

MINUTES
of the
ANNUAL GENERAL
MEETING
Of
MEDICAL SERVICES
BLDG
STRATA PLAN NW 1063

Held on June 30, 2026
@ 6:30 pm

via Zoom Video Conferencing

July 14, 2026

To: Owners of Strata Plan NW 1063 – Medical Services Building
From: Collin Stan, Coastal Rainforest Realty Corporation
Re: Monthly Strata Fees and Payment of Levy

At the Annual Meeting of the owners of Strata Plan NW 1063 The Medical Services Building, a budget of \$130,480.76 was adopted. In keeping with the budget, it is the responsibility of all owners to pay their portion of monthly strata fees on the first day of each month to meet the obligations of the monthly budget fees commencing August 1, 2026.

NOTE: There is no increase in the monthly strata fees charged to owner's accounts.

A Deficit Levy will be due on August 1, 2026.

Be advised that Special Levies are not paid via auto withdrawal along with the monthly strata fee.

Our preferred method of payment of levies or arrears are via the online portal (there is an extra fee) or cheque. Or please mail a cheque payable to NW 1063 to the below address.

If you have not already done so, we request that you setup for auto debit for the strata fees, please forward a "VOID" cheque together with the completed attached pre-authorized debit form, as soon as possible, to:

C/O - Coastal Rainforest Realty Corp.

#411-Unit 9, 45905 Yale Rd.

Chilliwack, BC V2P 8E6

If you have any questions, do not hesitate to email me at collin@coastalrainforest.ca.

Sincerely,

Coastal Rainforest Realty Corporation

Agent for the owners, NW 1063

Collin Stan

Strata Manager



Coastal Rainforest Realty Corp.
FULL SERVICE PROPERTY MANAGEMENT
Real Estate Sales • Strata Management • Rental Management

Pre-Authorized Debit Authorization (PAD) Form

Freedom of Information & Protection of Privacy Act
Personal information requested is collected and used for the purpose of administering your Strata Account.
Completion of this form provides your consent.

COMPLETE AND EMAIL TO: debit@coastalrainforest.ca

Strata Address: _____

Strata Plan #: _____ Unit #: _____

Is this your **First Application** _____ or **Change** _____ of Banking Information

Arrears may also be withdrawn at this time to bring my account current. YES _____ NO _____

Starting date for debit (1st of): _____
(If this form is sent into debit@coastalrainforest.ca **Before the 20th of the month** the start date will be the 1st of the next month. After the 20th will be the following month after.)

Coastal Rainforest Realty - In Trust
#411 - 9-45905 Yale Road. Chilliwack BC V2P 8E6 Phone : 778-656-1390
debit@coastalrainforest.ca

The undersigned hereby authorize Coastal Rainforest Realty Corp to withdrawal monthly strata fees by electronic entry as authorized.

Full names of Applicant(s)

Email

Telephone Number

Mailing Address

The undersigned Financial Institution is hereby authorized to debit the account of the applicant:

**PLEASE ATTACH A ‘VOID’ CHEQUE HERE
OR
EMAIL A COPY OF A ‘VOID’ CHEQUE
OR A BANK’S PRE-AUTHORIZED DEBIT (PAD) FORM
WITH THIS DOCUMENT**

- The applicant(s):
1. Warrants that all persons whose signatures are required to sign on this account have signed this agreement below.
 2. Acknowledge that, in order to cancel this agreement, written notice of revocation will be given to Coastal Rainforest Realty.
 3. Acknowledge that delivery of this authorization to you constitutes delivery by the applicant to the financial institution at which I maintain an account and that such financial institution is not required to verify that the deposits are in accordance with this authorization;
 4. Agree to inform Coastal Rainforest Realty in writing of any change in the account information provided in this authorization at least two weeks prior to the next due date of the pre-authorized credit.
 5. Acknowledge that for NSF’s; an administration/processing **NSF charge of \$ 50.00** WILL be levied for any automatic debit or cheques not honored by the bank on which it is drawn.

