



FirstService
RESIDENTIAL

MEMORANDUM

TO: The Owners, Strata Plan LMS 3316

DATE: December 17, 2020

FROM: Steven Loo, Strata Manager

RE: ANNUAL GENERAL MEETING MINUTES

IMPORTANT INFORMATION Please have this translated

重要資料 請找人為你翻譯

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

INFORMACIÓN IMPORTANTE Busque alguien que le traduzca

알려드립니다 이것을 번역해 주십시오

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੰਘਾ ਕਰਵਾਓ

Attached are the minutes of the Annual General Meeting held on Thursday, December 3, 2020. Please read and retain them for future reference.

STRATA FEES:

Owners please note: Strata fees have increased, retroactive to October 1, 2020.

BYLAWS/RULES:

NEW BYLAWS/RULES WERE PASSED. Please access **FSRConnect™** Association Documents for the current Bylaws/Rules.

NEW COUNCIL:

- Courtenay Hoang
- David Mah
- Geoff DeGoey
- Kin Leong
- Lisa Chow
- Michel Gagnon
- Young Seok Lee

FSRConnect™ REGISTRATION

Sign up for the Resident Portal today to get access to the latest essential documents and information for your community. To register, search for your community website here: <http://www.fsresidential.com/connect/find-my-community> and click on the 'Register' button. Having trouble? For assistance call our Care Center which is open 24/7 365 days a year with translation services available in 31 different languages. The Care Centre team can be reached at 833-710-6869.

* * *

Encl.

SL/sm

**MINUTES
ANNUAL GENERAL MEETING
THE OWNERS STRATA PLAN LMS 3316
MERDIAN BY THE PARK**

***Virtual Townhall Pre-AGM Information Meeting Held on Tuesday, November 24, 2020
via Google Meeting***

***AGM Held on Thursday, December 3, 2020
Within 6670 Rumble Street-Underground Visitor's Parking Area***

Following registration that started at 6:15 p.m., the meeting was called to order at 6:30 p.m. by Council President, Kin Leong.

Joining Kin Leong at the restricted proxy AGM was Lisa Chow, Geoff DeGoey and Young Seok Lee. All are Council Members.

Lisa Chow and Young Seok Lee agreed to be the scrutineers.

Steven Loo is representing FirstService Residential BC Ltd.

QUORUM STATUS

Subject to the Bylaws, a quorum for a general meeting is eligible voters holding one third of the Strata Corporation's votes, present in person or by proxy. As the Strata Corporation currently consists of 53 eligible voters, 18 represents quorum in this instance. At the commencement of the meeting there were 4 eligible voters in attendance and 14 represented by proxy for a total of 18 votes represented. The quorum requirements had been achieved and the meeting proceeded. It was noted that the Notice of Meeting, dated November 12, 2020, complied with the notice requirements of the *Strata Property Act* and that the most recently approved financial statements had been received.

APPROVAL OF AGENDA

It was moved and seconded to approve the Agenda as distributed with the Notice of Meeting. **CARRIED.**

APPROVAL OF GENERAL MEETING MINUTES

It was moved and seconded to approve the Minutes of the Annual General Meeting held November 26, 2019 as previously circulated. **CARRIED.**

PRESIDENT'S REPORT

(Please see attached at the end of the AGM minutes)

REPORT ON INSURANCE

This important Report on Insurance was discussed in detail with Owners and Strata Council at the Virtual Townhall Pre-AGM Information Meeting that took place on Tuesday, November 24, 2020. The Strata Manager on behalf of the Chairperson took the opportunity to advise those in attendance virtually that night of the following information regarding strata lot ownership and other matters concerning the Strata Corporation, including the Strata's annual insurance renewal.

Strata Corporation Insurance and Coverages

The Strata Corporation's policy is designed to cover loss arising from fortuitous causes, subject to exclusions stated in the policy wordings, and the applicable deductible in the event of a claim. Please refer to the Insurance Summary included with your Notice of Meeting which outlines the Strata's insurance coverage's, applicable limits and deductibles.

Section 149 of the *Strata Property Act* requires the Strata Corporation to obtain and maintain property insurance on common property, common assets, buildings shown on the Strata Plan and fixtures built or installed by the owner developer as part of the original construction on the Strata lot. The property insurance must be on the basis of full replacement value and insure against all **major perils**, such as fire and water escape, as set out in the regulations of the Act, as well as any other perils specified in the bylaws. Your Strata Corporation's insurance policy is currently held with BFL Canada and is insured for a replacement value of \$21,790,000 based on information contained in the insurance appraisal performed by Normac .

Section 150 of the *Strata Property Act* requires the Strata Corporation to also obtain and maintain liability insurance to insure the strata corporation against liability for property damage and bodily injury.

Although optional under Section 151 of the *Strata Property Act*, all Strata Corporations managed by FirstService Residential BC Ltd. have errors and omissions insurance for council members against their liability and expenses for errors and omissions made in the exercise of their powers and performance of their duties as council members.

