

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 1360
VANDERLEE COURT HELD ON WEDNESDAY JULY 9TH, 2014 AT 7:00 PM
COURTYARD 1274-1298 WEST 6TH AVENUE, VANCOUVER, B.C.**

ATTENDANCE: 8 owners represented in person
2 owners represented by proxy

PROPERTY MANAGER: Leslie A. Brock
Colyvan Urban Properties.

CALL TO ORDER

The meeting was called to order by Derek McCoy @ 7:00 PM and it was agreed that Mr. McCoy Chair the meeting.

PURPOSE OF THE MEETING

All owners were welcomed to the Annual General Meeting of Vanderlee Court. The purpose of this meeting was to approve the 2014/15 Operating Budget for the new fiscal year, vote on a ¾ vote resolutions and to elect a new Strata Council.

CERTIFICATION OF PROXIES

Prior to the commencement of the meeting, all owners attending were registered, proxies certified and voting cards issued. There were 8 owners in attendance in person and 2 represented by proxy for a total of 10 voting members. As this exceeded required quorum, the meeting was declared competent to proceed with the business at hand.

PROOF OF NOTICE OF MEETING

Notice of the Meeting had been mailed in accordance with the provisions of the Strata Property Act, on June 17TH, 2014 and duly filed.

APPROVE THE AGENDA

The agenda was approved as presented.

ADOPTION OF PREVIOUS MINUTES

It was **MOVED/SECONDED** that the minutes of the previous Special General Meeting held in October 2013 be adopted as circulated and reviewed.
(Unanimous) **CARRIED**

REPORTS BY COUNCIL

Mr McCoy submitted a brief update on some of the undertakings of the Council over the past year.

- Change in management companies effective January 2014
- The repiping is now almost in completion
- Hot water tank needs replacement and this is being done in the next week, covered under the insurance policy

- The garage door operator will be replaced in the coming weeks. This project has been carried over from last year and is included in the operating budget. We will also have the frame secured in between the gate and pedestrian door, as well as the frame painted on the garage door.
- We went with a new insurance provider this year which saved the strata a substantial amount.

RATIFY ANY NEW RULES

There were no rules to ratify.

INSURANCE REPORT

The President and the Property Manager reviewed the Strata Corporation insurance policy with the owners. Please keep your insurance documents handy in the event you may need them in the future.

The Property Manager advised the owners that the strata insurance covers the replacement costs for the buildings as they were originally constructed. The strata policy does not cover any personal effects, improvements, and deductible amounts that may be charged back to unit owners. All owners are encouraged to carry contingent liability insurance on their homeowners' policy which will cover any deductible amounts that may be charged back to unit owners should a situation arise where the costs of damages are charged back to their strata lot. It is also recommended that betterment coverage be purchased if a strata lot has been altered from its original design as well as earth quake insurance.

PROPOSED OPERATING BUDGET – 2014/2015

The Treasurer and Agent reviewed the proposed budget for the fiscal year with the owners. It was noted that there were only minor increases projected for some line items and that the strata fees will remain the same for the coming year. There were a couple questions from the floor which were answered accordingly. The Treasurer advised owners of some of the anticipated projects for the coming year.

It was **MOVED/SECONDED** to approve the 2014/2015 Operating Budget as proposed. The budget covers the period June 1st, 2014 to May 31st, 2015.

(All in Favour)

CARRIED

It was **MOVED/SECONDED** to approve the year end surplus \$4772.14 be transferred to the Contingency Reserve Fund.

(All In Favour)

CARRIED

Please note there is no increase in strata fees for the next fiscal period commencing **June 1st, 2014 through May 31st, 2015**. Owners who pay by post-dated cheques please send in 12 post-dated cheques payable to Strata Plan VR 1360.

If you pay your fees by automatic debit all will remain the same. If you have any questions about your account please feel free to contact accounting department at Colyvan Urban.

¾ VOTE RESOLUTION

Resolution – Repay CRF

BE IT RESOLVED by way of a ¾ Vote Resolution, The Owners of Strata Plan VR 1360 – to approve that the owners not repay the amount borrowed from Contingency Reserve Fund in the amount of \$9185.40, which was required to complete the garage piping project.

Council members spoke to the motion advising owners of the reason behind the overrun of costs with the plumbing. It was reiterated from a previous meeting where owners were in fact already advised of this matter.

After discussion it was **MOVED/SECONDED** to approve the resolution as proposed. **(All in Favour)** **CARRIED UNANIMOUSLY**

Resolution – Depreciation Report

BE IT RESOLVED by way of a ¾ Vote Resolution, The Owners of Strata Plan VR 1360 – to approve that the owners waive carrying out a depreciation report as mandated by recent regulations. This will be brought up for vote at the net AGM.

The President, Treasurer and Ms Brock spoke to this resolution advising owners of the new requirements for all strata's to carry out a depreciation report. There was some discussion on this and owners agreed that for this year they feel it can be deferred for a least another year.

After discussion it was **MOVED/SECONDED** to approve the resolution as proposed. **(All in Favour)** **CARRIED UNANIMOUSLY**

ELECTION OF STRATA COUNCIL

The Property Manager advised that in accordance with the Strata Property Act, at each Annual General Meeting, the strata corporation must elect a strata council. The Act allows for the election of a minimum of 3 to a maximum of 7 Owners to serve on Council. The Property Manager received several nominations as well called to the floor for any other nominations. The following were received:

Don Wright	Unit #1282
Simon Hill	Unit #1284
Brian Wiersma	Unit #1292

With no further nominations it was approved that those nominated are approved as Council for the coming year.

