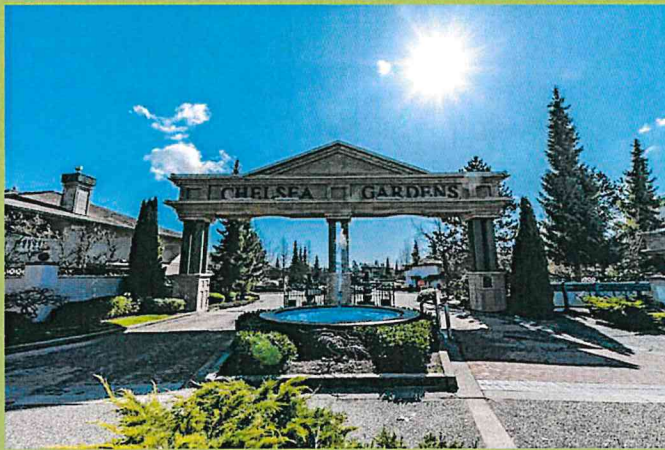


CROSSROADS MANAGEMENT
STRATA MANAGERS
ROSS RUDDICK, JESSE TRAIN AND BOGDAN MITOI

NOTICE OF A SPECIAL GENERAL MEETING

TUESDAY, JULY 28TH, 2020



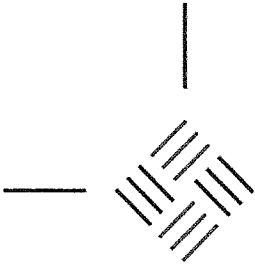
TUESDAY

JULY

28TH

2020

ROADWAY IN FRONT OF CLUBHOUSE, FIRESIDE ROOM, PUB AND VIA ZOOM



CrossRoads Management Ltd.

July 7, 2020

NOTICE OF A SPECIAL GENERAL MEETING

TO: OWNERS – CHELSEA GARDENS - LMS 1416
DATE: TUESDAY, JULY 28, 2020
TIME: 5:00 P.M. REGISTRATION - 6:00 P.M. CALL TO ORDER
PLACE: VARIOUS VENUES: ROADWAY IN FRONT OF CLUBHOUSE, FIRESIDE ROOM, PUB, POSSIBLE OVERFLOW ON POOL DECK AND VIA ZOOM VIDEO CONFERENCING.

Dear Owners;

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

As the owners are aware, the Strata Council decided to conduct only a bare-bones Annual General Meeting in April of this year in the hope that the provincially mandated group size restrictions of 50 persons maximum would be eased later in the year. It now appears that this may not happen for a considerable length of time....perhaps not until 2021 or until a vaccine is widely available.

There remain a number of important items that were not dealt with at the April AGM such as the election of up to four Council members, ratification of rules previously approved by Council, proposed bylaw amendments, TWO important spending resolutions for early and late fall capital works projects, an updated report on insurance, a President's report and New Business.

Council believes that it is now time to proceed with a Special General Meeting to address those issues and we are going to try to attempt this with a hybrid meeting that combines limited in-person attendance in several venues along with video teleconferencing participation via the Zoom platform.

Given the maximum group size restriction of 50 people we do not want much owner participation in person. 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.

We will limit the group size in the front of the clubhouse to 50 persons and have similar capacity restrictions in the Fireside Room, the Pub and a possible overflow area on the pool deck. There will

be advance tickets, on a first come-first served basis, for these in-person areas. Tickets are available by contacting Ross Ruddick, Jesse Train or Bogdan Mitoi at the CrossRoads office.

The balance of the owners will need to participate via the Zoom video conferencing platform and we will do a test run, in advance of the SGM on Monday, July 20th to get owners familiar with the platform. If necessary, we would schedule a second test run if the first one turns out to be difficult.

We are also taking a chance with the weather. The Social Committee has kindly offered the use of their pop-up tents and owners who may also own these are asked to contact Ross Ruddick. If the weather that day is absolutely terrible, we may have to adjourn the meeting to a couple of days later....but that is a last resort. Do dress for the weather.

We do need to be in compliance with the maximum group size for the in-person part of the meeting and do ask that only **one member** of each household attend. Spacing will be set at six feet apart and chairs are not to be moved. ***Owners attending in person, are required to wear a mask.***

The Strata Council and Strata Managers do recognize that, with the Covid-19 Pandemic, conducting the business of the Strata Corporation is far different than usual. This really is the best that can be done and all of us look forward to 2021.

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 four Council positions. Candidate resumes are attached to this SGM notice but nominations are also permitted from the floor at the SGM....either in person or on the Zoom platform. Three 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.

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 (by proxy, electronically or in-person) on Tuesday, July 28, 2020 at 5:00 PM for registration and a 6:00 PM call to order.

