

**Minutes of Strata Corporation VIS 4577
Annual General Meeting
July 21, 2020**

The meeting was called to order by Don Bower, President, at 7:08 pm in the Garry Oaks room in the Parksville Community Centre at 132 East Jensen Ave, Parksville, BC with confirmation that there were 29 Owners present and 12 proxies received for a total of 41 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 #16 Farrell Drive

Seconded by #357 Davis Avenue

Carried Unanimously

Motion to approve Minutes of Annual General Meeting 2019

Moved by #33 Farrell Drive

Seconded by #6 Farrell Drive

Carried Unanimously

Old Business:

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

At the Annual General Meeting held July 23, 2019 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. Most of the work needed was on Farrell Drive and Council was able to locate some water lines on Farrell Drive using newer earth-penetrating radar technology. Overall the results were disappointing as there are still a number of water lines and valves that have not been located. Total cost for the work done was \$441.00.

Strata Maintenance Report:

Bob Brown reported on problems with the Strata's irrigation system, including those that have been resolved and those that remain outstanding. Dave Johnson presented an overview of the different maintenance items which were carried out this past fiscal year, including snow removal, inspection of the fire hydrants, and issues relating to the Strata's sanitary sewer system including repairs to the electrical panel, replacement of the fan, repair of the spare pump and the repairs to be made to the hour meter in the electrical panel.

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, 2020.

Adoption of the financial report for the 12 month period ended May 31, 2020:

Resolution 1. Be it resolved that the financial report prepared by Sabo, Jang & Co. Ltd. for fiscal year 2019-2020 be adopted.

Moved by: #15 Farrell Drive

Seconded by: #3 Farrell Drive

Carried Unanimously

Designation of the 2019-2020 Operating Surplus:

The financial report for fiscal year 2019-2020 shows a surplus of \$4,590.00. That surplus of \$4,590.00 would be kept in the Operating Account to cover expenses that have been incurred in fiscal year 2019-2020 and as yet have not been paid.

Resolution 2. Be it resolved that the 2019-2020 Operating Budget Surplus remain in the Strata's Operating Account.

Moved by #33 Farrell Drive

Seconded by #31 Farrell Drive

Carried Unanimously

Proposed Operating Budget:

The proposed Operating Budget maintains the monthly Strata fees at \$102.00 and includes the Council-recommended contribution to the Strata's Contingency Reserve Fund of \$699.17 per month or \$8,390.04 per year which continues the rate of contribution at the same level of contribution that the Strata has maintained for the past several years. This level of contribution is prescribed in the three-year Depreciation & Reserve Fund Study Consultation Appraisal Report prepared by Bell Appraisals and dated June 1, 2020.

Approval of the proposed Operating Budget for fiscal year 2020-2021:

Resolution 3. Be it resolved that the proposed Operating Budget as presented for the fiscal year June 1, 2020 to May 31, 2021 be approved.

Moved by: #359 Davis Avenue

Seconded by: #27 Farrell Drive

Carried Unanimously

New Business:

Strata-owned trees on Farrell Drive:

The 16 Strata-owned trees on Farrell Drive, in the opinion of an arborist, are in failing health. Furthermore, they are causing serious damage to the Strata's infrastructure and will continue to do so.

Resolution 4. Be it resolved by a 3/4 vote by the Strata Owners that Council is authorized to have the 16 Strata-owned trees on Farrell Drive removed at a cost of approximately \$4,500.00.

Moved by: #15 Farrell Drive

Seconded by: #25 Farrell Drive

Results: 38 for, 3 against; Resolution #4 has been ACCEPTED

Election of Strata Council:

The following Owners have volunteered to stand for Council for 2020-2021.

The seven members of Council for 2020-2021 are:

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
Buddy Williams	16 Farrell Drive

Elected by acclamation.

General Discussion:

Questions were raised as to the status of having the Strata mail boxes made more secure; Council advised that possibilities are being looked into in this regard.

A discussion was also held regarding the responsibility for maintaining the landscaping on Butler Avenue. Council advised that it is looking into the policies of both the City of Parksville and the Regional District of Nanaimo and will report back to the Strata Owners in due course.

Strata Owners requested that Council provide ongoing updates/status reports on projects.

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

The meeting was adjourned at 8:20 pm

Moved by #25 Farrell Drive

Seconded by #10 Farrell Drive

Carried Unanimously

Meeting minutes prepared by Strata Secretary Rae Davies, and reviewed by all members of the Strata Council 2020-2021.