fireside lounge, pub area, library, exercise room and its equipment, the workshop and its equipment, the pool and spa, and the guest suites. These expenses are paid by both apartment and townhouse owners on a shared formula.

Common expenses are (lines 42 to 53 & lines 64 to 76) for the rest of the complex. This includes the maintenance of the grounds for enjoyment of all. This includes items such as

landscaping services; maintenance of the fountains, ponds and streams; the drive and walk-through gates; to name a few. These expenses are paid by both apartment and townhouse owners on a shared formula.

Owners should be aware that the fiscal year of the Strata Corporation runs from March 1 to February 28<sup>th</sup>. As we hold the Annual General Meeting in late March and only at that time approve an operating budget, the strata fees collected for the month of March are only at the previous year's level. When a new budget is passed and, if there is an increase in fees, then your first strata fee payment in April will be distorted, as it will also include the fee increase difference for the month of March. An example would be as follows. If your prior year's strata fees were set at \$400.00 per month and the AGM approved an increase to take your fees to \$460.00 per month then you would see this type of activity on your bank account:

March 1<sup>st</sup> payment = \$400.00

April 1<sup>st</sup> payment = \$520.00 which consists of the new \$460.00 approved fee plus \$60.00 for the March catch up amounts.

May 1<sup>st</sup> payment = \$460.00....and for the balance of the fiscal year

**PLEASE NOTE**

1. If you pay your strata fees by pre-authorized payment then you need not do anything as CrossRoads Management will automatically apply the new fee schedule that is approved at the Annual General Meeting plus the "catch-up" amount for the month of March.
2. If you pay your strata fees by cheque, please provide CrossRoads Management a series of post-dated cheques for the full year (including March and April of 2022 plus the difference in fees for March, 2022.

Chelsea Gardens LMS1416  
Proposed Income and Expenses

INCOME	Projected 2021-2022				Proposed 2022-2023		
	Apt	Thse	Projected	Budget	Apt	Thse	Budget
1 Apt - Operations Fees	533,972		533,972	533,972	524,790		524,790
2 Apt - Parking & Scooter & EV	5,944		5,944	5,500	5,860		5,860
3 Apt - Misc & Move In	2,500		2,500	800	1,000		1,000
4 Apt - Prior Years Surplus(Deficit)	17,697		17,697	17,697	23,150		23,150
5 Thse - Operations Fees		922,202	922,202	922,202		948,695	948,695
6 Thse - Prior Years Surplus(Deficit)		36,813	36,813	36,813		28,815	28,815
7 Com - Rental Fireside Lounge	142	308	450	500	157	343	500
8 Com - Caretaker Suite	2,267	4,933	7,200	7,200	2,267	4,933	7,200
9 Com - Guest Suites	1,700	3,700	5,400	4,000	2,204	4,796	7,000
10 Com - RV Parking	2,749	5,981	8,730	8,800	2,771	6,029	8,800
11 Com - Misc & Fines & Parking	173	377	550	0	0	0	0
13 Com - Dish & Cutlery Rental	24	51	75	0	0	0	0
14 Com - Interest Income	482	1,048	1,529	700	283	617	900
15 Com - Remote Control Sale	756	1,644	2,400	1,500	535	1,165	1,700
16 Com - Keys	27	58	85	0	0	0	0
17 <b>TOTAL Operations Income</b>	<b>568,432</b>	<b>977,115</b>	<b>1,545,547</b>	<b>1,539,684</b>	<b>563,019</b>	<b>995,391</b>	<b>1,558,410</b>
18 <b>CRF Fund Fees</b>	<b>168,294</b>	<b>366,142</b>	<b>534,436</b>	<b>534,436</b>	<b>201,953</b>	<b>439,370</b>	<b>641,323</b>
19 <b>Apt - Utility Fund Fees</b>	<b>153,352</b>		<b>153,352</b>	<b>153,217</b>	<b>241,308</b>		<b>241,308</b>
20 <b>Water Fund Fees</b>	<b>66,984</b>	<b>97,964</b>	<b>164,948</b>	<b>164,440</b>	<b>80,640</b>	<b>117,936</b>	<b>198,576</b>
21 <b>TOTAL Fees To Be Collected</b>	<b>957,062</b>	<b>1,441,221</b>	<b>2,398,283</b>	<b>2,391,777</b>	<b>1,086,920</b>	<b>1,552,697</b>	<b>2,639,617</b>

APT UTILITIES	APT	TH	Projected	Budget	APT	TH	Budget
22 Total Apt Utility Income	153,352		153,352	153,217	241,308		241,308
23 Prior Years Surplus(Deficit)	(5,101)		(5,101)	(5,101)	(26,327)		(26,327)
24 <b>TOTAL INCOME</b>	<b>148,250</b>		<b>148,250</b>	<b>148,116</b>	<b>214,981</b>		<b>214,981</b>
25 Electricity	49,528		49,528	50,300	52,410		52,410
26 Gas	125,049		125,049	97,816	162,571		162,571
27 <b>TOTAL EXPENSES</b>	<b>174,578</b>		<b>174,578</b>	<b>148,116</b>	<b>214,981</b>		<b>214,981</b>
28 <b>Surplus(Deficit)</b>	<b>(26,327)</b>		<b>(26,327)</b>	<b>0</b>	<b>(0)</b>		<b>(0)</b>