Please note the Strata Corporation's policy does NOT provide coverage for loss or damage to:

- Strata lot Owner's betterments and/or improvements to the strata lot
- Strata lot Owner's and/or Tenant's personal property
- Strata lot Owner's rental income loss (if applicable)

Note: While most Strata Insurance policies include Additional Living Expense coverage, this coverage is designed to help with unit owner's costs when they are displaced after a claim. The Strata's coverage is secondary and will be drawn upon after the unit owner's coverage is exhausted.

Insurance Coverage Recommendations

The Strata Manager on behalf of the Chairperson reminded all in attendance that it is strongly encouraged to obtain their own insurance coverage. While Owners should contact their personal broker, the following coverages are recommended as a guideline:

- **Personal property** such as furniture, jewellery and other belongings in the Strata lot or designated storage space.
- **Additional Living Expenses** incurred as a result of the insured premises being uninhabitable as a direct result of an insured loss or damage.
- Strata lot **Betterments and Improvements** completed at a Strata lot Owner's expense, such as upgraded flooring, fixtures etc.
- Owners should have coverage for any **Strata Deductible Assessments** in the event the Strata Corporation tries to recover the deductible portion of an insurance claim from an owner that is responsible for the loss or damage that gave rise to the claim. Please have your insurance broker review the current strata corporation bylaws.
- **Special Assessments** coverage which provides protection for the owner's share of levies for damage to the common property that may be charged back to the Owner for a variety of reasons. For example, all Owners should ensure they are covered for their portion of the Strata's **earthquake deductible**, which would be calculated based on a percentage of the replacement value and then split amongst Owner's by unit entitlement.
- **Personal Liability** protects for legal responsibility to others for claims arising from bodily injury, property damage and more.
- If the Strata Lot is rented, **Loss of Rental Income** incurred by a Strata lot Owner as a result of the insured premises being uninhabitable by the tenant as a result of an insured loss or damage.

Note: In a rental situation, there are three separate parties; therefore, there should be three separate insurance policies: Strata Corporation policy, Owner's policy and the Tenant's policy. The non-resident Owner should make sure their tenant clearly understands what is not covered under the Strata Corporation's policy (i.e. – personal contents).

*A copy of the Strata Corporation's most recent insurance summary, policy and property appraisal can be found on **FSRConnect™**. <http://www.fsresidential.com/connect/find-my-community>*

SIMPLE TIPS TO SAFEGUARD YOUR INVESTMENT

DOs inside your home:

- Know the location of the water line shut off valves for emergency shut off use.
- Check and replace hoses as required – washing machine, dishwasher, etc. Have a plumber make sure the check valves are working properly.
- Check the condition of the seals around your bathtub, toilet, faucet and shower heads; repair or replace caulking when necessary.
- When you leave on vacation, think about shutting off the water supply.

- Install a 4-inch lip sheet metal drain pan connecting to a floor drain underneath all in suite washer appliances.

DON'Ts inside your home:

- Do NOT hang clothes on sprinkler heads.
- Do NOT store contents and storage boxes within 24 inches of the ceiling or wall mounted sprinkler heads.
- Do NOT flush "stuff" in the toilets i.e., kitty litter, feminine products, etc.
- Do NOT leave your washing machine or dishwasher running in your absence.
- Do NOT use nails longer than 3/4 inches as it poses puncturing problems for hidden pipes. If you are using nails or drilling, be cautious of the piping inside the wall.

BUDGET DISCUSSION AND APPROVAL

At the virtual townhall meeting held on November 24, 2020, Owners were referred to the Proposed Operating Budget, the schedule of strata fees and the accompanying notes explaining how the figures were prepared.

It was moved and seconded to bring the proposed operating budget(s) to the floor for discussion.

The results were as follows:

18 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. **CARRIED.**

Owners please note: Strata fees have increased, retroactive to October 1, 2020.

PAYMENT OPTIONS (MONTHLY STRATA FEES ONLY):

1. **Owners Currently On Pre-Authorized Payment (PAD):** There is no action required from these Owners as any new strata fees and/or retroactive fees adjustments (if any) will be automatically adjusted.
2. **Owners Who Pay By Post-Dated Cheques:** Please send in 12 post-dated cheques payable to Strata Plan LMS 3316, as well as any retroactive payment if necessary, as per the attached fee schedule.
3. **Owners Who Pay By E-Banking:** Owners will have to re-submit the strata fee amount for future months, as well as any retroactive payment if necessary, as per the attached fee schedule.

If you have any questions regarding your account, please contact the Accounts Receivable Department at ar.bc@fsresidential.com.

**CONSIDERATION OF 3/4 VOTE RESOLUTION "A"
WAIVER OF DEPRECIATION REPORT**

It was moved and seconded to bring the proposed resolution to the floor for discussion. Resolution "A" reads as follows:

PREAMBLE

A Depreciation Report is a long-term financial planning tool that estimates the repair and replacement cost for major items in the Strata Corporation and the expected life of those items (elevator, boilers, windows, roof, etc.).

The *Strata Property Act* has mandated that Strata Corporations must obtain from a qualified person a Depreciation Report unless Strata Corporations, by a Resolution passed by a 3/4 vote at an Annual or Special General Meeting, waives that requirement.

