



COVID-19 BC Health protocols were practiced at meeting

Minutes from the 2021 Annual General Meeting
Strata Plan NES 2947
Sunday, August 1, 2021
317 Forest Crowne Close
Kimberley, BC

Meeting called to order by President, Al Grant at 4:06 pm

Certified Proxies and owner representatives
15 owners present
2 proxies delivered

Determined that there is a quorum with 17 out of 25 properties represented at AGM.

Attendees elect Al Grant as chair for the meeting.

Proof of notice meeting that was cited. Notice was sent via email July 11, 2021 including 2020 AGM Minutes, 2021 Agenda and 2021/22 Budget. All emails on file accepted notice.

Motion to approve 2021 AGM Agenda by Angela Claydon, seconded by Jamie McAuley-Lain, all voted and approved unanimously. Carried

Motion to approve 2020 AGM minutes by Richard Dingwall, seconded by Angela Claydon, all voted and approved unanimously. Carried

Unfinished business from 2020 AGM: Al Grant stated that the internal audit of financials was completed by Angela Claydon and Jack Lain. Uploaded to strata website in September, 2020

Report from President on Strata activities:

- One real estate transaction, welcome Cathy and Doug
- Street light conversion completed August, 2020. Under budget and has shown an 80% reduction in power consumption.
- 2020/21 Revenue, Expenses and Budget review:
 - Revenue July 1, 2020 to June 30, 2021 \$13,925.00 (12 month rollup)
 - Budget was \$13,754.50
 - No extraordinary expenses
 - Actuals were \$12,003.77 (\$1750 under budget).

- Website hosting was upgraded to accept SSL certificates. Upgraded cost was \$31.50. Some browsers with high security settings would receive prompt that site was insecure.
- Very light snow year so snow clearing & sanding was \$1400 under budget. Equipment rates did not increase and sanding rate was reduced 20% to \$100 from \$125 per service.
- GFL garbage service rate increase of 6% Jan 1, 2021. Was expected in budget: \$63 under budget due to lower fuel surcharge as fuel prices dipped in 2020.
- We have some garbage/recycling enclosure issues that will be discussed in “New business” later in the meeting.
- Reserve fund contribution as per 2020 third party Reserve Report audit was raised 10% to \$4400
- Strata Liability Insurance annual premium increased 20% to \$972
- Maintenance item: Electrical equipment, \$400 for inline surge protection and breaker on street light system. Strata owned lock on breaker and meter base to allow for strata electrical contractor to access on our timing with lock box installed for BC hydro access.
- Retrofit of LED lighting on all Strat street lights completed in August 2020. \$1300 charged to Reserve Fund as capital expense.
- BC Hydro \$287 under budget due to 80% decrease in power consumption. Payout based only on reduced power consumption is 4.5 years. If near term end of life ballast and bulb replacement on old High-Pressure Sodium (HPS) equipment is considered, payout will be approximately two years from the install in August, 2020.

Financial Report

- Jan Mathews (Treasurer) presented the financial report (copies of Balance Sheet & Profit & Loss were provided to attendees and will be uploaded to website)
- Items noted:
 - 2020/21 Revenue of \$15,050 on annual accrual basis
 - P&L was \$2975.67
 - Bank Account balance as of June 30, 2020: \$7,214.06
 - Reserve Fund interest gain: \$1066.74

Contingency (Reserve) Fund

- Reserve Fund balance June 30, 2021: \$56,819.
- Capital expenses: \$1300 for street light conversion (budget was \$2000).
- As reported the 2020 AGM, the Strata Depreciation Report/Reserve Fund Study was updated to remain compliant with the BC Strata Act. The report is a key document required to pass audits of real estate lawyers during sale transactions to show the financial health of the Strata and that there is little risk of future assessments to current and future owners.
 - Report was published June 2020 by independent Taycon Consulting. Available on Strata website (www.NES2947.ca) under Financials menu.

- Reserve Fund current investment level is on schedule to fund future capital expenditures
- Contributions to fund scheduled expense will to increase 10%/yr for next three years then 2.5%/yr for five years after that and remains constant for 20 years to maintain funding level for Strata capital infrastructure.
- Contribution for 2022 fiscal year is \$4840

Next item was to ratify any new rules made by the Strata corporation under section 125 of the BC Strata Act. There were no rules made in the last 12 months.