WATER FUND	APT	TH	Projected	Budget	APT	TH	Budget
29 Total Water Income	66,984	97,964	164,948	164,440	80,640	117,936	198,576
30 Prior Years Surplus(Deficit)			10,429	10,429	(2,398)	(3,507)	(5,905)
31 <b>TOTAL INCOME</b>	<b>66,984</b>	<b>97,964</b>	<b>175,377</b>	<b>174,869</b>	<b>78,242</b>	<b>114,429</b>	<b>192,671</b>
32 <b>TOTAL COST</b>	<b>73,617</b>	<b>107,665</b>	<b>181,283</b>	<b>174,869</b>	<b>78,242</b>	<b>114,429</b>	<b>192,671</b>
33 <b>Surplus(Deficit)</b>			<b>(5,905)</b>	<b>0</b>			<b>0</b>

Chelsea Gardens LMS1416  
Proposed Income and Expenses

	EXPENSES	Projected 2021-2022				Proposed 2022-2023		
		Apt	Thse	Projected	Budget	Apt	Thse	Budget
34	Apt - Building Repair & Maintnce	16,126		16,126	40,000	25,000		25,000
35	Apt - Eqpt Repair & Maintnce	79,036		79,036	62,010	62,000		62,000
36	Apt - Elevators Repair & Maintnce	16,653		16,653	17,500	17,800		17,800
37	Apt - Gate/Door Repair & Maint.	5,295		5,295	6,000	6,000		6,000
38	Apt - Garbage	28,371		28,371	26,100	31,300		31,300
39	Apt - Janitorial Sevices	20,697		20,697	20,400	22,000		22,000
40	Thse - Building Repair & Maint.		62,218	62,218	58,019		60,000	60,000
41	Thse - Garbage		61,300	61,300	61,300		67,500	67,500
42	Com - Landscaping Services	44,736	97,329	142,065	144,840	45,881	99,819	145,700
43	Com - Landscaping Improvements	3,149	6,851	10,000	15,000	4,724	10,277	15,000
44	Com - Irrigation System	915	1,990	2,905	4,000	1,260	2,740	4,000
45	Com - Drainage Repair & Maint.	4,903	10,668	15,571	15,000	6,298	13,702	20,000
46	Com - Snow Removal	4,736	10,303	15,039	10,000	3,149	6,851	10,000
47	Com - Property Repair & Maint.	7,688	16,726	24,415	24,000	7,558	16,442	24,000
48	Com - Equipment Repair & Maint	4,229	9,200	13,429	21,600	6,487	14,113	20,600
49	Com - Pest Control	3,647	7,934	11,580	8,000	2,834	6,166	9,000
50	Com - Gate Repair & Maint	486	1,056	1,542	3,000	945	2,055	3,000
51	Com - Caretaker(s) Salaries&Ben.	28,555	62,125	90,681	95,220	26,993	58,727	85,720
52	Com - Utilities	4,531	9,858	14,389	15,300	5,007	10,893	15,900
53	Com - RV Lot Expenses	749	1,630	2,379	2,450	787	1,713	2,500
54	Rec Cen - Building Repair & Maint.	2,135	4,644	6,779	13,000	3,527	7,673	11,200
55	Rec Cen - Eqpt Repair & Maint.	6,928	15,072	22,000	21,000	6,613	14,387	21,000
56	Rec Cen - Janitorial Services	5,555	12,086	17,641	21,500	6,928	15,072	22,000
57	Rec Cen - Utilities	10,801	23,498	34,299	35,200	12,974	28,226	41,200
58	Rec Cen - Lock Up Costs.	283	617	900	1,500	315	685	1,000
59	Rec Cen - Pool & Hot Tub Maint.	3,486	7,583	11,069	12,500	3,936	8,564	12,500
60	Rec Cen - Exersise Eqpt R & M	194	423	617	6,000	1,575	3,426	5,000
61	Rec Cen - Guest Suites Telephones	222	482	704	700	0	0	0
62	Rec Cen - Workshop R & M	8	17	25	1,500	315	685	1,000
63	Rec Cen - Office Expenses	2,147	4,671	6,818	8,400	2,456	5,344	7,800
64	Com - Workers Compensation Board	60	130	190	1,500	472	1,028	1,500
65	Com - Accting, Bookkping, Audit	93	203	296	350	488	1,062	1,550
66	Com - AGM/SGM Expenses	975	2,121	3,096	5,000	1,575	3,426	5,000
67	Com - Postage & Printing	5,965	12,978	18,943	17,500	5,668	12,332	18,000
68	Com - Council Expenses	981	2,135	3,116	3,200	1,102	2,398	3,500
69	Com - Legal Expenses	64	140	204	500	110	240	350
70	Com - Insurance Costs	204,041	443,914	647,955	647,079	210,149	457,203	667,352
71	Com - Management Fees	22,741	49,475	72,216	72,216	22,968	49,970	72,938
72	Com - Property Taxes	174	380	554	400	189	411	600
73	Com - Security & Enterphone	2,326	5,060	7,385	14,500	4,251	9,249	13,500
74	Com - Strata Web Site	68	148	216	400	126	274	400
75	Com - Misc, Permits, Memberships	0	0	0	0	0	0	0
76	Com - Emergency Preparedness	1,533	3,335	4,868	6,000	1,260	2,740	4,000
77	TOTAL Operations	545,283	948,300	1,493,583	1,539,684	563,018	995,392	1,558,410
78	Operations - Surplus(Deficit)	23,150	28,815	51,965	0	0	(0)	0

