

09/07/11 Prepared By: Southview Property Management Inc.,  
#110 – 7580 River Road, Richmond, BC V6X 1X6 Phone: 604-270-8811 Fax: 604-270-0881  
E Mail: [southview@telus.net](mailto:southview@telus.net)  
Property Manager: Kevin D. Green

**MINUTES OF THE ANNUAL GENERAL MEETING  
OF THE OWNERS, STRATA PLAN LMS 280 CHATEAU COMOX  
HELD ON TUESDAY AUGUST 30, 2011 AT 7:00 PM  
WITHIN THE MEETING ROOM AT 1272 COMOX STREET, VANCOUVER, BC**

**1. CALL TO ORDER**

The Strata Council President and Chair of the Annual General Meeting Mr. Terry Ireland called the meeting to order at 7:03 P.M.

Mr. Ireland then welcomed everyone present to the Annual General Meeting, introduced the current Strata Council Members and further introduced the Property Manager representing Southview Property Management Inc. Mr. Kevin D. Green.

Mr. Green then provided the general ownership with some information regarding Agenda procedures and protocol and also the ballots, which had been handed out during registration.

After further review the Chair of the meeting as requested by the Strata Council proceeded with the regular business at hand.

**2. CALLING OF THE ROLL AND CERTIFICATION OF PROXIES**

The attendance register confirmed at the time of commencement of the meeting there were (10) eligible voters in attendance and (2) represented by proxy for a total of (12). The quorum requirements had been achieved and the meeting proceeded.

**3. PROOF OF NOTICE OF MEETING OR WAIVER OF NOTICE AND  
ACKNOWLEDGEMENT OF RECEIPT OF FINANCIAL STATEMENTS**

It was then **Moved and Seconded** that the Notice dated August 8, 2011 complied with all appropriate notice requirements in accordance with the Bylaws of the Strata Corporation and the Strata Property Act and also that the financial statements had been duly received.

There being no discussion, the question was called and the Chair then declared the **MOTION CARRIED** with the result being 12 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED.

**4. MINUTES OF THE SPECIAL GENERAL MEETING HELD ON June 14, 2011**

There being no errors or omissions it was then **Moved and Seconded** to approve the Minutes of the Special General Meeting of the general ownership held on June 14, 2011 as previously circulated.

There being no discussion, question was called and the Chair then declared the **MOTION CARRIED** with the result being 12 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED.

**5. ACKNOWLEDGEMENT OF RECEIPT OF CERTIFICATE  
OF INSURANCE COVERAGE**

It was **Moved and Seconded** that the notice of insurance coverage had been duly served in accordance with the Bylaws of the Strata Corporation and the Strata Property Act.

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The Property Manager then provided information to the general ownership on insurance, both for the common property and personal owner's content insurance. It was confirmed that the Corporation's insured value was \$5,645,000.00 and annual premium was \$8,344.00.

There being no additional discussion, question was called and the Chair then declared the **MOTION CARRIED** with the result being 12 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED.

#### 6. PRESIDENT'S REPORT

Mr. Terry Ireland then addressed the general ownership and provided a detailed verbal and written report, as contained in the ~~agenda previously provided. The report is also included with these minutes of the Annual General Meeting.~~

Mr. Ireland also thanked all of his Co-Council Members and further thanked the many volunteers within the Strata Corporation for their service to the general ownership and service to the Corporation over the past fiscal year.

Mr. Ireland concluded his report and noted that he had enjoyed working with the current Strata Council members. He encouraged the incoming Strata Council to take a vested interest in the everyday dealings of the Strata Corporation and maximize all residents' investments at LMS 280 Chateau Comox.

#### 7. APPROVAL OF THE PROPOSED ANNUAL OPERATING BUDGET

It was **Moved and Seconded** to adopt the proposed annual Operating Budget including carrying over the 2011 operating surplus into the Contingency Reserve Fund for the 2012 fiscal year as presented.

The Strata Council then addressed the general ownership with respect to the proposed annual Operating Budget.