Yours truly,

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

Ross Ruddick, Jesse Train and Bogdan Mitoi
Strata Managers

CHELSEA GARDENS LMS 1416 SPECIAL GENERAL MEETING AGENDA

NOTICE DATE: JULY 7, 2020

THE OWNERS OF THE CHELSEA GARDENS - LMS 1416 – TUESDAY, JULY 28, 2020

- 1. REGISTRATION 5:00 P.M.**
- 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 29, 2019 & APRIL 20, 2020**
- 7. REPORTS FROM THE COUNCIL PRESIDENT**
- 8. ELECTION OF STRATA COUNCIL - FOUR POSITIONS**
- 9. ELECTION OF INVESTMENT COMMITTEE**
- 10. RATIFICATION OF RULES – SIMPLE MAJORITY VOTE (OVER 50%)**
- 11. UPDATE ON INSURANCE**
- 12. APPROVAL OF THE 2019 – 2020 OPERATING RESULTS**
- 13. NEW BUSINESS – RESOLUTIONS WHERE NOTICE HAS BEEN GIVEN**

RESOLUTIONS (ATTACHED):

- A. CONSIDERATION OF 3 / 4 VOTE "A" – GARAGE DOORS
- B. CONSIDERATION OF 3 / 4 VOTE "B" – KENSINGTON INTERIOR IMPROVEMENTS
- C. CONSIDERATION OF 3 / 4 VOTE "C" – BYLAW CHANGE – USE OF PROPERTY
- D. CONSIDERATION OF 3 / 4 VOTE "D" – BYLAW CONSOLIDATION

- 14. NEW BUSINESS – COMMENTS, QUESTIONS, ETC. FROM THE FLOOR
- 15. TERMINATION OF MEETING



**OWNERS ATTENDING THE MEETING IN PERSON
WILL BE REQUIRED TO WEAR A MASK
FOR THE PROTECTION OF EVERYONE**

PRESIDENT'S REPORT TO THE OWNERS

On behalf of your strata council and Crossroad's management team I would like to welcome everyone and thank you in participating in this evenings meeting. Your Strata Members are Bill Zemianski; Clubhouse, RV, and Social Committee liaison, Murray Hill; townhouses and Vice President, Norm Reid apartments, Victor Monasch, Treasurer, Anita Thompson finances and Secretary, Ashley Orton; security and landscaping. Lastly myself, Zenon Jalbert: President.

We all know that the past few months have been very interesting indeed and certainly not without a number of challenges. We began the year with an historic increase in our strata insurance followed quickly by the still ongoing global pandemic. The pandemic prevented a traditional AGM and in response a directed proxy vote was held allowing a budget to be ratified by our owners. The ongoing Covid-19 situation also led to the closure of most of our amenities in the complex which are only now starting to open in a somewhat limited fashion.

Along with this difficult situation we have also seen such an outpouring of goodwill and people stepping up to help. Examples such as the emergency response team organizing aid for those who needed it, the many volunteers who carried out maintenance around the complex, neighbours helping neighbours, the 7:00 PM demonstration for our front line workers and Jack's great video.

This past year has seen numerous upgrades throughout the complex. Renovations carried out to the lobby in the Windsor, replacement of all Air handling units with upgraded air conditioning throughout the complex, upgraded video security system, and guest suite improvements.

Tonight we are having a special general meeting, where a number of owners are in person and a large contingent attending the meeting via Zoom. The budget was already ratified at the AGM via proxy earlier in the year so we will be discussing and voting on the contingency fund projects, rule and bylaw changes and election of the council members.

We would like to acknowledge the Social Committee's activities throughout the year in providing well organized events that help fund improvements throughout the complex for all to enjoy and I am sure they will have a full slate of events once we are back to normal.

Last but not least applause should go to your strata council who work tirelessly, most times in the background, to keep our community running smoothly. The council feels we are extremely lucky to have Ross Ruddick, Jesse Train, and Bogdan Mitoi to guide us through the many hurdles we encounter during the year with their expertise and willingness to tackle the numerous challenges especially in the past few months. The recent events were a new

experience for both the council and the management team with everyone putting in a great deal of extra time to address the many issues that cropped up.

As this is a lengthy agenda, we request that residents speak to the motion only once and in a timely fashion. We will try to go from one microphone to another in a fair and reasonable order so that everyone's concerns are addressed. Also, unless absolutely necessary, we request that voting be done with a show of voting cards rather than secret ballots as time will become an issue. If the rule and by-law changes that are in your SGM package are approved tonight, you will receive updated pages to insert into your owner's manual. There are also full copies available on the Chelsea Today web site. Just a friendly reminder, if you sell your property, the owner's manual is to remain in your unit.

Thank you for your participation this evening both in person and on Zoom.

Zenon Jalbert, 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:

Victor Monasch	- T153
Norman Reid	- T302
Bill Zemianski	- T329

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

Anita Thompson	- W325
Ashley Orton	- T243
Bob Hyde	- T102
Murray Hill	- K406

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

Nominations may also be made from the floor of the SGM. If you are planning to nominate an individual who will not be present at the SGM, 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 SGM.