**RESOLUTIONS REQUIRING APPROVAL OF 75% OR MORE**

**3 / 4 VOTE "A" – GARAGE DOORS - 2022**

**Whereas** a number of garage doors in the townhomes have deteriorated due to age and need replacing; and

**Whereas** the number of garage doors remaining to be completed are 55 singles; and

**Whereas** the Council would like to accelerate this replacement program by slightly increasing this spending expenditure for the next two years; and

**Whereas** labour and materials needed in 2022 are budgeted at \$40,000.00

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that Council is hereby authorized to spend from the Contingency Reserve Fund up to \$40,000.00 to replace townhouse garage doors as required on a priority basis.

**MOVED** \_\_\_\_\_ **SECONDED** \_\_\_\_\_

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**3 / 4 VOTE "B" – SECURITY ENHANCEMENTS - 2022**

**Whereas** the front gate opening and closing mechanism is aging; and

**Whereas** it has been determined that a new battery back-up system is required to improve reliability and safety; and

**Whereas** there are security concerns in the RV parking lot with multiple events of theft of RV contents and catalytic converters and an audible alarm system, triggered by perimeter sensors should deter thieves at a reasonable cost.

**Therefore, be it resolved** as a 3 / 4 vote of the Owners, LMS 1416, Chelsea Gardens, that Council is hereby authorized to spend up to \$3500.00 from the Contingency Reserve Fund to do these enhancements to the front gate and the RV lot.

**MOVED** \_\_\_\_\_ **SECONDED** \_\_\_\_\_

**3 / 4 VOTE "C" – TOWNHOUSE CAPITAL PROJECTS REPAIRS - 2022**

**Whereas** the Strata Corporation wishes to continue a program of replacement of rotting wood spindles with new composite spindles or aluminum railing assemblies to townhouses throughout the complex, along with townhouse repairs to the envelope; and

**Whereas** the Strata Corporation wishes to have flexibility in the allocation of funds spent in 2022 to ensure that the integrity of townhouse envelopes is preserved and protected so the Council has combined these projects into one spending resolution, based on priority, however it is anticipated to be a 50/50 split; and

**Whereas** the council has projected the labour and materials needed in 2022 at \$85,000.00.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that Council is hereby authorized to spend from the Contingency Reserve Fund up to \$85,000.00 to inspect, and where necessary, repair and caulk those townhouse units and replace spindles and do envelope repairs as required on a priority basis.

**MOVED** \_\_\_\_\_ **SECONDED** \_\_\_\_\_

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**3 / 4 VOTE "D" – TOWNHOUSE FLAT AND SLOPED ROOF REPAIRS/REPLACEMENTS - 2022**

**Whereas** the Strata Corporation is experiencing leaks into the townhomes from the small flat roofs and some sloped roofs and these leaks are causing costly repairs to the interiors of these units; and

**Whereas** the Strata Corporation recognizes that, while the majority of the townhouse sloped roofs still have some remaining life prior to commencing replacement, the flat roofs cannot wait until the sloped roof replacement without causing considerable interior repair costs to the Corporation; and

**Whereas** the council has projected the labour and materials needed in 2022 at \$200,000.00 to start a phased program to repair and/or replace these flat roofs or, as needed, some sloped roofs.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that Council is hereby authorized to spend from the Contingency Reserve Fund up to \$200,000.00 to inspect, and where necessary, repair and/or replace selected flat roofs or some sloped roofs on a priority basis.

**MOVED** \_\_\_\_\_ **SECONDED** \_\_\_\_\_

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**3 / 4 VOTE "E" – CLUBHOUSE COOLING AND HEATING UPGRADES - 2022**

**Whereas** the heating and cooling systems in the clubhouse are now 25 years old and are failing to properly do the job of heating and cooling the clubhouse throughout the different seasons; and

**Whereas** the Strata Corporation has received and reviewed solutions and quotations from First District Mechanical to address those concerns and to upgrade the heating and cooling systems for the next quarter century; and

**Whereas** the council has projected the labour and materials needed in 2022 at \$30,000.00 to implement this final upgrade and, in the process, reduce our annual operating costs going forward.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that Council is hereby authorized to spend from the Contingency Reserve Fund up to \$30,000.00 to proceed with these upgrades in 2022.

