COUNTRYSIDE STRATA Plan BCS3635 MINUTES

Date
Time: 7:00 pm
Room: Parkview room
Port Moody

Present: Mike, Ted, Peter (Earl visitor)

Regrets: James, Rob
Recorder: Earl

1.0 Approval of Agenda (Approved)

2.0 Approval of minutes of previous meeting (deferred)

2.1 Approval of Amended Minutes (deferred)

3.0 New Business

4.0 Reports (standing items)

Item	Name	Description & Discussion	Action Plan/Deadline
BCS3635 Water Bill for Common Area	Ted Mike	12 month water bill $6000 > 2012/2013 budget $1,200 Anmore Village to work with council, checking for leaks and replaying BCS3635 if our u/g leaks do not justify the water bill. Waterline leaks, need water line pressure testing, locate and repair leaks so far 3 areas suspected SI14, SL 85 and STP1 at FG treatment plant	Mike and Ted to work with Anmore, to prove consumption and locate u/g leaks
Canoes	Ted	1 trailer left	**Ted to address with store owners**
BC Hydro Repayment	Jason Mike	Hydro to repay BCS3635 the payments we made to them over the last 5 years for non existent leased lighting	**Jason has relentlessly tried to get pay back. BCH too diversified, subject closed**

BCS3635 Truck Replacement	Mike	Park truck replacement fund, 8 to 10 year plan	Suggested annual fund to replace park truck defeated
Highland Crescent Storm Drain	Mike Ted Peter	New 10" Storm Drain through SL41 to lower catch basin in parking lot between SL88 and SL34 currently underway, material only costs to BCS3635 Eng/Structural, labor to SL41 , conduits on slope visible and should be covered	**Cost allocation approved. Storm drain to be covered with natu8ral vegetation**
HY Engineering	Mike Ted Peter	1 - Council to proceed with STP1 scoping starting with Valley Cres and Highland Cres... Scoping only at this time until HY analyses can be reviewed by council	**Approved but delayed until Anmore water bill is resolved**
Garbage Pick Up	Jason Mike	BCS3635 Caretaker will deliver our garbage to Waste Tech. BFI contract cancelled, 30 day notice given Dec. 16/2013 given. New program start date target Jan 20, 2014	New garbage disposal program is in effect

Recycling Curb Side PU	Rob	Start Up date, signs, education, blue bins	Tabled
Visitors Parking	Mike James Rob	Placards order, towing contract to be filled in and sent to Jason	**Tabled**

Item	Name	Discussion	Action Plan/Deadline
U/G Services	Mike Ted	Demarcation point for BCS3635 and private lot owners. Repair responsibility, water line feeder runs directly under some MH's	**Services will terminate approx 10 feet inside service lot front property line**
Home Businesses Home Ins	Ted Jason	Rule and bylaw implementation follow up	**Property insurance not enforceable, home business bylaw already exists**
Park Roadways	Mike	Possibility of purchasing a street sweeping attachment for park truck.	**Proposal defeated**

2 New Storm Drains Installed	Mike	Highland Crescent new 10" storm drain from catch in front of SL41 travels through SL41 on the west p to catch located in parking lot between SL34 and SL88 New 6" storm drain installed from catch on Valley Crescent travels through SL20 along the west property line to creek embankment	**Informational discussion Ted to notify HY Eng.**
AGM	Mike	Target date for AGM early to mid June 2014, consolidate contingency agenda	**approved**
STP1	Mike	1 - Control panel is dated repairs if needed may not be possible in future. New control panel from NPS approx $9,000, installation approx $5,000. Replacement plan needed 2 - Covering of lower ponds	**5 year replacement plan. Covering of lower ponds approved**
BCS3635 common area street lights	Mike	Several complaints of light pollution in bedroom windows	**Look into directional LED fixtures, purchase 1 sample for test**

5.0 Reports (standing items)

Item	Name	Discussion	Action Plan/Deadline
IRRF Investment	Ted	Invest IRRF for higher interest rates	**Ted to look into**
SL87	Peter	This mobile home has been abandoned, steps taken to have removed in final stages	**Peter to follow up**

Adjournment:

Next Meeting:

COUNTRYSIDE STRATA Plan BCS3635 Agenda

Date Feb. 25, 2014
Time: 7:00 pm
Room: Parkview room
Port Moody

Present:

Regrets:,
Recorder:
Committee members present:

1.0 Approval of Agenda

2.0 Approval of minutes of previous meeting

2.1 Approval of Amended Minutes

3. 0 Business arising from the minutes (previous topics) – covered in items

4.0 **Committee Reports** (standing items)
Bylaw Committee – in items
Building Committee – all is well.
Treasurer/Environmental Report. – no new news/ in items
5.0 New Business

Item	Name	Description & Discussion	Action Plan/Deadline
BCS3635 Common Area Water bill	Mike Ted	Investigate reasons for extreme water bill and resolve	Ted has made a date to meet on the 3^{rd} to discuss problem.
Canoes	Ted	1 trailer left	**Tabled**

Road Repaving	Mike	Contingency plan proposal for upcoming AGM 2014/2015 repave Creek side Place SL72 to SL77, cont. patching Valley Cres. Highland Cres. 2015/2016 repave Madley Place SL64 to SL84, patch ditch depression SL78 to SL83 cont. patching	**Carried forward**
Environment Ins	Mike Ted	Ins. Protection in the event of a sewerage spill	Will table to next meeting; but will most likely take our own safety net precautions
STP1	Mike	Covering of lower ponds	**Carried**
IRRF Investment	Ted Mike	Invest IRRF for higher interest returns	**Carried**
HY Engineering	Mike	1 - Council to proceed with STP1 scoping starting with Valley Cres and Highland Cres... Scoping only at this time until HY analyses can be reviewed by council	**Looking to get started as soon as possible**

AGM	Mike	June 2014, council items to consider. Budget and systemic.	Carried
Recycling Curb Side PU	Rob	Start Up date, signs, education, blue bins	**Projected start a week from purchase of Blue Box. Boy scout drop-off to be terminated. Rob to continue finalizing**

Item	Name	Discussion	Action Plan/Deadline
Visitors Parking	James Rob	Placards to be ordered, towing contract to be filled in and sent to Jason.	**To be put in place by summer start**

Joseph's holidays	mike	Holidays March 14 for 2 weeks.	**Go to Jason.**
Bylaw infraction	mike	Imposing fines.	**Peter will discuss with associates to try solve issues.**
Emergency Rd. agreement	Peter	Home owner to be notified. Gate locked. Stop picking up garbage.	**Jason will send out letter then joseph will stop picking up garbage.**

Item	Name	Discussion	Action Plan/Deadline

Adjournment: 2030 hrs.

Next Meeting: March 25, 2014

COUNTRYSIDE STRATA Plan BCS3635 Agenda

Date March 25, 2014
Time: 7:30 pm
Room: Parkview room
Port Moody

Present:

Regrets: none
Recorder: James
Committee members present: Mike, Ted, Rob, Peter and James

1.0 Approval of Agenda

2.0 Approval of minutes of previous meeting

3.0 Committee Reports
- (BEC) Bylaw Enforcement Committee
- Building Committee – Two houses under construction; all going well. Possible new builds with five lots up for sale.
- Environmental Committee – in the items

4.0 New Business

Item	Name	Description & Discussion	Action Plan/Deadline
Anmore Water Bill	Mike Ted	-Kevin to have readings done at the beginning of April and at the end of April. -SL14 sink hole in back yard near retaining wall, strata to investigate by hand digging (Labor Ready?) -SL4 strata needs permission to dig and inspect the water line on that lot -SL84 and SL86 soggy ground over water line dig to investigate waterline -Kevin to contact Joseph prior to flushing through our fire hydrants	Lot owner to be contacted. Measurement to be taken to find cause.
STP1	Mike	- 3 of the W/P terminal box's are badly rusted and require maintenance or replacement - Plan for control box replacement within 3 years cost approx $8,000	**Will plan for replacement. Possible replacement in 2-3 years. (Repair and maintenance**

			contingency plan). Panels in truck incl.
Environmental Insurance	Ted	-Insurance coverage to cover costs in the event of a sewerage spill.	**Reviewing pricing and options. Carried.**
Strata Procedure	Ted	-Reporting methods to strata, e.g. complaints, suggestions	How to get strata reporting directly to Jason. Will get Jason's business cards to hand out.
Spring Cleanup	Ted	-All homes must be in compliance with BCS3635 Bylaws	**Start enforcing bylaws more forcibly.**
Bylaw Enforcement	Mike Peter	-Bylaw Enforcement Committee will recommence in late April. CVV input	**Jason to start sending letters. Will keep topic open monthly.**
IRRF	Mike Ted	-Investing the IRRF for high interest returns	**Will continue researching in order to determine the safest way to achieve the largest yields.**

HY Engineering	Mike Ted	-STP1 scoping to commence asap -From SL34 to SL40 inclusive, there is not a storm drain for these lots, they currently spill onto Mainland Road, development of SL37,SL90 and SL38 pending	Hy to be contacted immediately to commence.
Service Lot sales	Peter	- update several lots have been sold recently	**Enforces the need for engineering.**

AGM	Mike	-Date set for June 18, 2014, Orchid Park Hall is rented for this date. -Current list of next years expenditures for distribution	**Going over items for AGM.**
Recycling Program	Mike Rob	-Start Up date, signs, education, blue bins	**Carried.**

Anmore Store	Ted	-Trailer and canoes	**Will be moved shortly.**
Towing Contract	Mike	-Coquitlam Towing and signs ordered	**Contract in place signs ordered.**

Last Note: fence to be carried through along Sunnyside road to keep public from strata back yards.