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 second year after being elected by the owners at the 2018 Annual General Meeting.

During those two years on Council, I have undertaken a number of projects that hopefully have had a positive impact on our strata corporation. Those projects have including the redecorating and updating of the clubhouse guest suites, improvements in the clubhouse office, rationalization of the FOB system, seeking solutions to the woman's shower floor and working on the committee to update the Windsor lobby.

I was encouraged to seek election to Council by Victor with the long term plan of taking over from him as Treasurer. This succession plan has worked for many years at Chelsea Gardens and Victor has been a great teacher and mentor. The accounting at Chelsea is more complex than many other stratas and Victor has brought me along to the point of being able to take over the role as Treasurer. My accounting background, along with Victor's training has made me ready for the position.

My husband Keith and I have lived here for 21 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 ASHLEY ORTON

This is to inform you that I would like to be considered for re-election as a Chelsea Gardens Council Member.

I am currently retired. My wife and I have lived at Chelsea Gardens since 2017 – 3 years.

I have been on Council for the last 2 years, responsible for Security & Landscaping. A year ago, I took on the Fish Pond as well.

I have developed an application to track Work Orders, and have been creating technical manuals and a central repository for information and architectural plans. I volunteer for Lattice Repair, Gardening and Fish Pond maintenance. I host Movie Night and am one of the people that look after the Sound System for events.

My wife and I very much enjoy the sense of community fostered at Chelsea Gardens and get involved as much as we are able.

I am running for Council again because I enjoy making a difference here and would like to continue the work that I started.

Ashley Orton - Townhouse 243

RESUME FROM BOB HYDE

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

My wife and I moved into Chelsea Gardens ten years ago. Prior to moving here we lived in the interior of British Columbia.

I retired five years ago from the provincial government. My career was primarily in forestry, with the last few years with an employment program for at-risk youth.

Past community involvement includes 25 years with a service organization, 20 years as a leader in Scouts Canada, and elected to 3 terms on a town council. In Chelsea Gardens, I am on the RV and the Emergency Preparedness Committees and have helped with many of the social events.

As a member of Council, I would help ensure we are receiving good value for our money and to support improving the lifestyle we enjoy here at Chelsea Gardens.

Bob Hyde - Townhouse 102

RESUME FROM MURRAY HILL

I would like to submit my name for nomination to the Strata Council. My partner Diane has been an owner here since May 2009, and I have resided here with her since I retired in January 2016. I retired after 38 plus years in the electric motor repair and maintenance field in Ontario as a field service supervisor.

I have just completed my first full term on council, where I served as Vice President and looked after townhouse repairs. I also worked on and eventually took over irrigation for the last 3+ years, where myself and a dedicated team of volunteers maintain the system. Myself and my partner also volunteer for numerous other projects and events at Chelsea Gardens (Christmas lights, social committee, clean up, and serving at events).

I hope to continue on the Strata Council to serve in the best interests of the residents of Chelsea Gardens. I believe I have a lot to offer when representing the residents at Council meetings. I work well with fellow council members, contractors, and Crossroads personnel. I am motivated by a desire to have Chelsea Gardens continue to be an outstanding place to live.

Murray Hill - Kensington 406

Owners, either at the meeting whether in-person or electronically or who are voting via directed proxy, may vote for none, one, two, three or four candidates. You may not vote for more than four 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 SGM 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.

Item # 1 - At the July 16, 2019 Council meeting a new rule was approved by Council to read:

1. GENERAL

- n. Quiet time on common and limited common property is from 10:00PM - 8:00AM. Owners are responsible for their guests and pets.

MOVED _____ SECONDED _____

Item # 2 - At the July 16, 2019 Council meeting two new rules were approved to read:

b. Pool and Spa Area

- 18. No alcoholic beverages are permitted in the spa area.
- 19. No alcoholic beverages are permitted while in the pool.

MOVED _____ SECONDED _____

Item # 3 - At the July 16, 2019 Council meeting three new or amended rules or were approved by Council to read:

4 g. GUEST SUITE RENTALS

Three suites are available for rental, for the convenience of residents, for overnight guests. The following set of rules has been approved by the Strata Council:

1. A rental fee per night will be charged. Personal cheques are payable to “STRATA PLAN LMS 1416”, ONLY CHEQUES FROM Residents will be accepted. Bookings for the month of December, if not cancelled thirty days prior to the rental, are non-refundable. For all long weekends and the months of JUNE, JULY, AUGUST must be cancelled 14 days prior or NO refund will be issued. All refunds are done through CrossRoads. The charge or fee for this is to be determined by the Strata Council at the last Council meeting in March, prior to the approval and distribution of the Annual General Meeting agenda. The new rates or fees will take effect only after owner approval (or amendment) at the AGM.
2. All bookings must be made by the resident with the designated person from 11:00AM – 12:00 noon, Monday to Saturday with the exception of Wednesday and Sundays.