**MOVED**\_\_\_\_\_ **SECONDED**\_\_\_\_\_

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**3 / 4 VOTE "F" – CLUBHOUSE ROOF REPLACEMENT - 2022**

**Whereas** there was a significant and expensive leak into the clubhouse due to the age of the roof; and

**Whereas** the Strata Council has received a working quote to replace a portion of the roofing system; and

**Whereas** the Strata Council will, should this resolution be approved, seek multiple quotes from reputable contractors prior to commencing work.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that Council is hereby authorized to spend from the Contingency Reserve Fund up to \$150,000.00 to pay for the replacement of a portion of the roofing system in the clubhouse in 2022.

**MOVED**\_\_\_\_\_ **SECONDED**\_\_\_\_\_

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**3 / 4 VOTE "G" – CLUBHOUSE UPGRADES – 2022**

**Whereas** the Strata Council and the Social Committee have steadily worked to upgrade the appearance of the clubhouse over the past number of years; and

**Whereas** this facility is one of the key selling features in Chelsea Gardens and is always included on realtor tours; and

**Whereas** the Strata Council and Social Committee believe that one remaining major improvement would be to replace the old cracked and broken tile in the foyer, the hallways and the mailroom with luxury vinyl planking as has been done in the lobbies of all three apartments; and

**Whereas** the Strata Council has received one working quote but would, should this resolution be approved, seek multiple quotes prior to proceeding.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that: the Strata Council be authorized to spend up to \$20,000.00 from the Contingency Reserve Fund to replace tile flooring with luxury vinyl planking in the clubhouse.

**MOVED** \_\_\_\_\_ **SECONDED** \_\_\_\_\_

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**3 / 4 VOTE "H" – SECTION 71 – SIGNIFICANT CHANGE IN APPEARANCE**

**Whereas** the Strata Council, working with our balcony/spindle contractor, have determined that the balconies at the rear of the townhouses are better served with a railing assembly that consists of glass and metal railings rather than the spindles that were originally installed (and that have been part of the spindle replacement program); and

**Whereas** these new assemblies are more cost effective and have a much greater anticipated life span and, although subjective, are considered more attractive and the Strata Council would like this new assembly to be used in all replacements going forward; and

**Whereas** the Strata Council has, on a test basis, been replacing some gutters and downspouts in a chocolate brown colour rather than the existing green colour which, as a custom colour, is no longer available in stock inventory and far too expensive to produce in small quantities; and

**Whereas** the Strata Council does note that the new colours do not show "tiger striping" from the weather and look far more attractive and this should be the preferred colour going forward for all gutters, downspouts and any metal flashing; and

**Whereas** the Strata Council recognizes that, under Section 71 of the Strata Property Act, this may be considered by some to be a significant change in the appearance of common property and accordingly is calling for the required authorization vote to continue this change going forward.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, to be in compliance with Section 71 of the Strata Property Act, that the Strata Corporation, acting through the Strata Council, is permitted to change (over time) the appearance of the buildings by replacing all green-coloured metal flashings, gutters or other metal items with a dark chocolate brown metal material. Be it further resolved that the Strata Corporation, acting through the Strata Council, is permitted to change (over time) the appearance of the balcony railing system from spindles and wide railings to metal railings and glass.”

**MOVED** \_\_\_\_\_ **SECONDED** \_\_\_\_\_

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### **3 / 4 VOTE “I” – BYLAW AMENDMENT – 2022**

**Whereas** the Strata Council has received complaints regarding about numerous breaches of the existing bylaws where owners have place exterior décor outside of their strata lot and a strict reading of the bylaw do show the complaints to be valid; and

**Whereas** the Strata Council does not wish to be the design police and do recognize that many owners wish some exterior décor to provide for some uniqueness to their balconies and patios; and

**Whereas** the Strata Council does wish to ensure that, although permitting decorative attachments, the building envelope is not compromised so any attachment must avoid penetrating the envelope although small nails, tacks or screws that do not penetrate will be permitted with the understanding that any damages will be the responsibility of the owner; and

**Whereas** the Strata Council believes that the following amendment will address this issue and provide owners an opportunity to use exterior décor while protecting the buildings.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that the current bylaw that now reads:

### 3. Use of Property

(5) (a) No laundry, clothing, bedding or other articles shall be hung from, stored on, or displayed from windows, decks, patios, or other parts of the strata lot such that they are visible from the outside of the building. Outdoor patio furniture is allowed on patios and balconies. Canadian and Province of BC flags that are of reasonable size (not to exceed 2' X 4') and in good condition are exempt.

Be amended to now read:

(5) (a) No laundry, clothing, bedding or non-decorative items shall be hung from, stored on, or displayed from windows, decks, patios, or other parts of the strata lot such that they are visible from the outside of the building. Outdoor patio furniture is allowed on patios and balconies. Canadian and Province of BC flags that are of reasonable size (not to exceed 2' X 4') and in good condition are exempt. provided that the attachment of any item does not compromise the building envelope.

