

TAKE NOTICE THAT The Annual General Meeting of **THE OWNERS, STRATA PLAN BCS 2196 – ONE MADISON AVENUE** will be held:

DATE: TUESDAY, JUNE 16, 2009

TIME: 7:00 PM (REGISTRATION 6:15 PM)

**PLACE: BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY
(SW5 BUILDING)
3700 WILLINGDON AVENUE,
BURNABY, BRITISH COLUMBIA**

An Agenda for the Meeting, along with some explanatory notes concerning voting procedures is enclosed herewith. Please read this material carefully prior to the Meeting, and bring it with you to the Meeting for reference.

1. **PURPOSE:** The purpose of the Meeting is to review the operation of the Strata Corporation; to consider the 2009/2010 Budgets; to consider Four (4) $\frac{3}{4}$ Vote Resolutions and to elect the 2009/2010 Strata Council.
2. **QUORUM:** In order to conduct business at the Annual General Meeting, at least **One-Third (1/3)** of the strata corporation's votes must be present in person, or by proxy. **If within half an hour from the time appointed for the General Meeting a quorum is not present, the eligible voters, present in person or by proxy, constitute a quorum.**
3. **$\frac{3}{4}$ VOTE RESOLUTIONS:** A majority of 75% of all persons entitled to vote and who don't abstain, present at the Meeting in person or by Proxy, is required to pass a $\frac{3}{4}$ Vote Resolution. A $\frac{3}{4}$ Vote Resolution may not be acted upon for one week if passed by less than 50% of the Strata Corporation votes and may be reconsidered only once under special circumstances.
4. **PROXY:** A document appointing a Proxy must be in writing and signed by the person appointing the Proxy, may be general or for a specific meeting or Resolution and may be revoked at any time. A person who is an employee of the Strata Corporation including a person providing Strata Management services may not hold a Proxy.

ANNUAL GENERAL MEETING of THE OWNERS, STRATA PLAN BCS 2196 – ONE MADISON AVENUE to be held at 7:00 p.m. on TUESDAY, JUNE 16, 2009 at the BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY (SW5 BUILDING), 3700 WILLINGDON AVENUE, BURNABY, BRITISH COLUMBIA.

A G E N D A

1. CALL TO ORDER.
 2. CERTIFICATION OF PROXIES/DETERMINATION OF QUORUM.
 3. PROOF OF NOTICE OF MEETING.
 4. APPROVAL OF MINUTES OF THE SPECIAL GENERAL MEETING HELD MONDAY, NOVEMBER 17, 2008.
 5. UNFINISHED BUSINESS – Nil.
 6. STRATA COUNCIL REPORT.
 7. INSURANCE REPORT – ATTACHED.
 8. CONSIDERATION OF 2009/2010 BUDGETS – ATTACHED.
 9. CONSIDERATION OF $\frac{3}{4}$ VOTE RESOLUTION #1 – ATTACHED.
 10. CONSIDERATION OF $\frac{3}{4}$ VOTE RESOLUTION #2 – ATTACHED.
 11. CONSIDERATION OF $\frac{3}{4}$ VOTE RESOLUTION #3 – ATTACHED.
 12. CONSIDERATION OF $\frac{3}{4}$ VOTE RESOLUTION #4 – ATTACHED.
 13. NEW BUSINESS.
 14. ELECTION OF 2009/2010 STRATA COUNCIL (3-7 MEMBERS).
 15. TERMINATION.
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STRATA PLAN BCS 2196 – ONE MADISON AVENUE

¾ VOTE RESOLUTION #1

BE IT RESOLVED:

By a ¾ Vote Resolution of The Owners, Strata Plan BCS 2196 that the strata council be and is hereby authorized to:

1. Retain Elevate Restorations to install/supply removable protective padding on the main entrance hallway lobby walls of each building and refurbish the existing damage to the stainless steel on the elevator interiors (\$6,000.00).
2. Retain Safe Security Products to perform security upgrades consisting of the installation of custom Astragal Plates to Eight (8) exterior access doors (\$5,700.00).
3. Retain Safe Security Products to perform security upgrades consisting of the installation of custom Astragal Plates to Ten (10) storage locker room doors (\$5,000.00).
4. Retain Valley-All-Door Distributing Ltd. to install an Overhead Garage Gate with a pass door at the entrance to visitor parking (\$11,500.00).

AND FURTHERMORE:

A Special Levy in the aggregate amount of Twenty Eight Thousand & Two-Hundred Dollars (\$28,200.00) be assessed against all strata lots to be due and payable on the date the ¾ Vote Resolution is passed proportionate to unit entitlement as per Schedule "A" attached hereto.