MOVED _____ SECONDED _____

Item # 4 - At the July 16, 2019 Council meeting several new or amended rules or were approved by Council to read:

Parking Rules for Recreational Vehicles

1. Resident owners will be given first opportunity to park in the parking area provided. Resident tenants will be accommodated if space is available. Residents must show proof of registration and ownership at the time a space is allocated. Sole ownership of the RV and tow vehicle by the Chelsea Gardens resident is required. RV and tow vehicle must be registered with the Strata Corporation along with proof of third party liability insurance with the registered owners name, unit number and space allocated. All trailers and 5th wheels must have a tow vehicle registered with it. Should any license plate expire, proof of liability insurance must be provided to the Strata Corporation who will be responsible to maintain these records.
 1. Owner requests a stall by contacting CrossRoads and provides detailed information about the size/type of rig.
 2. Crossroads contacts the RV committee for stall availability.
 3. Owner comes to CrossRoads with RV registration and insurance papers.
 4. Owner makes payment arrangements giving PAP authorization. Once all the paperwork is in place, CrossRoads will collect for the key and provide it to the owner.
 5. When an RV is sold CrossRoads Management must be notified to cancel the use of the RV space and the monthly fees. The user must return the key to CrossRoads.
 6. When an RV is sold the allocated space reverts to the control of the Strata Corporation. RV spots are not transferable to another owner and are allocated by the RV Committee based on a priority list.

7. When an RV is sold it must be removed from Chelsea property upon completion of the sale.
8. If the new owner of the RV is a Chelsea resident they should contact CrossRoads to inquire about obtaining a parking space.
9. If the resident owner is replacing the RV with another unit they will be given 3 months to replace it without losing their space, providing rental fees for the 3 months are maintained.

MOVED _____ SECONDED _____

Item # 5 - At the October 15, 2019 Council meeting Rule 4 f was amended and approved by Council to read:

RULES FOR RENTAL OF FIRESIDE LOUNGE

1. The Fireside Room and kitchen area are available to be rented on Saturdays or Sundays only, (and Christmas/Thanksgiving and between December 24 through to December 31) by an owner, for their own personal exclusive use. In the case of bereavement only, the Fireside Lounge may be rented at other times if it is not already booked. 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 of \$50.00 will be required to be paid, by the resident, to the Strata Corporation at the time of booking.
2. The Resident will also be required to pay to the Strata Corporation, a refundable Damage Deposit of \$250.00 made payable to "THE OWNERS, STRATA PLAN LMS 1416" prior to taking possession of the booked premises. Should the booked premises be damaged or left unclean, the costs will be deducted from the deposit to repair and/or replace damaged and/or missing property, and/or for the cleaning of the premises. Should these costs exceed the amount of the deposit, the resident will be held responsible for the excess.
3. All Guests, for special functions, must vacate the premises by 11:00 PM; however, cleanup operations are permitted until 11:30 PM. Cleanup **MUST** be completed by 10:00 AM the day following the special function. **However, the food MUST be cleaned-up the day of the function.**
4. A maximum of forty (40) guests is permitted for each special function.
5. Smoking is NOT permitted within the premises or around the swimming pool.
6. Animals are NOT permitted within the premises.

7. The ovens in the kitchen area are to be used for warming of food only – no cooking is permitted. Chairs, tables and the coffee pot may be used. Glasses, dishes, serving plates and cutlery are available for rental at a cost of \$25.00 per event. These items must be cleaned and the dishwasher must be emptied by 11:30 AM the next day.
8. Parking is available in the visitor’s spaces in the Recreation Centre parking area or outside the complex. **Please note parking is not permitted on the roadways within the complex.**
9. It is the sole responsibility of the resident to obtain any liquor licensing, as required by law.
10. It is the responsibility of the resident to ensure that guests stay in the rented area **ONLY**.
11. The resident is solely responsible for the actions of their guests, and agrees that any guests acting contrary to Strata Bylaws, or Rules may be removed at the request of a representative of the Strata Corporation.
12. It is agreed and acknowledged that the undersigned take full responsibility for any cost incurred for damages or cleaning.
13. The Strata Corporation shall prepare and print a rental agreement, reflecting all these rules and the renter shall sign this agreement prior to the event.

MOVED _____ SECONDED _____

Item # 6 - At the November 19, 2019 Council meeting a new rule was approved to read:

If the caretaker is required to deal with in-suite owner issues on Strata Time a service fee will be charged to the unit. **(Please see Rental Rates and User Fees for details)**

MOVED _____ SECONDED _____

Item # 7 - By way of an email vote on March 4, 2020 a new rule was approved to read:

Guest Parking in RV Lot

Extra vehicle parking spaces within the RV lot can be rented out on a short term basis at Council discretion for a fee set by Council for guests of Owners. (Please see Rental Rates and User Fees for details)

- a. **Precedence will be given to RV Owners if the spot is required for their Tow**

vehicle.