Adjournment: 9:15 pm

Next Meeting: April 25

COUNTRYSIDE STRATA Plan BCS3635 Minutes

Date April 15, 2014, 2014
Time: 7:00 pm
Room: Parkview room
Port Moody

Present: Mike Jobling, Ted littlewood, Peter Herzig, Rob Hovath, Earl Bateman, James Pelmore

Regrets: James Thue
Recorder: Mike

Committee members present: Mike, Ted, Peter, Rob

1.0 Approval of Agenda

2.0 Approval of minutes of previous meeting

3.0 Committee Reports

- (BEC) Bylaw Enforcement Committee (tabled)
- Building Committee (tabled)
- Environmental Committee (tabled)

4.0 New Business

Item	Name	Description & Discussion	Action Plan/Deadline
IRRF Investment	Mike Ted	BMO Investment Presentation James Pelmore representing Hollis Wealth to give presentation	**Council elected to invest IRRF with BMO**
AGM	Mike	Currently working with Jason on next fiscal budget	**Preliminary budget will be ready in early May**

Environmental Insurance	Ted	-Insurance coverage to cover costs in the event of a sewerage spill	**Carried**
Strata Procedure	Ted	-Reporting methods to strata, e.g. complaints, suggestions)	**Jason's business cards distributed to Council and Joseph Completed**
Recycling Program	Mike Rob	- need to order blue bins and recycling bags	**Rob to arrange purchases with Anmore Village**
HY Engineering	Mike Ted	A -STP1 scoping B -From SL34 to SL40 inclusive, there is not a storm drain for these lots, they currently spill onto Mainland Road, development of SL37,SL90 and SL38 pending	**A - Ted has given HY go ahead to scope STP1** **B - carried**
Anmore Water Bill And u/g water main leak investigation	Mike Ted	A -Kevin to have readings done at the beginning of April and at the end of April. (ongoing) B -SL14 sink hole in back yard near retaining wall, investigation completed, no leaks found here C -SL4 strata needs permission to dig and inspect the water line on that lot (investigation no longer required) D -SL84 and SL86 soggy ground over water line dig to investigate waterline (still to do) E -Kevin to contact Joseph prior to flushing through our fire hydrants	**A- carried** **B – completed** **C – completed** **D – carried** **E – Mike will follow up to ensure this is happening**

Anmore Store	Ted	-Trailer and canoes	**Trailer tire will be repaired by Joseph**
Traffic Dampening	Mike Ted	- Either speed signs or speed bumps needed to slow traffic through strata	**Mike to have purchased**

Recreational trailer use	Rob	proposed a BCS3635 lot owner have a trailer placed on the property to live in while a home is being built on that property	**carried**

COUNTRYSIDE STRATA Plan BCS3635 Minutes

Date May 27,, 2014
Time: 7:00 pm
Room: #84 – 3295 Sunnyside Rd
Anmore

Present: Mike Jobling, Ted littlewood, James Thue

Regrets: Rob Hovath, Peter Herzig
Recorder: James

Committee members present: Mike, Ted, James

1.0 Approval of Agenda

2.0 Approval of minutes of previous meeting

3.0 Committee Reports

- (BEC) Bylaw Enforcement Committee (tabled)
- Building Committee (tabled)
- Environmental Committee (tabled)

4.0 New Business

Item	Name	Description & Discussion	Action Plan/Deadline
BCS3635 Common area water bill	Mike Ted	Meeting set up for first week of June with Kevin Dickens and Time Harris	**Carried**
AGM	Mike	2014/2015 budget presented	**Approved for AGM presentation**
Environmental Insurance	Ted	-Insurance coverage to cover costs in the event of a sewerage spill or install bund	**Carried**

BCS3635 Vacant Lots	Ted	Lots that have no structures have been left in an unsightly state, owners of these lots should be required to pick up all debris hand rake to gravel over	Council approved and will enforce rule Manager to add to BCS3635 Rules
MMBC	Mike Rob	MMBC agreed to door to door pick up in BCS3635 starting Aug. 1, 2014,	strata will provide residents with bins
HY Engineering	Mike Ted Peter	A –Mar-Tech has completed scoping of fist 500 M section of STP-1 B –HY Engineering has provided analyses	A – completed B – Engineering analyses received
Statutory Holidays	Mike	Re-imbursement for mandatory 24 hr coverage.	1 extra days pay per stat hol. coverage approved

Anmore Store	Ted	-Trailer and canoes to be removed from strata common area	completed
Traffic Dampening	Mike Ted	- Either speed signs or speed bumps needed to slow traffic through strata	Speed bumps approve

Recreational trailer use	Rob	proposed a BCS3635 lot owner have a trailer placed on the property to live in while a home is being built on that property	approved
New construction final insp. By Building Committee	Ted	Add interior inspection to check list	Approved
Mainland Storm Drain	Mike	There is no storm drain on Mainland lot owners pump to road by necessity. Engineering required	carried

Community Map	Mike	Visitors are lost to locate lots, suggest a community map be placed at the entrance	**carried**
Adjournment: **Next Meeting:**		Meeting adjourned @ 9:00 pm **Tuesday April 17**	

Item	Name	Discussion	Action Plan/Deadline

Real Estate Management,
Sales & Investments

535 Front Street
New Westminster, B.C.
Canada V3L 1A4
Tel: 604.521.0876
Fax: 604.525.1299
www.quaypacific.com

QUAY PACIFIC PROPERTY MANAGEMENT LTD.

July 8th, 2014

To the Owners Strata Plan BCS 3635
3295 Sunnyside Road,
Anmore, BC.
V3H 4Z4

Strata Plan BCS 3635 – Countryside Village

We write to you on behalf of the Owners of Strata Plan BCS 3635, Countryside Village.

At the Annual General Meeting, questions were raised by the owners regarding the contribution to the IRRF.

Subsequent to the AGM, Management reviewed the Disclosure Statement which states that the Owners of the Countryside Village needs to contribute a minimum of $45 per month, per Strata Lot, to the IRRF account. Therefore, line item 9724 must always equal line item 5118.

The amount that needs to be reallocated within the budget to IRRF is $19,089.55. Consequently, to make the necessary amendments to the operating budget to reflect this requirement, Council approved some adjustments to a couple of line items within the budget without changing the overall approved budget as follow:

- Reduce 6617 Repairs & Maintenance – Road Repairs line item from $40,000 to $37,500.
- Reduce 9124 Engineering line item from $32,000 to $16,000.
- Reduce 9710 CRF line items from $14,341.92 to $13,752.37.

Please note that the total operation budget, as well as the strata fees, remains unchanged. Furthermore, please find attached a copy of the operating budget with the above noted adjustments.

If you have any question, please contact the undersigned.

Sincerely,

Quay Pacific Property Management Ltd.
On behalf of The Owners, Strata Plan BCS 3635

Constantin Negrut
Strata Property Manager

MINUTES OF THE ANNUAL GENERAL MEETING
STRATA PLAN BCS3635 – COUNTRYSIDE
HELD 7:00 PM, Wednesday, June 18th, 2014
LOCATION: Old Orchard Hall
646 Bentley Road, Port Moody

ATTENDANCE:

SL #	Owner's Name	SL#	Owner's Name
2*	Countryside Village Ventures Ltd.	54	Brian Henderson
3*	Countryside Village Ventures Ltd.	55*	Countryside Village Ventures Ltd.
5*	Countryside Village Ventures Ltd.	58*	Michael Maraun & Stephanie Gabriel
7	Krista & Robert Schofield	59	Daniel & Kimberly Stacey
8*	Countryside Village Ventures Ltd.	61	Sarah & Steve MacLean
11*	Countryside Village Ventures Ltd.	62	James D'Hont
16*	Countryside Village Ventures Ltd.	63*	Countryside Village Ventures Ltd.
17*	Countryside Village Ventures Ltd.	64*	Countryside Village Ventures Ltd.
18*	Countryside Village Ventures Ltd.	68*	Countryside Village Ventures Ltd.
19	Claes Edgar St. Cyr	69*	Countryside Village Ventures Ltd.
20*	Countryside Village Ventures Ltd.	70*	Countryside Village Ventures Ltd.
22*	Countryside Village Ventures Ltd.	72	Marilyn & Earl Bateman
23*	Ciprian Romeo Barbu	73*	Countryside Village Ventures Ltd.
24*	James Vernon William Thue	74*	Countryside Village Ventures Ltd.
28*	Countryside Village Ventures Ltd.	75*	Countryside Village Ventures Ltd.
29	Edward Thomas Littlewood	77*	Countryside Village Ventures Ltd.
30*	Lori Gale Montgomery	78*	Kenneth & Jessie Thomas
33	Robert Paul Horvath	79*	Debbie Anne Dias
34*	Countryside Village Ventures Ltd.	80*	Tony & Sylvia Frei
36	Wade Parrish & Brenda Lenore	81	Keith Launer
37	Firestar Custom Home Builders Inc.	82*	Countryside Village Ventures Ltd.
39	Claude Gerard Smith	83*	Countryside Village Ventures Ltd.
42*	Countryside Village Ventures Ltd.	84	Michael & Angela Jobling
43	Philip & Regine Rivard	86*	Countryside Village Ventures Ltd.
45*	Countryside Village Ventures Ltd.	87	Firestar Custom Home Builders Inc.
46*	Countryside Village Ventures Ltd.	88*	Countryside Village Ventures Ltd.
48	Carey & Kim Yanko	89*	Countryside Village Ventures Ltd.
49	Marion Bennet	90*	Countryside Village Ventures Ltd.
50	Richard& Jadi Wall	91*	Countryside Village Ventures Ltd.

53*	Countryside Village Ventures Ltd.		

** - Denotes by proxy*

Quay Pacific Property Management Ltd. Strata Manager, Constantin Negrut
Strata Manager, Susan MacGregor

1. CALL TO ORDER

The meeting was called to order at 7:00 PM by Strata Manager, Constantin Negrut, on behalf of the President. The Strata Council was introduced to the Ownership, and the Owners thanked for attending.

The President, Mike Jobling took a moment to discuss with Owners the change in the recycling program. It was noted that the City of Anmore will no longer take responsibility for picking up the recycling and the Strata Corporation needed to organize recycling, which will be an additional cost to the Owners.

2. CERTIFICATE OF REGISTRATION

Prior to the start of this evening's meeting, the roll was called and in accordance with the requirements of the Strata Property Act, Section 56, all proxies were certified. In accordance with section 48 of the Strata Property Act of British Columbia, eligible voters holding 1/3 of the Strata Corporation's votes, present in person or by proxy constitutes a quorum. Of the **92** owners entitled to vote, there were **19** eligible owners represented in person and **40** eligible owners represented by proxy, for a total of **59** eligible owners. As quorum was met, the meeting was declared competent to proceed.

3. PROOF OF NOTICE

Section 45 of the Strata Property Act states the Strata Corporation must give at least two weeks' written notice of Annual General Meeting, specifying the date, time, place and nature of the business. Section 61(3) states the notice given by post is deemed to have been given 4 days after it has been mailed. The notice of this evening's meeting was mailed to each owner on or before May 30th, 2014 which was in accordance with the timeframe set out in the Act.

It was **MOVED** by Strata Lot 84 and **SECONDED** by Strata Lot 48 to adopt the notice dated May 30th, 2014 as proper notice.

IN FAVOUR: 59 OPPOSED: 0 ABSTENTIONS: 0
MOTION CARRIED UNANIMOUSLY

4. APPROVAL OF AGENDA

It was **MOVED** by Strata Lot 2 and **SECONDED** by Strata Lot 59 to adopt the Agenda as presented in the Notice package.

IN FAVOUR: 59 OPPOSED: 0 ABSTENTIONS: 0
MOTION CARRIED UNANIMOUSLY

5. ADOPTION OF PREVIOUS MINUTES – JULY 17th, 2014

It was **MOVED** by Strata Lot 58 and **SECONDED** by Strata Lot 59 to adopt the Minutes of the Annual General Meeting held July 17th, 2013 as distributed.

IN FAVOUR: 59 OPPOSED: 0 ABSTENTIONS: 0
MOTION CARRIED UNANIMOUSLY

6. UNFINISHED BUSINESS

There was no unfinished business from the previous General Meeting discussed.