WHEREAS the Owners, Strata Plan LMS 3316 – Meridian by the Park, wish to waive the requirement to obtain a Depreciation Report otherwise required under Section 94 of the *Strata Property Act*.

BE IT RESOLVED by a 3/4 Vote Resolution of the Owners, Strata Plan LMS 3316 – Meridian by the Park, in person or by proxy, that in accordance with Section 94(3) of the *Strata Property Act*, the requirement to obtain a Depreciation Report is hereby waived until the next Annual General Meeting.

The results were as follows:

18 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. **CARRIED.**

**CONSIDERATION OF MAJORITY VOTE RESOLUTION "B"
DEPRECIATION REPORT**

多數投票議案“B” - 樓宇長遠規劃報告 (使用\$10,000儲備金)

(ONLY TO BE CONSIDERED IF 3/4 VOTE “A” IS DEFEATED)

(如果投票議案“A”被打敗才需要考慮)

(As Resolution “A” was approved, Resolution “B” was not brought forth for discussion)

**CONSIDERATION OF 3/4 VOTE RESOLUTION "C"
BYLAW ADDITION**

It was moved and seconded to bring the proposed resolution to the floor for discussion. Resolution "C" reads as follows:

WHEREAS The Owners, Strata Plan LMS 3316 – Meridian by the Park, pursuant to Division 2 of Part 7 of the *Strata Property Act*, S.B.C. 1998, may amend the Bylaws of their Strata Corporation;

AND WHEREAS The Owners, Strata Plan LMS 3316– Meridian by the Park, wish to amend the Bylaws of their Strata Corporation;

BE IT RESOLVED by a 3/4 Vote Resolution of The Owners, Strata Plan LMS 3316, in person or by proxy at this General Meeting, that the Bylaws of their Strata Corporation be amended as follows, such amendment to be effective upon the filing of an Amendment to Bylaws in prescribed form in the Land Title Office;

by *adding* a new Bylaw 2.11, to read as follows:

"Insurance and Indemnity

- 2.11 (1) *An owner is deemed to be responsible for any loss of damage caused to the common property, limited common property, common assets or to any strata lot, and/or personal injury or death, where the cause of such loss or damage originated within the owner's strata lot and the loss or damage is not covered and paid by any insurance policy.*
- (2) *An owner is also deemed to be responsible for any loss or damage to the common property, limited common property, common assets or to any strata lot, and/or personal injury or death, where the cause of such loss or damage is the result of an act, omission, negligence or carelessness of the owner, and/or owner's tenants, co-occupants, family members, employees, agents, contractors, guests or invitees and the loss or damage is not covered and paid by any insurance policy.*
- (3) *If any loss or damage deemed to be the responsibility of an owner under subsection(1) and/or (2) of this bylaw results in a claim against any insurance policy held by the strata corporation, that owner shall save harmless and indemnify, and is strictly liable to reimburse the strata corporation for the full amount of any insurance deductible, any portion of insurance coverage declined and/or any amount by which the loss or damage exceeds the insurance coverage.*
- (4) *If any loss or damage deemed to be the responsibility of an owner under subsection (1) and or (2) of this bylaw does not exceed the insurance deductible for an insurance policy held by the strata corporation, that owner is strictly liable and shall fully indemnify and save harmless the strata corporation for any resulting expense for maintenance, repair or replacement rendered necessary, including legal costs incurred in relation to defending any claim against the strata*

corporation, and/or prosecuting any claim made against the owner, such indemnity to be on a solicitor and client basis, including disbursements, expenses, taxes, filling and/or Court fees, all of a full indemnity basis. ”

The results were as follows:

18 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. **CARRIED.**

STRATA COUNCIL

At the virtual townhall meeting held on November 24, 2020, there were 7 nominations presented. Owners have been advised that they must only vote up to a maximum of 7 Council members.

ELECTION OF COUNCIL

The Strata Manager on behalf of the Chairperson advised that under the Bylaws of the Strata Corporation the Council must consist of a minimum of 3 to a maximum of 7 members. Those persons elected to the Council at this meeting will hold office until the next Annual General Meeting.

The following persons agreed to stand for Council with thanks and appreciation from all Owners:

- Courtenay Hoang
- David Mah
- Geoff DeGoey
- Kin Leong
- Lisa Chow
- Michel Gagnon
- Young Seok Lee

In order to be elected onto Council each nominee must obtain at least a majority vote of Owners. All seven Owners received a majority vote. The following Owners will make up your 2020 - 2021 Strata Council:

- Courtenay Hoang
- David Mah
- Geoff DeGoey
- Kin Leong
- Lisa Chow
- Michel Gagnon
- Young Seok Lee

TERMINATION OF MEETING

There being no further business, it was moved to terminate the meeting at 6:50 p.m. **CARRIED.**

FirstService Residential BC Ltd.