Signature of Applicant as it appears on your cheque

Date

Signature of Applicant as it appears on your cheque

Date

In order for this application to be acted upon it must be received by our office Before the 20th of the month prior to the month you wish payments to commence!

#411 – 9-45905 Yale Road, Chilliwack, B.C. V2P 8E6
Office: 778-656-1390 debit@coastalrainforest.ca

MINUTES of the ANNUAL GENERAL MEETING of the OWNERS,
MEDICAL SERVICES

June 30, 2026 @ 6:30 PM

MINUTES

1. Call to Order – 6:35 pm
2. Certify Proxies: No proxies.
3. Determine Quorum: Quorum for this meeting is 3 eligible voters.
At the call to order 5 eligible voters in person were in attendance. Quorum was met.
4. Election of Chair for the Meeting, if necessary: It was moved by Unit 201 and seconded by Unit 301 that Collin Stan of Coastal Rainforest chair the meeting.
Carried.
5. Verify Notice of Meeting: All attendees agreed that they had received the meeting notice in accordance with the requirements of the Act.
6. Approve the Agenda: It was moved by Unit 201 and seconded by Unit 301 to approve the agenda as notified. Carried.
7. Approval of August 19, 2025 AGM meeting Minutes: It was moved by Unit 201 and seconded by Unit 301 to approve the minutes of the previous general meeting.
Carried.
8. Unfinished Business:
9. Ratify Rules: (if any):
10. Insurance Review:
11. Presentation of End of Year Financial Statements:
12. Resolution: To approve a Levy of \$6,455.76 to pay off the 2025-26 operating deficit.

Therefore, be it resolved that, by a 3/4 vote of the owners of Medical Services NW 1063, present at the June 30, 2026 Annual General Meeting, do approve the imposition of a Deficit Levy of \$6,455.76, payment by unit entitlement and due on August 1, 2026, per the attached levy sheet.

It was moved by Unit 201 and seconded by Unit 301 to approve the imposition of a Deficit Levy. Carried Unanimously.

13. Resolution: To Approve Proposed Operating Budget and Strata Fees.

Therefore, be it resolved that, by a Majority vote of the owners of Medical Services NW 1063, present at the June 30, 2026 Annual General Meeting, do

approve the proposed budget of \$130,480.76 and associated strata fees, for 2026-27 fiscal year.

It was moved by Unit 201 and seconded by Unit 304 to approve the proposed budget. Carried.

14. Election of Strata Council:

The chair called for nominations for eligible owners to stand for the 2026-27 Strata Council.

Three members were nominated, and accepted, to stand for council.

Eugene Braila

Jason Klop

Dr. Sean Deacon

It was moved by Unit 201 and seconded by Unit 304 to elect to council, the three nominees, together 'as a slate'. Carried.

15. Adjournment: It was moved by Unit 201 and seconded by Unit 301 to adjourn the meeting at 6:51 pm. Carried.

BUDGET COMPARISON - NW 1063
Apr/26-Mar/27

Mar, 2026 (Month #12)

PREPARED FOR:

Medical Services
 9200 Mary St.
 Chilliwack, BC
 V2P 4H6

PREPARED BY:

Coastal Rainforest Realty Corp.
 #411 - 9 - 45905 Yale Rd.
 Chilliwack, BC V2P 8E6
 Tel: (778) 656-1390