7. PRESIDENTS REPORT

Please see the attached President Report.

8. REPORT ON INSURANCE COVERAGE

Management reported on the current insurance coverage for the Strata. Owners were advised that Strata Plan BCS 3635, Countryside Village is currently insured with Pat Anderson Agencies Ltd. and the Insurance policy will be renewed on July 29th, 2014. The annual insurance premium is $3,395.

The insurance coverage for Countryside Village, which is a Bare Land Strata, does not cover individual houses or strata lots. Owners are reminded to make sure they have home owners insurance which would cover them for any damage to their strata lot and unit. The Strata's insurance covers the roads, walkways, curbing, grading, base, services (water, sewer, electrical, telephone, etc.) up to individual lines, fencing, signs, retaining walls, mail shelter, gates, and street lights.

IT IS RECOMMENDED THAT ALL OWNERS PROVIDE A COPY OF THE STRATA CORPORATION'S INSURANCE DEDUCTIBLES TO THEIR INSURANCE PROVIDER TO ENSURE PROPER COVERAGE.

9. RATIFY ANY RULES MADE IN ACCORDANCE TO SECTION 125 OF THE ACT

None were presented.

10. PRESENTATION AND APPROVAL OF THE 2014 - 2015 OPERATING BUDGET

Council presented the proposed 2014 – 2015 operating budget in the amount of $314,960.37 which represented "no increase" in Strata Fees. The Strata Manager reviewed the Proposed Budget included in the Notice of Annual General Meeting.

It was **MOVED** by Strata Lot 87 and **SECONDED** by Strata Lot 59 to adopt the budget as presented.

The budget was discussed in detail and in particular the decrease in the proposed Operating Budget's contribution to CRF and IRRF. Owners were advised that in order to proceed with the road maintenance work in conjunction with the Engineers, funds were allocated in a way that reduced the CRF and IRRF contributions yet maintained a no increase in fees along with carrying over $40,000 from the Prior Year's Retained Earnings. After much discussion, and after the Owners' questions were answered to their satisfaction, the question was called to approve the budget as presented.

IN FAVOUR: 55 OPPOSED: 4 ABSTENTION: 0
MOTION CARRIED

Subsequent to the AGM, Management reviewed the Disclosure Statement which states that the Owners of the Countryside Village, needs to contribute a minimum of $45 per month, per Strata Lot, to the IRRF account. Therefore, line item 9724 must always equal line item 5118. Consequently, to make the necessary amendments to the operating budget to reflect this requirement, Council approved some adjustments to a couple of line items within the budget without changing the overall approved budget.

11. NEW BUSINESS

I. Special Resolution #1 – By ¾ Vote – Special Levy for Emergency Repairs

Be it resolved by a ¾ vote of the Owners of Strata Plan BCS 3635, Countryside Village, at the Annual General Meeting held June 18th, 2014, to hereby approve a special levy in the amount of 12,697.84 to pay back the funds to the Contingency Reserve Fund. The special levy is due and payable in one payment on July 1st, 2014, in proportion to the unit entitlement as set out in the attached schedule "A".
END OF RESOLUTION

Owners were advised that there were two options related to the emergency expenditure; one of which was to pay as a special levy or to pay from the CRF. Several Owners felt that the damages should be covered by the insurance policy and as such, it was premature to vote on the issue. Quay Pacific advised that only resultant damages would be covered by the insurance policy and not the actual pipe repair, therefore it was highly unlikely insurance would step in. Quay Pacific then suggested that Owners amend the proposed Resolution #2 to reflect that any funds received from the insurance claim would be credited to the CRF to offset the amount expended.

It was then **MOVED** by Strata Lot 59, **SECONDED** by Strata Lot 84, to adopt Special Resolution #1 as presented. As there were no further questions, there was a call for a vote on Special Resolution #1.

IN FAVOUR: 0 OPPOSED: 59 ABSTENTIONS: 0
MOTION DEFEATED

II. Special Resolution #2 – By ¾ Vote – Expenditure from CRF for Emergency Repairs:

Be it resolved by a ¾ vote of the Owners of Strata Plan BCS 3635, Countryside Village, at the Annual General Meeting held June 18th, 2014, to hereby approve the current loan from the Contingency Reserve Fund, in the amount of $12,697.84, be changed to a permanent withdrawal from the Contingency Reserve Fund.
END OF RESOLUTION

It was **MOVED** by Strata Lot 59, **SECONDED** by Strata Lot 50, to adopt Special Resolution #2 as presented.

It was **MOVED** by Strata Lot 5, **SECONDED** by Strata Lot 84, to amend Special Resolution #2 to as follows:

Be it resolved by a ¾ vote of the Owners of Strata Plan BCS 3635, Countryside Village, at the Annual General Meeting held June 18th, 2014, to hereby approve the current loan from the Contingency Reserve Fund, in the amount of $12,697.84, be changed to a permanent withdrawal from the Contingency Reserve Fund, and to credit any funds received as a result of the insurance claim to the Contingency Reserve Fund.

IN FAVOUR: 59 OPPOSED: 0 ABSTENTIONS: 0
MOTION CARRIED

Owners were advised that the amendment had passed, and now the amended Resolution needed to be voted on. There was a call for a vote on the amended Resolution #2.

IN FAVOUR: 59 OPPOSED: 0 ABSTENTIONS: 0
MOTION CARRIED

Subsequent to the AGM, Management contacted Pat Anderson Insurance Group that confirmed that there is no basis for a claim. Please see attached the email with the insurance representative response.

III. <u>Special Resolution #3 – By ¾ Vote - Waiver of Depreciation Report</u>

Be it resolved by a ¾ vote of the Owners of Strata Plan BCS 3635 – Countryside Village at the Annual General Meeting June 18st, 2014 to waive the requirement under section 94 of the Strata Property Act to obtain a Depreciation Report during the 2014 – 2015 fiscal year.
END OF RESOLUTION

It was **MOVED** by Strata Lot 2 and **SECONDED** by Strata Lot 33 to waive the requirement to obtain the Depreciation Report.

Discussions were held regarding the need and requirement to obtain a Depreciation Report. It was explained that the Depreciation Report is a tool to assist the Strata Corporation in capital planning. The Developer's Representative, Peter Herzig, advised Owners that it was unnecessary to obtain a Depreciation Report as the Strata Corporation is and continues to contribute to the IRRF, which will fund future expenditures.

The question was then called to adopt the ¾ Vote Special Resolution as presented.

IN FAVOUR: 59 OPPOSED: 0 ABSTENTIONS: 0
MOTION CARRIED

12. ELECTION OF COUNCIL

As per Section 25, of the Strata Property Act, "At each Annual General Meeting the eligible voters who are present or by proxy at the meeting must elect a council." Retiring council members are eligible for re-election. The Property Manager then asked for nominations and/or volunteers from the floor. As per bylaw 9(1) of the Strata Corporation, there are a minimum of three (3) and a maximum of seven (7) seats on the Council.

The following Owners volunteered or accepted nominations to stand for Council:

Ted Littlewood	Claude Gerard Bouliane
Mike Jobling	Peter Herzig, Countryside Village Ventures
Daniel Stacey	Robert Horvath
James Wendell	

There being no further nominations or volunteers received, the nominations were closed.

In accordance with section 50 of the Strata Property Act, at an Annual General Meeting, matters are decided by majority vote unless a different voting threshold is required or permitted by the Act or the Regulations.

It was **MOVED** by Strata Lot 2, **SECONDED** by Strata Lot 33 to elect the new Council by precise count through market ballots. **MOTION CARRIED**

Two Owners volunteered as scrutinizers to count the market ballots along with a representative of Quay Pacific Management. After the ballot votes were counted, the following nominees were elected by majority vote to serve on Council for the 2014 - 2015 term.

Ted Littlewood	Mike Jobling
Daniel Stacey	James Wendell
Peter Herzig	

It was **MOVED** by Strata Lot 39, **SECONDED** by Strata Lot 59 to destroy the market ballots. **MOTION CARRIED**
MOTION CARRIED UNANIMOUSLY

The Council will appoint executive positions at the first Council Meeting directly following the AGM.

13. TERMINATION

There being no further business it was **MOVED** by Strata Lot 39, **SECONDED** by Strata Lot 59 to terminate the meeting at 8:55 pm. **MOTION CARRIED**

Compiled by Quay Pacific Property Management Ltd and reviewed and edited by your Strata Council.

Minutes Provided by:
Quay Pacific Property Management Ltd.
535 Front Street New Westminster, BC V3L 1A4
Phone: 604-521-0876 ext. 223 Fax: 604-525-1299

Strata Property Manager: Constantin Negrut constantin@quaypacific.com

THE CURRENT MINUTES WILL REMAIN POSTED ON THE WEBSITE FOR 2 MONTHS FROM THE DATE OF POSTING.

HTTP://STRATA.QUAYPACIFIC.COM

LOGIN: BCS3635 (must be entered in caps lock)
Password: CTV3635* (must be entered in caps lock)

OWNERS CAN REQUEST COPIES OF THE MINUTES OF THE COUNTRYSIDE VILLAGE BY ORDERING THROUGH OUR OFFICE.

OWNERS ARE ENCOUREGED TO KEEP UP TO 2 YEARS OF MINUTES

Welcome to the BCS3635 Countryside Village
2014 Annual General Meeting

This past year we have made several notable advances as a community.

1) – We have canceled the BFI contract and purchased a container. Our Caretaker now transits garbage off site immediately after pick up. The container was purchased to address winter garbage storage in the event a severe snowfall would not allow immediate garbage removal. As a result, we now have no bear attractants stored on site, bear sightings have been significantly reduced this year. We have also realized a cost savings.

2) – Several storm drain issues have been addressed and repaired. We are continuing to investigate this system.

3) – Our domestic water supply is currently being investigated for suspected leakages; repairs will be made as problems are found. To date we have not discovered leakages in any of the 4 suspected areas that have been dug up. Council is currently working with Anmore Village to resolve water metering within our common area. The water pressure in the system is kept intentionally low to protect this systems integrity; this will change with the full implementation of the IRRF program.

3) – The BCS3635 Bylaw Enforcement is now the responsibility of Quay Pacific Property Management Company, Constantin Negrut is our manager.

4) – Our Caretaker is providing a lot of our facilities mechanical /electrical repairs and maintenance including; the STP systems, the electrical systems, the ground maintenance equipment, the BCS3635 truck, as well as the normal routine park maintenance items.
These items were previously contracted out; the result of his ability to perform them is a significant cost savings for our strata.

5) – Our maintenance equipment has been secured with a locked gate installation at entrance to the shop storage shed.

6) – Our IRRF stands at approx $600,000 and as of April 28, 2014 it was invested into GIC's with The Bank of Montreal.

7) – Our BCS3635 truck has been re-furbished; this action has significantly extended the vehicles life.

