

**Minutes of Strata Corporation VIS 4577
Annual General Meeting
July 23, 2019**

The meeting was called to order by Don Bower at 7:05 pm in the Gary Oaks room in the Parksville Community and Conference Centre at 132 East Jensen Ave, Parksville, BC with confirmation that there were 28 owners present and 8 proxies received for a total of 36 voters, enough for a quorum to conduct the meeting. Strata Secretary confirmed proof that the notice of meeting and supporting documents had been hand-delivered to Strata owners.

Motion to approve agenda

Moved by #356 Davis Avenue

Seconded by #357 Davis Avenue

Carried Unanimously

Motion to approve Minutes of Annual General Meeting 2018

Moved by #338 Davis Avenue

Seconded by #3 Farrell Drive

Carried Unanimously

Motion to approve Minutes of Special General Meeting 2019

Moved by #6 Farrell Drive

Seconded by #351 Davis Avenue

Carried Unanimously

Old Business:

Research on location of Strata water, sewage and irrigation lines:

At the Annual General Meeting held July 24, 2018 the Owners of Strata Corporation VIS 4577 passed a resolution by a majority vote to set aside the sum of not more than \$5,000.00 from the Contingency Reserve Fund to do research on the location of the water, sewage and irrigation lines on Farrell Drive, Smith Place and Davis Avenue. To date very little work on this project has been done. Council believes this is an important project and would like to continue this work in 2019/20 and would therefore recommend that the Owners renew this Resolution for 2019/20.

Resolution 1. Be it resolved that the sum of not more than \$5,000.00 from the Contingency Reserve Fund be set aside to do research on the location of the water, sewage and irrigation lines on Farrell Drive, Smith Place and Davis Avenue.

Moved by: #286 Smith Place

Seconded by: #359 Davis Avenue

Carried Unanimously

Strata Maintenance Report:

Bob Brown presented an overview of the different maintenance items which were carried out this past fiscal year, including snow removal, sealing of cracks on the asphalt as required as well as the repair to the controller for the irrigation system on Smith Place, trimming of trees on Farrell Drive and trimming of the hedges at the mail boxes.

Insurance Coverage:

Marjorie Picard, Treasurer, reviewed the Strata's current insurance coverage.

Treasurer's Report:

Marjorie Picard presented the financial report for the fiscal year ending May 31, 2019.

Adoption of the financial report for the 12 month period ended May 31, 2019:

Resolution 2. Be it resolved that the financial report prepared by Sabo, Jang & Co. Ltd. for fiscal year 2018-2019 be adopted.

Moved by: #299 Smith Place

Seconded by: #6 Farrell Drive

Carried Unanimously

Designation of the 2018-2019 Operating Surplus:

The financial report for fiscal year 2018-2019 shows a surplus of \$15,797.29. From that surplus \$4,797.29 would be kept in the Operating Account to cover expenses to be incurred in fiscal year 2019-2020 and the balance of \$11,000.00 would be transferred to the Contingency Reserve Fund.

Resolution 3. Be it resolved that the 2018-2019 Operating Budget Surplus be transferred to the Contingency Reserve Fund.

Moved by #10 Farrell Drive

Seconded by #295 Smith Place

Carried Unanimously

Approval of the proposed Operating Budget for fiscal year 2019-2020:

Resolution 4. Be it resolved that the proposed Operating Budget as presented for the fiscal year June 1, 2019 to May 31, 2020 be approved.

Moved by: #356 Davis Avenue

Seconded by: #351 Davis Avenue

Carried Unanimously

New Business:

New Depreciation Report: The three year Depreciation & Reserve Fund Study Consultation Appraisal Report (Depreciation Report) prepared by Bell Appraisals expires at the

end of fiscal year 2019-2020. Council would like to have Bell Appraisals prepare a new three year Depreciation Report for the period of 2020-2021 through 2023 by the end of 2020 so that it is in place at the beginning of the next three year term. The cost for the three year term will be \$2,205.00 or \$735.00 per year.

Resolution 5. Be it resolved that Council be authorized to order the next three year Depreciation Report from Bell Appraisals so that it is in place at the beginning of the next fiscal year, 2020-2021.

Moved by: #299 Smith Place

Seconded by: #287 Smith Place

Carried Unanimously

Election of Strata Council:

The following Owners have volunteered to stand for Council for 2019-2020.

The seven members of Council for 2019-2020 are:

George Baker	353 Davis Avenue
Don Bower	5 Farrell Drive
Bob Brown	351 Davis Avenue
Rae Davies	346 Davis Avenue
Dave Johnson	25 Farrell Drive
Diana Matsuda	33 Farrell Drive
Marjorie Picard	340 Davis Avenue

Elected by acclamation.

General Discussion:

Questions were raised as to whether the Strata mail boxes would be replaced by Canada Post. Although the mail boxes are the private property of the Strata, Council will look into what could be done to replace them with more secure facilities.

Strata owners expressed thanks to the Council members for their ongoing efforts on their behalf.

The meeting was adjourned at 7:37 pm

Moved by #295 Smith Place

Seconded by # 338 Davis Avenue

Carried Unanimously