Deposit fee set by Council for the RV key will be required. (Please see Rental Rates and User Fees for details)

MOVED _____ SECONDED _____

Item # 8 - At the March 17, 2020 Council meeting a new rule was approved to read:

Owners wishing to make permanent alterations to the landscaping on common areas around their unit are required to follow the steps and guidelines below:

Any request must be submitted in writing to the Council. The request needs to contain details of the changes, which will need Council approval (after consultation with the landscaper):

- a) The area being affected and its dimensions
- b) What actual plants they intend to use, a plan of how they intend to pay it out – diagrams would be helpful. The plants should not be invasive and should be appropriate for the location where they will be planted.
- c) The area affected must have a soil base. For example, mulch, garden soil – no form of rock cover.
- d) Provide a reasonable timeframe for when the change will be implemented.
- e) Any approved changes are subject to inspection by council upon completion.
- f) Any approved changes are now the responsibility of the owner (and subsequent owners) to maintain. (passed at Council meeting 2020-03-17)

MOVED _____ SECONDED _____

Item # 9 - By an email vote on March 27, 2020 a new rule was approved to read:

All Chelsea Gardens Residents, returning from out of the Country, must self-isolate for a period of 14 days. Self-isolation means that, other than initially returning to Chelsea Garden and going directly to their unit, all residents are prohibited from accessing all common property during that self-isolation period. For the apartments, this would mean staying entirely within the suite and not accessing common hallways for any reason. For the townhouses, this would mean confining oneself to the unit and the limited common property balcony or patio. **This rule is only in effect in conjunction with pandemic guidelines set out by the B.C. Health Authorities at the specific time.**

MOVED _____ SECONDED _____

Item # 10 - By an email vote on April 2, 2020 an amended rule was approved to read:

Owners may place free standing, pre-manufactured sun protection gazebos on their patios from May 1 to September 30 provided that the gazebo does not extend beyond the boundaries of the patio, is not attached to the patio and that the proposed colour be approved by council. **The canopy cannot have any sidewalls and the maximum size permitted is 10' X 12'.**

MOVED _____ SECONDED _____

Item # 11 - At the June 16, 2020 meeting a revised rule was approved by Council to read:

Wind barriers/Balcony Enclosures – Townhouse owners may install partial wind barriers/balcony enclosures on the strata lots rear facing balcony at the owners cost provided that written permission is obtained from the Strata Council prior to installation. Wind barriers/enclosures are to be located in the open area above the railing and may not enclose more than 60% of the total horizontal linear distance of the balcony’s open outside perimeter wall and any sliding windows are to be included in that percentage. No balcony or any portion of the balcony may be fully enclosed. (A simple diagram will be included of an example of what is approved and what is not.)

MOVED _____ SECONDED _____

Item # 12 - At the June 26, 2020 informal meeting a new rule was approved by Council to read:

An owner or resident may not install or place bird feeders, install any bird baths, feed pigeons, gulls or other birds, squirrels, rodents or other animals from the exterior of a strata lot or anywhere on or in close proximity to the common property or any limited common property. Hummingbird feeders are permitted.

MOVED _____ SECONDED _____

Item # 13 - At the June 26, 2020 informal meeting four new rental rates/user fees were approved by Council – all other fees remain the same:

Fobs and scan cards\$10.00 - Clickers - \$60.00.
Caretaker attending in-suite issues..... \$25.00
Extra Guest Parking in RV lot.....\$10.00 per week
Deposit for RV lot key\$50.00

MOVED _____ SECONDED _____

RESOLUTIONS

3 / 4 VOTE "A" – GARAGE DOORS - 2020

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

Whereas labour and materials needed in 2020 are budgeted at \$30,000.00

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 \$30,000.00 to replace townhouse garage doors as required on a priority basis.

MOVED _____ SECONDED _____

3 / 4 VOTE "B" – KENSINGTON INTERIOR IMPROVEMENTS – 2020

Whereas the Kensington building has had a lobby upgrade and it now time to complete the renovation project, and

Whereas the carpeting and hallways in the Kensington are looking tired and dated and, as the focal point for residents, guests and prospective purchasers, they are not particularly attractive, and

Whereas the Strata Council would like to follow the same design as the Mayfair and obtained estimates to update the floors and hallways with new paint and new carpeting.

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 \$169,500.00 from the Contingency Reserve Fund to do significant updating to the interior hallways and carpeting of the Kensington.

MOVED _____ SECONDED _____

PROPOSED BYLAW CHANGES:

Notes regarding the following resolutions to help you understand the proposed changes.

The only proposed bylaw amendment was proposed by an owner but modified by the Resolution Committee.