8) – With the hiring of QPPM we have cancelled 3 TELUS phone lines and the Shaw internet connection. Initially, due to TELUS extra charges to remove lines, it proved to be costly to change, however the desired cost savings will be realized starting this year.

9) – We have discontinued paying BCH leased lighting charges; it was found BCS3635 was being overcharged for this service.

10) – The High Voltage Lines have been cleared of trees and branches providing a more stable electrical supply. This maintenance item is completed once every 5 years.

11) – Road repairs were initiated in 2013, the most severely damaged areas were patched, a plan has been developed to address other roadways this year. The areas of non new home development are slated to be repaved. The development areas (active home building) will continue to be patch repaired.

12) – The STP1 system has now been video scoped and analyzed by the HY Engineering group. A cost effective plan to reduce water intrusions is being developed with an eye to implementation this year.

The result of doing this now has avoided the need to replace the septic retrieval lines; further action plans will also extend the existing lines life expectancy. This is a major cost savings to our IRRF (Infrastructure Replacement Fund) program. It will also allow our infrastructure replacement sooner than originally anticipated.

13) – We now have a contract with Coquitlam Towing the contract allows Coquitlam Towing to patrol the community on hot, sunny weekends and remove illegally parked vehicles. Our residents will be given placards to be used by their visitors to hang on the rear view mirror for common area parking privileges.

14) - As of June 1, 2014 this community is dept free.

Coming changes;

MMBC (Multi Materials British Columbia) will pay SmithRite to collect recycling door to door within the community, starting Aug. 1, 2014.

Although we will be given adequate and timey instructions prior to implementation, here is a brief summary of what to expect.

Recycling material separation is simplified

There will now be 3 categories, paper, glass and containers.

a) - Paper - all paper including cardboard (excluding any paper product that contained food or drink i.e. kids lunch drink boxes)

b) - Glass - all glass

c) - Containers – all containers (including those paper items that contained food or drink i.e. kids lunch drink boxes).

2) - Starting **2015** (exact date still unknown) compostable materials will not be allowed in regular garbage.

To accommodate this change each resident will be given a 6 gallon Organic Caddy for compostable material collection.

The caddy is to be put out weekly for door to door collection by SmithRite.

3) - The current area used for recycling collection will be changed to visitors parking for the interim.

Proposed 2014/2015 Budget

The goals of the budget are;

1) - Address development, by providing immediately required infrastructure upgrades.

2) - Continue roadway repairs and repaving.

3) - Continue to equip our workers with safety gear and safe dependable maintenance equipment.

4) - Continue investing in our ongoing Engineering/Structural program. The goal of this program is to obtain engineering data required to;
a) - reduce water intrusion into the STP systems
b) - locate and repair supply water line loses.
c) - have engineered drawings produced detailing our IRRF (underground infrastructure replacement and roadway development program).
Taking these steps now will allow us to implement the IRRF program in the near future as well as address the immediate needs for our parks revitalization.

5) - Provide adequate funding for our bylaw enforcement program. By supporting this program we provide a safer, healthier and a more esthetically pleasing environment for all residents.

I invite your support.

Yours Truly

Mike Jobling
President BCS3635
mjjobling@yahoo.ca

Constantin Negrut <constantin@quaypacific.mygbiz.com>

BCS3635 - Broken Drain Line

1 message

Angela Homer <Angela.Homer@patand.com> Mon, Jun 23, 2014 at 9:25 AM
Reply-To: Angela.Homer@patand.com
To: "constantin@quaypacific.com" <constantin@quaypacific.com>

Hi Constantin,

This is further to our discussion regarding the broken drain line at BCS3635 which flooded a street and yard on the property.

The policy insures the buildings and equipment for sudden and accidental losses. Wear and tear, and gradual deterioration are excluded under property coverage. For example, if a drain line in one of the insured buildings broke and caused damage to the insured property, the policy would respond and pay to repair/replace any of the affected buildings/equipment. The repair of the line itself would not be covered by insurance.

In this particular case, there was no resultant damage to the insured buildings and equipment, therefore, there would be no basis for a claim.

I trust that I have addressed your questions but please let me know if you have any other questions.

Regards,

RECEIVED
JUN 23 2014

Angela Homer

Commercial Account Executive

Direct Line: 604-412-5914

angela.homer@patand.com

#200-4361 Kingsway

Burnaby BC V5H 1Z9

604-430-8887

BCS3635 - Countryside Village
Approved Operating Budget
For the Year Ending
May 31, 2015

	REVENUE	Approved Budget 31/05/2014	Actual 2014-03-31	Estimated Interim	Estimated 31/05/2014	Proposed Budget 2015-05-31
5110	Strata Fees	222,030.00	186,727.36	35,302.64	222,030.00	222,030.00
5118	IRRF contributions	52,608.00	43,840.00	8,768.00	52,608.00	52,608.00
5310	Bank Account Interest	-	276.32	46.05	322.37	322.37
5600	Miscellaneous Income	-	75.00	-	-	-
5900	Surplus (Deficit) carryover	50,300.00	41,916.70	8,383.30	50,300.00	40,000.00
	TOTAL REVENUE	**324,938.00**	**272,835.38**	**52,499.99**	**325,260.37**	**314,960.37**
	MAINTENANCE EXPENSES					-
6140	Landscaping	1,000.00	450.00	-	450.00	800.00
6142	Irrigation	500.00	-	-	-	-
6192	Snow Removal	1,500.00	845.30	-	845.30	2,000.00
6220	Vehicle Expenses	4,500.00	1,128.88	188.15	1,317.03	3,000.00
	REPAIRS AND REPLACEMENTS					
6610	Repairs & Maintenance	15,000.00	15,343.99	2,557.33	17,901.32	18,000.00
6617	Repairs & Maintenance - Road Repairs				-	37,500.00
6630	Building Exterior	1,200.00	-	-	-	1,500.00
6632	Emergency Acess Road	500.00	-	-	-	-
6660	Plumbing Repairs	500.00	-	-	-	-
6686	Vehicle Refurbishing	10,300.00	10,402.03	-	10,402.03	-
6690	Supplies	1,500.00	1,763.76	293.96	2,057.72	2,000.00
6775	STP Maintenance	25,000.00	21,394.73	3,565.79	24,960.52	25,000.00
	SAFETY AND SECURITY				-	
6840	Monitor Fire Panel	400.00	455.00	-	455.00	500.00
6850	Fire Safety Inspections	150.00		-	-	150.00
	UTILITIES					
7310	Electricity	12,500.00	9,125.06	1,520.84	10,645.90	12,000.00
7315	Garbage Removal	15,000.00	13,912.24	2,318.71	16,230.95	3,500.00
7330	Telephone	1,000.00	1,908.26	318.04	2,226.30	1,800.00
7335	Website Maintenance	300.00	-	-	-	-
7350	Water & Sewer	1,200.00	7,385.81	1,230.97	8,616.78	8,500.00
7352	STP Pump Out	-	-	-	-	-
	PROFESSIONAL FEES					
9110	Management Fees	12,300.00	11,917.46	1,986.24	13,903.70	14,600.00
9111	Management Fees - Non Scheduled	4,000.00	1,930.52	-	1,930.52	3,000.00
9120	Legal	1,200.00	(15.00)	-	(15.00)	-
9124	Engineering	40,000.00	22,048.01	-	22,048.01	16,000.00
9130	Accounting & Audit	1,800.00	-	-	-	-
9150	Wages	86,000.00	73,987.68	12,331.28	86,318.96	90,000.00
	ADMINISTRATIVE EXPENSES					
9205	Office Expenses	500.00		-	-	-
9210	Photocopies	1,200.00	683.00	113.83	796.83	1,000.00
9220	Postage	400.00	401.24	66.87	468.11	500.00
9250	Bank Service Charges	380.00	314.62	52.44	367.06	400.00
9260	Miscellaneous /Facility Rental	1,200.00	810.19	-	810.19	1,000.00
9510	Insurance	4,400.00	4,202.00	-	4,202.00	4,600.00
9515	WCB	1,250.00	1,046.18	174.36	1,220.54	1,250.00
	TOTAL OPERATING EXPENSES	**246,680.00**	**201,440.96**	**26,718.82**	**228,159.78**	**248,600.00**
	RESERVE FUNDS					
9710	Funding to Contingency Reserve	22,500.00	18,750.00	3,750.00	22,500.00	13,752.37
9724	Funding to IRRF	52,608.20	43,840.20	8,768.00	52,608.20	52,608.00
	TOTAL EXPENSES	**321,788.20**	**264,031.16**	**39,236.82**	**303,267.98**	**314,960.37**
	Projected Year end surplus / (Deficit)	**3,149.80**	**8,804.22**	**13,263.18**	**21,992.40**	**0.00**

Statement of Retained Earnings

Retained Earnings, end of prior year	May 31, 2013		$ 50,393.25
Current year surplus / deficit	May 31, 2014	(Estimated)	21,992.40
Retained Earnings, end of current year	May 31, 2014	(Estimated)	72,385.65
New year surplus / deficit	May 31, 2015	(Estimated)	0.00
Surplus used in budget	May 31, 2015		(40,000.00)
Retained Earnings, end of new year	May 31, 2015	(Estimated)	$ 32,385.65

Projection for the New Year:

Opening Operating Cash	June 1, 2014	(Estimated)	$ 32,267.84
Closing Operating Cash	May 31, 2015	(Estimated)	$ 31,339.61
Opening CRF Cash	June 1, 2014	(Estimated)	$ 46,332.24
Closing CRF Cash	May 31, 2015	(Estimated)	$ 72,781.95

BCS3635 - Countryside Village
Proposed Strata Fee Schedule
For the Year Ending May 31, 2015

FEE COMMENCEMENT DATE: **June 1, 2014**

- Operating Expenses	$ 207,789.14
- CRF	14,240.86
- Total Strata Fees	222,030.00
- IRRF	52,608.00
- Total Strata Fees with IRRF Contribution	$ 274,638.00

Unit#	S/L	U/E	Operating	CRF	IRRF	GST	Monthly Fees with GST	Annual Fees with GST
1	1	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
2	2	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
3	3	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
4	4	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
5	5	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
6	6	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
7	7	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
8	8	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
9	9	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
10	10	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
11	11	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
12	12	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
13	13	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
14	14	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
15	15	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
16	16	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
17	17	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
18	18	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
19	19	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
20	20	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
21	21	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
22	22	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
23	23	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
24	24	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
25	25	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
26	26	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
27	27	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
28	28	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
29	29	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
30	30	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
31	31	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
32	32	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
33	33	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
34	34	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
35	35	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
36	36	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
37	37	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
38	38	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
39	39	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
40	40	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
41	41	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
42	42	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
43	43	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
44	44	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
45	45	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
46	46	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
47	47	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
48	48	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
49	49	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
50	50	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
51	51	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
52	52	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
53	53	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
54	54	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46
55	55	100	$ 188.21	12.90	47.65	12.44	**261.20**	3,134.46

BCS3635 - Countryside Village
Proposed Strata Fee Schedule
For the Year Ending May 31, 2015

FEE COMMENCEMENT DATE: June 1, 2014

- Operating Expenses	$ 207,789.14
- CRF	14,240.86
- Total Strata Fees	222,030.00
- IRRF	52,608.00
- Total Strata Fees with IRRF Contribution	$ 274,638.00

Unit#	S/L	U/E	Operating	CRF	IRRF	GST	Monthly Fees with GST	Annual Fees with GST
56	56	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
57	57	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
58	58	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
59	59	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
60	60	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
61	61	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
62	62	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
63	63	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
64	64	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
65	65	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
66	66	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
67	67	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
68	68	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
69	69	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
70	70	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
71	71	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
72	72	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
73	73	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
74	74	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
75	75	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
76	76	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
77	77	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
78	78	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
79	79	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
80	80	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
81	81	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
82	82	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
83	83	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
84	84	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
85	85	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
86	86	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
87	87	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
88	88	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
89	89	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
90	90	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
91	91	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
92	92	100	$ 188.21	12.90	47.65	12.44	261.20	3,134.46
Total		9,200	17,315.76	1,186.74	4,384.00	1,144.33	24,030.83	288,369.90

MINUTES OF THE COUNCIL MEETING
STRATA PLAN BCS3635 – COUNTRYSIDE
ON WEDNESDAY, JUNE 18TH, 2014, AT 8:55 PM

LOCATION: OLD ORCHARD HALL 646 BENTLY ROAD, PORT MOODY

There was as short Council meeting held immediately following the AGM to elect the officers.

