

**STRATA COUNCIL MEETING MINUTES FOR
STRATA CORPORATION KAS 2662
“Pemberton Valley Lodge”**

HELD: 3PM Friday, December 14th, 2012

LOCATION: Via Skype Conference Call

PRESENT: Mickey Patryluk, Ron Crawford, Shelley Crawford, Richard Thomson,
David Mackenzie, & Rob Moore (WRM)

The meeting was called to order at 8:35AM.

- 1.0 **Approval of agenda:** It was moved by Shelley, seconded by Richard, and *carried* to approve the agenda.
- 2.0 **Approval of the Council Meeting Minutes from October 20th, 2012:** The Council directed the agent to amend a portion of item 4.1 from the October 20th minutes. The agent will forward the amended minutes for Council review and approval.
- 3.0 **2013 PVL Budget Final Draft:** Ron moved to approve the operating budget only with amendments as discussed. Richard seconded...carried.
- 4.0 **General Manager’s Report:** David reported that the 2nd annual Gingerbread Project was underway. David noted that there was an increase in activity and entries this year over last and a significant amount of money had been raised.
- 5.0 **Strata Agency Issues:** The Council requested some information regarding the current WRM policy and procedures for owners in arrears for strata fees. The agent reported that the WRM accounting team issues statements to owners whose accounts are in arrears every 60 days. The *Strata Property Act* allows the Strata Corporation to levy a 10% interest charge to owner accounts that are outstanding. The interest may be applied to overdue strata fee payments or special levies. Bylaw infraction fines are exempt from interest application. The agent noted that there is an owner at PVL in significant arrears to the Strata Corp. and had a lien registered against their strata lot for non-payment and that further attempts to contact the owner had been unsuccessful. The agent reported that liens protect the funds for the Strata Corporation in the event an owner tries to sell their unit while monies owed to the Strata Corp are still outstanding. All legal expenses for the registering of a lien or lien removal are levied against the strata lot owner’s account. If an account in serious arrears continues to accrue without payment, the Strata Council may issue a “notice to foreclose” correspondence to the owner’s mortgage holder and pursue payment through the courts. The agent also informed the Council that any time there is a conveyance of a strata lot, all outstanding amounts owed to the Strata Council are settled before the required documents to convey the property are released.

6.0 AGM Planning Session: The Council discussed possible dates for an AGM planning session.. The agent will provide resolution and package information for Council review prior to the meeting.

There being no further Strata Corp business, the meeting was terminated at 4:30PM.

Rob Moore – Strata Property Agent

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