3 / 4 VOTE "C" – BYLAW CHANGE – USE OF PROPERTY

WHEREAS there has been and continues to be more than adequate methods of informing Owners of upcoming regular or special social activities or events, including such distribution methods such as the monthly Council Minutes, which include the monthly Social Committee Newsletter, as well as the bulletin boards in the Club House, the Mayfair, The Kensington, and The Windsor.

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

No signs, fences, gates, billboards, placards, advertising or notices of any kind shall be erected or displayed on the common property or the strata lot (such that they are visible from the exterior of the strata lot) without prior written approval by the strata council. During a duly called Municipal, Provincial, or Federal election, any prevailing legislation regarding free expression of support will over-ride this bylaw but only to the extent of permitting elections signs displayed within a strata lot. Political signs may not be displayed on common or limited common property.

Be amended to now read:

No signs, fences, gates, billboards, placards, advertising or notices of any kind shall be erected, **distributed** or displayed on the common property or the strata lot (such that they are visible from the exterior of the strata lot) without prior written approval by the strata council. During a duly called Municipal, Provincial, or Federal election, any prevailing legislation regarding free expression of support will over-ride this bylaw but only to the extent of permitting elections signs displayed within a strata lot. Political signs may not be displayed on common or limited common property.

MOVED _____ **SECONDED** _____

3 / 4 VOTE "D" –BYLAW AMENDMENTS

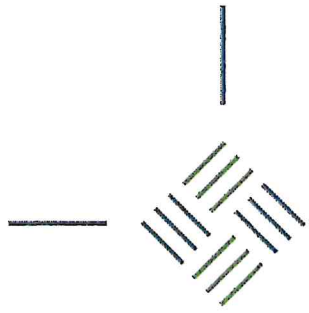
Whereas it is preferable to have on file with the Land Titles Office, one set of bylaws rather than a set plus multiple amendments, and

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 Special General Meeting of July 28, 2020 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**_____

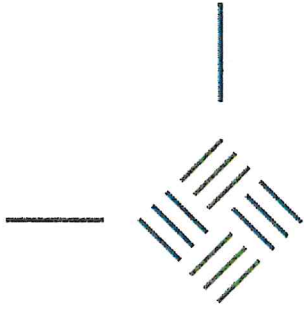


SPECIAL GENERAL MEETING PARTICIPANT INFORMATION

- Owners may participate in the Special General Meeting in one of three ways.
 1. You can, with an advance ticket, attend in person at the Clubhouse where we will have seat for 50 persons outside, approximately 16 in the Fireside Room, approximately 16 in the pub and approximately 24 outdoors on the pool deck. Only one ticket per unit will be available and tickets may be picked up from the CrossRoads office after July 15th. Any tickets that remain will be made available, on a first-come, first-served basis on Friday, July 24th from 3:00 PM to 4:00 PM. Given the current Provincial restrictions on maximum meeting size, we will not be able to accommodate any other in-person attendance.
 2. Complete and submit the directed proxy that is attached to this SGM notice. The directed proxy means that you are allowing a named Council member to vote on your behalf. The Council members have committed to voting exactly as you wish regardless of their own opinion on the resolution. Directed proxies may be handed to the members of Council or can be left in the mailboxes of the Strata Managers in all of the apartments or the clubhouse. They can also be faxed to CrossRoads at: 778-578-4447 or emailed to: ross@crpm.ca . Proxies must be submitted no later than 5:00 PM on Friday, July 24th.
 3. Participate in the Special General Meeting electronically via the Zoom teleconferencing platform. The platform is easy to use and we have instructions noted further below. You can even participate (or just listen in) if you have provided your directed proxy to a Council member. We will have two separate Zoom platforms in operation. One platform will be for those owners who have submitted directed proxies to a Council member and, while owners can speak if they wish, they will not be able to vote on any of the items in the agenda as they have already voted via their proxy. The other platform will be for owners who wish to attend electronically and have the opportunity to vote on each issue (as

well as to speak). For each vote, a poll will pop-up on your computer screen and you will have one minute to vote, yes, no or abstain. The poll will then be closed and the votes from that poll will be manually added to the votes from the directed proxy to determine whether or not the measure was approved. We will be doing a test of the Zoom meeting on Monday, July 20th at 5:00 PM. If necessary, we will schedule a second test meeting if the users are having difficulty.

- The Strata Council and the Strata Managers do realize that the procedures we will be following for this Special General Meeting are unusual and not the way we would like to conduct a meeting. It is, given the circumstances of the Covid-19 Pandemic and meeting size restrictions, the best we can do. There may well be glitches although the test run should identify any problems.
- As we have noted in the SGM package, we would prefer owner participation to be limited to directed proxies only. These proxies allow you to vote as you wish and have your vote count. The Council notes that the agenda should not be controversial on most, if not all, of the items being presented.
- We thank the Chelsea Gardens owners, in advance, for their understanding and patience in these unusual times. One day, we hope to return to normal.
- It is stressed, again, that wearing masks will be required of all owners participating in person and that you do not move or adjust the spacing of the chairs.
- Please dress appropriately for the weather.
- Those owners attending in person are required to attend, starting at 5:00 PM on Tuesday, July 28th to sign-in and receive voting cards. The voting cards will be used to visually count the votes on each measure before the meeting. Those owners attending the meeting electronically will have their presence noted to count in the quorum requirements but there will be no physical sign-in opportunity.