Council's rationale for items 1 to 4:

1. *Council has reviewed the appearance of the interior and exterior of the building and is undertaking measures to clean-up and or refurbish various parts of the property. Elevator interiors have been vandalized over the past 2 years and to date no clean up measures have been undertaken as there was no way to monitor the elevators. With the completion of the Camera installation in the elevators in early 2009, council is recommending that the strata corporation undertake a refurbishment of the elevator interiors to remove engravings in the stainless steel. We have received a quote to complete the work and supply padding for the walls in the main floor elevator areas. As per Elevate Restorations, who will be performing the work, 80% of the markings can be removed from the surface, while 20% of the markings are quite deep and will be reduced by 50% or more.*

- 2 &3. *Council considers Building Security the Strata Corporation's number one priority. To this end council is undertaking a number of initiatives to improve security and limit access to permitted individuals only. Some of these expenses have been allocated under the R&M line item in the proposed 09/10 Annual Operating Budget. In an effort to limit the increases to Monthly Strata Fees and given the one-off nature of the following expenses we are recommending a special assessment to cover the one-time cost of the installation of custom fit 2-piece Astragal Plates on the buildings exterior access doors (8 doors).*

Locker-room break-ins have been a re-occurring problem on the property, after having met with a Security Consultant, touring the property and problem areas, it was recommended to Council that the astragals installed on exterior access and locker-room doors are not sufficient and in some cases are actually detrimental to security. The consultant recommended having custom astragals installed on key access points and high-value areas. The work will be undertaken by Safe Security Products and a quote has been obtained to complete the work. The new astragals will be made to fit the individual door structure and will limit the ability of individuals to pry the doors open.

4. *During the past year, we have had numerous incidents of theft and other criminal activities reported in the visitor parkade at night. The fact that there are non-guests using our parkade for these purposes is obviously a major security concern for all residents/visitors residing in our buildings. Adding a gate to the visitor parkade was one of the main recommendations council received from several security consultants who reviewed our site.*

STRATA PLAN BCS 2196 – ONE MADISON AVENUE

¾ VOTE RESOLUTION #2

BE IT RESOLVED:

As a ¾ Vote of The Owners, Strata Plan BCS 2196 that the Bylaws be amended as follows:

By adding Bylaw 4 (3) – Annual Fob & Transmitter Registration

- 4 Inform strata corporation
- (3) On an annual basis, Owners must ensure that all assigned Fobs & Transmitters against their strata lot are registered with the strata corporation during the Fob/Transmitter Registration period (to be determined by Strata Council).

Council's rationale

Council completed an audit of the building access system in 2008, where it was determined that a large number of Building Access Devices (FOB's) and Garage Door Transmitters were logged in our security system, in some cases with as many as 10 devices to a suite. Many of these devices had been lost or stolen and were no longer in possession of the suite owners, this was determined after completion of the FOB/Transmitter registration in April 2009. Lost/stolen/missing FOB's and Transmitters pose a security risk to the building as they could potentially be used by criminals to access the property; including tower floors, the secured parking area, locker rooms etc... Council is recommending an adoption of a new bylaw to ensure that at least once yearly, all FOB's, Transmitters and Vehicle Parking arrangements are registered with the Strata Corporation to help ensure that only authorized individuals are permitted to access the property.

NOTE: Annual registration notwithstanding, Council requests that all missing FOB's/Transmitters be reported to the Building Manager ASAP. Please be advised that FOB's and Transmitters can be re-activated at a later date, by the Suite owner, should they be located in the future.

STRATA PLAN BCS 2196 – ONE MADISON AVENUE

¾ VOTE RESOLUTION #3

BE IT RESOLVED:

As a ¾ Vote of The Owners, Strata Plan BCS 2196 that the Bylaws be amended as follows:

By deleting Bylaw 38 (2) (stated below) and renumbering bylaw 38 (3) through bylaw 38 (11) to bylaw 38 (2) through bylaw 38 (10):

- 38** (2) “Each resident must display parking decal on lower left-hand corner of front windshield.”

Council's rationale

Further to the recent registration of Fobs & Transmitters of the Strata Corporation, the vehicle sticker policy will no longer be in effect as it was found to be too onerous to administer.

STRATA PLAN BCS 2196 – ONE MADISON AVENUE

¾ VOTE RESOLUTION #4

BE IT RESOLVED:

As a ¾ Vote of The Owners, Strata Plan BCS 2196 that the Bylaws of the Strata Corporation be amended as follows:

Bylaw 41 (3), that the wording be amended by deleting “(\$100)” and substituting therefore “(\$250.00)”.

Council's rationale

It has been an extremely busy year for move-in and move-outs at OMA due to the amount of turnover/rentals in both buildings. The current Move-In Fee does not cover the Strata Corporations costs for the supervision and monitoring of the move-in and move-outs, let alone the costs associated with repairing all the damage/wear & tear you see in the lobbies/elevators. As a result each owner is presently having to subsidize these additional costs.

PROXY FORM

I/ (WE) _____
of _____ in
the City of Burnaby, in the Province of British Columbia, being Registered Owner (s) of
Strata Lot _____, of Strata Plan BCS 2196 hereby appoint
_____ or failing him/her
_____ or failing him/her
_____ as my (our) proxy
for me (us) and on my (our) behalf at the First Annual General Meeting of The Owners,
Strata Plan BCS 2196 to be held on the 16th day of **June, 2009** and at any adjournment
thereof.

Signed this _____ day of _____ A.D. 2009.

Voting Instructions To Proxy

General Proxy to vote on my (our) behalf as the proxy deems appropriate (____)

OR

Specific Instructions

2009/2010 Budget	In favour	[____]	Opposed	[____]
¾ Vote Resolution #1	In favour	[____]	Opposed	[____]
¾ Vote Resolution #2	In favour	[____]	Opposed	[____]
¾ Vote Resolution #3	In favour	[____]	Opposed	[____]
¾ Vote Resolution #4	In favour	[____]	Opposed	[____]