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## Strata Living

Headline: Who plans the AGM?

Topics: Annual General Meeting

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**Dear Tony:** Who has the authority to call our Annual General Meeting? Our fiscal year end is June 30<sup>th</sup>, and council normally have a scheduled meeting in late June to review the notice package for our general meeting in July and were surprised to receive the notice of AGM from our property management company last week for a meeting scheduled June 27<sup>th</sup> that only contained a proposed budget, but no financial reports, council reports or other business. When we contacted them we were told that the reason for the date is that the strata must hold it's meeting before the fiscal year end, otherwise the new strata fees won't start on July 1<sup>st</sup>. If this is true what's the point of having a strata council?

*Margo N.*

**Dear Margo:** The annual general meeting of a strata must be held no later than 60 days after the fiscal year end. This technically permits your strata to hold your meeting as late as August 28<sup>th</sup>. The decision to call a general meeting rests solely with the strata corporation either as the routine AGM or special general meeting for specific purposes or by petition. The strata council determines the date, time, location, and content of the resolutions to fit the agenda set in the bylaws. Agenda items such as the proposed annual budget, resolutions for special levies, bylaw amendments, court actions, expenses from the contingency fund, major changes in use or appearance of property are all determined by the strata council, which makes decisions at council meetings by majority vote.

Review the strata management agreement that the strata corporation has signed and past council minutes to determine if you have delegated any such authority to the manager to give notice of the meeting and set the agenda. While this would not be typical, it is possible that your strata has given these instructions and delegated some authority. It is correct the new

fees will not start on July 1<sup>st</sup> if the fees change; however, the strata once they have approved the annual budget will collect whatever funds approved through the balance of the year. The proposed fees and payment schedule must also be included with the notice package, along with the financial statement for the fiscal year or projected completion. The timing of the meeting is determined by council.