ATTENDANCE:

SL#	Owner's Name	SL#	Owner's Name
34	Ted Littlewood	37	James Wendel
59	Daniel Stacey	CVV	Peter Herzig
84	Mike Jobling		

Quay Pacific Property Management Ltd. Strata Manager, Constantin Negrut

1. CALL TO ORDER.

The meeting was called to order at 8:55 PM by Strata Manager, Constantin Negrut, who was asked to facilitate the meeting.

2. NEW COUNCIL POSTIONS

After a discussion of the roles of officers, the current members determined how they could contribute.

It was agreed through discussion the executive roles would be filled as follow:

President / Treasurer – Mike Jobling
Vice President - Ted Littlewood
Member / Building Committee - Daniel Stacey
Member / Environmental Committee – James Wendell
Member - Peter Herzig

The strata Council officers were elected by majority vote.

3. TERMINATION

There being no further business to discuss the meeting was terminated at 9:15PM

Minutes Provided by:
Quay Pacific Property Management Ltd.
535 Front Street, New Westminster, BC V3L 1A4

Phone: 604-521-0876 Fax: 604-525-1299

Strata Property Manager: Constantin Negrut, ext. 223 constantin@quaypacific.com

THE CURRENT MINUTES WILL REMAIN POSTED ON THE WEBSITE FOR 2 MONTHS FROM THE DATE OF POSTING.

HTTP://STRATA.QUAYPACIFIC.COM

LOGIN: BCS3635 (must be entered in caps lock)
Password: CTV3635* (must be entered in caps lock)

OWNERS CAN REQUEST COPIES OF THE MINUTES OF THE COUNTRYSIDE VILLAGE BY ORDERING THROUGH OUR OFFICE.

OWNERS ARE ENCOUREGED TO KEEP UP TO 2 YEARS OF MINUTES

COUNTRYSIDE STRATA Plan BCS3635 MINUTES

Date July 15, 2014
Time: 7:00 pm
Room: Parkview room
Port Moody

Present: Earl

Regrets:, Daniel
Recorder: MJ
Committee members present: Mike, Ted, Peter, James

1.0 Approval of Agenda

2.0 Approval of minutes of previous meeting

2.1 Approval of Amended Minutes

3. 0 Business arising from the minutes (previous topics)

4.0 New Business

5.0 Reports (standing items)

Item	Name	Description & Discussion	Action Plan/Deadline
BCS3635 Common Area Water Bill	Mike Ted	Need for further actions to discover loses/ Anmore charges/some lots not metered	Ted will address Anmore for printout and homes with no meters
New Build water usage	all	Flat rate payable to strata for unmetered usage	**It was motioned and passed to apply $50 fee to the building application form**

GST on Strata fee	all	Should strata be paying GST on the IRRF, CR and the strata fee	**Mike will look into this**
Paving	Mike	Review and update	Paving scheduled for july24
Building update	Dan	Update on number of lots intending to or in process of stick built homes	**Ted provided the update approx 14 homes**
Speed Bumps	Ted Dan	Plan for community	**After paving completed**
Bylaw Enforcement update	Mike	Update, and empty lots to be maintained	**Bylaw Infraction Notices will be sent to the owners of unkept vacant lot**

MMBC, Green waste and garbage	all	Effective Aug 1, blue bins	Residents will receive their blue bins and bags on July 22 and 23
Coq. Towing	Mike	Contract is in place	**Require placards for residents use**

Item	Name	Discussion	Action Plan/Deadline
Engineering	Mike	Scoping STP1 and STP2, cost change	**Have the rest of the septic lines scoped this year**
Stat Hol pay	all	Requires a memo from Caretaker and QPPM notificaion	**Mike will follow up**

Rec. trailer use	all	Post follow up discussion	**Building Committee To forward draft to council**
New const. final insp.	all	Building Committee to do final inspections on new builds	**Ted will change the form**
Mainland Storm Drain	all	Council to address the lack of storm drains on Main st.	**Mike will look into this**
Plumbing Contract	Peter	It is suggested strata contract a single plumbing contractor to be familiarized with our infrastructure	**Mike will look into this**
Meter Boxes	Mike	Anmore requires water meter box's installed on property line with new builds also excavation for new build to have water shut off notice sent to residence in advance	**Building application form to be updated**

Item	Name	Discussion	Action Plan/Deadline
Fencing on Sunnyside	Dan	It is requested fencing be continued south of the cement barrier wall on Sunnyside **Caretaker to pick up materials**	**Mike will arrange installation**
Bylaw Infraction Notices	Peter	Notices to be sent to residents and CVV to be cc'd	**Mike will change QPPm's procedure**

Adjournment: 9:20

Next Meeting: Aug 19, 2014

COUNTRYSIDE STRATA Minutes

Date **Aug 19, 2014**
Time: **7:00 pm**
Room: **Parkview room**
Port Moody

Present:

Regrets: **Peter**
Recorder: **MJ**
Committee members present: **Ted, Mike, Daniel, James**

1.0 Approval of Agenda - **approved**

2.0 Approval of minutes of previous meeting - **approved**

2.1 Approval of Amended Minutes

4.0 New Business

Item	Name	Description & Discussion	Action Plan/Deadline
SL30 Proposal	Joel and Nancy	Consideration for additional building styles for Countryside Village	**Council adopted a rule for owners requesting <5/12 pitch roofs**
Bylaw Enforcement	Mike	Discussion on current status	**Closed council discussion on progress**
Building Committee	Dan	Update on builds/demolitions applications	**Committee chair updated council 9+ build applications expected**

GST on Strata fee	Mike	(Should we be paying GST?) Mike to follow up to attain answer	**Strata pays double GST but receives most of second GST application back via ICT form**
Paving	Mike	Paving project - completed under budget - invoice has been paid	**No issues raised**
Speed Bumps	Ted Dan	Paint large lettered yellow speed signs on roadway rather that speed bumps.	**6 locations identified for removable speed bumps**
Bylaw Enforcement	Mike	Empty lots to be maintained, **<u>Proposal</u>** uncut lawns to be mowed by Caretaker, $50 charge added to the lots strata fees for each event	**Motion passed to be added to bylaws as a rule**

MMBC, Green waste and garbage	all	Update - any issues (note; greens are being picked up at 8am on Fridays)	**No issues raised**
Coq. Towing	Mike	Still need No Parking signs installed and placards for visitor parking areas (Joseph has started signs) update approved Coq towing caller list	**Placards to be orded Curbs to be painted yellow in no parking areas**

4.0 New Business

Item	Name	Discussion Action Plan/Deadline	
Engineering	Mike Ted	1 - Scoping STP1 and STP2, update 2 - Several clean outs to be located. Get permission from selected lots to remove their to & re their toilets for location of CO's, use Pioneer plumbing	**Scoping is proceeding**
BCS3635 Common Area Water Bill	Ted	To go to Anmore Village for meter reading print outs before invoicing then immediately after invoicing and attain a report on lots with no meters installed	**Ted identified lots with no water meters and actual meter readings**

Rec. trailer use	Ted	Building committee to come forward with proposal	**Owner to apply to council, will give decision on case by case bases**
New const. final insp.	Ted	New procedure to be placed into final inspection doc.	**Ted/Daniel making entries final inspection doc.'s**
Mainland Storm Drain	all	Final design engineering plan for Mainland Rd., Highland Crescent and Valley Crescent discussion Gas lines, cabling, water lines; storm drains curb design, street lighting and final paving.	**Ongoing discussions**
New Build water usage	Ted	Follow up to - Flat rate payable to strata for unmetered usage motion passed at July meeting, wording needs to be added to building application form, money received to be sent to QPPM and deposited to general revenue line	**Ted/Daniel making entries into application forms**
Sunnyside Rd Fencing	Mike Dan	Trees to be cleared need to be survey taped then removed Fencing purchase, currently being stained at shop, installation team to be organized All costs to Repairs and Maintenance line	**Project proceeding, fencing materials purchased and stained**

5.0 Reports (standing items)

Item	Name	Discussion	Action Plan/Deadline
Plumbing contract	Mike	Pioneer plumbing will be familiarized with infrastructure (Joseph to do)	**Mike to complete**
Meter boxes	Mike	Building application form to be updated	**Ted/Daniel to make entriy into building application form**

Adjournment:

The Owners of Strata Plan BCS3635
September Minutes 2014

Date: Sept 23, 2014
Time: **7:00 pm**
Room: **Civic Center, Parkview room**
Port Moody

Committee members present: Mike Jobling, Peter Herzig James Wendell

Guests Present: EarlBateman, Rick Wall, Jadi Wall, Carey Yanko, Kimberley Yanko, Daniel Yanko

Regrets: Ted Littlewood, Daniel Stacey

Recorder: MJ
1.0 Approval of Agenda - approved

2.0 Approval of minutes of previous meeting - approved

2.1 Approval of Amended Minutes

4.0 **New Business**

Item	Name	Description & Discussion	Action Plan/Deadline
SL50	Rick Jadi Wall	Conflict of Interest	Council received information from residents. waiting for information from James
Bylaw Enforcement	Mike	Discussion on current status	Peter to address a specific issue