CrossRoads Management Ltd.

ZOOM MEETING INSTRUCTIONS

Dear Owner;

The instructions, below, are to familiarize yourself with the Zoom platform we will be using for the SGM. There will be two separate platforms in use....one for owners who have submitted their directed proxy where you will **NOT BE ABLE** to vote. There will be a total of 21 votes on the agenda and your directed proxy will have given you the opportunity to vote on each of them. We require your proxy no later than Friday, July 24th at 5:00 PM.

The other platform will allow you to vote electronically on each measure as it comes up in the agenda. One each vote, a poll will pop-up on your screen and you will have one minute to enter your vote. The poll will then be closed and the electronic vote will be added to the in-person votes to determine the outcome.

In order for you to join the Zoom meetings, you will first need to download the zoom client on your computer or smartphone. Please go to <https://zoom.us/download> or search for the zoom app on your phone app store. There is no charge for the free version of Zoom.

Once you have downloaded Zoom, you will be asked to choose a profile name. Please make sure you create your Zoom name as your unit number and First and Last name.

Example: T101 John Smith or M101 Bob Brown or K101 George Jones or W101 Joe Johnson. If an owner does not properly identify themselves they will not be granted entry into the meeting.

If you already have zoom, you can edit your current name in your profile. Once you are done with the meeting you can edit your name to whatever you want, this is for us to be able to determine who is attending the meeting electronically. Please do this profile name well in advance of the meeting and, if you are having problems, phone Jesse Train at CrossRoads.

Your next step will be to decide whether or not you intend on participating in the voting or non-voting meeting (by submitting or planning on submitting a directed proxy).

If you plan on attending the non-voting electronic meeting (and we hope you do it this way) then you need to send an email to Zenon Jalbert who will be using his Zoom platform. Zenon's email address is: zenon@nerdherders.com

If you plan on attending the voting electronic meeting then you need to send an email to Ross Ruddick who will be using his Zoom platform. Ross's email address is: ross@crpm.ca

Then we do the test run on Monday, July 20th. The actual meeting will commence at 5:00 PM but we ask that you sign-in and enter the electronic "waiting room" starting at 4:00 PM.

How do I sign-in and get to the waiting room?

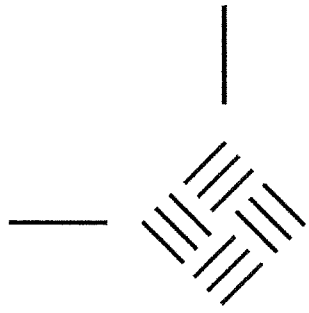
Depending on the meeting you are planning to attend, you will receive an email from either Zenon or Ross on the Friday before the test meeting. Those emails will contain a clickable link and a password that you should copy and paste once you sign-in on Monday. You will then be placed in the "waiting room" to await being permitted entry just before 5:00 PM. We ask that you do not share this email with anyone.

Unless you are familiar with using Zoom, we encourage everyone to take part in the test.

All participants in the meeting will be **MUTED** except for Ross Ruddick (Crossroads Management) and Zenon Jalbert (Chelsea Gardens Council President).

If you plan to speak in the meeting your laptop, computer, tablet or phone will have to have access to your microphone. If you do not grant access for the app/client to have access to your microphone then no one will be able to hear you. If you do not have a microphone on your device, we also will not be able to hear you.

When it is called for discussion on a motion and you wish to speak on the motion please use the raise your hand function in the zoom application – this is located by selecting the participants button at the bottom of the screen and which will bring up at the side of the screen a list of who is in the meeting. Beside your name there is an option to "raise your hand" press this and a hand will be displayed on your window on the screen which acknowledges to the meeting host that you would like to speak on the motion. The Meeting host will mark down the hands in order as they see them pop up and un-mute and announce who is now able to speak. You will have no more than 3 minutes to speak on the motion and once your time is



CrossRoads Management Ltd.

up you will be muted and the next person will be given the floor to speak. You will only have two opportunities to speak on a single motion. If a comment or question is made that

someone has already covered you have the ability to “lower your hand” the same way you “raised your hand”

Council and Crossroads Strongly recommends that you watch a zoom tutorial video prior to the test meeting so that you have no issues signing in, joining the meeting, having the proper name and raising your hand/lowering your hand. There are many training videos on the internet as well as on the zoom website. A local technical guru is Steve Dotto and he has multiple training videos on line that are free to watch.

