



Minutes from 2015 Annual General Meeting
3:00 pm Saturday August 1st, 2015

Meeting called to order at 3:03 PM

Al Grant (President) will chair the meeting

- Proxies certified and corporate representatives
- Quorum determined—Al Grant collected eight (8) proxies, plus there were 10 owners present in person, for a total of 18 votes of 25 votes present (Quorum is 9 of 25 strata lots, from section 48 of the Act)
- Al Grant confirmed that the AGM meeting notice went out 16 days before meeting (Act states notice must be at least 14 days)
- Motion for approval of AGM agenda; Gloria Dingwall first; Second by Angela Claydon; voted; passed; agenda is accepted.
- Motion to approve minutes from the last annual AGM meeting; these minutes were provided with the meeting notice. Bryant White first; seconded by Dave Claydon; voted; passed; minutes are approved.

Next, to deal with any unfinished business:

- Last year's audit. Jan Matthews confirmed that Jeff Saari and Kevin Stone did an external audit. Jeff and Kevin confirmed books are accurate.

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:

- President's general report on strata activities; Al Grant commented/stated/declared:
 - Two new sales/transactions; then introduced two new owners; loud applause and cheering.
 - We lost a few Board Members over the year, and a few people stepped up to the plate. Thanks to those people; Jan Mathews, Kevin Stone and Jeff Saari.
 - Also, we updated signing authorities at the Royal Bank and Edward Jones; two signees required on all documents.
 - Al talked about item raised on behalf of Loraine Royall at last year's AGM regarding paving the strata land on east side of street that was at that time unsightly with weeds. This is a utility corridor containing the water main and electrical service for the street. The land was not included in the strata lots to maintain access for repairing these services. No development is recommended in a utility corridor to add to the time and cost involved to access these services. This would include trees, pavement, concrete etc. Since last year's discussion on the subject, several owners have taken it upon themselves to maintain the

- corridor to keep it weed free and tidy. One owner has also purchased additional bark product for section adjacent to their property. This is very appreciated.
- Al reported that it took until the mid of Dec. to get all of the strata fees in. (deadline was Oct. 1). This was a headache for Al and Jan (chasing delinquent/late owners).
 - Al reminded us that it is up to the home owners to pay strata fees (not renters). Reminded everyone that if you want to rent your place, be sure to pass on the strata bylaws to your renters. There have been issues with renters unaware of our bylaws, etc.
 - New website—Dave Claydon set it up. We have a new hosting account and domain. The new address is www.NES2947.ca. Lawyers and realtors have told Al that we run a smooth show regarding getting strata docs out to existing and prospective owners. Strata information required for transactions in BC is on the website. More cultural/social material to be added later. BTW, if home owners have pictures of Forest Crowne, please consider sharing them/submitting to our website. Al said this new website will not be commercial at all—he's not going to sell ad space, etc. It's strictly a forum and info site for our owners and their representatives.

Financial report:

- Jan Matthews (Treasurer) went through last year's Interim Financials (P&L and Balance sheet). Documents were handed out to those present and were uploaded to website prior to meeting. No questions from the floor.
- Contingency fund at \$31,394.36 as of June 30, 2015. Edward Jones office in Cranbrook manages fund (ladder of GIC's).
- Al told how externally prepared Depreciation Report from 2014 forecasted we were not contributing enough to the Contingency Fund to cover future expenses. The annual contribution has been increased to \$4000 and we are now on the scheduled forecast in the Depreciation Report. Al explained our Contingency Fund was given some initial capital via a bulk one-time lump sum from United Communities (developer) at the time the strata was handed over to the owners.

Next, it was time to ratify any new rules made by the strata corporation under section 125 of the Act.

- There have been no rules tabled in the last 12 months.

Report on insurance coverage in accordance with section 154 of the Act; copies of insurance/liability policy available at the meeting; in summary, there hasn't been any change to our policy in some time.

- Premiums have been \$750/year for last four years, hasn't gone up. (Liability insurance is mandatory for all BC Strata Corporations)

Next, it was time to approve the budget for the coming year in accordance with section 103 of the Act:

- Al walked through each budget item and explained any necessary rationales behind numbers.

- AI explained our Community Bank Account fees were a little over budget due to having to buy a book of deposit slips required by the Royal Bank. Upcoming year banking fees will include cheque order.
 - Jan is being paid \$250 to do the books (this book keeping fee has been in place for several years).
 - Snow removal actual was way under budget last year. This year's budget is based on five year average.
 - Garbage bins on budget. Strata NES 2947 pays for one of the three garbage bins (the recycle bin is free to all in the community) The third strata might contract a fourth bin at their cost due to an increase of new residents on their street, however no extra cost will be added to our strata.
 - Fire hydrants: city says they must be tested every year. AI read BC Fire Act that confirmed we need an annual inspection. For testing of hydrants, we will continue using the City of Kimberley Works Dept. Work order for upcoming service has been signed. City of Kimberley will service and test our two hydrants. AI has copy of hydrant reports/compliance if any one's insurance company ever asks to see these documents.
- AI requests questions from the floor regarding the budget. None.
 - AI calls for budget approval from the floor.
 - Kathy White first. Andrew Gilmore second. Voted. Budget passed.

AI calls for internal auditors for our books:

- Jeff Saari and Linda Stone are internal auditors for 2014-15 financials

Election of 2015-2016 council:

- All members of current council agree to sit again for upcoming year.
 - President: Al Grant
 - Vice president: Dave Claydon
 - Secretary: Brad Mahon
 - Treasurer: Jan Matthews
 - Director of Operations: Kevin Stone
 - Director: Jeff Saari
 - Director: Bryant White
- Motion to accept council. Second Norm Matthews. Voted. Approved.

Schedule the next meeting: Propose Saturday July 30th, 2016. All in favor? Yes. Passed.

AI asked the floor if they have anything else they want talk about?

- Dave Claydon raised prospect of hiring help to weed and maintain the utility corridor on the east side of the street, rather than residents. Mr. Claydon volunteered to obtain quote from local gardener and report back to council.

AI reminded everyone that they can bring items forward anytime to the Strata Council (i.e. shed constructions, car ports), not just at Annual General Meetings.

No new business was identified.

Meeting terminated. (Meeting closed at 3:35 PM, August 1, 2015)