Building Committee	Dan Mike	Update on builds/demolitions applications, plan needed for multiple builds in close proximity to each other (lots 43,44,56,57), (lots 65,66), (lots,14,15,30), (lots21,22,9), (lot,68)	Suggested alternate days for big trucks alternate with lot #
Parking for trades	Mike	New builds, need plan for trades parking during construction	Suggested trades park at RV park or pay residents to park in their driveways off roadway
STP Scoping	Mike	System scoping to be done Sept 25, 6 clean outs not located.	Mar Tech never showed Mike will call
Meter boxes	Ted Dan	Building application form to be updated	Carried forward
Sunnyside Rd Fencing	Mike Dan	Tree removal permit acquired/Royal Wood to remove tree on Oct 8, fence to be installed by volunteers	Royal Wood to remove trees Oct 8

OCP	Mike	Resolution offer completed. Notification letter prepared. Council approval, printing and mailing to owners remain Ratification at SGM required	Mike to set up SGM
Coq. Towing	Ted	Still need No Parking signs installed and placards for visitor parking areas (Joseph has started signs) update approved Coq towing caller list, Ted has ordered these	Carried forward

4.0 New Business

Item	Name	Discussion	Action Plan/Deadline
Plumbing contract	Mike	Pioneer plumbing will be familiarized with infrastructure	Carried forward

BCS3635 Common Area Water Bill	Ted	To go to Anmore Village for meter reading print outs before invoicing then immediately after invoicing and attain a report on lots with no meters installed	Carried forward
SGM Items	Mike	Discussion on resolutions	Items for SGM carried
New const. final insp.	Ted	New procedure to be placed into final inspection doc.	Carried forward
Mainland Storm Drain	Mike	Request for quote sent to HY Engineering	Request sent waiting for reply

5.0 Reports (standing items)

Item	Name	Discussion	Action Plan/Deadline

Adjournment:

Next Meeting: **Tuesday Oct 21, 2014**

The Owners of Strata Plan BCS3635
Council Minutes Oct 2014

Date: Oct 21, 2014
Time: **7:00 pm**
Room: **Civic Center, Parkview room**
Port Moody

Committee members present: - Peter, James Daniel Mike

Guests Present: - Earl

Regrets: - Ted

Recorder: MJ
1.0 Approval of Agenda - Approved

2.0 Approval of minutes of previous meeting - Approved

2.1 Approval of Amended Minutes

4.0 **New Business**

Item	Name	Description & Discussion	Action Plan/Deadline
Strata	Mike	Conflict of Interest	Carried forward
Bylaw Enforcement	Mike	Discussion	Current issues discussed
Building Committee	Dan Mike	Update on builds/demolitions applications, plan needed for multiple builds in close proximity to each other (lots 43,44,56,57), (lots 65,66), (lots,14,15,30), (lots21,22,9), (lot,68)	New Construction starting soon on lots 30, 15, 69, 44.

Parking for trades	Mike Ted	New builds, need plan for trades parking during construction	Bylaw written SGM To be ratified at SGM
STP Scoping	Mike	System scoping was done Sept 25, 6 clean outs located but need to be dug out and raisers installed. General discussion	Scoping completed, cleanouts to be located then smoke testing
Meter boxes	Ted Dan	Building application form to be updated	Ted/Dan to do
Sunnyside Rd Fencing	Mike Dan	Tree removal permit acquired/Royal Wood has removed trees on Oct 8, fence to be installed by volunteers	Carried forward

SGM	Mike Ted	SGM date set Nov.?, 2014 to be held at Douglas College	Ted will book room at Douglas College then set date
Coq. Towing	Ted	Still need No Parking signs installed and placards for visitor parking areas (Joseph has started signs) update approved Coq towing caller list, Ted has ordered these	Joseph received the placards

4.0 New Business

Item	Name	Discussion	Action Plan/Deadline
Plumbing contract	Mike	Pioneer plumbing will be familiarized with infrastructure	**Carried forward**
BCS3635 Common Area Water Bill	Ted	To go to Anmore Village for meter reading print outs before invoicing then immediately after invoicing and attain a report on lots with no meters installed. 6 month water bill Mar. to Sept,	**Ted looking into this. New water meters planned**
Main St. Infrastructure Design	All	Discussion	**Design estimate received for SGM**

New const. final insp.	Ted Dan	New procedure to be placed into final inspection doc.	**Ted/Dan to do**

5.0 Reports (standing items)

Item	Name	Discussion	Action Plan/Deadline

Adjournment: @ 8:30

Next Meeting: **Tuesday, Nov. 25, 2014**

The Owners of Strata Plan BCS3635
Council Meeting Minutes Nov. 2014

Date: Nov. 26, 2014
Time: **8:00 pm**
Room: **A1230**
Douglas College Port Moody

Committee members present: - Ted, Mike, Daniel, Peter, James

Guests Present: -

Regrets: -

Recorder: MJ
1.0 Approval of Agenda -approved

2.0 Approval of minutes of previous meeting - Approved

2.1 Approval of Amended Minutes

4.0 **New Business**

Item	Name	Description & Discussion	Action Plan/Deadline
Strata	Mike	Conflict of Interest	carried
Bylaw Enforcement	Mike	Update	updated
Building Committee	Dan	Update	updated
New const. final insp	Ted Dan	New procedure to be placed into final inspection doc.	carried

STP Scoping	Mike	Smoke testing and STP lines repairs. HY Engineering report	Waiting for HY Eng. report
Meter boxes	Ted Dan	Building application form to be updated	Dan to place ion application form
Sunnyside Rd Fencing	Mike Dan	Fence to be erected in spring	Carried until spring 2015

RAR	Mike Ted	Solution Approved at SGM	Require convenient signatures
Coq. Towing	Ted	Signs to be installed	Placards received, to be delivered to residents

4.0 New Business

Item	Name	Discussion	Action Plan/Deadline
Plumbing contract	Mike	Pioneer plumbing will be familiarized with infrastructure	completed
BCS3635 Common Area Water Bill	Ted	To go to Anmore Village for meter reading print outs before invoicing then immediately after invoicing and attain a report on lots with no meters installed. 6 month water bill Mar. to Sept,	carried
Main St. Infrastructure Design	All	Results of SGM vote on Main St. Engineering	Approved at SGM
.Adjournment:	9:30		
Next Meeting:		Tuesday Dec. 16, 2014	

MINUTES OF THE ANNUAL GENERAL MEETING
STRATA PLAN BCS3635 – COUNTRYSIDE
HELD 7:00 PM, Wednesday, November 26th, 2014
LOCATION: Room A 1230 - Douglas College, David Lam Campus 1250 Pinetree Way, Coquitlam, BC, V3B 7X3

ATTENDANCE:

SL #	Owner's Name	SL#	Owner's Name
1*	Genevieve Anne Godbout	50	Richard& Jadi Wall
2	Countryside Village Ventures Ltd.	51	Douglas Hallat
3*	Countryside Village Ventures Ltd.	52	Stephen Siblock
4*	Robert Edward Francis Albiston	53*	Countryside Village Ventures Ltd.
5*	Tyler Prentice	54	Brian Henderson
6	Yvonne Lee Robertson	55*	Countryside Village Ventures Ltd.
8*	Countryside Village Ventures Ltd.	59	Daniel & Kimberly Stacey
11*	Countryside Village Ventures Ltd.	62	James D'Hont
16*	Countryside Village Ventures Ltd.	63*	Countryside Village Ventures Ltd.
17*	Countryside Village Ventures Ltd.	64*	Countryside Village Ventures Ltd.
18*	Countryside Village Ventures Ltd.	68*	Countryside Village Ventures Ltd.
20*	Countryside Village Ventures Ltd.	70*	Countryside Village Ventures Ltd.
21	Mikhail Reynoso Villoso	72	Marilyn & Earl Bateman
22	Jordan Birch & Lauren Gares	73*	Countryside Village Ventures Ltd.
23*	Ciprian Romeo Barbu	74*	Countryside Village Ventures Ltd.
26	Michael Devlin	75*	Countryside Village Ventures Ltd.
28*	Countryside Village Ventures Ltd.	77*	Countryside Village Ventures Ltd.
29	Edward Thomas Littlewood	78*	Kenneth & Jessie Thomas
30	Joel & Nancy Davidge Johnston	79*	Debbie Anne Dias
34*	Countryside Village Ventures Ltd.	80*	Tony & Sylvia Frei
35*	Estate of Gwenda Patricia Humphrey	81	Keith Launer
36	Wade Parrish & Brenda Lenore	82*	Countryside Village Ventures Ltd.
37	Firestar Custom Home Builders Inc.	83*	Countryside Village Ventures Ltd.
39	Claude Gerard Smith	84	Michael & Angela Jobling
41	Jose & Josefina Valmonte	85*	Shawn Thomas & Rosalle Mantin
42*	Countryside Village Ventures Ltd.	86*	Countryside Village Ventures Ltd.
43*	Jason Bourne	87	Firestar Custom Home Builders Inc.
45*	Countryside Village Ventures Ltd.	88*	Countryside Village Ventures Ltd.
46*	Countryside Village Ventures Ltd.	89*	Countryside Village Ventures Ltd.
47	Caresse Selk	90*	Countryside Village Ventures Ltd.
48	Carey & Kim Yanko	91*	Countryside Village Ventures Ltd.
49	Marion Bennet	92*	Jonathan Powell & Krista Powell

** - Denotes by proxy*

Quay Pacific Property Management Ltd. Strata Manager, Constantin Negrut
Strata Manager, Susan MacGregor

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1. **CALL TO ORDER**

The meeting was called to order at 7:00 PM by Strata Manager, Constantin Negrut, on behalf of the President. The Strata Council was introduced to the Ownership, and the Owners thanked for attending.

2. **CERTIFICATE OF REGISTRATION**

Prior to the start of this evening's meeting, the roll was called and in accordance with the requirements of the Strata Property Act, Section 56, all proxies were certified. In accordance with section 48 of the Strata Property Act of British Columbia, eligible voters holding 1/3 of the Strata Corporation's votes, present in person or by proxy constitutes a quorum. Of the **92** owners entitled to vote, there were **24** eligible owners represented in person and **40** eligible owners represented by proxy, for a total of **64** eligible owners. As quorum was met, the meeting was declared competent to proceed.

3. **PROOF OF NOTICE**

Section 45 of the Strata Property Act states the Strata Corporation must give at least two weeks' written notice of Annual General Meeting, specifying the date, time, place and nature of the business. Section 61(3) states the notice given by post is deemed to have been given 4 days after it has been mailed. The notice of this evening's meeting was mailed to each owner on or before November 6th, 2014 which was in accordance with the timeframe set out in the Act.

It was **MOVED** by Strata Lot 39 to adopt the notice dated November 6th, 2014 as proper notice. **SECONDED** by Strata Lot 36.

IN FAVOUR: 62 OPPOSED: 0 ABSTENTIONS: 0
MOTION CARRIED UNANIMOUSLY

4. **APPROVAL OF AGENDA**

It was **MOVED** by Strata Lot 81 to adopt the Agenda as presented in the Notice package. **SECONDED** by Strata Lot 59.

