

**MINUTES OF THE  
ANNUAL GENERAL MEETING  
STRATA CORP. VAS 2893 NORTH OAKS  
WEDNESDAY, MARCH 20th, 2019, AT 6:30 PM  
KIWANIS HERITAGE APARTMENTS MEETING ROOM**

**IN ATTENDANCE:** SL 2, SL3, SL4, SL6, SL7, SL8, SL9, SL10, SL12, SL13, SL14, SL15, SL 16, SL17, SL18, SL19, SL20, SL21, SL22, SL23, SL24, SL25.

**OPENING REMARKS, WELCOME TO NEW OWNERS - SL 18, President of Strata Council:**

Chair and Strata Council President, SL18, called the meeting to order at 6:40 pm and welcomed everyone, in particular the new owners of SL 2, SL14 and SL16. It was noted that SL 20 has recently been sold.

**CERTIFYING PROXIES - SL 17, Secretary of Strata Council:** SL 4 certified proxies for SL 1, SL 5 and SL 11. Voting cards were issued for each.

**DETERMINING QUORUM - SL 17:** 22 owners attended in person and 3 by proxy; 25/26 owners were represented. 9 were needed for a quorum; a quorum was reached.

**PROOF OF NOTICE - SL 17:** the Notice Package was distributed to owners on March 4th, 2019.

**APPROVAL OF THE AGENDA - SL 18:** the Chair called for additions, if any, to be added to the agenda. There being none, SL 15 moved and SL 12 seconded that the agenda be approved. Approved unanimously.

**APPROVAL OF THE MINUTES OF THE LAST AGM - MARCH 21st, 2018 - SL 18:** the Chair recommended to owners that, in the President's Report, the words "fire detector" be changed, more accurately, to "smoke alarm". The recommendation was met with approval. Moved by SL 25, seconded by SL 14, that the Minutes of the AGM 2018 be approved. Approved unanimously.

**OLD BUSINESS ARISING FROM THE MINUTES OF THE LAST AGM:**

a) Fortis Gas - SL 23:

- in response to a petition brought forth at the last AGM, SL 23 agreed to continue the process of determining the feasibility of bringing Fortis Gas into the complex;
- this past year, SL 23 and SL 4 canvassed the owners to assess the level of interest in renewing the project. If there was sufficient interest, they would contact Fortis again;
- there was found to be less interest this time. A factor was thought to be that, in order to install the lines, they would pass through the small back yards of those not wanting gas, causing disruption. Some owners in favour of gas did not want this to happen;
- there are too few owners in favour of continuing the process. The matter, therefore, is closed at this time. The Chair thanked SL 23 and SL 4 for their time and effort this past year and for bringing the owners up to date.

**PRESIDENT'S REPORT - SL18:**

SL18 opened the report by thanking the other members of strata in her time served as Council President. She thanked Council and those other residents who undertook many tasks throughout the year to keep the complex running smoothly.

Events of the year:

- hiring a new Webmaster, after the retirement of the existing one;
- a successful Garage Sale held in May;
- a Spring Work Party to clean exteriors, held in June, before water restrictions; volunteers cleaned and provided refreshments;
- a summer Pot Luck and Games Evening generously hosted by SL 3 and partner;
- three Council members attended the Fall CHOA Seminar in Sechelt, bringing back much information about future bylaws, smoking and vehicle charging stations;
- a planned Holiday Sing-Along that, unfortunately, was cancelled because of wind and rain;
- snow removal, including clearance of the sidewalks outside the complex by the Town of Gibsons;
- a new telephone list, for strata's use, will be distributed once the new owner of SL 20 is established. The Secretary is the only one with residents' email addresses.

SL 18 finished by thanking everyone for their help while she served as President.

**NORTH OAKS HISTORY - SL 22, Vice President of Strata Council:**

- SL 22 has developed a system of tracking the Maintenance History of the complex, excluding the individual strata lots;
- work orders and invoices are catalogued;
- each time repairs and maintenance are done, the records are updated.

