

**STRATA PLAN LMS 101 AVONLEA**  
**Minutes of the Annual General Meeting**  
**Held on Monday, March 3, 2008, at 7:00 p.m. at the**  
**Stoney Creek Community School, 2740 Beaverbrook Crescent, Burnaby, B.C.**

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**CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Dave Holbrook, President.

**CALLING THE ROLL, CERTIFYING PROXIES, ISSUING VOTING CARDS.**

Dave Holbrook introduced the Council and confirmed with Dan Bourke that 25 of the 55 owners eligible to vote were present (4 by proxy and 21 in person), meeting the 33% requirement of the Strata Property Act; and that voting cards representing the 25 votes have been issued.

**PROOF OF NOTICE**

Dave Holbrook confirmed that notice had been given to all owners as per the Strata Property Act.

**APPROVAL OF PREVIOUS MEETING MINUTES**

It was:

**MOVED AND SECONDED** (Eggleston/James)

To approve the Annual General Meeting Minutes of February 15, 2007.

**CARRIED**

**STRATA COUNCIL REPORT**

Dave Holbrook reviewed the previous year's operations with the highlight being the completion of the fence project. Looking forward, more work is going to be done on the perimeter drainage maintenance program, and Council will be looking at upgrading the garbage enclosure area.

**INSURANCE REPORT**

Dan Bourke reviewed a copy of the property insurance report which indicated that the property was fully insured to a new value of \$13,600,000.00, which included replacement value insurance for all risk, earthquake, floor, water, and sewer back-up.

Dan Bourke also reported that due to a new program negotiated with Coastal Insurance, while the property insurance has increased in value the premium will remain relatively the same.

**FINANCIAL**

- a. **2007 Financial Report** - Tana Eggleston reviewed the 2007 Operating Budget which indicated the Strata Corporation ended the year with a \$3,017.87 surplus, \$136,969.02 in the CRF Account, and \$32,589.82 in the Operating Account.

Noting no significant variations in the expense, fence repairs came in as planned significantly higher than budget, and repairs came in well below normal averages.

After a detailed review it was:

**MOVED AND SECONDED** (Webber/Culley)

To accept the 2007 Financial Report.

**CARRIED**

**b. 2008 Proposed Operating Budget** - Tana reviewed the proposed budget for 2008 which has been proposed with no increase in maintenance fees.

With no major improvement projects scheduled for this year, the strata corporation will re-start making significant contributions to the Contingency Reserve Fund.

Other changes include increased management and administration fees due to changes in the Real Estate Service Act and Snow Removal expense due to the new snow removal program.

It was also noted that while our property insurance value increased significantly, a new program through Pacific Quorum Properties from Coastal Insurance has stabilized our premium costs.

After a detailed discussion it was:

**MOVED AND SECONDED** (Eggleston/James)

To approve the budget as presented.

**CARRIED**

### **ROOF PROJECT - Discussion**

The Owners discussed funding of the roof replacement project.

While the start date is inevitable, the start date may be a few years down the road.

That being the case, the Council requested the owners feed-back on how they would like to pay for the project. A considerable increase maintenance fees or Special Assessment payment due when the project is imminent, were two of the proposed methods of funding the project.

After a lengthy discussion the owners suggested an annual special assessment payment in advance of the project. This would allow maintenance fees to remain relatively low, while at the same time avoiding a single very large special assessment further down the road.

### **ELECTION OF THE 2008 STRATA COUNCIL**

As the Strata Councils' term expires at this meeting nominations for the 2008 Strata Council were put forward.

Accepting nominations were:

**Dave Holbrook, Tana Eggleston, Brian Arnold, Al Abdulla, Alicia Churchill, and Mark James.**

Accepting their nominations and hearing no others, the owners were elected to the 2008 Strata Council by acclamation.

### **NEW BUSINESS**

**a. Community Garage Sale**

The owners discussed and requested that the Strata Council initiate plans for another community garage sale.

**b. Community BBQ**

The community BBQ was so well attended last year; the owners overwhelmingly supported holding another event.

**c. Junk Day**

Council reported that they would also plan another Junk Day sometime after the community garage sale.

**d. Anonymous Letter**

Alicia Churchill read out three questions from an owner who did not want to be identified and did not attend the meeting.

The questions asked: If Dan Bourke did regular site inspections, If Dan Bourke checked all work that was completed on the property, and Is any work not completed.

Dan responded that regular site inspections are performed, all work is not checked when it is completed, and he is not aware of any work that is incomplete.

**e. Garbage Enclosure**

While the garbage enclosure area is being better maintained and kept in a relatively tidy manner, an upgrade of the area is warranted. Council will look at various options including the use of concrete style fencing.

**f. Car Wash Areas**

Residents are reminded that the drain contained in the car wash area drains into the sanitary sewer system, while all other drains on the property drain into the creek.

Thus cars should not be washed on the street, and cars being washed in the car wash should be pulled all the way into the car wash area.

Council will look at upgrading the wash area and look at adding a water diversion to direct wash water into the storm drain.

**ADJOURNMENT**

There being no further business the meeting was adjourned at 8:20 p.m.

The next meeting of Council will be on Wednesday, April 9, 2008.

Attention:

Please keep these minutes as a permanent record of your strata corporation business.

Submitted by:

**PACIFIC QUORUM PROPERTIES INC.**

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