Steven Loo
Strata Manager
Per the Owners
Strata Plan LMS 3316

SL/sm

Email: info.bc@fsresidential.com
Customer Care Centre: 1.855.273.1967 (24 hours non-emergency)

www.fsresidential.com

Please keep a copy of these minutes for future reference, which will be required at the time of sale. A charge, as per the *Strata Property Act*, will be assessed for replacement copies.

FSRConnect™ REGISTRATION

Sign up for the Resident Portal today to get access to the latest essential documents and information for your community. To register, search for your community website here: <http://www.fsresidential.com/connect/find-my-community> and click on the 'Register' button. Having trouble? For assistance call our Care Center which is open 24/7 365 days a year with translation services available in 31 different languages. The Care Centre team can be reached at 833-710-6869.

In our dedication to ever-greater operational excellence and best practices, FirstService Residential uses **FSRConnect™**, an integrated web-based solution created solely for the property management industry. This software incorporates scores of advanced features that streamline building level administration, operations and communications.

A website portal, extended from **FSRConnect™**, is provided to your Strata Corporation, **FREE OF CHARGE**. Residents have secured access to stay up to date with community news, events, their accounts, etc. The email distribution capabilities and housing of strata documents will save postage and copying costs for the building.

FIRSTSERVICE OFFERS CONVENIENCE!

1. ***Pre-Authorized Debit Payment (PAD)***

For Owners who wish to enroll in our PAD for the 1st time, a copy of our PAD Agreement can be downloaded from our website at www.fsresidential.com under the “Forms” section.

2. ***Online/Telephone Banking***

FirstService offers convenience! Our office has established electronic banking relationships with the major chartered banks and all participating credit unions in BC (i.e. Vancity, Coast Capital Savings, etc.) to make it easier for you to remit your Strata fees, special levies, etc.

I'M INTERESTED, HOW DO I DO THIS?

1. Go to bill payment option and set up “**FirstService Residential (Strata)**” as a vendor.
2. You will be required to provide your FirstService personally assigned unique reference number (without dashes or spaces). This number can be found in your FirstService correspondence.
3. Enter your payment amount and payment date. You should also be able to set this up as a recurring payment every month.

WHEN SHOULD I MAKE MY PAYMENTS?

It takes 1 to 3 business days for us to receive your payment depending on your financial institution. Please note it is the customer’s responsibility to ensure that payments are received by FirstService Residential by the due date to avoid any late payment fines.

President's Report

LMS3316 Strata AGM (Online Town Hall) – Nov. 24th, 2020

This past year has been a challenging year for many of us with the pandemic, forcing many of us into a new lifestyle to work and school from home, and shop online instead of at stores. Normalcy has been redefined and transformed in almost every part of our lives.

We are quite fortunate to be part of a townhouse strata where we respect each other and are always ready to help when help is needed. I have seen many of our neighbours connect more than ever -- whether to walk their dogs together, help with maintaining the cleanliness of our common areas, or to share gardening harvest. The sense of community is stronger than ever.

We must thank many of the owners and residents who contributed in their own way to make our townhouse complex a safe and peaceful community enjoyed by all.

Insurance Claim / Insurance Increase

There was an unfortunate water leak into the basements of three units that took place on January 1st 2020 (New Year's Day) which became a very costly emergency repair that led to an insurance claim. Council tried to manage the repairs as best as possible to balance having the repairs done as quickly as possible while not incurring unnecessary costs for our strata. As a result of the time and money diverted to these repairs, Council had to defer a few non-urgent repairs to ensure funds were kept available to cover the repair costs. This turned out to be a lucky but good decision as complications with insurance coverage did result in the strata corporation incurring direct costs.

During this time, our Strata Manager had alerted Council that our strata insurance premium was likely to sharply increase just like many stratas in Metro Vancouver had experienced. Council had to carefully consider the potential of a greater increase to our insurance premium with the water leakage claim. Although our insurance premium did increase by 67% for our

next fiscal year, this increase was not as massive as some stratas that saw increases in the 150% to 200% range.

The rampant increase of insurance premiums is a topic that will be closely monitored by Council in the new fiscal year. Any increase in insurance premium cost has a very large effect on our strata fees.

Projects Completed

With the challenges of the pandemic, Council was able to complete a few projects this past fiscal year. The painting of the wooden garage doors along the front row of units were completed in the spring. There were repairs to wooden shingles that were damaged by a woodpecker. We found an innovative way to use a balloon to thwart the woodpecker from returning to cause more damage. We have contracted a new landscaper who is charging less but doing a better job than our previous landscaping company. Our gutters were cleared -- now by one of our owners who has more than 15 years experience in cleaning gutters -- instead of hiring an outside contractor. Our north-facing sidings and our balconies were also cleaned as regular maintenance items.

Playground Benches

Our playground upgrade project was completed in early 2020 with the installation of two benches in the playground area that formerly housed the toy dinosaurs. These benches are intended for owners and residents to have a common place where they can sit to enjoy the beauty of our complex while supervising their children playing.

South Entrance Pavers

We had completed an upgrade to install paver stones on the pathway leading to the south entrance. We know many owners and residents regularly use this south entrance to access the walking path and the facilities at Ron McLean Park. This upgrade was a small investment that nets a great return for everyone in the complex to enjoy a safer walking path to the parkway.