IN FAVOUR: 62 OPPOSED: 0 ABSTENTIONS: 0
MOTION CARRIED UNANIMOUSLY

5. **ADOPTION OF PREVIOUS MINUTES – JUNE 18th, 2014**

At this moment two Strata Lot Owners joined the meeting after the meeting was called to order.

It was **MOVED** by Strata Lot 39 to adopt the Minutes of the Annual General Meeting held June 18th, 2014 as distributed. **SECONDED** by Strata Lot 59.

IN FAVOUR: 64 OPPOSED: 0 ABSTENTIONS: 0
MOTION CARRIED UNANIMOUSLY

6. **UNFINISHED BUSINESS**

There was no unfinished business from the previous General Meeting discussed.

7. **NEW BUSINESS**

I. SPECIAL RESOLUTION #1 – BY ¾ VOTE – RAR COVENANT AGREEMENT WITH CITY OF ANMORE

PREAMBLE

In May 2014, the Strata Council was made aware of the potential negative impact on certain Strata Lots in Countryside Village, if the Village of Anmore were to adopt an update of the current Official Community Plan (OCP). In their consideration of an update of the

OCP, the Village has also decided to adopt the Riparian Areas Regulation (RAR) enacted by the Province of British Columbia in 2005. With any new land development, RAR allows local government to achieve improved protection of fish and fish habitat in BC, through setback restriction.

THEREFORE BE IT RESOLVED by a ¾ vote of the Owners of Strata Plan BCS 3635, Countryside Village, at the Special General Meeting held November 26th, 2014 to hereby approve the following:

a) The Strata Corporation dispose of a part of its Common Property by granting to the Village of Anmore a covenant (the "Covenant") to be registered under section 219 of the Land Title Act (B.C) charging, for the purpose of riparian habitat protection, that 3,658 square meter part of the Common Property shown in bold black outline on the SPEA Transfer Concept Plan appearing as Figure 1 in the report dated August 29, 2014 prepared by Pottinger Gaherty Environmental Consultants Ltd., a copy of which is attached to this resolution as Schedule "**A**";
b) The terms on forms of the Covenant shall be as determined by the Village of Anmore and approved by the Council of the Strata Corporation; and
c) Any two members of the Council of the Strata Corporation be and are hereby authorized to execute and deliver the Covenant on behalf of the Strata Corporation.

END OF RESOLUTION

The RAR Covenant Agreement with City of Anmore was discussed in detail by the Ownership after a presentation was made by Council Member Peter Herzig.

It was **MOVED** by Strata Lot 6 to adopt Special Resolution #1 as presented. **SECONDED** by Strata Lot 39.

After the Owners' questions were answered to their satisfaction, the question was called to approve the Special Resolution #1 as presented.

IN FAVOUR: 64 OPPOSED: 0 ABSTENTIONS: 0
MOTION CARRIED UNANIMOUSLY

II. SPECIAL RESOLUTION #2 – BY ¾ VOTE – EXPENDITURE FROM CRF FOR RAR CONSULTING FEES:

PREAMBLE

With any new land development, RAR allows local government to achieve improved protection of fish and fish habitat in BC, through setback restriction. Strata Council immediately hired Pottinger Gaherty Environmental Consultants Ltd to find a solution to remedy this negative impact on Countryside Village. The funds for this Consultants Services were borrowed from the Contingency Reserve Fund. The cost of the Consultants Fees, Surveying and Lawyers Convalescing Fees were $36,261.53.

THEREFORE BE IT RESOLVED by a ¾ vote of the Owners of Strata Plan BCS 3635, Countryside Village, at the Special General Meeting held November 26th, 2014 to expend of $36,261.53, from the Contingency Reserve Fund in accordance with Section 96 of the Strata Property Act for the purpose of paying back the professional fees, for services received on August 29th, 2014 from Pottinger Gaherty Environmental Consultants to resolve the RAR issue.

END OF RESOLUTION

It was **MOVED** by Strata Lot 59 to adopt Special Resolution #2 as presented. **SECONDED** by Strata Lot 39.

The expenditure from CRF for RAR Consulting fee was discussed in detail by the Ownership and in particular an owner asked why the Owners should pay for the Strata Lots affected by the RAR Covenant Agreement with City of Anmore. After the Owners' questions were answered to their satisfaction, the question was called to approve the Special Resolution #2 as presented.

IN FAVOUR: 64 OPPOSED: 0 ABSTENTIONS: 0
MOTION CARRIED UNANIMOUSLY

III. SPECIAL RESOLUTION #3 – BY ¾ VOTE – SPECIAL LEVY FOR RAR CONSULTING FEES:

AS SPECIAL RESOLUTION #2 WAS APPROVED, SPECIAL RESOLUTION #3 WAS NOT TAKEN IN CONSIDERATION.

PREAMBLE

In May 2014, the Strata Council was made aware of the potential negative impact on certain Strata Lots in Countryside Village, if the Village of Anmore were to adopt an update of the current Official Community Plan (OCP). In their consideration of an update of the OCP, the Village has also decided to adopt the Riparian Areas Regulation (RAR) enacted by the Province of British Columbia in 2005. With any new land development, RAR allows local government to achieve improved protection of fish and fish habitat in BC, through setback restriction. Strata Council immediately hired Pottinger Gaherty Environmental Consultants Ltd to find a solution to remedy this negative impact on Countryside Village. The funds for this Consultants Services were borrowed from the Contingency Reserve Fund. The cost of the Consultants Fees, Surveying and Lawyers Convalescing Fees were $36,261.53.

The above expenditure shall be funded by special levy assessed to the Owners of Strata Plan BCS 3635 Countryside Village.

THEREFORE BE IT RESOLVED by a ¾ vote, pursuant to Section 108 of the Strata Property Act, that the Owners of Strata Plan BCS 3635, Countryside Village, at the Special General Meeting held November 26th, 2014 be authorize to raise the sum of $36,261.53 by a special levy for the purpose of paying back the funds expended from the Contingency Reserve Fund for professional services provided by Pottinger Gaherty Environmental Consultants to address the RAR issue. The special levy is due and payable in one payment on December 1st, 2014, in proportion to the unit entitlement as set out in the attached schedule "**B**".
END OF RESOLUTION

IV. SPECIAL RESOLUTION #4 – BY ¾ VOTE – EXPENDITURE FROM CRF FOR EMERGENCY REPAIRS – SINK HOLE:

PREAMBLE

In August 2014 two sink holes developed on common property near the bridge and in front of Strata Lot #3.This was considered an immediate and emergency repair. The repairs were completed by Sandpiper Contracting LLP. The funds for this repair were borrowed from the Contingency Reserve Fund. The cost of the repairs was $4,147.50.

THEREFORE BE IT RESOLVED by a ¾ vote of the Owners of Strata Plan BCS 3635, Countryside Village, at the Special General Meeting held November 26th, 2014 to approve the permanent expenditure of $4,147.50 from the Contingency Reserve Fund in accordance with Section 96 of the Strata Property Act for the purpose of paying back the cost to repair the sink holes on common property completed in August 2014.
END OF RESOLUTION

It was **MOVED** by Strata Lot 59 to adopt Special Resolution #4 as presented. **SECONDED** by Strata Lot 50.

After some discussion, regarding the location of the developed sink hole and the preventative maintenance, the question was called to approve the Special Resolution #4 as presented. **IN FAVOUR: 64 OPPOSED: 0 ABSTENTIONS: 0**
MOTION CARRIED UNANIMOUSLY

<u>V. SPECIAL RESOLUTION #5 – BY ¾ VOTE – SPECIAL LEVY FOR EMERGENCY REPAIRS - SINK HOLE:</u>

AS SPECIAL RESOLUTION #4 WAS APPROVED, SPECIAL RESOLUTION #5 WAS NOT TAKEN IN CONSIDERATION.

PREAMBLE

In August 2014 two sink holes developed on common property near the bridge and in front of Strata Lot #3.This was considered an immediate and emergency repair. The repairs were completed by Sandpiper Contracting LLP. The funds for this repair were borrowed from the Contingency Reserve Fund. The cost of the repairs was $4,147.50.

THEREFORE BE IT RESOLVED by a ¾ vote, pursuant to Section 108 of the Strata Property Act, that the Owners of Strata Plan BCS 3635, Countryside Village, at the Special General Meeting held November 26th, 2014 be authorize to raise the sum of $4,147.50 by a special levy for the purpose of paying back the funds expended from the Contingency Reserve Fund for the cost to repair the sink holes on common property in August 2014. The special levy is due and payable in one payment on December 1st, 2014 in proportion to unit entitlement as set out in the attached schedule "**C**".
END OF RESOLUTION

<u>VI. SPECIAL RESOLUTION #6 – BY ¾ VOTE – BYLAW AMENDMENTS – VACANT STRATA LOTS MAINTENANCE:</u>

PREAMBLE

It is the recommendation of Strata Council to amend the Bylaws by creating a "Vacant Lot Maintenance" Bylaw.

THEREFORE BE IT RESOLVED by a ¾ vote of the Owners of Strata Plan BCS 3635, Countryside Village, at the Special General Meeting held November 26th, 2014 to amend the Strata Corporation Bylaws by adding Section S44 – Vacant Strata Lot Maintenance as follow:

S44. Vacant Strata Lots Maintenance
All vacant Strata Lots require to be maintained by the Owner(s) at all the times. As determined by the Strata Council, the owner(s) of vacant lot(s) shall be responsible for all associated costs to bring to the standard condition and a $50 fine per event will be added to that Strata Lot account.
END OF RESOLUTION

It was **MOVED** by Strata Lot 59 to adopt Special Resolution #6 as presented. **SECONDED** by Strata Lot 39.

Discussion ensued with respect to the value of the attached to the resolution. One Owner suggested $100 while another suggested a increasing fine up to $500. The Strata Manager advised that as per the Strata Property Act, $200 is the maximum fine. Owners were assured a letter of warning would be sent out prior to any fine being assessed and any work being done.

It was **MOVED** by Strata Lot 39, to amend Special Resolution #6 by changing section S44 to read as follow:

S44. Vacant Strata Lots Maintenance
All vacant Strata Lots require to be maintained by the Owner(s) at all the times. As determined by the Strata Council, the owner(s) of vacant lot(s) shall be responsible for all associated costs to bring to the standard condition and a $100 fine per event will be added to that Strata Lot account.
END OF RESOLUTION

SECONDED by Strata Lot 49. **IN FAVOUR: 58 OPPOSED: 4 ABSTENTION: 2**
MOTION CARRIED

The question was called to approve Special Resolution #6 as amended.
IN FAVOUR: 64 OPPOSED: 0 ABSTENTIONS: 0
MOTION CARRIED UNANIMOUSLY

<u>VII. SPECIAL RESOLUTION #7 – BY ¾ VOTE – BYLAW AMENDMENTS – WATER USAGE:</u>

PREAMBLE

It is the recommendation of Strata Council to amend the Bylaws by creating a "Water Usage" Bylaw.

