

Strata Plan VR 1591
Strata Annual General Council Meeting

<http://www.leicester.ca/>

Password for owner info only: contact Merry Meredith

FYI: Quorum for a Strata Council Meeting: 2 present, of the 4 members of the Strata Council for a meeting of the Council. For list of agenda items and order for Annual General Meeting, see below.

DATE February 17, 2022, 7:30pm, by Zoom, hosted by Joe/Tessa Poole.

PRELIMINARIES

Emails sent to request Maintenance Cheques to Shirley Heise by Feb 25/22 (MM)

Two weeks notice given for AGM & Bylaw Approval (Jan 26/22 MM)

AGENDA: Financials 2021, Budget 2022, Insurance, Old Business, New Business: Capital Project for 2021, Maintenance, and any New Business from Owners, Elect officers, also Vote on New Bylaw T&C of Suite Renovations/Alt.

Welcome to Strata VR 1591 AGM 2022, held by Zoom Meeting. Chair: Tom Heise

Approve Minutes from Feb 27, 2021. (1st SM, 2nd VB)

Proof of Notice of Meeting (email from MM Jan 26/22).

PRESENT: Tom & Shirley Heise (201,202,205,206,302), Val Barrett (102), Joe & Tessa Poole (203), Surinder Mahal (204), Merry Meredith (304), Hannah Van Dijk (305-Proxy), Quorum is met (9 + Proxy)

AGENDA: Financials 2021, Budget 2022, Insurance, Old Business, New Business: Capital Project for 2022, Maintenance, Elect officers, also Vote on New Bylaw T&C of Suite Renovations/Alt.

Approve Agenda for meeting (1st SM, 2nd VB) No decisions outstanding.

ANNUAL GENERAL BUSINESS

- 1 Approve FINANCIAL STATEMENTS** for the year ended December 31st, 2021.
Discussion: Financial Position: Discussion led by TH. Coinamatic revenue up marginally, Interest income down. General Expenditures up due to Insurance cost (see Item 3). Building & Grounds Expenditures up due to increases in Gas, Water, Boiler inspection (including repairs), Garbage/Recycling fees. Also Building/Maintenance increase due to redoing damaged electrical hookup to building at lane. Fire Inspection costs up due to replacement of smoke & heat detectors (every 5 years.) This led to general costs in 2021 being \$40,177, up from \$35,967 in 2020, leaving \$8600 unspent revenue at the end of 2021. Contingency Reserve is \$44,421, down \$9,356, from 2021, \$ which was voted/approved to replace roof skylight (installation Spring /22)(Approved, 1st JP, 2nd SM)
- 2 Approve BUDGET FOR the year** ending December 31st, 2022.
Discussion TH, including Maintenance Fee increase. Due to increases in Expenditures in 2021, noted above, we are recommending a Maintenance Fee increase. There has been no increase in Fees in three years, so in part this will help catch up with the increase in costs. Hopefully, going forward, we can keep increases minimal. Our main increase in costs has been building insurance (see Item 3). Under the increased budget for 2022, with revenue at \$57,796 instead of \$47,000 from previous years, we have more leeway in areas such as Grounds Maintenance, Boiler

Inspection, Insurance, Water/Sewer. An excess of \$4206 in the 2022 Budget is allocated for the Contingency Fund. . (Approved, 1st VB, 2nd SM)

3 INSURANCE 2020 & APPRAISAL PROGRAM

Discussion TH. Insurance went from \$10,047 in 2020 to \$13,510 in 2021. Likely to be as high as \$18,000. Prior to renewing Insurance for 2022, agent has asked for: Electrical panels, hallway, change to breakers–**Contract in progress** \$6000 est.

Heating system Certification–**Done**, Reid Bros, 5 year certification

Roof condition Certification Dunbar Roofing–**in progress**: good for 5-10 years

Snow Removal Record–Already maintaining a record.

Motion: approve Insurance, continue Appraisal program. (Approved, 1st JP, 2nd SM)

OLD BUSINESS

CAPITAL PROJECT ITEMS 2021:

TH, JP discussion: Stucco repairs completed.

Flashing recommended in an area, estimate \$800. (Approved, 1st VB, 2nd SM)

Skylight replacement: Fixture completed, to be installed Spring/22.

MAINTENANCE COMPLETED:

FIRE SAFETY INSPECTION (Smoke alarms, etc.) DONE

BOILER ANNUAL INSPECTION: Reid Bros. DONE

FENCE, West side, made secure. (TH)

NEW BUSINESS

APPROVE Accomplishing CAPITAL PROJECT 2022: discussion TH, JP

Paint Exterior: get new quote

Electrical panel changeover from fuses to circuits

Tile rear steps & Repave parking area if funds allow (Approved, 1st VB, 2nd SM)

REGULAR MAINTENANCE:

CARPET CLEANING

POWER WASHING (Annual) & WINDOW WASH: TH to arrange: Spring

ANNUAL BOILER INSPECTION

FRONT LAWN RESEEDING or shade grass put down, & trim hedges (TH)

COINAMATIC: Newer machines allow you to reload card on site. (We are on list)

1. TERMS & CONDITIONS OF SUITE RENOVATIONS OR ALTERATIONS BYLAW

This levels all applications for those wishing to renovate. Vote for approval passed unanimously. Quorum for immediate pass of vote is 8 (9 present+1 proxy). Bylaw has passed, will be registered, and will be posted to Strata Website, along with Form for applications to Strata Council.

2. Vote for STRATA OFFICIALS, one year term

By mutual consent, council for 2022 will be: Tom Heise, President; Joe Poole, Vice-President; Merry Meredith, Secretary; Surinder Mahal, Council Member.

NEXT MEETING: Capital Project for 2022: 7pm, Thurs May 12, 2022

Agenda: QUOTES for Exterior paint, Electrical work, if outstanding, Parking area.