Tree Pruning / Maintenance

We also had Barlett, our arborist contractor, help to remove two trees that were growing too close to our buildings in the spring. Disappointingly, Bartlett did not do a full assessment of the other trees around our complex on their safety. Council brought in 3 other local arborist companies to

assess the condition of the various trees around our complex. It was a common assessment that many of the trees -- especially the sweetgum trees -- were overgrowing in the planters that are located above the underground parkade. There will be a project for Council to have some of these overgrown trees prune or cut down as permitted by the City of Burnaby in order to keep our building structures safe.

Window Replacement - On Hold

The replacement of fogged window panes was one project that was delayed due to the pandemic. The safety aspect of having a contractor enter multiple units was deemed to be unsafe by Council and hence this project was put on hold. This work will be completed once we have some confirmation that the COVID community spread is back under control.

Cleaning Party - Cancelled

Our regular summer cleaning party was also cancelled due to consideration for the safety of our community volunteers. We hope that by next summer we will be in a safer situation to have a cleaning party again.

Garbage and Recycling

Council has received some feedback regarding the green bin Food Scrap collection program. Several owners and residents have noted to Council that they are physically not able to safely move the filled green bins to the curbside. With this feedback, Council sent out a survey to the owners and residents to poll for just which units would need help with moving the green bins. From the results, Council decided to roll out a Green Bin Moving Assistance program which will be implemented in January 2020. This program will match helpers with those that need help through a simple monetary compensation that is linked with our existing \$50 volunteer fee. Details of this program will be published shortly.

Council must remind everyone that plastic bags and Styrofoam are absolutely prohibited from any of our recycling bins. Recycling of plastic bags and Styrofoam must be brought to a recycling depot (such as the Bottle Depot on Buller Street) or to the Burnaby Collection Station on Still Creek Avenue.

We must each do our part to help and correctly sort the recycled materials into their respective bins. I am sure that the majority of us here make proper use of the recycling bins provided by following the classifications and sorting the items correctly. We must work together to police the minority

who do not utilize the recycling bins correctly. If you do see an incorrect item that does not belong, do help by removing the item and placing it to the correct recycling bin.

Caretaker

Our caretaker has done a great job at maintaining the cleanliness of our common areas each month. In particular, she has done a great job keeping the garbage bin and recycling bin areas clean. Our caretaker also helped Council to provide access to trades during working hours throughout the year even with the safety challenges of the pandemic.

Council will again solicit the residents for anyone who wishes to take on this resident caretaker position. Council wishes to emphasize that our caretaker does not assume the duties of our Property Manager. Any strata related issues should still be reported to Steven Loo or to Council directly. As well, our caretaker's work does not alleviate our residents in doing their part to help maintain order and cleanliness of our complex. We thank our caretaker for contributing several hours each week to help with keeping our common areas look better.

Conclusion

I wish to conclude my report by thanking the Council members for their contribution in time and effort this past year. They have all contributed their time generously in the best interest of all owners and residents, to make our complex a safer place and to maintain good value for our properties.

We also thank our property manager Steven Loo for his continued support and excellent service with managing the issues professionally throughout the year. Steven's effort has made our job on Council easy and enjoyable. We hope Steven has enjoyed working with our Strata as much as we have enjoyed his service and hard work.

- End of Report -

LMS 3316-MERIDIAN BY THE PARK

Approved Annual Budget Oct 01, 2020 to Sep 30, 2021

<u>A/C Description</u>	<u>Approved 2020/2021 Budget</u> \$
<u>INCOME</u>	
<u>STRATA FEES</u>	
4002 Operating Fund Contribution	174,331
4003 Contingency Fund Contribution	37,297
TOTAL STRATA FEES	211,628
4640 Interest Income	--
4702 Move In / Move Out Fee	--
4720 Parking	--
TOTAL INCOME	211,628
<u>EXPENSES</u>	
<u>GENERAL EXPENSES</u>	
5015 Audit	210
5445 Caretaker Wages & Benefits	3,328
6300 Insurance	96,000
6504 Legal Fees	189
6700 Management Fees	15,208
6705 Miscellaneous	1,500
TOTAL GENERAL EXPENSES	116,435
<u>BUILDING & GROUND EXPENSES</u>	
5602 Door / Gate	1,500
5705 Electricity	10,500
5903 Fire Prevention	9,000
6001 Garbage Removal	2,600
6011 Grounds-Improvements	10,000
6015 Grounds-Maintenance	30,000
7015 Pest Control	2,000
7240 Repair and Maintenance	15,000
7415 Snow Removal	2,500

LMS 3316-MERIDIAN BY THE PARK

Approved Annual Budget Oct 01, 2020 to Sep 30, 2021

<u>A/C Description</u>	<u>Approved 2020/2021 Budget</u> \$
7423 Supplies	1,000
TOTAL BUILDING & GROUND EXPENSES	84,100
9010 Reserve - Contingency Fund	37,297
9053 Reserve - Special Projects	--
TOTAL EXPENSES	237,832
CURRENT YR NET SURPLUS/(DEFICIT)	(26,204)
9990 Operating Surplus (Deficit) Balance Forward	26,204
9992 Refund of Prior Year's Operating Surplus	--
ENDING OP SURPLUS/(DEFICIT)	--

