

**MINUTES OF THE ANNUAL GENERAL MEETING  
VICTORIA VILLA STRATA NES 46  
NOVEMBER 25, 2007, AT 1:00 PM  
ABC FAMILY RESTAURANT MEETING ROOM  
CRANBROOK, BC**

**Attendance:**

Gary McCarthy, President	8
Lorraine Miles	1
Joyce Mitchell	4
Jolene Hellewell	1

**Staff:**

Sharron Billey, Strata Manager  
Nancy DeRosa

**Guests:**

Jim Mitchell  
Jean Klein

Joyce Mitchell carrying a proxy for Kelvin Behrens, Lorraine Miles carrying a proxy for Scott Miles, Jolene Hellewell carrying a proxy for Mike and Karen Barron, for a total of 14 out of 50 votes.

The meeting was called to order at 1:00 PM by President Gary McCarthy.

Gary McCarthy first addressed some issues of importance regarding the units at Victoria Villa.

It is very important that owners check for leaking hot water tanks and to also check that the drain isn't plugged or covered with lino. If they are maintained regularly there will be less chance of damage to the unit or the neighboring units.

In the past there has been mold found from moisture from unhooked dryers. Please hook up the dryers to the outside vent to be certain it is not a problem in the future.

Gary also addressed the group regarding the election for a Council at the meeting. The Council must have a minimum of 3 members or the Government will take over the running of the Strata. It is also possible to attend by phone conference.

**ADDITIONS TO THE AGENDA:**

- The painting of the hallways

**MOTION TO ADOPT THE AGENDA AS AMMENDED:**

Seconded. Carried.

**MOTION TO ACCEPT THE 2006 AGM MINUTES:**

Seconded. Carried.

**APPROVAL OF THE PROPOSED 2007-2008 OPERATING BUDGET**

Sharron explained the reporting from October 1, 2006 to September 30, 2007.

The Budget is based on there being no additions to the strata fees. There are few changed in the Budget.

Joyce Mitchell questioned the Pest Control expense. Periodically there is a complaint of ants or bugs, and the Orkin Man is called in immediately to attend to the problem.

**MOTION TO APPROVE THE OPERATING BUDGET AS PRESENTED:**

Seconded. Carried.

**REVIEW OF THE INSURANCE CERTIFICATE:**

The cost of insurance for the Strata this year will be about \$700 more than the previous year. This is due to a substantial increase in value of the Strata in the past year.

**MOTION TO APPROVE THE INSURANCE CERTIFICATE:**

Seconded. Carried.

**ELECTION OF THE NEW STRATA COUNCIL**

Jolene Hellewell, Gary McCarthy, and Jim Mitchell all volunteered to hold a position on Council for the up-coming year. Scott Miles was appointed by Lorraine Miles, Karen Barron was appointed by Jolene Hellewell, and Garry Gray was appointed by Joyce Mitchell. Thank you to all that have volunteered, and those that were appointed, we hope that you are willing to join us in the Council. We remind you that if you are willing, you can join the meeting remotely.

The Pet Application and Form K were discussed, we urge that they are used by everyone.

**Incident Report Forms:**

Please feel free to use these if you have a problem that you need to be dealt with by the Council or by the Strata Manager. If you have a problem that is criminal, please call the police. Sharron would like to reassure everyone that any complaints that come to the Management Company are dealt with anonymously.

## **NEW BUSINESS:**

### **PAINTER REPORT:**

Sharron reported that Donna Yuill of Yuill Paint and Home Decorating is still working on the painting and small repairs to the hallways of all the units at Victoria Villa. To date Donna has been paid only her deposit, it is a work in progress.

### **COMMON AREA RULES:**

There was an explanation of the Common Areas by Sharron. For those of you that are not that familiar with Stratas, the Common Areas are all those outside of your unit – hallways, parking lot, et cetera.

Joyce Mitchell pointed out that the asking for Driver's License numbers should be taken out of the Rules. This is a privacy issue. It will be taken out.

A question was asked regarding the towing of unlicensed vehicles. They will be towed and the owners will be billed for the towing. There were only 3 problems in the past year with the vehicles.

### **Parking Spaces:**

The spaces, number of Visitor's spaces, and widths of the parking spots will be re-evaluated in the Spring and possibly there will be a need to eliminate some visitor parking areas. If there are owners interested in forming a committee to look into a new parking plan, please feel free to step forward and offer your name to Sharron. It was noted that the repairs to potholes that were fixed last year had held up very well.

The Rules can be found with the Meeting Minutes on the web site at [www.cranbrookagencies.com](http://www.cranbrookagencies.com).

### **MOTION TO APPROVE THE COMMON AREA RULES AS AMMENDED:**

Seconded. Carried.

### **Discussions:**

The RCMP, after asking for keys to the units, have not answered Sharron as to why they wanted the keys. They are not in possession of the keys to any units.

There was a question as to why there was a WCB Report in the past Minutes – Sharron explained that it was an on-going claim by the previous on-site manager and that WCB reports whenever there is any activity in the claim.

It is important that all owners bring in a copy of keys to each unit to be used ONLY in case of an emergency.

For those of you that require another post office box key, BL Locksmith can copy them for you.

**MOTION TO ADJOURN AT 2:15 PM.**

Seconded. Carried.

**If there is anything you wish on the agenda of an AGM, please forward 4 weeks in advance so it can go out to all owners in the AGM package.**

**Forward your request stating your topic to: Strata NES 46, 911 Baker Street, Cranbrook, BC V1C 1A4.**