

CASCADE HEIGHTS BCS 1682

MINUTES of the ANNUAL GENERAL MEETING

WEDNESDAY, FEBRUARY 29, 2012

1. **Call to Order:** The meeting was called to order at 7:00 PM

2. **Calling of the roll and certifying of proxies and verification of Quorum:**
Verification of Proxies – 7 proxies were verified.
Voting Cards Issued - 28 voting cards were issued
Quorum Present – Need 21 – present 28
Proof of Notice of AGM - Notices were mailed on February 8, 2012, in conformity with the statutory requirement.

3. **Appointment of Chair of the meeting**
Doug Gallop, President of the Council, was appointed to chair the meeting.

4. **Approval of Agenda:**
The approval of the agenda was **MOVED** and **SECONDED**.
UNANIMOUSLY approved.

5. **Approval of the Minutes of the 2011 AGM, February 22, 2011:**
The approval of the Minutes of the 2011 AGM was **MOVED** (SL16) and **SECONDED** (SL34).
UNANIMOUSLY approved.

6. **Reports:**
President's report: The President's report has been attached to these minutes.

7. **Insurance Coverage:**
The strata corporation has an insurance policy with COASTAL INSURANCE SERVICES LTD. and is providing the following coverage:

All property	\$ 53,400
Commercial General Liability	\$ 5,000,000
Medical Payments	\$ 2,500
Directors & Officers Liability	\$ 2,000,000
Pollution & Remediation Legal Liability	\$ 1,000,000
Comprehensive	
Employee Dishonesty	\$ 10,000
Forgery, Counterfeit, etc	\$ 5,000
Equipment Breakdown - Lampposts	\$ 53,240

Deductibles: All Property	\$	1,000
Water Damage	\$	5,000
Sewer Back-up	\$	5,000
Earthquake		10%
Flood	\$	10,000
Officers & Directors	\$	500 Retention

All strata lot owners are being advised to ascertain that their home insurance policy provides coverage for the strata's deductible to be claimed from you in case the damage caused is your responsibility.

8. Approval of Financial Statements of 2011:

The acceptance of the Financial Statements over the fiscal year 2011 was MOVED by SL34, SECONDED by SL 51.

A discussion ensued and explanations were provided.

Approved **UNANIMOUSLY**.

9. Resolution #1: Distribution of Budget Surplus 2011

The owner of SL 6 MOVED and SECONDED by the owner of SL 53 to distribute the surplus of the 2011 fiscal year of BCS 1682:

“The surplus of revenue over expenses of \$909.51 for the 2011 fiscal period be transferred to 2012 operating revenue, in accordance with section 105 (1) (a) of the Strata Property Act.”

Approved **UNANIMOUSLY**.

10. Approval of 2012 Budget

The motion to approve the 2012 budget. as presented, was MOVED by SL 58 and SECONDED by SL 22.

An explanation of the needs for the book year 2012 was given by the President.

Approved **UNANIMOUSLY**.

11. Resolution #2 – Waiver Depreciation Report requirement:

The owner of SL 58 MOVED, SECONDED by the owner of SL 22, to accept the motion:
“The Strata Corporation BCS 1682 waives the requirement to obtain a depreciation report, during the period from this date until the date of the 2013 annual general meeting, in accordance with Section 94 (3) (a) of the Strata Property Act.”

On December 13, 2011 the legislation passed Bill 8 in which, under section 94 of the Strata Property Act, all stratas are being required to have a depreciation report developed by December 13, 2013. The depreciation report is used to establish the annual amount to be deposited in the Contingency Reserve Fund in order to be financially prepared at the time capital expenditures have to be made, such as repaving the road, replacing infrastructure under the road pavement etc.. The Strata Property Act, under section 94 (3) (a), however, allows the stratas to waive this requirement by an annual 75% vote at an annual general meeting. Even though this may sound attractive, the expected change in a value assessment of a property in the future will force the stratas to have a depreciation report in place and to build up an adequate Contingency Reserve Fund. The failure of adequate funding will be reflected in the sales price of the units.. Furthermore, the Banks and Mortgage lenders may become reluctant to finance strata lots of a strata corporation without a depreciation report. Council is recommending the delay of obtaining this report for one year, such that more qualified personnel will be available at that time at a more reasonable cost.

Accepted **UNANIMOUSLY**.

12. Resolution #3 – Waiver Audit requirement:

The owner of SL 58 MOVED, SECONDED by the owner of SL 12, to accept the motion:

“The Strata Corporation BCS 1682 waives the requirement that the financial statements of the corporation be audited by a qualified person, in accordance with Section 103 (5) (a) of the Strata Property Act”

The new section 103 (5) of the Strata Property Act requires that all stratas have to submit an audited financial statement with the budget for the new fiscal year. Based on the limited amount of cash being handled and the securities being in place to avoid any misuse or misappropriation of the funds, Council proposed to waive the requirement, as permitted per section 103 (5) (a).

Accepted **UNANIMOUSLY**. 27 in Favour - 1 Abstain

13. Resolution #4 – Voting:

The owner of SL 58 MOVED, SECONDED by the owner of SL 51, to accept the motion:

“The vote for a strata lot can not be exercised at an annual general meeting except on matters of a unanimous vote, if the Strata Corporation is entitled to register a lien against that strata lot for failure to pay strata fees and/or a special levy.