LMS 3316-MERIDIAN BY THE PARK
Approved Strata Fee Schedule
Oct 01, 2020 to Sep 30, 2021

Strata Lot Number	Civic Address	Unit Entitlement	Op. Fund Monthly Contribution \$	CRF Monthly Contribution \$	Total Monthly Strata Fees \$	OLD Monthly Strata Fees \$	Retroactive Fee Adjustment Oct/20-Jan/21 \$
1	# 1 - 6670 RUMBLE STREET	149	286.29	61.25	347.54	311.79	143.00
2	# 2 - 6670 RUMBLE STREET	149	286.29	61.25	347.54	311.79	143.00
3	# 3 - 6670 RUMBLE STREET	149	286.29	61.25	347.54	311.79	143.00
4	# 5 - 6670 RUMBLE STREET	149	286.29	61.25	347.54	311.79	143.00
5	# 6 - 6670 RUMBLE STREET	149	286.29	61.25	347.54	311.79	143.00
6	# 7 - 6670 RUMBLE STREET	149	286.29	61.25	347.54	311.79	143.00
7	# 8 - 6670 RUMBLE STREET	149	286.29	61.25	347.54	311.79	143.00
8	# 9 - 6670 RUMBLE STREET	149	286.29	61.25	347.54	311.79	143.00
9	#10 - 6670 RUMBLE STREET	153	293.98	62.89	356.87	320.16	146.84
10	#11 - 6670 RUMBLE STREET	143	274.76	58.78	333.54	299.23	137.24
11	#12 - 6670 RUMBLE STREET	138	265.15	56.73	321.88	288.77	132.44
12	#15 - 6670 RUMBLE STREET	138	265.15	56.73	321.88	288.77	132.44
13	#16 - 6670 RUMBLE STREET	143	274.76	58.78	333.54	299.23	137.24
14	#17 - 6670 RUMBLE STREET	173	332.40	71.11	403.51	362.01	166.00
15	#18 - 6670 RUMBLE STREET	174	334.32	71.53	405.85	364.10	167.00
16	#19 - 6670 RUMBLE STREET	145	278.61	59.60	338.21	303.42	139.16
17	#20 - 6670 RUMBLE STREET	130	249.78	53.44	303.22	272.03	124.76
18	#21 - 6670 RUMBLE STREET	130	249.78	53.44	303.22	272.03	124.76
19	#22 - 6670 RUMBLE STREET	135	259.39	55.49	314.88	282.49	129.56
20	#23 - 6670 RUMBLE STREET	146	280.52	60.02	340.54	305.51	140.12
21	#25 - 6670 RUMBLE STREET	131	251.70	53.85	305.55	274.12	125.72
22	#26 - 6670 RUMBLE STREET	134	257.47	55.08	312.55	280.40	128.60
23	#27 - 6670 RUMBLE STREET	126	242.10	51.79	293.89	263.66	120.92
24	#28 - 6670 RUMBLE STREET	131	251.70	53.85	305.55	274.12	125.72
25	#29 - 6670 RUMBLE STREET	140	268.99	57.55	326.54	292.96	134.32
26	#30 - 6670 RUMBLE STREET	139	267.07	57.14	324.21	290.86	133.40
27	#31 - 6670 RUMBLE STREET	129	247.86	53.03	300.89	269.94	123.80

**The retroactive fee adjustment is calculated as the difference between the new strata fees and old strata fees, multiplied by the number of months subsequent to the year end in which the old strata fees were assessed.*

LMS 3316-MERIDIAN BY THE PARK
Approved Strata Fee Schedule
Oct 01, 2020 to Sep 30, 2021