### **MAINTENANCE REPORT - SL 3, Member of Strata Council:**

- grounds maintenance - some trees need replacing;
- snow clearing - thanks to those who helped out, plow came through twice, the Town helped clear sidewalks and a hired person did some shovelling;
- light fixtures - most fluorescent lighting and garage lighting have been replaced with LED; the electrical source for the entrance lights has not yet been found - the installation company will try one more time; the outside ground fault outlets have been replaced;
- concrete repairs - some repairs have been done; this winter was very hard on the driveways and further repairs need to be done;
- fence repairs - most of the divider fences have been repaired and posts replaced; the perimeter fence will need some posts replaced this year;
- windows - the program is working well and is within budget; windows are being replaced as required;
- pests - ants were a problem last year; if you find them problematic, please advise Council; controlling rodents and other pests within your strata unit is your responsibility but Council should be notified;
- renovations - please advise Council before undertaking a renovation.

### **MAINTENANCE DISCUSSION FROM THE FLOOR:**

- SL 3 took questions/comments from the floor: location of electrical outlets, using reflectors at entrances for increased visibility, cost of living increase in contracts, sightings of ants, wood bugs and rodents, with a reminder to notify Council of problems.

### **RESOLUTION REGARDING DEPRECIATION REPORT - DISCUSSION, MOTION AND 3/4 VOTE - SL 3:**

- SL3 explained how the Strata Property Act gives strata the ability to waive the requirement to obtain a depreciation report, or defer a renewal, by passing an annual 3/4 vote.
- there were no questions or discussion.
- it was then moved by SL 3 and seconded by SL 7 that:  
"Strata Corporation VAS 2893 in Gibsons, B.C., will not update the current Depreciation Report in the fiscal year April 1st, 2019 to March 31st, 2020. The report was prepared by Pacific Rim Appraisals Ltd. and received February, 2013." (The Strata Council unanimously approved this resolution on February 13th, 2019)

The vote was unanimous, with no abstentions, therefore the 3/4 vote was achieved and the motion was approved.

### **INSURANCE REPORT - SL 10, Treasurer of Strata Council:**

- SL10 referred to the Insurance Renewal Document in the Notice Package. Special mention was given to how Council appealed to the broker for a reduction in the premium but the appeal was denied;
- the floor was then opened for questions and discussion. There being none, the motion to accept the Insurance Report as presented was put forward. Moved by SL 10, seconded by SL 14, the report was unanimously approved.

### **FINANCIAL REPORT - SL 10:**

- SL10 referred to the Financial Reports in the Notice Package. The Budget pages were explained in detail and discussed;
- the floor was then opened for questions and discussion. Unit entitlement and the acronym CHOA were explained;
- the motion to accept the Financial Report as presented was put forward. Moved by SL10, seconded by SL24, the report was unanimously approved.

### **PROPOSED BUDGET FOR APRIL 1st, 2019 - MARCH 31st, 2020 - SL 10:**

- SL 23 noted that, in the AGM Package, the dates for the Proposed Budget were incorrect. SL 17 expressed thanks and corrected the error;
- SL10 referred to the Budget Planning 2019-2020 page in the Notice Package and explained in detail, with reference to strata fees and the contingency fund;
- the floor was then opened for questions and discussion. There being none, the motion to accept the Proposed Budget for 2019-2020 as presented was put forward. Moved by SL 10, seconded by SL 6, the Proposed Budget was unanimously approved.

### **RESOLUTIONS REGARDING PROPOSED CHANGES TO BYLAW 3: DISCUSSION, MOTIONS AND 3/4 VOTES: SL18:**

Over the past year, in response to queries, Council addressed the "Pet" section of Bylaw 3. It proposed the following changes to be brought to the AGM, each to be voted on. To change a bylaw, the vote must pass with a 3/4 (75%) majority.

**a) Amendment to Bylaw 3(3):** An owner, occupant or visitor must ensure that all animals are **under control**. They must be leashed or otherwise secured when on the common property or land that is a

common asset, and must ensure that any excrement is cleaned up **immediately**. However, the backyards must be cleaned up of excrement on a regular basis.

a) Patios and decks at the rear of strata lots are not to be used as a place for pets to relieve themselves of urine and excrement.