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

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### 3 / 4 VOTE "J" – BYLAW AMENDMENT – 2022

**Whereas** the Strata Council and the Strata Manager have received concerns about persons using wood chips for flavor in BBQ's; and

**Whereas** there is a concern about the smell, smoke and safety of those chips; and

**Whereas** the Strata Council believes that there is already sufficient latitude for BBQs in that propane, natural gas and electric BBQs are permitted and no further options or add-ons should be permitted so as not to inconvenience other owners.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that the current bylaw that now reads:

(7) a) Charcoal BBQs are not permitted in Chelsea Gardens.

Be amended to now read:

3)(7) a) Charcoal BBQs are not permitted in Chelsea Gardens. Wood chips are not permitted to be added to any BBQ. It is recommended that owners have a small fire extinguisher in the vicinity of the BBQ while it is in use.

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

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### 3 / 4 VOTE "K" – BYLAW AMENDMENT – 2022

**Whereas** the Strata Council were compelled to act on multiple complaints about planters and other items on balcony railings in spite of believing that most of the items noted by these complaints were safe from falling and harming others; and

**Whereas** the Strata Council wants to propose an amended bylaw that gives owner's some latitude to enjoy décor and potted plants provided that they do not pose a risk.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that the current bylaw 3 (12) that now reads:

(12) No attachments are allowed on any of the exterior surfaces which will compromise the building envelope on any apartment building(s) or townhouses. Planters must be secured and have drip trays. No potted plants or planter boxes or any other items are permitted to be on top of or outside of balcony railings.

Change to read:

(12) No attachments are allowed on any of the exterior surfaces which will compromise the building envelope on any apartment building(s) or townhouses. Small decorative items, attached to wood trim without fully penetrating to the envelope, are permitted. Planters must be secured and have drip trays. No potted plants or planter boxes or any other items are permitted to be outside of balcony railings. Items that are inside of or on top of balcony railings must be secured (without compromising the building envelope) so that there is no danger of falling.

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

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### 3 / 4 VOTE "L" – BYLAW AMENDMENT – 2022

**Whereas** the Strata Council is seeing an increasing number of requests to install split system air conditioning systems and it is becoming apparent that the current bylaw is too strict; and

**Whereas** in consultation with a variety of industry experts, the existing permitted decibel reading is unrealistic in all but a limited number of systems on the market and those systems are far too expensive to be a viable choice as we see increasingly extreme heat; and

**Whereas** the Strata Council is advised that a higher level of 55 decibels will still be extremely quiet and not disturb other residents while the unit is operational and this level is significantly lower than original models of only a few years ago.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that the current bylaw that now reads:

(15) Owners may apply to council for permission to install ductless split air conditioning units provided that the building envelope is not compromised and that the exterior part of the system operates at 49 decibels or less and that the exterior unit is discretely placed so as not to be an eyesore to other units. Owners may also install interior, stand-alone air conditioning units that vent to the exterior through a flush mounted window attachment. Air conditioners that protrude from a window or the side of a building to the exterior are not permitted. Plans and the location of the exterior unit must be approved in advance by the Strata Council who may make it a condition of approval that the installation is done by a professional contractor.

Change to read:

(15) Owners may apply to council for permission to install ductless split air conditioning units provided that the building envelope is not compromised and that the exterior part of the system operates at 55 decibels or less and that the exterior unit is discretely placed so as not to be an eyesore to other units. Owners may also install interior, stand-alone air conditioning units that vent to the exterior through a flush mounted window attachment. Air conditioners that protrude from a window or the side of a building to the exterior are not permitted. Plans and the location of the exterior unit must be approved in advance by the Strata Council who may make it a condition of approval that the installation is done by a professional contractor.

**MOVED**\_\_\_\_\_ **SECONDED**\_\_\_\_\_

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### **3 / 4 VOTE "M" – BYLAW AMENDMENT – 2022**

**Whereas** the Strata Council and the Strata Manager have received complaints regarding the number of pet rodents in an apartment building; and

**Whereas** the Strata Corporation continues to spend considerable funds for rodent control; and

**Whereas** the Strata Council believes that there should be a precise number of permitted "caged mammals" instead of a vague reference to a "reasonable number".

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that the current bylaw that now reads:

4. Pets

(1) An Owner, tenant or occupant must not keep any pets on a strata lot other than one or more of the following:

(b) a reasonable number of small caged mammals;

Change to read:

(b) a maximum of 2 small caged mammals;

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

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**3 / 4 VOTE "N" – BYLAW AMENDMENT – 2022**

**Whereas** the Strata Council, staff and the Strata Manager have noted that the amount of information in our database is inadequate when it comes to reaching out to owners in emergencies or being fully aware of the names and numbers of the occupants of the apartments and townhouses; and

**Whereas** this is important information that, under the current bylaw, is only provided on a volunteer basis and, as such, is rarely completely provided; and

**Whereas** this is very important information that can be required of owners with an amendment to our bylaws; and

**Whereas** the Strata Council is aware of the need to guard this information and to publish it or make it available to other parties without express consent.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that the current bylaw that now reads:

5. Inform Strata Corporation

(1) Within 2 weeks of becoming an Owner, an Owner must inform the Strata Corporation of the Owner's name, strata lot number and mailing address outside the Strata Plan, if any.