THEREFORE BE IT RESOLVED by a ¾ vote of the Owners of Strata Plan BCS 3635, Countryside Village, at the Special General Meeting held November 26th, 2014 to amend the Strata Corporation Bylaws by adding Section S45 – Water Usage as follows:

S45. Water Usage
All undeveloped lots at Countryside Village will have to pay a $50/per month water usage fee payable to The Owners of Strata Plan BCS3635 to cover water usage for the period construction begin until the time a water meter is installed on the property.
END OF RESOLUTION

It was **MOVED** by Strata Lot 36 to adopt Special Resolution #7 as presented. **SECONDED** by Strata Lot 6.

After some discussion, there was a call for a vote to approve Special Resoluiton #7 as presented. **IN FAVOUR: 64 OPPOSED: 0 ABSTENTIONS: 0**
MOTION CARRIED UNANIMOUSLY

<u>VIII. SPECIAL RESOLUTION #8 – BY ¾ VOTE – BYLAW AMENDMENTS – BUILDING SCHEME – ROOF DESIGN:</u>

PREAMBLE

It is the recommendation of Strata Council to amend the Building Scheme by amending the acceptable Roof Design and Pitch bylaw for new construction or renovation at Countryside Village, attached as schedule "**D"** to this resolution.

THEREFORE BE IT RESOLVED by a ¾ vote of the Owners of Strata Plan BCS 3635, Countryside Village, at the Special General Meeting held November 26th, 2014 to amend the Exhibit "A" Building Scheme Design Restriction by deleting Section 1(d) Roof and insert Schedule **"D"** Accepted Roof Design and Pitch.
END OF RESOLUTION

It was **MOVED** by Strata Lot 39 to adopt Special Resolution #8 as presented. **SECONDED** by Strata Lot 59.

It was **MOVED** by Strata Lot 39, to amend Special Resolution #8 by to read as follow:

THEREFORE BE IT RESOLVED by a ¾ vote of the Owners of Strata Plan BCS 3635, Countryside Village, at the Special General Meeting held November 26th, 2014 to amend the Exhibit "A" Building Scheme Design Restriction by deleting Section 1(d) Roof and insert Schedule **"D"** Accepted Roof Design and Pitch including Flat Roof.
END OF RESOLUTION

SECONDED by Strata Lot 52 **IN FAVOUR: 8 OPPOSED: 51 ABSTENTIONS: 5**
MOTION DEFETED

After some discussion, there was a call for a vote to approve Special Resoluiton #8 as presented. **IN FAVOUR: 60 OPPOSED: 2 ABSTENTIONS: 2**
MOTION CARRIED UNANIMOUSLY

IX. SPECIAL RESOLUTION #9 – BY ¾ VOTE – EXPENDITURE FROM IRRF:

PREAMBLE

Strata Corporation intends to hire an Engineering Company to design underground services on Main street to include water lines, water meters, water line (auto off/manual on) valves, Telus optic fiber, Shaw cable, street lighting, storm drains, road curbing and paving.

THEREFORE BE IT RESOLVED by a ¾ vote of the Owners of Strata Plan BCS 3635, Countryside Village, at the Special General Meeting held November 26th, 2014 to hereby approve a permanent expenditure of not more than $14,802.90 from Infrastructure Replacement Reserve Fund - IRRF for the purpose of retaining an Engineering Company to design underground services on Main Street.
END OF RESOLUTION

It was **MOVED** by Strata Lot 26 to adopt Special Resolution #9 as presented. **SECONDED** by Strata Lot 36.

It was **MOVED** by Strata Lot 49, to amend Special Resolution #9 by to read as follow:

THEREFORE BE IT RESOLVED by a ¾ vote of the Owners of Strata Plan BCS 3635, Countryside Village, at the Special General Meeting held November 26th, 2014 to hereby approve a permanent expenditure of not more than $17,550 including tax from Infrastructure Replacement Reserve Fund - IRRF for the purpose of retaining H.Y. Engineering Company to design underground services on Main Street.

SECONDED by Strata Lot 39. **IN FAVOUR: 64 OPPOSED: 0 ABSTENTIONS: 0**
MOTION CARIED

After some discussion, there was a call for a vote to approve Special Resoluiton #9 as amended. **IN FAVOUR: 61 OPPOSED: 2 ABSTENTIONS: 1**
MOTION CARRIED UNANIMOUSLY

X. SPECIAL RESOLUTION #10 – BY ¾ VOTE – BYLAW AMENDMENTS:

PREAMBLE

It is the recommendation of Strata Council to amend the Bylaws and include New Construction and Shutting off Water and Electrical Supply to Community Bylaw(s).

THEREFORE BE IT RESOLVED by a ¾ vote of the Owners of Strata Plan BCS 3635, Countryside Village, at the Special General Meeting held November 26th, 2014, to amend the Strata Corporation Bylaws by adding Section S46 "New Construction" and Section S47 – "Shutting off Water and Electrical Supply to Community" Bylaw(s) as follow:

S46. New Construction

a) Trucks and large equipment will be allowed only on odd and even calendar dates corresponding to the lots odd and even address number. This bylaw will only apply to houses being built on the same street at the same time.
b) All trades must keep the roadways within the park open for emergency vehicles and surrounding residents at all times.

S47. Shutting off Water and Electrical Supply to Community

a) The priority of owners requesting a community the water shut off will be to restore the water supply to community.
b) Water Shut Off will be scheduled each week on Tuesdays, Wednesday or Thursday between 10AM and 2PM. A calendar will be set up as follow (1st week of the month Tuesday, 2nd week Wednesday and 3rd week Thursday) this schedule will follow through the year.
c) No Strata Lot my turn off common area water without the express written permission of the Strata Corporation.
d) All New Construction must comply with the Building Scheme Exhibit "A".

END OF RESOLUTION

It was **MOVED** by Strata Lot 39 to adopt Special Resolution #10 as presented. **SECONDED** by Strata Lot 59.

As there were no questions, there was a call for the vote to adopt Special Resolution #10 as presented. **IN FAVOUR: 63 OPPOSED: 0 ABSTENTIONS: 1**
MOTION CARRIED UNANIMOUSLY

XI. SPECIAL RESOLUTION #11 – BY ¾ VOTE – BYLAW AMENDMENTS – QUORUM:

PREAMBLE

It is the recommendation of Strata Council to amend the Quorum Bylaw.

THEREFORE BE IT RESOLVED by a ¾ vote of the Owners of Strata Plan BCS 3635, Countryside Village, at the Special General Meeting held November 26th, 2014 in accordance to Section 48(3) to amend the Strata Corporation Bylaws by deleting Section 48 of the Strata Property Act and inserting Section S48 – Quorum as follow:

S48. Quorum

(a) If at the time appointed for a general meeting, a quorum of 1/3 of eligible owners in person or by proxy are not present, the meeting shall stand adjourned for a period of fifteen (15) minutes whereupon the adjourned meeting shall be reconvened at the same place and the persons present or by proxy and eligible to vote, shall constitute a quorum.

(b) This bylaw does not apply to a meeting demanded pursuant to section 43 of the Act and failure to obtain a quorum for a meeting demanded pursuant to section 43 of the Act, terminated and does not adjourn that meeting.

END OF RESOLUTION

It was **MOVED** by Strata Lot 39 to adopt Special Resolution #11 as presented. **SECONDED** by Strata Lot 26.

After some discussion, regarding the necessity quorum bylaw, the question was called to approve the Special Resolution #11 as presented.

IN FAVOUR: 58 OPPOSED: 5 ABSTENTIONS: 1
MOTION CARRIED UNANIMOUSLY

8. TERMINATION

There being no further business it was **MOVED** by Strata Lot 39, **SECONDED** by Strata Lot 2 to terminate the meeting at 9:05 pm. **MOTION CARRIED UNANIMOUSLY**

Compiled by Quay Pacific Property Management Ltd and reviewed and edited by your Strata Council.

Minutes Provided by:
Quay Pacific Property Management Ltd.
535 Front Street New Westminster, BC V3L 1A4
Phone: 604-521-0876 ext. 223 Fax: 604-525-1299

Strata Property Manager: Constantin Negrut constantin@quaypacific.com

THE CURRENT MINUTES WILL REMAIN POSTED ON THE WEBSITE FOR 2 MONTHS FROM THE DATE OF POSTING.

HTTP://STRATA.QUAYPACIFIC.COM

LOGIN: BCS3635 (must be entered in caps lock)
Password: CTV3635* (must be entered in caps lock)

OWNERS CAN REQUEST COPIES OF THE MINUTES OF THE COUNTRYSIDE VILLAGE BY ORDERING THROUGH OUR OFFICE.

OWNERS ARE ENCOUREGED TO KEEP UP TO 2 YEARS OF MINUTES

The Owners of Strata Plan BCS3635
Council Agenda Dec. 2014

Date: Dec/ 16, 2014
Time: **7:00 pm**
Room: **Parkview Room**
Port Moody Civic Center

Committee members present: - Mike, Ted, Daniel

Guests Present: - Earl

Regrets: -PETER, James

Recorder:
1.0 Approval of Agenda -APPROVED

2.0 Approval of minutes of previous meeting – **approved via email**

2.1 Approval of Amended Minutes

4.0 **New Business**

Item	Name	Description & Discussion	Action Plan/Deadline
Strata	Mike	Conflict of Interest	Carried forward
Bylaw Enforcement	Mike	Update	updated
Building Committee	Dan	Update	lot 90 – planning stage lot 65 – framing lot 66 – submitting plans lot 69 – MH removed lot 15 plans submitted

			lot 22 plans received lot 41 nearing completion
New const. final insp	Ted Dan	New procedure to be placed into final inspection doc.	completed
STP	Mike	a) - Birds eye Gravel disposal b) - Smoke testing c) - STP line repairs	a) – off site disposal required b) –proceed in spring c) – AGM proposal for funding
Meter boxes	Ted Dan	Building application form to be updated	completed
STP Alarm Pager	Mike	TELUS rumored to be discontinuing pager services	TELUS no longer supporting paging systems as of Mar 31, 2014

Caretakers	Mike	Review position	Reviewed duties, safety, wages and equipment,
Building Scheme	All	Review items i.e. fences, exterior colors	Several items to be updated carried forward

4.0 New Business

Item	Name	Discussion	Action Plan/Deadline
Equipment	Mike	Salter and mower replacement	Will get input from Caretaker

BCS3635 Common Area Water Bill	Ted	To go to Anmore Village for meter reading print outs before invoicing then immediately after invoicing and attain a report on lots with no meters installed. 6 month water bill Mar. to Sept,	Carried forward
Main St. Infrastructure Design	All	Main St. design/construction boundaries. Review decision to not replace existing sewer pipe	Determined scope of design and construction boundaries
.**Adjournment:**	8:49 pm		
Next Meeting:		Jan 20, 2015	

5.0 Reports (standing items)

Item	Name	Discussion	Action Plan/Deadline