

## Minutes of the 2024 Annual General Meeting of Strata Plan EPS-2712

DATE: July 11, 2024

LOCATION: UNIT 238A-8275 92ND ST

IN ATTENDANCE: Kevin Demers, Eden Conrad, Allan Austin, Keith Biddlecombe, Marina Jensen, Eugene Suyu, Oren Perry, Steve Hagemoen, Shawn Doyle and John Broek

### 1. CALL TO ORDER

The Strata Manager called the meeting to order at 2:36 pm. A quorum was reached with 19 units represented in person and 3 by proxy for a total of 22 out of a possible 32. This represented 69% of total ownership. The necessary votes to pass a  $\frac{3}{4}$  resolution is 17. A motion was made and passed to have Kevin Demers chair the meeting.

### 2. PROOF OF NOTICE

3. S.M. moved and A.A seconded to approve notice of the meeting, which was sent out June 17, 2024. Carried.

### 4. MEETING AGENDA

E.S. moved, seconded by S.H. to approve the meeting agenda as circulated. Carried.

### 5. APPROVAL OF PREVIOUS MINUTES

S.M. moved, seconded by O.P. to approve the minutes of the last Annual General Meeting.

### 6. UNFINISHED BUSINESS

There was no unfinished business to report at this time.

### 7. STRATA MANAGER'S REPORTS

The strata manager presented a report as circulated with the AGM notice. Special note was made of the issue of late strata fee payments, and the challenges this posed to the strata's cash flow. It was also noted that contributions to the strata's contingency reserve fund need to be increased by as much as the budget and cash flow allow. The minimum contribution required by provincial law is 10% of the strata's operating budget, which equals \$6,580. Any additional budget surplus at the end of the year will also be contributed.

### 8. RATIFY NEW RULES

As of the time of the meeting, there were no new rules to approve.

### 9. INSURANCE REPORT

The Strata Manager discussed details of the strata's insurance. It was noted that the strata has never had any insurance claims, and all felt the coverage is adequate.

## 10. BUDGET APPROVAL

M.J. moved, seconded by J.B. to approve the 2024/2025 Operating Budget, incorporating a 20% increase in strata fees. It was noted that the increase is necessary to allow for increased contributions to the strata's contingency reserve fund, and to alleviate cash flow issues caused in part by late strata fee payments from several owners. A vote was taken, and the motion was carried with all in favour.

## 11. NEW BUSINESS

### RESOLUTION 2024-01 – AMEND BYLAWS

The motion is to amend the strata's bylaws for the following purposes:

- To clarify some language
- To remove some irrelevant and/or obsolete clauses
- To add a bylaw allowing the strata to charge interest on late strata fee payments

**Discussion:** The amendments presented in the circulated copy of the strata's bylaws was discussed, with all in favour of making the noted changes. Several other amendments were proposed, with all in agreement that they should be included in the amendments:

- Addition of a bylaw referring to a new rule specifying acceptable strata fee payment methods
- Amend bylaw 36 to refer to a new rule requiring a refundable \$1000 deposit paid by the property owner prior to the erection of real estate signage. It will be incumbent on the property owner to manage their realtor's use of signage and ensure timely removal of signs.

Strata council will ratify the bylaw amendments and rules at the next strata council meeting, and submit the changes to the Land Title Office. The new bylaws and rules will be distributed to owners once they are filed with the Land Title Office.

S.H. moved, seconded by O.P. to amend the strata's bylaws as presented, with the inclusion of the discussed changes. Carried.

### DISCUSSION REGARDING DEPRECIATION REPORT REQUIREMENTS

A discussion was had around the new regulations requiring that all strata corporations in the province are now required to have a depreciation report done on a 5-year cycle. As this strata has never had a depreciation report done, this will need to be done in the upcoming year.

## **DISCUSSION ABOUT SNOW REMOVAL**

It was also noted that there should be a discussion with the strata's snow removal contractor prior to the upcoming winter season regarding where to pile snow. Specifically, keep the snow out of the planters, and avoid blocking parking stalls. Strata council will discuss this further and form a plan prior to the winter season.

## **12. STRATA COUNCIL ELECTION**

The following individuals were nominated and/or volunteered to serve as strata council for the upcoming year.

- Kevin Demers (Units 128B, 228B, 133B, 233B, 138B, 238B)
- Alan Austin (Units 113B, 208B, 213B)
- John Broek (Units 128A, 133A, 138A)
- Keith Biddlecombe (Units 228A, 233A, 238A)
- Eden Conrad (Units 128B, 228B, 133B, 233B, 138B, 238B)
- Eugen Suyu (Units 113A, 213A)

The council members were accepted by all in attendance. Council positions will be decided at the next strata council meeting.

## **13. TERMINATE MEETING**

A.A. moved, seconded by M.J. to terminate the meeting at 3:44pm.