

Unapproved Minutes – Strata VIS2720 – Annual General Meeting October 25, 2017

Notice of the meeting was emailed or mailed to owners on Oct 5, 2017. 55 units attended in person or by proxy, including Council members Roger Taylor, Anita Walper, Judy Phillips, Ian Froese (by proxy), Gayle Chong (by proxy), and Robin Wilson of South Island Property Management Ltd - (SIPM).

Minutes Taken by: Judy Phillips
Meeting called to order: 6.55 p.m.

Quorum Yes

1. Approve the agenda. Moved by Donna Bishop (HC104) Seconded by Marco Taccarelli (HC206).
2. Reading and adoption of minutes of previous Annual General Meeting (AGM) – October 6, 2016.
 - The minutes were stated as “Approved” and should have been stated as “Unapproved”. The minutes were approved as amended. Moved adoption by Peggy Taylor (HC417) and seconded by Craig Thompson (HC409). Motion carried.
 - Unfinished business from previous AGM:
 - (i) Security System - We are awaiting parts to convert the west stairwell from a key to fob system. Roger will inquire if the fobs could be made more sensitive so that they would work from inside a pocket or back pack without having to have it in one's hand.
 - (ii) Second Rooftop Ventilator - Parts were delayed, but have now been delivered and the ventilator was installed this month.
 - (iii) Front Entry System – There were a few problems that needed repair. A second name of a person sharing a unit can be programmed in to facilitate deliveries by couriers.
 - (iv) East end CP motion light for security. Roger received quotes of \$40,000 - \$60,000. Expensive process. It will be reviewed.
 - (v) At last year's AGM, an owner asked if Strata Council could look into fencing our property. Various types of fencing, location sites, etc, were discussed at the Council meetings and at this meeting. The motion to the floor was that this is considered an emergency security problem and, therefore, does not need the approval of 75 % of the owners. Motion to spend up to \$65,000 was put to the floor. Moved by Craig Thompson (HC409), seconded by Marco Taccarelli (HC206). Motion carried. Motion was put to the floor to look at authorizing up to \$65,000 (part of which would come from the security budget with the difference taken from the contingency fund). Proposed by Shelley Craigie (HC108), seconded by Lynette Pineau (CP201). Two owners were against. Motion carried. To be presented to owners electronically for approval.
3. Reports.
 - a. Insurance Report. We are insured by Hub International until June 2018. The deductibles remain the same as last year. Owners were advised to check with their own insurance agent to ensure their policy matches the Strata policy for costs.
 - b. Financial Report. The Income Statement shows retained earnings of \$25,729.18 as of June 30, 2017. Invoices not submitted by that date still need to be paid. Window washing was not done and the vent cleaning was done after June 30, 2017.

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Garage/recycling over budget due to more call outs. Landscaping was over budget due to reseeding after the membrane repair. Hydro was lower due to the installation of LED lights in the garage. Water/sewage is on budget.

4. Consideration and Approval of Budget.

The proposed budget for next year projects a \$9,000 loss, therefore, funds need to be transferred from this year. The cost of janitorial will be a little more as there has been no increase for four years. The proposed budget will reflect an increase in janitorial due to, for example, possible damage done to bushes when the fencing is installed. Water and sewage costs are expected to increase a little.

The overdue repairs to the CP elevator will be carried out. Motion to accept the budget was proposed by Larry Cooper (HC411), seconded by David Gros (CP111). No oppositions. Motion carried. The building depreciation report will be updated in the coming year.

5. Resolutions. At the fiscal year end of June, 2017, Strata Plan VIS2720 currently has retained earnings in the amount of \$25,729.18. This was due to several maintenance not completed in time for the fiscal year end.

(a) Resolution SR20171025A – Retained Earnings.

BE IT RESOLVED THAT, as a majority vote of The Owners of Strata Plan VIS2720 that the retained earnings from the 2016-2017 fiscal year in the amount of \$25,729.18 remain in Operating as Operating Surplus. Proposed by Lynette Pineau (CP 201). Seconded by Marco Taccarelli. All in favour. Motion carried.

(b) Resolution SR20171025B – Fence upgrades

BE IT RESOLVED THAT, as a 75% vote of The Owners of Strata Plan VIS2720 that funds fence upgrades in the amount of \$16,000 to come from Operating Surplus. Any unused funds to remain in the Operating Account. Proposed by Donna Bishop (HC104), seconded by Vegim Rugova (HC312). Motion carried.

6. Property Management Review. Strata Council has been having ongoing issues with SIPM regarding the automatic issuing of interest and fines for owners who are not up to date with their strata fees. There was also an issue with the software that SIPM uses, which is standard operating procedure, but does not provide us with easy access to the type of information that we need. We asked for an accrual system as opposed to a cash system, but SIPM has been unable to provide us with that. A previous Strata Council member communicated with other property management companies and this has been followed up on. Sutton Property Management has agreed to meet our requirements with no increase in cost. As per our agreement with SIPM, 75% of the owners need to agree to the change property management companies. Motion to change was put to the floor. Proposed by Joan McInnis (HC404), seconded by Shick Singh (HC112). There was one abstention. Motion carried.

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7. Nomination and Election of Council. The following owners were duly elected to Council.
Roger Taylor (HC417)
Ian Froese (HC414)
Anita Walper (HC106)
Gayle Chong (CP106)
Joan McInnis (HC404)
Naomi Palulis (HC307)
Shick Singh (HC112)

Note: Vegim Rugova (HC312) indicated he will be happy to be on a committee for the fencing project.

8. Motion to adjourn meeting. All in favour. Meeting ended 9.26 pm.