The current bylaw under Division 5. I.2 is hereby repealed.”

This bylaw prohibits strata lot owners from voting if the strata corporation is entitled to register a lien against that strata lot for failure to pay strata fees and/or special levy.
Accepted **UNANIMOUSLY**.

14. Discussion:

Picnic - The strata corporation will endeavour to have at least one picnic this year.

Landscaping projects – No special landscaping projects were proposed.

Painting/Staining fences – A question was raised whether Council should take a leading role in having the fences painted or stained in order to achieve a consistency in the complex. The new Council will be requested to explore what their role could be.

15. Election of New Strata Council Members

The current Council members resigned as per statutory requirement.

Much thanks was expressed to the outgoing Council members for their work over the past year.

The following members were nominated for Council:

Bush, Roger	SL # 34
Dawson, Linda	SL # 13
Gallop, Doug	SL # 11
Jorgensen, Pete	SL # 6
Williams, Margaret	SL # 61

All nominees were elected by **UNANIMOUS** vote and all members have accepted the nomination.

16. Termination

The meeting was terminated at 8:00 PM.

Presidents report:

Good evening

Your Council has attended to a variety of interesting tasks during this past year. They have involved a lengthy inter strata lot complaint, requests for vermin eradication, refurbishing the park, and communicating with you through Council meeting minutes

To-night you will be requested to consider and vote upon our first annual financial statement produced by our management company, and the 2012 Budget – completed by your Strata Council, which includes a substantial amounts for the maintenance of the park, and the cost of employing the management company, but does not call for an increase in your annual fees. These are proposed to be held at \$20 per month. And, our Contingency Reserve Fund continues to grow, now being in excess of \$23,000 with a healthy current account bank balance of over \$8,000.

We are near to concluding our first year with our management company, Malaspina Realty, the owner of which, Harry Drost, is with us tonight, as our secretary and advisor. Should one ask a current Council member, they would all agree that the reduced workload and advice we are receiving from Harry and his staff are well worth the cost. Several of the resolutions we will attend to this evening are there at the advice of his counsel, and who it is he who keeps your Strata current within the complexities of Strata Property Act.

There are four resolutions cited on the agenda. One is merely a clean up item, transferring surplus monies to next year's revenue. Another will require an owner to be financially current with the Strata Corporation in order to be able to vote at various Strata meetings, and another to waive the need of a formal audit.

Another is one that is somewhat more complex, and deals with a new requirement under the Strata Property Act, a depreciation report. We will explain this in more detail when the resolution is introduced.

Again, the park was a major project during 2011, and I trust all agree that the improvements continue and are pleasing. The cost of maintaining that facility is high and this year we are again recommending the use of Law & Order Gardening, owned by Ernie Huss. Ernie did a superb job last year, and has made some changes to our maintenance schedules, reducing our costs significantly, as can be noticed in the budget. We have concerns as to the amount of use we get out of the park, and are recommending a return to the annual owner's picnic and other activities, and will welcome any suggestions.

One of the 2011 significant park costs was the replacement of the sprinkler time controller for the irrigation system, to meet SCRD standards. It has significantly reduced our water usage, since we are now being monitored by meter by the SCRD for our water usage and billed accordingly.

Others matters of concern are the overgrown areas around the neighbourhood. A couple of these are the borders between fences and the roadways, and the area behind the lots on Louise Way. The road borders are most unsightly, and owners are requested to replace the turf with a weed preventing sheeting covered with gravel. It makes for a much more appealing appearance when one enters the complex. One might take a look at the Dube property on the west side of Tower/Cartier entrance to our community. They are not in the Strata Plan, but have planted wild flowers amongst the stones beside their fence, making a very attractive border.

The maintenance of the areas behind the lots on Louise Way is more of a preventative nature, to avoid the rock structures from becoming unstable due to root formation. Owners are asked to maintain this area annually.

We are pleased to note that all owners bordering on Tyler Road are now maintaining the area immediately south of that bordering fence. The improvements are very attractive, and upgrade the overall look of the approaches to the Strata Plan.

One of the many purposes of a Strata Council is to constantly maintain and upgrade the Strata Plan such that property values are maintained and continue to improve. When prospective new owners visit our Strata Plan, it is the initial appearance of properties that encourages them to continue their quest. Generally speaking our properties are well maintained, but we still have some owners, and some tenants, who do the minimum maintenance of their property. One wonders at times, whether some of them own a lawn mower. It is these properties that may be contributing to lower interest in our Strata Plan.

We are aware that most owners have agreements with their tenants that may or may not include maintenance of the property. For minimal cost to an owner, our property management company can provide counsel and advice on these agreements such that they do cover lot maintenance. We ask owners to be more forceful in requiring their tenant to maintain and beautify their property within the terms of those agreements.

It has been a pleasure to serve on your Council this past year. You may have noticed that I did resign during a period when my house was on the market, due to a potential conflict of interest. With market being so soft, and no sales even close to asking prices, I decided to stay in Sechelt, took my house off the market, and rejoined Council, in hopes of improving the value of my – and your - property.

Thank you.