



STRATA NES2402 CORP

## **Boards Response to Coronavirus (Covid 19) and the upcoming ANNUAL GENERAL MEETING**

March 16, 2020

Dear Owners,

Your board of directors is making every effort to stay apprised of the ongoing evolution of the coronavirus (COVID-19) pandemic situation and its potential impact on our condominium complex.

We are keeping apprised of any cases, or possible cases, of coronavirus in the larger community, and will do the same should any cases or possible cases develop in our condominium community. We will make every effort to keep owners apprised of all developments, of which we become aware, which may impact our community.

We will also be taking all reasonable precautions in relation to maintenance, cleaning and sanitization of the common elements to reduce the risk of infection on the premises. Hand Sanitizers have been ordered but they are currently out of stock and on backorder until April 2nd, in the interim we are making every effort to purchase some sooner.

**Amenities Building will be Closed as of March 16th at 10pm until further notice.**

The board has made the hard decision to close the amenities building in the effort to contain the spread of COVID 19 and to protect owners, tenants and visitors. Our priority is the health, safety and well being of our owners, tenants and staff.

In the meantime, we encourage all residents to stay apprised of general information about coronavirus, including symptoms, treatment, reporting, and general health and well-being, to refer to updated federal, provincial or municipal public health agency advisories, and to follow all recommended protocols as established by the various agencies.

We repeat the concerns and recommendations that have been expressed by so many other organizations:

- Be sure to frequently and thoroughly wash your hands.
- Where possible, try to avoid large gatherings of people.
- Avoid handshakes. Elbow and forearm “bumps”, when desired, are a better idea.

If you aren’t feeling well, stay home and when it comes to meetings, send a proxy instead.

The board will also be considering what all of this means for upcoming meetings of the owners, and will send out a notice about those issues in advance of any potential meetings.

### **UPCOMING AGM - March 28th**

The board is currently still intending to host the AGM at the amenities building as normal. As of today BC has banned gatherings of more than 50 people. What the board is doing to reduce the risk and safeguard the owners during this pandemic and ensure we meet the provincial and federal guidelines.

1. We are asking all owner’s that have travelled internationally or major airports in the past 14 days leading to the AGM or if you are showing any signs of sickness to please **not** attend the AGM and provide your proxy to another owner or board member.
2. We are also asking all owners to only have **one** person from each unit attend the AGM so we can try to scatter sitting to limit the proximity of each person to another person.
3. We are trying to obtain hand sanitizer dispensers (this will be dependent on supplies as most stores are sold out currently) for each building so owners, tenants and guests can clean their hands when they enter our buildings.
4. We will clean and wipe down all surfaces, chairs and tables prior to the AGM to ensure they are as sanitized as possible.
5. We will not be providing any food or drinks during this meeting.
6. We are investigating with CHOA the possibility of holding the meeting by “youtube live” or similar platform – thereby allowing owners to attend online. If arranged, we will provide notice of such to all owners.

### **March 28, 2020 Meeting Procedures (in light of Coronavirus – Covid-19)**

- I. If you have any symptoms – if you are at all unwell – You will not be admitted to the meeting. Instead, please attend by proxy or by electronic means (if this is deemed possible- see point 6 above).
- II. Before the meeting: All attendees will have to thoroughly wash your hands.
- III. AT THE MEETING:
  - A. There will be a bottle of hand sanitizer at the registration table. Everyone must fully and carefully wash their hands with the sanitizer.
  - B. Absolutely No Handshakes! Instead, attendees may engage in elbow or forearm bumps (if you see the need).
  - C. No sharing of pens or documents or anything else (at the meeting), please bring your own!
  - D. Where possible: Keep one empty chair between unrelated attendees.

- E. The chair may adjourn the meeting at any time if the chair has any concern for the health of the attendees of the meeting.
- IV. GENERALLY: We reserve the right to postpone the meeting at any time, if we see any potential health concerns for owners attending the meeting.

The board will continue to monitor the COVID-19 outbreak and respond accordingly.

Sincerely,

Volunteer Strata Board

Strata Plan NES2402 (The Peaks)