

**Minutes of Strata Corporation VIS 4577
Annual General Meeting
July 24, 2025**

The meeting was called to order by Don Bower, President, at 7:05 pm at The Parksville Community Centre, 223 Mills Street, 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. The Strata Secretary confirmed proof that the notice of meeting and supporting documents had been delivered to Strata Owners within the time frame prescribed by the B.C. Strata Property Act, i.e. no later than 14 days prior to the date of the meeting.

Motion to approve agenda

Moved by #356 Davis Avenue

Seconded by #16 Farrell Drive

Carried Unanimously

Motion to approve Minutes of Annual General Meeting 2024

Moved by #357 Davis Avenue

Seconded by #35 Farrell Drive

Carried Unanimously

Old Business: None

Reports: Everything with regard to the infrastructure of the Strata is working as it should.

Insurance Coverage:

Sue Atha, Treasurer, reviewed the Strata's current insurance coverage.

Treasurer's Report:

Sue Atha presented the financial report for the fiscal year ending May 31, 2025.

Resolution 1. Adoption of the financial report for fiscal year 2024-2025.

Be it resolved by a majority vote by the Owners of Strata Corporation VIS 4577 to adopt the financial report prepared by Sabo, Jang & Co. Ltd. for fiscal year 2024-2025.

Moved by: #16 Farrell Drive

Seconded by: #356 Davis Avenue

Carried Unanimously

Preamble to Resolution 2: The financial report prepared by Sabo, Jang & Co. Ltd. for fiscal year 2024-2025 shows a surplus of \$17,060.39 with Accountant's year-end adjustments of \$14,853.81 for a final surplus of \$2,206.58 (see Explanation of Financial Statements for details).

Resolution 2. Designation of the 2024-2025 Operating Surplus.

Be it resolved by a majority vote by the Owners of Strata Corporation VIS 4577 that the Strata retain the surplus of \$2,206.58 in the Strata's operating account.

Moved by #35 Farrell Drive

Seconded by #298 Smith Place

Carried Unanimously

Preamble to Resolution 3: This proposed operating budget maintains the monthly Strata fees at \$117.00 and contains 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 to the Contingency Reserve Fund which the Strata has maintained for the past several years.

Resolution 3. Approval of the proposed Operating Budget for fiscal year 2025-2026.

Be it resolved by a majority vote by the Owners of Strata Corporation VIS 4577 to adopt the proposed Operating Budget for fiscal year 2025-2026.

Moved by #25 Farrell Drive

Seconded by #357 Davis Avenue

Carried Unanimously

Sue Atha acknowledged the assistance and mentoring that she received from Marjorie Picard, the previous Treasurer, which ensured a smooth transition from one treasurer to the next.

Preamble to Resolution 4: A discussion was held at the Annual General Meeting of Strata Owners which took place on July 23, 2024 with regard to the possibilities for Owners to use alternatives to grass for the landscaping on their front lawns in order to address the challenges being brought about by climate change. As reported in the minutes of the Strata Council meeting of January 8, 2025, Council decided to create a committee to review alternative landscaping options to grass front lawns. The committee issued a report, a copy of which was included with the Notice for the Annual General Meeting of July 24, 2025, that sets out a number of guidelines for front yard landscaping. Council is recommending that Section 43 be replaced by the following:

- 1) Landscaping of front yards to consist of a grass lawn and shrubs OR a combination of softscaping and hardscaping where no less than 40% is softscaping. Softscaping is to include shrubs, and the inclusion of an ornamental tree is encouraged. No coarse grey gravel is to be used.
- 2) Desert (Xeriscape) landscaping, groundcover plants used as lawns and artificial turf in the front yard of Strata lots is prohibited.
- 3) The use of chemicals to remove a lawn is prohibited.
- 4) Residents must submit a landscape plan to Council for approval before replacing a front lawn.
- 5) Any new trees planted that have a mature height of 4 metres or more need to be selected from the list of trees with non-invasive roots provided by Council.

Resolution 4. Be it resolved by a 3/4 vote by the Owners of Strata Corporation VIS 4577 that the proposed wording set out above be approved and incorporated into the Bylaws of Strata Corporation VIS 4577.

Moved by #357 Davis Avenue

Seconded by #355 Davis Avenue

Carried Unanimously

Prior to the vote, an in-depth presentation, both verbal and visual, was given by Margo Southall and Kim Longmuir regarding the purpose of the proposed amendment as well as the background and research that had been carried out in this regard.

The Owners expressed their sincere thanks to all the members of the Landscaping Committee, namely Jane Still, Paul Edelenbos, Margo Southall and Kim Longmuir, for their extensive work on this project including the preparation of the comprehensive and informative landscaping report which was provided to the Strata Owners.

New Business: None

Election of Strata Council:

Paul Edelenbos has decided to step down and Council thanks him for his valued service during his tenure.

The following Owners have volunteered to stand for Council for 2024-2026.

The seven members of Council for 2025-2026 are:

Sue Atha	18 Farrell Drive
Don Bower	5 Farrell Drive
Rae Davies	346 Davis Avenue
Walter Scuccato	286 Smith Place
Dan Smith	21 Farrell Drive
Fred Smith	13 Farrell Drive
Jane Still	6 Farrell Drive

Elected by acclamation.

General Discussion:

Prior to the start of the Annual General Meeting, the Owners who were in attendance were provided with an excellent presentation by the Emergency Program Coordinator of the City of Parksville on the subject of emergency preparedness measures. An information package was provided to Owners who were present as well as those who had submitted a proxy for the Annual General Meeting.

The same information package will be hand-delivered to those Owners who were not present and who had not submitted a proxy.

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The Owners expressed their thanks to Val Wheeler for her painting of an artistic scene on the cabinet doors of the street library in the old mailbox kiosk.

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The Owners also thanked the members of the Strata Council for their ongoing work on their behalf.

The meeting was adjourned at 8:12 pm

Moved by #19 Farrell Drive

Seconded by #355 Davis Avenue

Carried Unanimously

Meeting minutes prepared by the Strata Secretary and reviewed by all members of the Strata Council 2025-2026.