Owners were advised on: the processes used in the preparation of the operating budget; general revenue items including the proposed no-increase in strata fees and the past year's operating surplus; general expense items, mandatory expenditures, discretionary expenditures and new maintenance activities; the Contingency Reserve Fund contributions and many other matters of a financial nature (e.g., special project expenditures).

#### Discussion

The floor was then opened up for discussion on the Operating Budget and owners then briefly queried the Strata Council additionally on the CRF fund balance, special projects and other financial items.

There being no additional discussion, question was called on the motion to approve the operating budget and transfer the operating surplus, as noted above and the Chair then declared the **MOTION CARRIED** with the result being 12 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED.

**If you have any questions regarding your account, please contact the Accounting Department at**

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8. **GENERAL DISCUSSION**

a). **Plumbing Project**

The Council and the general ownership then entered into a lengthy discussion in respect to the upcoming plumbing project. A report as such is included with the Annual General Meeting Minutes.

**Residents are kindly asked to ensure they provide keys to their unit for the plumbing project, to the project Council contact Ms. Joanne Lord in unit #203 1-604-608-1928 as soon as possible if they have not already done so, as access is absolutely imperative at all times throughout the project.**

b). **Bike Storage**

The owners then discussed several possible changes. A clean out and/or an audit of the bike rooms, and also the possibility of having bike racks installed in each owners' parking stalls, with the Council's approval, at the cost of each individual owner as desired.

The Property Manager advised he would bring this up for discussion with the Council at a future Meeting, and a system could be set up to identify all current bikes, and then have the old, abandoned and/or derelict bikes removed at a later date.

9. **ELECTION OF COUNCIL**

Additional positive comments were then offered for the outgoing Strata Council for a job well done and for the many volunteer hours put in on behalf of the general ownership for the Strata Corporation.

A further special thank you was offered to Terry Ireland and also Joanne Lord for their countless hours and service to the general ownership as Council Members over the past several years, and especially the recent concluding year.

The Property Manager noted that at this time all current Council Members must resign and it was the obligation of the ownership present to elect a new Strata Council, which must consist of a minimum of three (3) maximum of seven (7) members.

The roles, responsibilities, and duties of a Strata Council Member for the residential positions were then explained by the Property Manager, along with the nomination procedure. At the end of this process the following owners were then nominated to the Strata Council as follows:

Laurie Ford	Unit #304	Per Hansen	Unit #801
Ian Braidwood	Unit #601	John Rose	Unit #503
Joanne Lord	Unit #203		

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There being no further nominations, it was then **Moved and Seconded** to close nominations.

There being no discussion, question was called and the Chair then declared the **MOTION CARRIED** with the result being 12 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED.

The Property Manager then noted that the above nominations to the Strata Council were declared elected to the Strata Council by acclamation.

An appropriate round of applause was then offered to the newly and duly appointed Strata Council Members for the 2011/2012 fiscal year as follows:

Laurie Ford  
Ian Braidwood  
Joanne Lord  
John Rose  
Per Hansen

There being no further discussion it was then **Moved and Seconded** to terminate the meeting at 7:40 P.M.

The Chair then declared the **MOTION CARRIED** and the meeting officially terminated and concluded.

A brief meeting was then held with the newly elected Strata Council Members and the Property Manager to discuss a few issues with respect to the Strata Corporation, elect Council Officers and review a few minor items.

With respect to Council Officers, the roles, responsibilities and duties of a Strata Council Member Officer along with the Officer positions was then reviewed in detail and explained by the Property Manager. At the end of this process the following Strata Council Members were then declared elected by acclamation to the enclosed Officer positions.

Per Hansen	President
Joanne Lord	Vice-President
Ian Braidwood	Secretary
Laurie Ford	Treasurer

Appropriate congratulations were then offered for the newly appointed Strata Council Officers.

#### 10. **ADJOURNMENT**

There being no further business it was then **Moved and Seconded** to adjourn the meeting at 7:50 P.M. The next meeting of the Strata Council was tentatively scheduled for October 11, 2011.

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