

STRATA PLAN NW 2040
UNAPPROVED Minutes of the 2012 Annual General Meeting
Held at Forest Grove Elementary School
8525 Forest Grove Drive
Burnaby, British Columbia
On October 24, 2012

1. Registration commenced at 6:45 PM with the sign-in of owners and proxy holders, the validation of proxies and the issuance of voting cards.
2. The meeting was called to order at 7:00 PM.
3. Proof of notice of the 2012 Annual General Meeting (AGM) was displayed and motion called for to approve the notice of the AGM. It was moved, seconded and unanimously resolved that proper notice was given for the AGM.
4. Results of the registration; of the thirty-six (36) strata lots, twenty-eight (28) were represented in person and three (3) was represented by proxy for the total of thirty-one (31). A quorum was established.
5. The 2011/2012 Strata Council members and officers were introduced.
 - a. Strata Chair– Inga Zvolanekova
 - b. Treasurer – Shanna Burgess
 - c. Landscape Liaison – Andrew Boden
 - d. Maintenance Liaison – Ron Brimacombe
 - e. Secretary – Vacant
 - f. Member-at-Large – Carolyn Carpenter (absent); Stephanie Salbach (absent)

Inga Zvolanekova noted that Carolyn Carpenter will not be serving in 2012/2013. She thanked Carolyn for her dedicated service to Mountaingate over many years.

6. The minutes of the Annual General Meeting of October 26, 2011 were put forward for approval. It was moved, seconded and unanimously resolved to approve last year's minutes.
7. Proof of Strata Plan NW 2040's insurance coverage was posted for all to review.
8. Report by Maintenance Liaison (Ron Brimacombe) regarding maintenance issues, past and future: All roofs, gutter and flashing work has been completed; 9 rotten sill plates were replaced; 9 decks have been repaired, re-sloped and new railings installed; exterior doors that were peeling

paint have been repainted; multiple windows with improper seals have also been replaced; all windows were washed; Strata entrance signs were repainted. Future projects include replacement of a few more sill plates, the completion of the last portion of one deck, buying new rain caps for all furnace vents and assessment of water supply pipes and any drainage tile issues.

9. Report by Landscaping Liaison (Andrew Boden) regarding landscape improvement past and future: Piper Landscaping has been reinstated for 2012/2013 for a minor increase (\$20 per month) in cost over the last year; composted bark mulch was added to all common beds; the state of our trees was reviewed via an onsite inspection by our arbourist; a rotten tree near the stream between Braemoor and Moorside was removed without incident; and, in addition to tree pruning throughout the complex, two large maples were extensively pruned away from 9040 Moorside. For the coming year, Andrew plans to use perennials in the Strata flowerboxes (the ones near the entrance signs). Lastly, he thanked all those who had helped with watering common areas over the summer months.
10. Report by Treasurer (Shanna Burgess) on the past year's operations and finances: There was a surplus of \$23K but this amount was designated to pay for maintenance items that went over year-end. We continue to contribute to our contingency at a healthy rate.
11. The 2011/2012 Financial Statements (as prepared by Marsh and Marsh, Chartered Accountants) were put forward for approval. It was moved and seconded, and resolved that the financial statements be approved.
12. Motion to retain Marsh & Marsh, Chartered Accountants for the purpose of maintaining and reviewing the Strata Corporation's financial records for the 2012/2013 fiscal year was put forward. It was moved and seconded, and resolved to retain Marsh & March, Chartered Accountants for another year.
13. The 2012/2013 budget was put forward for approval. It was moved and seconded, and resolved that the 2012/2013 budget be approved.
 - a) The Motion to approve the transfer of the 2011/2012 operating surplus of \$23,243 into the 2012/2013 operating budget was approved.
14. Report by Strata Chair: Inga discussed the difficulties of proposing an additional special assessment for the front stairs and rear fence replacement of each unit only two years after an assessment was required for the roofs and gutters. She explained how the newly mandated depreciation reports work, the benefits for the strata of completing one and how a depreciation report may identify future liabilities. Moreover, the depreciation report course Inga attended also identified what a healthy contingency is for a

building of our age. Given the unknown liabilities we may face, and the need to maintain a healthy contingency, Council didn't feel comfortable using the contingency to replace our stairs and fences.

Money, however, was not the only factor in proposing a special assessment to replace the stairs and fences. There was pressure from owners, as the appearance of both the stairs and fences is deteriorating and, yet, simply repainting them wasn't a durable solution: professionals we talked to said that fresh paint would only last 3 years or less, as the underlying wood was so old. Lastly, Inga quoted from a 2006 Council document: it suggested that the stairs be aggressively repaired, beyond merely repainting them.

15. New business:

- a) The motion to approve the replacement of the front stairs, front railings and back privacy fences in the 2012/2013 fiscal year was moved, seconded and approved.
- b) The motion to adopt the special assessment of \$90,000 for replacement of the front stairs, front railings, back privacy fences and repair of related damage was moved, seconded and defeated.

16. For the year 2012/2013, the following owners offered to volunteer for Strata NW2040:

- a. Strata President – Inga Zvolanekova
- b. Treasurer – Shanna Burgess
- c. Landscape Liaison – Andrew Boden
- d. Maintenance Liaison – Ron Brimacombe
- e. Secretary – Derek Martinig
- f. Member-at-large – Stephanie Salbach

17. The motion was put forward to accept the new Strata Council as listed above. The motion was moved and seconded, and unanimously approved to accept the new Strata Council.

18. The meeting was adjourned at 9:00 PM.