Here is a breakdown:

- Download Zoom client- free version
- Create Profile with your building’s Initial (T, M, K, W) and your first and last name
- Wait for the email from Zenon or Ross with the meeting invitation
- Copy the meeting password/passcode so you can paste it when required
- Simply click the link in the email sent on the device you will be using. (link highlighted in blue)
- Make sure your name is identifiable with unit number and proper name
- Join meeting at 4:00 PM and wait for the host to admit you to the meeting
- Discussion on resolutions – raise your hand – 3 min max – 2 opportunities to speak
- For the participants in the “voting” meeting, there will be polls for you to vote on.

This meeting will be recorded but the recording will only be retained for a couple of weeks.

Thank you

Chelsea Gardens Strata Council and Strata Managers

SPECIAL 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**, here appoint Zenon Jalbert – Phone: 604-593-8631
or failing him/her Murray Hill – Phone: Phone: 778-578-9909
or failing him/her Victor Monasch – Phone: 604-591-1747
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 Bill Zemianski – 604-377-9393

as my (our) proxy for me (us) and on my (our) behalf at the Special General Meeting of the Owners to be held on **Tuesday, July 28, 2020**, and at any adjournment thereof.

SIGNED THIS _____ DAY OF _____ 2020

(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 requests....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 5:00 PM on Friday, July 24th.

INSTRUCTIONS TO MY PROXY HOLDER

I have reviewed the Special 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 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.

All owners are asked to provide their directed proxy rather than attend the SGM in person unless you feel it necessary to express your opinion on the various items being proposed. Owners can speak on the Zoom platform as well.

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

Vote in favour _____ Vote against _____ Vote as you wish _____ Abstain _____

APPROVE MINUTES OF APRIL 29, 2019 AND APRIL 20, 2020 AGM'S – 50%+1 MAJORITY VOTE

Vote in favour _____ Vote against _____ Vote as you wish _____ Abstain _____

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 FOUR CANDIDATES OTHERWISE YOUR VOTE WILL BE INVALID.

ANITA THOMPSON _____ Vote in favour

ASHLEY ORTON _____ Vote in favour

BOB HYDE _____ Vote in favour

MURRAY HILL _____ 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 FOUR) AS THEY WISH: YES _____ NO _____

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*

ITEM # 1 – RULE AMENDMENT – QUIET TIMES - 50%+1 MAJORITY VOTE

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

ITEM # 2 – RULE AMENDMENT – NO ALCOHOL IN POOL & SPA - 50%+1 MAJORITY VOTE

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

ITEM #3 – RULE AMENDMENT – GUEST SUITE RENTALS - 50%+1 MAJORITY VOTE

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

ITEM # 4 – RULE AMENDMENT – RV PARKING RULES - 50%+1 MAJORITY VOTE

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

ITEM # 5 – RULE AMENDMENT – FIRESIDE RENTAL RULES - 50%+1 MAJORITY VOTE

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

ITEM # 6 – RULE AMENDMENT – CARETAKER – IN SUITE WORK - 50%+1 MAJORITY VOTE

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

ITEM #7 – RULE AMENDMENT – GUEST PARKING IN RV LOT - 50%+1 MAJORITY VOTE

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

ITEM # 8 – RULE AMENDMENT – LANDSCAPING GUIDELINES - 50%+1 MAJORITY VOTE

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

ITEM # 9 – RULE AMENDMENT – SELF ISOLATION - 50%+1 MAJORITY VOTE

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

ITEM # 10 – RULE AMENDMENT – GAZEBOS - 50%+1 MAJORITY VOTE

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

ITEM # 11 – RULE AMENDMENT – BALCONY ENCLOSURES - 50%+1 MAJORITY VOTE

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

ITEM # 12 – RULE AMENDMENT – BIRD FEEDERS - 50%+1 MAJORITY VOTE

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

ITEM # 13 – RULE AMENDMENT – NEW USER FEES - 50%+1 MAJORITY VOTE

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

SPECIAL RESOLUTION “A” – 3 / 4 VOTE – GARAGE DOORS

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

SPECIAL RESOLUTION “B” – 3 / 4 VOTE – KENSINGTON INTERIOR IMPROVEMENTS

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

SPECIAL RESOLUTION “C” – 3 / 4 VOTE – BYLAW AMENDMENT – FLYER DISTRIBUTION

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

SPECIAL RESOLUTION “D” – 3 / 4 VOTE – BYLAW CONSOLIDATION

Vote in favour _____ *Vote against* _____ *Vote as you wish* _____ *Abstain* _____

**COMPLETE THIS PROXY
AND FORWARD TO A NAMED
COUNCIL MEMBER OR CROSSROADS.
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.
THE ZOOM ELECTRONIC PLATFORM
DOES NOT ACCOMMODATE PROXY
VOTING. IT ONLY ALLOWS THE
REGISTERED COMPUTER PARTICIPANT
TO VOTE.**