Report on Insurance coverage was made by AI Grant. Coverage remains in force in accordance with Section 154 of the BC Strata Act, through Wawanesa Insurance as previous years. The premium for past year (2020/21) rose 20% to \$972. Other underwriters were contacted but a lower premium was not provided. Copies of insurance policy are available to owners upon request. Please contact AI Grant if required.

AI Grant went through 2021/22 budget that was included in the meeting notice.

- 2021/22 Revenue \$15,000. Strata fees \$600/yr (\$50/mth) from 25 properties.
- 2021/22 Budget is \$14,356
 - +\$31.50 in annual website hosting to include SSL certificate
 - 5-year average used for snow clearing
 - Holding garbage charges static after 2 consecutive yearly increases. Fuel surcharge will rise with fuel prices.
 - BC Hydro budgeted 60% less (\$170 vs \$450) than 2020/21 due to LED conversion.
 - Fire hydrant service held steady at \$630
 - Weed control will be close to past year's cost
 - Reserve Fund contribution will be \$4840, plus 10% as per Third Party Reserve Report
 - Forecast AGM BBQ will be back on in 2022
 - Miscellaneous: garbage enclosure repair has yet to be determined. Allocated \$1000 for 33.33% share (more discussion in "New Business").

Motion to approve 2021/22 budget raised by Jamie McAuley-Lain, seconded by Angela Claydon, all voted and approved unanimously. Carried

Fee invoices (Oct 1, 2021 – Sep 30, 2022) for \$600 payable Oct 1, 2020 will be emailed to all owners

New items of business:

1. Bookkeeper: Jack Lain has offered to take up the position of Treasurer this year. We would like to thank Jan Mathews for her excellent service for the past 8 years.
2. Request for internal auditors. Jeff Saari and Bryant White volunteered to audit the 2020/21 financials. Thank you.
3. Garbage enclosure damage and action plan.
As most are aware there has been another bear incursion at the Strata common garbage and recycling bins enclosure resulting in damage. This incident has rekindled several levels of discussion regarding the enclosure in general. A focus group has been initiated by the council of Strata 2497 to be inclusive of all three Forest Crowne Stratas.

Al Grant opened the floor for discussion. Items mentioned:

- Community education: Strata versus Fee simple properties (Strata provided services versus City of Kimberley provided services)
- Bear/wildlife awareness
- Basic garbage handling
- Transfer station location and services
- Repair options
- Continuation of Strata garbage services

Our strata currently have two owners who have stepped forward to participate with the group. The group is encouraging more owners to get involved. First meeting Tuesday Aug 3, 2021 at the garbage enclosure

Next item of business was nominations and election of the 2021/22 Strata NES 2947 Council comprising President, Vice President, Secretary, Treasurer, and Directors at Large.

- Opened the floor for new board nominations.
- A new nominee for Treasurer to allow Jan Mathews to retire. Motion to nominate Jack Lain for Treasurer raised by Al Grant, seconded by Jeff Saari, all voted. Carried.
- All other current directors agreed to sit for 2021-2022 term
- Motion suggested that would elect all other current directors by acclamation. Motion raised by Darryl da Costa, seconded by Jan Mathews, all voted and approved unanimously. Carried

Election nominees and results:

Position	Name	Nominated By	Seconded By
President	Alan Grant	Acclaimed	Acclaimed
Vice President	David Claydon	Acclaimed	Acclaimed
Treasurer	Jack Lain	Al Grant	Jeff Saari
Secretary	Khadija Flynn	Acclaimed	Acclaimed
Director	Kevin Stone	Acclaimed	Acclaimed
Director	Bryant White	Acclaimed	Acclaimed
Director	Jamie McAuley-Lain	Acclaimed	Acclaimed

Last item of business: schedule the next meeting. Discussion resulted in Sunday July 31, 2022 being selected.

Motion to terminate meeting by Gloria Dingwall, seconded by Jeff Saari. All voted, passed unanimously. Carried

Meeting terminated at 4:49 pm