	YTD Actual 2025-2026	Annual 2025-2026	Adopted 2026-2027
INCOME			
Fees	129,581.12	122,825.00	122,825.00
Interest Income	1,514.79	1,100.00	1,500.00
Interest/By-Law Fines/Legal	25.00	-	-
Prepay Income	(3,083.38)	-	-
Other income	0.20	-	-
Deficit Levy	<u>5,069.79</u>	<u>3,730.00</u>	<u>6,155.76</u>
TOTAL INCOME	133,107.52	127,655.00	130,480.76
GENERAL EXPENSES			
Insurance	18,818.00	20,000.00	19,000.00
Insurance - Appraisal	-	925.00	925.00
Administration	1,572.19	1,100.00	1,100.00
Accounting	800.00	750.00	800.00
Management	7,800.00	8,580.00	8,580.00
Site Management	-	2,000.00	0.00
Bank Charges	90.00	100.00	100.00
Deficit Carried Forward	3,730.00	3,730.00	6,155.76
Legal	13,506.37	1,017.50	5,000.00
Contingency Reserve Fund	11,799.96	12,282.50	12,282.50
Depreciation Report	<u>-</u>	<u>350.00</u>	<u>350.00</u>
TOTAL GENERAL EXPENSES	58,116.52	50,835.00	54,293.26
BUILDING EXPENSES			
Fire Protection	-	580.00	580.00
Repairs & Maintenance	17,339.90	9,600.00	13,265.90
Landscaping	455.00	400.00	500.00
Janitorial	12,860.48	12,800.00	12,860.00
Electricity	28,099.78	24,000.00	28,000.00
Water & Sewer	6,733.03	4,600.00	6,730.00
Refuse Removal	3,542.32	8,640.00	2,072.00
Elevator Mtce & License	8,080.31	11,000.00	8,000.00
Elevator Phone	1,839.94	900.00	1,329.60
Security	486.00	650.00	500.00
HVAC	-	650.00	650.00
Snow Removal	<u>1,710.00</u>	<u>3,000.00</u>	<u>1,700.00</u>
TOTAL BUILDING EXPENSES	81,146.76	76,820.00	76,187.50
TOTAL EXPENSES	139,263.28	127,655.00	130,480.76
NET INCOME	(6,155.76)	0.00	0.00

Medical Services - NW 1063
For the Fiscal Year April 1, 2026 to March 31, 2027

Adopted Operating Fund:	\$110,542.50
Adopted Contingency Fund:	\$12,282.50
Adopted Strata Fees Total:	\$122,825.00

PLEASE MAKE CHEQUES PAYABLE TO NW 1063

Unit Number	Strata Lot #	Unit Entitlement	Operating Fund	Contingency Reserve Fund	Adopted Strata Fees (Less GST)	Adopted Strata Fees (inc GST)
101	1	667621	615.00	68.34	683.34	717.51
201	2	3397711	3,129.93	347.77	3,477.70	3,651.59
304	3	619933	571.07	63.46	634.53	666.26
303	4	774916	713.84	79.32	793.16	832.82
302	5	667621	615.00	68.34	683.34	717.51
301	6	798760	735.81	81.75	817.56	858.44
403	7	691464	636.97	70.77	707.74	743.13
402	10	1642823	1,513.35	168.15	1,681.50	1,765.58
401	11	739151	680.90	75.65	756.55	794.38
		10000000	\$ 9,211.88	\$ 1,023.55	\$ 10,235.42	\$ 10,747.22
Total Unit Entitlement					10000000	
Total Monthly Fees					\$10,235.42	
Total Yearly Fees					\$122,825.04	

Medical Services - NW 1063
For the Fiscal Year April 1, 2026 to March 31, 2027

Adopted Deficit Levy:	6,155.76
Coastal admin fee	300.00
Total	6,455.76

Due:
Aug 1 2026

PLEASE MAKE CHEQUES PAYABLE TO NW 1063

Unit Number	Strata Lot #	Unit Entitlement	Adopted Levy
101	1	667621	431.00
201	2	3397711	2,193.48
304	3	619933	400.21
303	4	774916	500.27
302	5	667621	431.00
301	6	798760	515.66
403	7	691464	446.39
402	10	1642823	1,060.57
401	11	739151	477.18
		10000000	\$ 6,455.76

Adpoted Deficit Levy (inc GST)
452.55
2,303.15
420.22
525.28
452.55
541.44
468.71
1,113.60
501.04
\$ 6,778.54

Total Unit Entitlement	10000000
Total Adopted Levy	\$ 6,455.76