

# MINUTES OF 2019 ANNUAL GENERAL MEETING

STRATA CORPORATION KAS-2662

“PEMBERTON VALLEY LODGE”

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**HELD:** Monday, February 24, 2020 at 6:30pm  
Holiday Inn  
700 Old Lillooet Road, North Vancouver, BC

**PRESENT:** The Owners of Strata Plan KAS 2662 “The Pemberton Valley Lodge,” as per the registration sheet  
David MacKenzie (PVL staff)  
Chairperson: Mickey Patryluk

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It was ascertained that a quorum was present, in person and by proxy, for a meeting chaired by Strata President Mickey Patryluk.

The meeting was called to order at 6:40 pm.

## **Approval of Notice of Meeting and Agenda dated February 5, 2020**

Moved: Greg McPhail; Seconded: Carl Van Noort. Carried

## **Approval of the minutes of the 2019 AGM held March 4, 2019**

Moved: Carl Van Noort; Seconded: Sandra Kaye. Carried

## **Reports from Council**

### ***Chairman’s Report (Mickey Patryluk)***

2019 was a very good year, though somewhat softer than 2018. Thank you to volunteers— Council and owners' Management Company officers-- and especially to David MacKenzie, General Manager, who is so skilled and knowledgeable about running a hotel and keeps the owners' interest in the forefront.

### ***Insurance Report***

Strata treasurer Dave Willis reported that the cost of our insurance is considerably higher than last year. The entire insurance industry has been strongly impacted by natural events such as wildfires, so have needed to raise their rates. This has resulted in a small increase in every unit's strata fees.

## **Review of the Financial Statements**

Strata Treasurer Dave Willis reported that a Balance Sheet has been set up for the PCL Property Management Company, the asset of which is the lot in front of the hotel purchased in 2016. That has not yet been incorporated into the Strata Balance Sheet, though that will be done shortly, as soon as the yearend accounting work is complete.

### **Special Resolution**

#### ***01-20: Transfer of Reserve Funds to Cover Deficit***

Moved by Carl Van Noort; seconded by Greg McPhail as follows:

**BE IT RESOLVED** in accordance with the Strata Property Act section 10S by a 3/4 vote the Owners of Strata Plan KAS-2662, "Pemberton Valley Lodge" approve the transfer of \$2108.60 from the reserves to the operating account to remove the deficit from the 2018 operating year.

Carried.

### **Operating Budget for Fiscal Year Ending Dec 31, 2020**

Moved to approve budget: Carl Van Noort; Seconded: Sandra Kaye. Carried.

### **Other business**

None.

### **Election of 2020 Strata Council**

There were no nominations from the floor; present members agreed to serve again. Therefore, the following owners have been elected to the strata council by acclamation: Mickey Patryluk, Richard Thomson, Dave Willis, Mary Roberts, and Lee Hollaar.

There being no further strata corporation business, the strata portion of the meeting was terminated.

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## **PVL Owners' Management Corporation**

### **President's Report – Richard Thomson**

Richard thanked those who attended the meeting, his fellow council members and OMC directors, and General Manager, David MacKenzie.

He reported that the bathroom renovations are complete. It was a good plan to spread the work and the cost over two years. All hallway carpet and wallpaper has been replaced. They are very attractive.

### **Treasurer's report – Dave Willis**

Dave reported that 2019 started soft. But we stuck with the plan and the year finished very well owing to attention to detail from everyone in management. Strict attention to revenue management was the key.

He noted that the jobs that deal with guests' demands and problems can be stressful, and suggested that we make a point of expressing our appreciation to staff members when we are there.

## **General Manager's Report – David MacKenzie**

- Flooring in guest rooms is replaced as wear requires. On the first floor, laminate flooring is used, as there is no sound transmission problem on that floor. Upper floors use carpet.
- Attention continues to be paid to eliminating plastic. The switch from Keurig machines to French press means we no longer deal with the Keurig pods. The new program uses compostable packets of locally-roasted coffee.
- Another means of eliminating plastic is the change in the bath amenity program. In-room shampoo, conditioner, lotion and hand soap containers are PVL branded and the products are very popular with guests. These larger containers are refilled from four-litre jugs . The very small bottles formerly used are a thing of the past.
- Smartphone check in and keys are ready to launch.

2019 was somewhat softer than 2018. Some reasons are that there were fewer conventions in Vancouver and Victoria in 2019, which would ordinarily push visitors farther from those centres, and the Huawei arrest and trade problems have affected Chinese tourism strongly. The best way to address this has been close management of daily rates.

### ***Awards***

The Lodge received several awards and honours in 2019, including

- The Trip Advisor Hall of Fame: awarded to those who have achieved the Certificate of Excellence in five consecutive years.
- The TripAdvisor Green Leader Award at the Platinum level
- The Canada Gold Award for Green Tourism
- Green Key eco-rating of 5 Keys (highest level)
- BC Hotel Association Housekeeping Award. Recognition for guest scores of 90% or more on surveys of room cleanliness. PVL won this award in 2017 and 2018 also. 2019 score was 93%.

Meeting adjourned at 7:41 pm.

Respectfully submitted,

Mary Roberts