Strata Lot Number	Civic Address	Unit Entitlement	Op. Fund Monthly Contribution \$	CRF Monthly Contribution \$	Total Monthly Strata Fees \$	OLD Monthly Strata Fees \$	Retroactive Fee Adjustment Oct/20-Jan/21 \$
28	#32 - 6670 RUMBLE STREET	132	253.62	54.26	307.88	276.21	126.68
29	#33 - 6670 RUMBLE STREET	124	238.25	50.97	289.22	259.47	119.00
30	#35 - 6670 RUMBLE STREET	132	253.62	54.26	307.88	276.21	126.68
31	#36 - 6670 RUMBLE STREET	129	247.86	53.03	300.89	269.94	123.80
32	#37 - 6670 RUMBLE STREET	138	265.15	56.73	321.88	288.77	132.44
33	#38 - 6670 RUMBLE STREET	140	268.99	57.55	326.54	292.96	134.32
34	#39 - 6670 RUMBLE STREET	140	268.99	57.55	326.54	292.96	134.32
35	#40 - 6670 RUMBLE STREET	138	265.15	56.73	321.88	288.77	132.44
36	#41 - 6670 RUMBLE STREET	138	265.15	56.73	321.88	288.77	132.44
37	#42 - 6670 RUMBLE STREET	140	268.99	57.55	326.54	292.96	134.32
38	#43 - 6670 RUMBLE STREET	140	268.99	57.55	326.54	292.96	134.32
39	#45 - 6670 RUMBLE STREET	138	265.15	56.73	321.88	288.77	132.44
40	#46 - 6670 RUMBLE STREET	135	259.39	55.49	314.88	282.49	129.56
41	#47 - 6670 RUMBLE STREET	125	240.18	51.38	291.56	261.57	119.96
42	#48 - 6670 RUMBLE STREET	138	265.15	56.73	321.88	288.77	132.44
43	#49 - 6670 RUMBLE STREET	140	268.99	57.55	326.54	292.96	134.32
44	#50 - 6670 RUMBLE STREET	140	268.99	57.55	326.54	292.96	134.32
45	#51 - 6670 RUMBLE STREET	128	245.93	52.62	298.55	267.84	122.84
46	#52 - 6670 RUMBLE STREET	159	305.50	65.36	370.86	332.71	152.60
47	#53 - 6670 RUMBLE STREET	156	299.73	64.13	363.86	326.44	149.68
48	#55 - 6670 RUMBLE STREET	156	299.73	64.13	363.86	326.44	149.68
49	#56 - 6670 RUMBLE STREET	155	297.81	63.72	361.53	324.34	148.76
50	#57 - 6670 RUMBLE STREET	159	305.50	65.36	370.86	332.71	152.60
51	#58 - 6670 RUMBLE STREET	156	299.73	64.13	363.86	326.44	149.68
52	#59 - 6670 RUMBLE STREET	156	299.73	64.13	363.86	326.44	149.68
53	#60 - 6670 RUMBLE STREET	159	305.50	65.36	370.86	332.71	152.60

**The retroactive fee adjustment is calculated as the difference between the new strata fees and old strata fees, multiplied by the number of months subsequent to the year end in which the old strata fees were assessed.*

LMS 3316-MERIDIAN BY THE PARK
Approved Strata Fee Schedule
Oct 01, 2020 to Sep 30, 2021

Strata Lot Number	Civic Address	Unit Entitlement	Op. Fund Monthly Contribution \$	CRF Monthly Contribution \$	Total Monthly Strata Fees \$	OLD Monthly Strata Fees \$	Retroactive Fee Adjustment Oct/20-Jan/21 \$
		7,561	14,527.58	3,108.11	17,635.69	15,821.70	7,255.96
Total Annual Strata Fees (x 12 months) =					211,628.28	189,860.40	

**The retroactive fee adjustment is calculated as the difference between the new strata fees and old strata fees, multiplied by the number of months subsequent to the year end in which the old strata fees were assessed.*



FirstService
RESIDENTIAL

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Stay on top of what's going on in your community with a calendar of upcoming events and meetings with building notices available for download.

► **Manage Unit Profile**

Update your contact information or password and check your account balance.

► **Find Answers**

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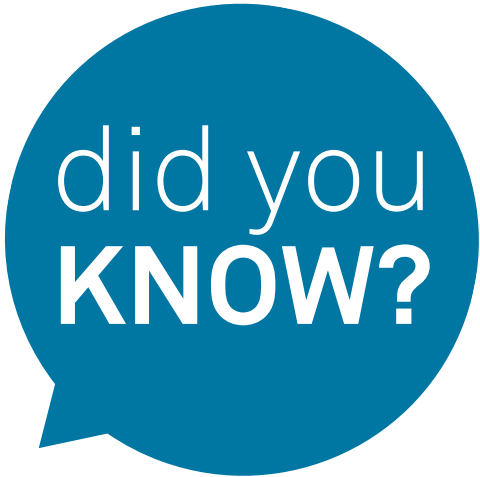
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FirstService Residential
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FS Insurance
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Strata Earthquake Deductibles

Did you know, even though your building has earthquake coverage, you still need earthquake insurance under your own personal policy? This will protect your unit and contents, *and* provide funds to cover your special assessment toward the building’s earthquake deductible.

How much Earthquake Deductible Assessment do I need?

Your Unit Entitlement

Total Unit Entitlement

%

×

Strata Earthquake Deductible

Strata Building Value

×

Earthquake Deductible Assessment

DISCLAIMER: All information provided by FS Insurance Brokers is advisory in nature. Any such information may not identify or contemplate all unsafe conditions; others may exist. FS Insurance Brokers does not imply, guarantee or warrant the safety of any of the client’s properties or operations or that the client or any such properties or operations are in compliance with all federal, provincial, or local laws, codes, statutes, ordinances, standards or recommendations. All decisions in connection with the implementation, if any, of any of FS Insurance Brokers’ advice or recommendations shall be the sole responsibility of, and made by, the client or other recipient of the information.