• the Chair read the proposed amendment and opened the floor to discussion. One question regarding if there had been complaints was answered “no”. There was no further discussion and the vote was called.

**“Be it resolved that North Oaks Strata VAS 2893 accept Bylaw 3(3) as amended”**

**Those in favour: 25/25 eligible voters = 100%.**

**Amendment 3(3) passed.**

**b) Amendment to Bylaw 3(4)(b):**

a maximum of **2 dogs, or 2 indoor cats, or 1 dog and 1 indoor cat**, as long as those pets are no more than **18 inches in height, from the top of the shoulders to the ground**, at full growth.

- the Chair read the proposed amendment and explained how it differed from the existing bylaw, namely the increase in the number of allowable dogs or cats, and the increase in the height of the pet.
- the floor was opened for discussion. There was much discussion around the number of allowable pets. The keeping of 2 indoor cats met with general agreement. The keeping of 2 dogs generated discussion of increased noise and nuisance to neighbours, with an overall negative response. The height of the pet generated one question as to how the method was determined, the answer being “National Kennel Club”. The amended height of the pet met with general agreement.
- there being no further discussion, the vote was called.

**“Be it resolved that North Oaks Strata VAS 2893 accept Bylaw 3(4)(b) as amended”**

**Eligible voters: 25 Those in favour: 13 Those opposed: 12 Abstentions: 0**

**Those in favour: 13/25 = 52%**

**Amendment 3(4)(b) did not pass.**

- at this point, given the discussion that led up to the vote, SL23 commented that Bylaw 3(4)(b) was agreeable except for the number of dogs, and suggested a modifying of the amendment be brought forward at the meeting. The Chair and the Secretary agreed to the suggestion providing it was the will of the owners. It was agreed by the owners, by a show of hands, to move ahead with the suggestion.
- alternative wording limiting the number of dogs to 1, but allowing 2 indoor cats, was put forth:

**Amendment to Bylaw 3(4)(b);**

a maximum of **1 dog, or 2 indoor cats, or 1 dog and 1 indoor cat**, as long as those pets are no more than **18 inches in height, from the top of the shoulders to the ground**, at full growth.

• there being no further discussion, a vote was called on the modified amendment:

**“Be it resolved that North Oaks Strata VAS 2893 accept Bylaw 3(4)(b) as amended”**

**Eligible voters: 25 Those in favour: 21 Those opposed: 4 Abstentions: 0**

**Those in favour: 21/25 = 84%**

**Amendment 3(4)(b) passed.**

**c) Addition to Bylaw 3:**

**(5) Owners of pets are required, upon purchase of a strata unit, to complete a North Oaks Pet Registration Form and submit it to the Strata Council President.**

- a sample of the form was passed around and was met with general agreement;
- there being no discussion, a vote was called:

**“Be it resolved that North Oaks Strata VAS 2893 accept the addition of Bylaw 3(5):**

**Eligible voters: 25 Those in favour: 25 Abstentions: 0**

**Those in favour: 25/25 = 100%**

**Bylaw addition 3(5) passed.**

- the newly elected Council will move forward with these bylaw changes.

**NEW BUSINESS / ITEMS FROM THE FLOOR:**

There was no new business or items from the floor.

**NOMINATIONS / ELECTION OF COUNCIL MEMBERS:**

- nominations took place for the Strata Council for the coming year. Six owners were nominated and, since a maximum of seven people may serve on Council, an election was not necessary. The six were voted in by acclamation.
- the new Council members are: SL 3, SL10, SL16, SL17, SL19 and SL22.

**THANK YOU TO THE OUTGOING PRESIDENT:**

At the conclusion of the election of Council, special thanks was given to the outgoing President, SL 18, for her years of dedicated service to the North Oaks community.

**ADJOURNMENT:** the meeting was adjourned at 8:40 pm. Moved by SL17, seconded by SL 19, carried.

