

STRATA PLAN NW 2040
UNAPPROVED Minutes of the 2013 Annual General Meeting
Held at Forest Grove Elementary School
8525 Forest Grove Drive
Burnaby, British Columbia
On October 30, 2013

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 2013 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-one (21) were represented in person and one (1) was represented by proxy for the total of thirty-one (22). A quorum was established.
5. The 2012/2013 Strata Council members and officers were introduced.
 - a. Strata Chair– Vacant
 - b. Treasurer – Shanna Burgess
 - c. Landscape Liaison – Andrew Boden
 - d. Maintenance Liaison – Ron Brimacombe
 - e. Secretary – Derek Martinig
 - f. Member-at-Large – Stephanie Salbach (absent)

Andrew Boden, acting as meeting chair, noted that Shanna Burgess will not be serving in 2013/2014. He thanked Shanna for her dedicated service to Mountaingate over many years.

6. The minutes of the Annual General Meeting of October 22, 2012 were put forward for approval. It was moved, seconded and unanimously resolved to approve last year's minutes.
7. The minutes of the Special General Meeting of April 3, 2013 were put forward for approval. It was moved, seconded and unanimously resolved to approve the minutes from the Special General Meeting.
8. Report by Maintenance Liaison (Ron Brimacombe) regarding maintenance issues, past and future: Water line repairs complete on Moorside; on-going gutter cleaning to address fallen leaves and repairs to bridge fence to be covered by contractor who caused the damage. Future projects include the stair and railing replacement. Doug Kronlund and Glenn Lewis have

- volunteered to assist Ron in the planning and implementation of the stair replacement project. The strata council will also use the findings of the depreciation report to establish a more accurate and comprehensive maintenance schedule which will include the painting of the complex and any additional bridge maintenance/repairs.
9. Report by Landscaping Liaison (Andrew Boden) regarding landscape improvement past and future: We are in the final year of our contract with Piper Landscaping; a dead tree was removed on Braemoor without incident and perennials have been planted in all of the Strata flowerboxes.. For the coming year, Andrew has been in contact with the Ash Grove strata (neighboring complex) regarding an ivy "cull" in the green space between our two properties. The ivy has caused the death of one large tree already which fell in the green belt across from Ashbrook and caused a significant amount of rain water to accumulate in the entrance way on Ridgemoor.
 10. Report by Treasurer (Shanna Burgess) on the past year's operations and finances: There was a contingency decrease over the last year as a result of the roof overage, furnace replacement and water line repairs. Discussion with the membership ensued regarding the need for a maintenance fees increase to cover the increasing costs associated with the complex. A motion was put forward to increase the strata maintenance fees by \$40/month. The motion was moved, seconded and defeated.
 11. The 2012/2013 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. A motion to retain Marsh & Marsh, Chartered Accountants for the purpose of maintaining and reviewing the Strata Corporation's financial records for the 2013/2014 fiscal year was put forward. It was moved and seconded, and resolved to retain Marsh & March, Chartered Accountants for another year.
 13. The 2013/2014 budget was put forward for approval. It was moved and seconded, and resolved that the 2013/2014 budget be approved.
 14. Report by Acting Meeting Chair: Andrew explained how the growing complexity associated with the permit process for the stair and railing replacements has resulted in significant delays and escalating costs. He also reiterated the importance of waiting for the depreciation report to shed light on the maintenance projects that will need to be addressed going forward. Finally, it was proposed that a Special General Meeting be called in the spring of 2013 to review the findings of the depreciation report and to discuss in greater detail, the need for a maintenance fee increase.

15. A motion to approve the stair replacement project at the new projected, budget level of \$99,000 was put forward. The motion was moved, seconded and unanimously approved.
16. A motion to approve a change to the look and construction of Mountaingate's front, outside stairs from an all-painted, wood construction to stained wood steps and stringers with aluminum hand railings and guards was put forward. The colour scheme of both the new steps, railings and guards will match Mountaingate's present colour scheme. The motion was moved, seconded and approved. Only one owner voted against the proposed change.
17. Proof of Strata Plan NW 2040's insurance coverage was posted for all to review.
18. A motion to extend the due date for Mountaingate's depreciation report unit the next AGM in October 2014 was put forward. The motion was moved, seconded and unanimously approved.
19. For the year 2013/2014, the following owners offered to volunteer for Strata NW2040:
 - a. Strata Chair/President – Vacant
 - b. Vice-President/Treasurer – Derek Martinig
 - c. Landscape Liaison – Andrew Boden
 - d. Maintenance Liaison – Ron Brimacombe
 - e. Secretary – Lauren Rotzien
 - f. Member-at-large – Stephanie Salbach/Geoff Macklin
 - g. Member-at-large - Graham Giles
20. 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.
21. The meeting was adjourned at 8:34 PM.