(2) On request by the Strata Corporation, a tenant must inform the Strata Corporation of his or her name.

Add two new subsections:

(3) Owners are required to provide the names of all persons who will be residing in a strata lot.

(4) Owners and tenants are required to provide the Strata Corporation at least one additional method of contact over and above the mailing address and this contact information is to be a phone number or email address.

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

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### 3 / 4 VOTE "O" – BYLAW AMENDMENT – 2022

**Whereas** the Strata Council is aware that there will be increasing numbers of electric powered vehicles purchased by Chelsea Gardens residents over the next few years; and

**Whereas** there will be a study into accommodating these vehicles and their need for charging in the apartments and this is planned to be in 2022; and

**Whereas** there are already a few installations of charging units in townhouses and the Strata Council have imposed conditions so as to prevent over-loading of electrical panels; and

**Whereas** the Strata Council wanted to include these conditions in the bylaws in order to ensure consistency of the alteration permissions.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that the current bylaw have a new subsection (h) to read:

#### 6. Obtain Approval Before Altering a Strata Lot

(1) An Owner must obtain the written approval of the Strata Corporation before making an alteration to a strata lot that involves any of the following:

(h) The installation of electric vehicle chargers inside or outside a garage. The Strata Council will be entitled to demand the installation of safety devices (such as load limiters or future technology) so as to prevent over-loading of electrical circuits. The Strata Council is also permitted to demand permits if required by BC Hydro and/or the municipality.

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

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**3 / 4 VOTE “P” – BYLAW AMENDMENT – 2022**

**Whereas** the Strata Council does wish to ensure that we can enforce the bylaw that prohibits short term rental programs such as Air B&B, VRBO and others; and

**Whereas** this is better enforced with potential punitive fines that remove any economic benefit to breach this bylaw such as owners will have noted in a townhouse in North Vancouver where the owner accommodated as many as 15 guests at a time; and

**Whereas** the Provincial Government recognized that the maximum permitted fine of \$500.00 per week was not sufficient to deter rentals such as this where a huge amount of revenue would easily offset the fines; and

**Whereas** the Provincial Government amended the legislation to allow a new maximum fine of \$1000.00 that could be applied every single day.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that the current bylaw that now reads:

35. Rental Restrictions

(6) An owner who rents a strata lot contrary to this bylaw shall be subject to a fine of up to \$500.00. This fine may be applied, at the discretion of council, every seven days.

Add new subsection:

(7) An owner who rents or leases a strata lot contrary the prohibitions of short-term rentals under bylaw 36 (3) shall be subject to a fine of up to \$1000.00. This fine may be applied, at the discretion of council, every day.

**MOVED** \_\_\_\_\_ **SECONDED** \_\_\_\_\_

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**3 / 4 VOTE “Q” – BYLAW AMENDMENT – 2022**

**Whereas** the Strata Council and the RV Committee have agreed that, at least for the time being, there is space in the RV lot to accommodate passenger vehicles so as to generated extra revenue; and

**Whereas** the Strata Council believes that this should be accommodated with a change in the bylaws but that it does not take away the priority of Recreational Vehicles to always be provided available spaces; and

**Whereas** the Strata Council has worded the bylaw so as to be able to terminate a rental agreement within seven days in order to accommodate an RV; and

**Whereas** the Strata Council did wish to limit the size of vehicles to be accommodated and not permit large commercial vehicles.

**Therefore, be it resolved** as a 3 / 4 Vote of the Owners, LMS 1416, Chelsea Gardens, that the current bylaw 38. Recreational Vehicles add a new section to read:

**Resident passenger vehicle Parking in RV Lot**

If space is available and not required for RV's or tow vehicles or strata use, residents may apply for permission to park passenger vehicles, registered and insured in the name of the Chelsea Gardens resident, at a monthly fee as set out annually in the rules. The maximum size for such vehicles is a 12-person passenger van. Rentals are based on a "last-in" – "first-out" basis and a vehicle will have to be removed within 7 days should the space be required for an RV; a tow vehicle or strata use. The fee for a key deposit will still apply.

