

**MINUTES OF THE STRATA COUNCIL MEETING
ARBUTUS COURT - STRATA CORPORATION LMS 1448
WENDESDAY JANUARY 18, 2012 @ 7:00 PM**

ATTENDANCE:

President	Lorraine Danroth	Present	604-530-4954	105
Vice President	Trevor Perry	Present	604-534-2279	106
Secretary	Molly Reid	Present	604-530-5512	205
Treasurer	Lew Murphy	Present	604-539-9947	103
Member	Sonya Tokaryk	Present	604-530-9850	209
Member	Celia Moragne	Present	604-533-2740	309

MANAGEMENT TEAM: Teamwork Property Management Ltd.
Tom Quinton – Strata Agent

- 1.0 CALL TO ORDER:** The meeting was called to order at 7:00 pm in the meeting room.
- 2.0 ADOPTION OF THE MINUTES:** It was moved by Celia Moragne and seconded by Sonya Tokaryk to adopt the Minutes of the Council Meeting held October 19, 2011.
CARRIED
- 3.0 BUSINESS ARISING FROM THE MINUTES:**
a) Snow Removal – Council agreed to use RL Landscaping for snow removal at \$100.00 for the back parking area and \$50.00 to clear the front stairs and sidewalk.
- 4.0 REPORTS:**
a) Financial review: The October, November and December 2011 financial statements was reviewed. It was moved by Molly Reid and seconded by Lew Murphy to adopt the October, November and December 2011 financial statements as presented.
CARRIED
- 5. CORRESPONDENCE:**
No correspondence at this time.
- 6. NEW BUSINESS:**
a) Dryer Vent Cleaning – Council reviewed a quote to have the dryer vents cleaned by Air Vac in the amount of \$1,100.00 (plus HST). It was moved by Lorraine Danroth and seconded by Trevor Perry to have the dryer vent cleaning performed.
CARRIED
- b) Management Agreement Schedule E / Filing Income Tax -** The Income Tax Act, Canada, under Section 150 requires all corporations residing in Canada file an annual income tax return. Section 149 of the Act provides an exemption for most Strata Corporations from income; however, the exception does not apply to the filing of the

return only that the return will be nil. Teamwork provided the Strata Council with correspondence and a proposed contract Schedule E for review and consideration. The preparation will be reviewed and overseen by Webster and Associates and will be administered by Teamwork Property Management for a yearly fee of \$575.00 including tax or, Strata can choose to find an accountant of their choice to perform the service. It was moved by Trevor Perry and second Sonya Tokaryk to have Teamwork oversee the filing of the tax return for the 2011 fiscal year. After which Council will review the filing for 2012.

CARRIED

c) Annual General Meeting – Council discussed and drafted a proposed budget to be reviewed by the Owners at the Annual General Meeting (AGM) which will be held on March 21, 2012, in the meeting room.

d) Items in the Mail Room - If you leave any items in the mail room to “freecycle” and, no one takes the items within three days, please remove the items and dispose of them.

e) Hydro Smart Meters – The new BC Hydro smart meters have been installed.

7. **NEXT STRATA COUNCIL MEETING:** Will be the AGM to be held on March 21, 2012 @ 7:00 pm.

8.0 **ADJOURNMENT:** The meeting adjourned at 8:40 pm.

Please Put All Concerns In Writing And Submit To Strata Agent or a Council Member. Thank You.

**Teamwork Property Management Ltd.
#105-34143 Marshall Road, Abbotsford BC V2S 1L8
Office: 604-854-1734 (Loc. 318) Fax: 604-854-1754**