

ANNUAL GENERAL MEETING MINUTES

Wednesday, November 28, 2012

ACACIA GARDENS - STRATA PLAN BCS 1997

LOCATION & TIME:

Room #C248 & 249 (2nd floor)
BURNABY SOUTH SECONDARY
5455 Rumble Street, Burnaby, BC
7:00 p.m.

STRATA PROPERTY AGENT

Sam Kong

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PRESENT:

40 Owners, in person or by proxy

Sam Kong, Strata Manager, Baywest Management Corporation

(1) CALL TO ORDER

The meeting was called to order at 7:00 p.m.

(2) CALLING THE ROLL & CERTIFICATION OF PROXIES

A quorum requires representation of eligible voters holding one third (1/3) of the strata corporation's votes in person or by proxy so representation by fifty-seven (57) strata lots is required. 35 strata lots were represented, either in person or by proxy, by the appointed start time of the AGM. However, as a quorum was not present, the meeting was adjourned for 10 minutes as required by our Strata Bylaw 32. The eligible

voters present in person or by proxy then constituted a quorum. 5 more owners later joined the meeting in progress for a total of 40 strata lots represented.

(3) PROOF OF NOTICE OF MEETING

It was MOVED and SECONDED that proof of Notice of Meeting had been provided according to the requirements of the Strata Property Act.

Motion CARRIED

(4) ADOPTION OF PREVIOUS MINUTES

It was MOVED and SECONDED to adopt the minutes of the Annual General Meeting of November 22, 2011 as distributed.

Motion CARRIED

(5) COUNCIL PRESIDENT’S REPORT

The council President, John Luk, welcomed the owners and thanked the council members for their support and effort over the past year. The President then went on to review the strata corporation's successes and challenges during the last fiscal year. A copy of the report is attached.

(6) INSURANCE REPORT

A copy of the summary of insurance coverage was attached to the AGM package. The Agent stated that the policy provided approximately \$38M of insured value and \$5M liability coverage.

The Agent then addressed several questions relating to the strata insurance policy.

(7) RATIFICATION OF RULES

Playground and the Surrounding Area

It was MOVED and SECONDED to ratify the following rule:

Playground and the Surrounding Area

- 1) Residents are directly responsible for all activities by their children that damage or modify any common property including, but not limited to all landscaping elements, benches, and equipment.*
- 2) Items left unattended on or around all common area property including walkways, playgrounds, flower beds, stairways, and grass areas will be discarded without further notice.*

Motion CARRIED

(8) CONSIDERATION OF THE 2013 OPERATING BUDGET

It was MOVED and SECONDED to present the proposed 2013 operating budget.

The owners were advised that the insurance renewal quote of approximately \$80,000 was just received. The amount is higher than \$77,000, which was originally budgeted for “Insurance Premium”.

Therefore, it was MOVED and SECONDED to amend the amount under “Insurance Premium” on the proposed budget from \$77,000 to \$80,000.

Motion CARRIED

A vote was then held on the amended budget.

Motion CARRIED

(9) CONSIDERATION OF RESOLUTIONS REQUIRING ¾ VOTE

3/4 Vote #A – Bylaw Amendments: Window Coverings

Be it resolved by a three-quarter (3/4) vote of the Owners of Strata Plan BCS 1997, Acacia Gardens, to repeal the existing Bylaw 38 (5) and replace it with the following:

38 (5) A resident must ensure that all window coverings and curtains visible to the exterior of the building are in good repair and clean, and similar in size and color as initially installed by the developer. The design of the exterior window blinds can be either horizontal or vertical.

It was MOVED and SECONDED to bring 3/4 Vote #A to the floor for discussion. After some discussion, a vote was held on the motion.

TWENTY- FIVE (25) IN FAVOUR

TEN (10) OPPOSED

DEFEATED

3/4 VOTE “B” – CRF EXPENDITURE – IRRIGATION UPGRADE

Be it resolved by a three-quarter (3/4) vote of the Owners of Strata Plan BCS1997, Acacia Gardens, that an amount not to exceed \$10,000 (ten thousand dollars) be expended from the Contingency Reserve Fund for the purpose of upgrading the existing irrigation system.

It was MOVED and SECONDED to bring 3/4 Vote #B to the floor for discussion. After some discussion, a vote was held on the motion.