**MOVED** \_\_\_\_\_ **SECONDED** \_\_\_\_\_

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**3 / 4 VOTE "R" –BYLAW AMENDMENTS**

**Whereas** it is preferable to have on file with the Land Titles Office, one set of bylaws rather than a set plus multiple amendment, and

**Whereas** this can be accomplished by resolution to incorporate all of the bylaw changes and amendments approved at this Special General Meeting into one consolidated set of bylaws that, as necessary, would be renumbered without changing any intent or wording, and

**Whereas** this would also require the ownership to repeal all existing bylaws on file with the Land Titles Office.

**Therefore be it resolved** as a 3 / 4 vote of the Owners, LMS 1416, Chelsea Gardens, that the bylaws that have been approved at the Annual General Meeting of March 21, 2022 be incorporated into the existing set of bylaws that are on file at land titles and include the bylaw changes approved at previous Annual General Meetings and that, following this consolidation into one complete set, that this set be filed with Land Titles and, in so doing, rescind and repeal all old sets of bylaws.

**MOVED** \_\_\_\_\_ **SECONDED** \_\_\_\_\_

# ANNUAL GENERAL MEETING PROXY FORM

THE OWNERS OF THE CHELSEA GARDENS – LMS 1416

I, (WE) \_\_\_\_\_  
of \_\_\_\_\_

in the Province of British Columbia, being the registered Owner(s) of Unit \_\_\_\_\_, at **CHELSEA GARDENS, LMS 1416**, hereby appoint: (check all that apply)

- \_\_\_\_\_ Murray Hill – Phone: Phone: 778-871-7506  
\_\_\_\_\_ or failing him/her Ron Plankeel – Phone: 604-597-2268  
\_\_\_\_\_ or failing him/her Anita Thompson – Phone: 604-614-3817  
\_\_\_\_\_ or failing him/her Norm Reid - Phone: 604-590-3187  
\_\_\_\_\_ or failing him/her Ashley Orton - Phone: 604-503-3703  
\_\_\_\_\_ or failing him/her Bob Hyde – 604-598-8711

Or I wish to name: \_\_\_\_\_ as my proxy holder  
as my (our) proxy for me (us) and on my (our) behalf at the Annual General Meeting of the Owners to be held on **Monday, March 21, 2022** and at any adjournment thereof.

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2022

\_\_\_\_\_  
(OWNERS SIGNATURE ON ABOVE LINE)

The above phone numbers are included **only** for the purpose of contacting council members to arrange for dropping off your proxy. Please do not use these numbers for service request use the work order system.

***We ask that all directed proxies be submitted to a Council member, CrossRoads office, CrossRoads email: ross@crpm.ca or the CrossRoads mailboxes in the apartments or clubhouse no later than 3:00 PM on Friday, March 18<sup>th</sup>, 2022.***

**INSTRUCTIONS TO MY PROXY HOLDER**

***I have reviewed the Annual General Meeting package. I am appointing you as my proxy holder but I am providing you directions as to how to vote on the budget, and the various agenda items and Special Resolutions. These instructions are below.***

***If you are unable or unwilling to vote as per my directions, please so inform me so that I can appoint someone else to hold my proxy.***

***Owners are asked to provide their directed proxy if they do not believe that they cannot not attend the AGM.***

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AGENDA #5 PROOF OF MEETING NOTICE BEING ADEQUATE – 50%+1 MAJORITY VOTE

Vote in favour \_\_\_\_\_ Vote against \_\_\_\_\_ Vote as you wish \_\_\_\_\_ Abstain \_\_\_\_\_

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AGENDA #6 APPROVE MINUTES OF APRIL 20, 2021 AGM – 50%+1 MAJORITY VOTE

Vote in favour \_\_\_\_\_ Vote against \_\_\_\_\_ Vote as you wish \_\_\_\_\_ Abstain \_\_\_\_\_

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AGENDA #8 - ELECTION OF STRATA COUNCIL – 50%+1 MAJORITY VOTE FOR EACH CANDIDATE – PLEASE PUT A CHECK MARK BESIDE THE NAME OF THE CANDIDATE(S) YOU WISH TO VOTE FOR. YOU MAY WRITE IN THE NAME OF OTHER OWNERS WHO MAY BE RUNNING BUT ARE NOT LISTED HERE. YOU MAY NOT VOTE FOR MORE THAN FIVE CANDIDATES OTHERWISE YOUR VOTE WILL BE INVALID.

Anita Thompson \_\_\_\_\_ Vote in favour

Bob Hyde \_\_\_\_\_ Vote in favour

Murray Hill \_\_\_\_\_ Vote in favour

Paul Dhaliwal \_\_\_\_\_ Vote in favour

WRITE IN CANDIDATE \_\_\_\_\_ Vote in favour

WRITE IN CANDIDATE \_\_\_\_\_ Vote in favour

WRITE IN CANDIDATE \_\_\_\_\_ Vote in favour

IF SOMEONE IS NOMINATED FROM THE FLOOR, I GRANT PERMISSION FOR MY PROXY HOLDER TO VOTE FOR ALL CANDIDATES (UP TO FIVE) AS THEY WISH: YES \_\_\_\_\_ NO \_\_\_\_\_

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**AGENDA #9 - ELECTION OF THE INVESTMENT COMMITTEE – 50%+1 MAJORITY VOTE**