NEW BUSINESS

Couple of maintenance related items noted in the meeting that Council will look into further;

- Wood replacement on wall along Birch.
- Minor siding repair where truck impact was.
- The address sign needs painting. Council will prepare a list for the handyman when he comes out to do various items.

These two items appear to have been missed in past.

An owner inquired about the possibility of renting their unit. They have had it listed and to date have not been able to sell. There is a rental restriction in the building to a maximum of 1 unit, which is currently fulfilled.

The Agent and Council advised the owner on the options and procedures required to try to either apply due to hardship or to petition for an SGM to change the number of rentals permitted.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:55 pm.

ATTENTION

Please keep these Minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either Minutes or Bylaws will be at the owner's expense and not the Strata Corporation's.

STRATA PLAN VR-1360
APPROVED 2014-2015 BUDGET

31-May **Approved**
Yr to date **O/B 2014-15**

	Approved Budget June 1 - May 31 2014	Current Yr to Date Expenses	Proposed Budget June 1 - May 31, 2015
REVENUE			
5080 Strata Fees	\$ 55,105.08	\$55,105.08	\$ 55,105.08
5050 Interest Income		175.97	
5020 Special Levy	\$ -	17,000.00	\$ -
5030 Fines/Penalty Income		0.00	
Prior Year's Surplus			\$ -
Total Revenue	\$ 55,105.08	\$72,281.05	\$ 55,105.08
EXPENSES			
ADMINISTRATION			
6150 Profession / Legal Fees	\$ 1,475.04	\$458.54	\$ 1,400.00
6160 Management Fees	\$ 10,080.00	8,898.75	\$ 7,940.00
6180 Administration (postage/copies/bank charges)	\$ 1,030.00	1,348.77	\$ 670.00
6035 Trust Account Review	\$ -	0.00	\$ 262.00
Total Admin Expenses	\$ 12,585.04	\$10,706.06	\$ 10,272.00
INSURANCE			
6115 Appraisal	\$ -		\$ 700.00
6110 Insurance	\$ 11,814.96	11,816.96	\$ 9,000.00
Total Insurance Expenses	\$ 11,814.96	\$11,816.96	\$ 9,700.00
UTILITIES			
9410 Utilities - Electric	\$ 1,800.00	\$1,201.39	\$ 1,400.00
9470 Utilities - Water & Sewer	\$ 3,500.04	2,652.18	\$ 3,000.00
9440 Gas	\$ 3,000.00	2,600.71	\$ 3,000.00
9430 Waste Removal	\$ 2,199.96	2,108.41	\$ 2,400.00
Total Utilities	\$ 10,500.00	\$8,562.69	\$ 9,800.00
REPAIRS & MAINTENANCE			
8065 Building Repairs & Maintenance	\$ 6,605.04	\$3,454.23	\$ 6,633.08
8090 Capital Projects - re Levy		\$18,370.80	\$ 7,000.00
8076 Window & Door Replacements	\$ 1,400.04	\$988.05	\$ 1,400.00
8100 Janitorial Services	\$ 3,200.00	3,252.20	\$ 3,500.00
8050 Fire System Annual Inspection	\$ 900.00	428.86	\$ 900.00
8200 Roof Repairs	\$ -		\$ 400.00
9040 Landscape Maintenance	\$ 4,500.00	5,322.10	\$ 5,500.00
9450 Previous Year Deficit	\$ 3,600.00	4,606.96	\$ -
Total Repairs & Maintenance	\$ 20,205.08	36,423.20	\$ 25,333.08
CRF Contribution			
6260 CRF Contribution	\$ -	0.00	\$ -
8501 Capital Fund Contribution	\$ -		\$ -
TOTAL EXPENSES	\$ 55,105.08	\$67,508.91	\$ 55,105.08
SURPLUS (DEFICIT)	\$ -	\$4,772.14	\$ -

**STRATA PLAN VR-1360
STRATA FEE PAYMENT SCHEDULE**

STRATA LOT	UNIT NUMBER	UNIT ENTITLEMENT	Approved		STRATA FEES Mar 13 - Feb 15	STRATA FEES Mar 13 - Feb 14	Increase	May PAP
			STRATA FEES Mar 13 - Feb 14	STRATA FEES Mar 13 - Feb 15				
1	1298	108	\$342.03	\$342.03	\$342.03	\$342.03	\$0.00	342.03
2	1274	108	\$342.03	\$342.03	\$342.03	\$342.03	\$0.00	342.03
3	1276	100	\$316.70	\$316.70	\$316.70	\$316.70	\$0.00	316.71
4	1278	100	\$316.70	\$316.70	\$316.70	\$316.70	\$0.00	316.71
5	1280	96	\$304.03	\$304.03	\$304.03	\$304.03	\$0.00	304.03
6	1282	140	\$443.37	\$443.37	\$443.37	\$443.37	\$0.00	443.36
7	1284	133	\$421.21	\$421.21	\$421.21	\$421.21	\$0.00	421.22
8	1286	134	\$424.37	\$424.37	\$424.37	\$424.37	\$0.00	424.37
9	1288	135	\$427.54	\$427.54	\$427.54	\$427.54	\$0.00	427.54
10	1290	99	\$313.53	\$313.53	\$313.53	\$313.53	\$0.00	313.53
11	1292	98	\$310.36	\$310.36	\$310.36	\$310.36	\$0.00	310.36
12	1294	102	\$323.03	\$323.03	\$323.03	\$323.03	\$0.00	323.03
13	1296	97	\$307.19	\$307.19	\$307.19	\$307.19	\$0.00	307.18
		1450	\$4,592.09	\$4,592.09	\$4,592.09	\$4,592.09		4,592.09
			55105.08	55105.08	55105.08	55105.08		
			55,105.08	\$	\$	55,105.08		