TWENTY- FOUR (24) IN FAVOUR

NINE (9) OPPOSED

DEFEATED

3/4 VOTE “C” – CRF EXPENDITURE – GARAGE DOOR OPERATOR UPGRADE

Be it resolved by a three-quarter (3/4) vote of the Owners of Strata Plan BCS1997, Acacia Gardens, that an amount not to exceed \$3,000 (three thousand dollars) be expended from the Contingency Reserve Fund for the purpose of upgrading the operator of residential parkade gate .

It was MOVED and SECONDED to bring 3/4 Vote #C to the floor for discussion. After some discussion, a vote was held on the motion.

Motion CARRIED

3/4 VOTE “D” – CRF EXPENDITURE – PARKADE CONCRETE REPAIR

Be it resolved by a three-quarter (3/4) vote of the Owners of Strata Plan BCS1997, Acacia Gardens, that an amount not to exceed \$3,000 (three thousand dollars) be expended from the Contingency Reserve Fund for the purpose of repairing minor cracks in the residential parkade concrete slab.

It was MOVED and SECONDED to bring 3/4 Vote #D to the floor for discussion. After some discussion, a vote was held on the motion.

TWENTY- EIGHT (28) IN FAVOUR

SEVEN (7) OPPOSED

Motion CARRIED

3/4 VOTE “E” – CRF EXPENDITURE – DEPRECIATION REPORT

Be it resolved by a three-quarter (3/4) vote of the Owners of Strata Plan BCS1997, Acacia Gardens, that an amount not to exceed \$9,000 (nine thousand dollars) be expended from the Contingency Reserve Fund for the purpose of preparing a depreciation report as per the newly amended Strata Property Act.

It was MOVED and SECONDED to bring 3/4 Vote #E to the floor for discussion. After some discussion, a vote was held on the motion.

Motion DEFEATED

(10) ELECTION OF 2013 STRATA COUNCIL

The Strata Property Agent thanked the out-going Council members for volunteering their time and effort in serving the Council.

All members of Council are required, per the Strata Property Act, to step down but are permitted to allow their names to stand for re-election. The floor was opened for nominations or volunteers for the seven Council positions. The following owners were nominated or volunteered to stand for office:

John Luk	#42
Gordon Yakel	#109
William Kim	#135

Vanessa Adrian	#1
Sean Dedieu	#74
Gail Young	#16
Ryan Sagarbarria	#123

Additional nominations/volunteers were called for and none were received. Thus, the above noted owners were elected to the 2013 Strata Council by acclamation.

(10) ADJOURNMENT

There being no further business, the meeting adjourned at 8:30 p.m.

**Please keep these minutes with your strata lot records.
You will need to provide them to your realtor when you sell your strata lot. There will be a charge for copies.**

STRATA COUNCIL PRESIDENT'S REPORT/November 28, 2012

Thank you for coming tonight to the 2013 AGM for Acacia Gardens

Thank Council Members

- Thanks to council members for their hard work throughout the year.
- Special thanks to our newest member and head of the landscaping committee, Vanessa Adrian
- Spent a good part of her summer days shopping at nurseries and adding lots of color to our strata. And then diligently ensured those plants were watered during the hottest month of the year. Please give her a round of applause and we hope to have her continue doing great work next year.

Success Projects Completed In 2012

- In 2012 we were able to successfully complete 2 major projects
- Repair of the attic ventilation which was causing mold and mildew in the attics of the building was completed quickly and well under budget. Everyone should have received a cheque for the unused portion of the levy
- The exterior fences, arbors, and second floor pergolas were restained for a refreshed look. With proper care and maintenance these areas should last for at 10 years. The work was also completed on budget.

Budget:

- We had a very fiscally prudent year. Most items were within budget except for a couple items that were wearing down faster than expected. These will be addressed in our upcoming budget.
- For 2013 we are asking for an increase to the budget by 2.2%. As we enter the 7th year, our buildings are starting to age so we're adding new budget items and increasing other areas to address these issues: these include annual cleaning of the gutters and dryers; and a budget allowance to address areas that need repainting
- Our balance sheets and contingency reserve are in good standing. So for next year we are proposing a new irrigation system as well as replacing the residential parkade motor. The frequent use of the gate and the age of the motor has necessitated a need for a new motor as the current motor is constant breaking down.

John Luk
President,
Acacia Gardens Strata, BCS 1997