



Minutes from the 2017 Annual General Meeting  
Strata Plan NES 2947  
Saturday, August 5, 2017  
317 Forest Crowne Close  
Kimberley, BC

Meeting called to order by President, Al Grant at 3:10 pm.

First order of business was to certify proxies and corporate representatives and issue voting cards. Numbers are:

Attendees: 10

Proxies: 7

Regrets: 8

Determined that there is a quorum with 17 of 25 homes represented at AGM (N.B. Quorum is 9 of 25 strata lots, from section 48 of the Act).

Attendees elect Al Grant to chair the meeting.

Proof of notice of meeting or waiver of notice was cited. Al delivered an email on July 15, 2017 comprising notice of the meeting, agenda, minutes from last year's AGM, and proposed strata budget. (Section 45 of Act specifies that 2 weeks' notice is required). Motion to approve the agenda by Andrew Gilmore. Seconded by Gary Hicks. All voted and approved unanimously.

Motion to approve minutes from the last AGM by Gloria Dingwall. Seconded by Bryant White. All voted and approved unanimously.

Next, to deal with any unfinished business: Al Grant stated that the Financials were audited internally by two strata owners. Al has emails from both auditors stating the financials are complete and approved. Emails/correspondence available upon request.

Next, to receive reports of council activities and decisions since the previous annual general meeting, including reports of committees, if the meeting is an annual general meeting. In fact, there were no special activities undertaken.

President's general report on strata activities:

- Emergency Response Plan (ERP) discussion was initiated by Forest Crowne residents in Miner's Alley (Forest Crowne fee simple lots) in 2016, but there has been no further discussion within the Forest Crowne community to date. Question: should our strata have an ERP? (The Fort Mac situation was the catalyst for this in many other communities). Discussion ensued. Al noted that on

the Forest Crowne Facebook page there is a Personal Emergency Preparedness Plan taken from the City of Kimberley website, which is much lighter than a full ERP. Even the City of Kimberley website has no ERP or evacuation plan. Is it up to us to create one for our community? Related: the City is looking at second access road out of Forest Crowne. Overall, attendees expressed concern that there's no ERP for the city and its communities. Should we write to the city and express our concern over this? Food for thought...

- Over the past year, a few noise issues/concerns were raised. Al reminded that there's a city bylaw in place regarding noise. City of Kimberley bylaws supersede our community bylaws. Al then explained/summarized the City's Noise Bylaw. Al encouraged people to check out the City of Kimberley website ([www.kimberley.ca](http://www.kimberley.ca)) and read all the bylaws.
- Garbage. Due to the number of new builds/construction sites in new strata and estates, there's regular construction garbage being dumped in our garbage bins. Also, lots of glass clippings/yard waste being dumped too. Suspect this is not from our strata as we don't have lawns. Al suggested he contact United Communities and ask them to reach out to all non-strata home owners within the development regarding garbage pick-up rules. Rather than putting locks on the gate, let's try to educate other communities. Al also received a quote from garbage service (Southeast Disposal Ltd.) regarding acquiring a larger volume garbage tank. The cost will be an extra \$40/month (or \$480/year) for the bigger bin. (Al has received the suggestion that we should lease a larger tank). A group discussion ensued about this garbage situation. Should we "fire another warning shot" and launch an education/communication plan with other Forest Crowne neighbourhoods/stratas (as Al suggested), and then wait and see? Or, do we contact Southeast and get a bigger bin? Or do we pay the \$40-\$50/extra pick-up and just call Southeast a few times a year—for example, around a long weekend or over Christmas—and just get these extra pick-ups? More robust discussion from the group ensued. In the end, the quorum decision is to launch an education and communication plan with other neighborhoods and developer. Al will update as dialogues progresses.
- Architectural guidelines were put on our website as an action item from the 2016 AGM. They really are meant if you are building from scratch, but do mention guidelines for outbuildings and fencing. More interest in this since Kelowna fires generated the Fire Smart recommendations from the BC government that revised building materials and building set backs from timber. No discussion.

#### Financial report.

- Jan Matthews gave a detailed financial report guiding attendees though the individual line items and summary handouts. There was some discussion around monthly strata fees—should they go up to reflect rising costs (i.e. garbage pick-

up), or go down to burn off our large balance in chequing account, or just stay the same?

- Contingency Fund. Fund is in GIC's. Just over \$40,000 is that account. We will revisit the contribution amount to this account, but we'd like to not have it officially reviewed every few years (because that costs money). We had it checked/reviewed only three years ago. The law states we must do it every 5 years. Let's aim to comply and have our Contingency Fund contribution reviewed every 5 years.
- Next, it is time to ratify any new rules made by the strata corporation under section 125 of the Act. None in the last 12 months. None were made.
- Next: report on insurance coverage in accordance with section 154 of the Act; if the meeting is an annual general meeting. AI summarizes our insurance coverage. The premium and coverage has not changed. We are happy with our provider. AI will always give copies to owners or relators who want a copy, but these are not posted on website.
- AL handed out budget copies and lead a discussion on the budget details. Most line items agreed nicely with 5-year averages. Of note though, due to banner snow year, snow removal costs were higher over 2016-17; BC Hydro costs went up a little bit too; and some 17-18 costs were paid for in June 2017. In sum, the 2017-18 strata budget in less than last year.  
Motion to approve budget by the noble Dave Clayton. Seconded by Cathy Bryant. All voted and approved unanimously.

Now, time to deal with new business, including any matters about which notice has been given under section 45 of the Act.

- Bookkeeper: Jan Matthews agrees to stay on. (Thanks, Jan!)
- Request for internal auditors: Andrew Gilmore and Gary Hicks agree. (Thanks, gentlemen!)

Elect the Council:

President, Vice president, Secretary (Administrative Assistant), Treasurer, and Directors at Large. Motion by Angela Clayton to leave all eight council members as is for now and deal with a reorganization and possible changes during the coming year. Seconded by Norm Matthews. All in favour passed unanimously. Therefore, the 2017-2018 Strata NES 2947 Council is:

- President: Al Grant
- Vice President: Dave Claydon
- Secretary: Brad Mahon
- Treasurer: Jan Matthews
- Director of Operations: Kevin Stone

- Director: Jeff Saari
- Director: Bryant White
- Director: Theresa Gregory

Schedule the next meeting (propose Saturday August 4th, 2018). There was some discussion about moving the 2018 AGM to Labour Day. However, the decision was to leave as is...Saturday, August 4, 2018.

Motion to terminate the meeting by Gloria Dingwall. Seconded by Jan Matthews. Passed unanimously. The crowd cheered.

Meeting terminated at 4:06 pm