PRE-AUTHORIZED DEBIT (PAD) AGREEMENT - STRATA

Terms and Conditions:

1. I/We acknowledge that I/we are participating in a PAD plan established by FirstService Residential and I/we participate in this PAD plan upon all terms and conditions set out herein. FirstService Residential reserves the right to reject my/our application or discontinue the service.
2. I/We warrant and guarantee that all persons whose signatures are required to sign on this account have signed this agreement.
3. I/We acknowledge that this PAD authorization is provided for the benefit of FirstService Residential and the processing institution administering the account, and is provided in consideration of the said processing institution agreeing to process these PADs against my/our bank account in accordance with the rules of the Canadian Payments Association.
4. I/We hereby authorize FirstService Residential on behalf of our Strata Corporation and its processing institution to debit my/our bank account on the 1st day of each month:
 - All recurring monthly strata fees and/or charges (e.g. parking and lockers etc.); and/or
 - All approved special levy(ies) and assessment(s); and/or
 - Any one-time retroactive strata fees/charges adjustments; and/or
 - Any one-time sporadic debit of any kind (e.g. a "catch-up" payment on previous outstanding strata fees for 1st time PAD enrolment, NSF administration fee, etc.) as authorized by me/us.

I/we understand that the amount of strata fees may be increased or decreased based on the approved budget as adopted by my/our strata corporation from time to time. **I/We agree to waive the requirements for pre-notification including, without limitation, pre-notification of any changes in the amount of the PAD due to a change in strata fees, charges, special levies and assessments or adjustments.**

5. I/We acknowledge that delivery of this authorization to FirstService Residential constitutes delivery by me/us to the processing institution.
6. I/We understand that this authority is to remain in effect until FirstService Residential has received written notification from me/us of its change or termination. The notification must be delivered to the office of FirstService Residential at least ten (10) business days in advance of the next PAD withdrawal. I/We may obtain a cancellation form or more information on my/our right to cancel our PAD Agreement by contacting the office of FirstService Residential or by visiting www.cdnpay.ca.
7. I/We undertake to inform FirstService Residential immediately, in writing, of any change in the account (e.g. account closure, change of account number, etc.) or other information (e.g. mailing address, phone number etc.) provided in this authorization.
8. I/We understand that a NSF administration fee will apply to my/our account should my/our PAD be returned due to insufficient funds, account closure, or account freeze, etc. It is my/our responsibility to ensure the balance in my/our bank account is sufficient to cover the PADs.
9. I/We have certain recourse rights if any debit does not comply with this agreement. For example, I/We have the right to receive reimbursement for any debit that is not authorized or is not consistent with this PAD Agreement. I/We may obtain more information on my/our recourse rights by contacting my/our financial institution or the office of FirstService Residential.
10. I/We understand the personal information provided in this PAD Agreement is for purposes of identifying and communicating with me/us, processing payments, responding to emergencies, ensuring the orderly management of the strata corporation and complying with legal requirements. I/We hereby authorize the strata corporation to collect, use and disclose my/our personal information for these purposes.

Please Retain This Page For Your Reference. Thank You.

PRE-AUTHORIZED DEBIT (PAD) AGREEMENT

This service is for: Individual PAD ____ Business PAD ____ (Please check)

PERSONAL INFORMATION

Effective Date: _____

Name of Owner(s)	Strata Plan	Strata Lot
Address of Strata Lot	City	Province
		Postal Code
Mailing Address (If different from above)	City	Province
		Postal Code
Phone Number (Res.)	(Bus.)	(Cell)
		Email Address

Please mark "X" to authorize withdrawals of other charges in addition to your strata fees:

☐ Storage/Locker ☐ Parking ☒ **Special Levies** ☐ Specify others: _____

BANK INFORMATION – Please choose one of the following:

- ☐ **Void cheque attached – name(s) on cheque must match name(s) of the legal owner(s) on title. If someone other than the legal owner(s) is making the payment, please complete below information.**

Name	Relation to Applicant
Address	Phone Number

ATTACH VOID CHEQUE HERE

Or, If your account does not provide cheques, please have your bank fill out the information below to ensure the account is coded correctly and will allow pre-authorized payment.

☐

Financial Institution Number:	Branch Transit Number:	Deposit Account Number:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Chequing Account _____ Savings Account _____ (Please check)		
Name of Financial Institution	Branch Address	

AUTHORIZATION

PLEASE NOTE THIS FORM MUST BE RECEIVED IN OUR OFFICE NO LATER THAN THE 20TH OF THE MONTH PRIOR TO THE MONTH THE PAD IS TO COMMENCE. Please enclose a cheque for any balance owing prior to PAD commencement OR initial the box below authorizing a one time catch-up payment.

<input type="checkbox"/>	I/We hereby authorize FirstService Residential (FSR) to withdraw any outstanding strata fees from the attached bank account information starting from commencement of FSR management and/or my/our strata fees commencement date.
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By signing this authorization, I/We acknowledge that I/we have read, understood and accepted all the provisions in the Terms and Conditions on Page 1 of this Pre-authorized Debit Agreement, a copy of which has been provided to and retained by me/us.

Date

Signature of payer(s)

When the form is complete, mail or email to:

FirstService Residential
Attention: Accounts Receivable
200 Granville Street, Suite 700, Vancouver, B.C., V6C 1S4
Email: ar.bc@fsresidential.com