WRITE IN CANDIDATE \_\_\_\_\_ Vote in favour

WRITE IN CANDIDATE \_\_\_\_\_ Vote in favour

WRITE IN CANDIDATE \_\_\_\_\_ Vote in favour

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**AGENDA ITEM # 10 – RATIFY RULES PASSED BY COUNCIL SINCE THE LAST ANNUAL GENERAL MEETING**

Vote in favour \_\_\_\_\_ Vote against \_\_\_\_\_ Vote as you wish \_\_\_\_\_ Abstain \_\_\_\_\_

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**AGENDA ITEM # 11 – REPORT ON INSURANCE - 50%+1 MAJORITY VOTE**

Vote in favour \_\_\_\_\_ Vote against \_\_\_\_\_ Vote as you wish \_\_\_\_\_ Abstain \_\_\_\_\_

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**ITEM # 12 – APPROVE THE 2021 – 2022 OPERATING RESULTS - 50%+1 MAJORITY VOTE**

Vote in favour \_\_\_\_\_ Vote against \_\_\_\_\_ Vote as you wish \_\_\_\_\_ Abstain \_\_\_\_\_

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**ITEM # 13 – APPROVE THE PROPOSED 2022 – 2023 OPERATING BUDGET - 50%+1 MAJORITY VOTE**

Vote in favour \_\_\_\_\_ Vote against \_\_\_\_\_ Vote as you wish \_\_\_\_\_ Abstain \_\_\_\_\_

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**SPECIAL RESOLUTION 14 "A" – 3 / 4 VOTE – GARAGE DOORS**

Vote in favour \_\_\_\_\_ Vote against \_\_\_\_\_ Vote as you wish \_\_\_\_\_ Abstain \_\_\_\_\_

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**SPECIAL RESOLUTION 14 "B" – 3 / 4 VOTE – SECURITY ENHANCEMENTS IMPROVEMENTS**

Vote in favour \_\_\_\_\_ Vote against \_\_\_\_\_ Vote as you wish \_\_\_\_\_ Abstain \_\_\_\_\_

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**SPECIAL RESOLUTION 14 "C" – 3 / 4 VOTE – TOWNHOUSE CAPITAL WORKS**

Vote in favour \_\_\_\_\_ Vote against \_\_\_\_\_ Vote as you wish \_\_\_\_\_ Abstain \_\_\_\_\_

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*SPECIAL RESOLUTION 14 "D" – 3 / 4 VOTE – TOWNHOUSE FLAT & SLOPED ROOFS*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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*SPECIAL RESOLUTION 14 "E" – 3 / 4 VOTE – CLUBHOUSE COOLING/HEATING UPGRADES*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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*SPECIAL RESOLUTION 14 "F" – 3 / 4 VOTE – CLUBHOUSE ROOF REPLACEMENT*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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*SPECIAL RESOLUTION 14 "G" – 3 / 4 VOTE – CLUBHOUSE FLOOR REPLACEMENT*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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*SPECIAL RESOLUTION 14 "H" – 3 / 4 VOTE – SIGNIFICANT CHANGE RESOLUTION*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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*SPECIAL RESOLUTION 14 "I" – 3 / 4 VOTE – BYLAW AMENDMENT – 3 (5) (A)*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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*SPECIAL RESOLUTION 14 "J" – 3 / 4 VOTE – BYLAW AMENDMENT – 3 (7) (A)*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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*SPECIAL RESOLUTION 14 "K" – 3 / 4 VOTE – BYLAW AMENDMENT – 3 (12)*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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*SPECIAL RESOLUTION 14 "L" – 3 / 4 VOTE – BYLAW AMENDMENT – 3 (15)*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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*SPECIAL RESOLUTION 14 "M" – 3 / 4 VOTE – BYLAW AMENDMENT – 4 (1) (B)*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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*SPECIAL RESOLUTION 14 "N" – 3 / 4 VOTE – BYLAW AMENDMENT – 5 (3) AND (4)*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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*SPECIAL RESOLUTION 14 "O" – 3 / 4 VOTE – BYLAW AMENDMENT – 6 (1) (H)*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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*SPECIAL RESOLUTION 14 "P" – 3 / 4 VOTE – BYLAW AMENDMENT – 35 (7)*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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*SPECIAL RESOLUTION 14 "Q" – 3 / 4 VOTE – BYLAW AMENDMENT – 38 (16)*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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*SPECIAL RESOLUTION 14 "R" – 3 / 4 VOTE – BYLAW CONSOLIDATION*

*Vote in favour*\_\_\_\_ *Vote against*\_\_\_\_ *Vote as you wish*\_\_\_\_ *Abstain*\_\_\_\_

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**COMPLETE THIS PROXY**

**AND FORWARD TO A NAMED COUNCIL MEMBER OR PERSON OF YOUR CHOICE.  
EMPLOYEES, INCLUDING THE STRATA MANAGERS, ARE NOT PERMITTED TO  
VOTE PROXIES. PROXIES MUST BE **SIGNED** BY THE OWNER GRANTING THE  
PROXY IN ORDER TO BE VALID.**