

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 Saturday February 27, 2021, 7:00pm, by Zoom or Proxy.

PRELIMINARIES

Emails sent to request Maintenance Cheques to Shirley Heise by Jan 31/21 (MM)

Two weeks notice given for AGM (Feb 10/21 MM)

AGENDA: Financials 2020, Budget 2021, Insurance, Elect officers, then Old Business, New Business: Capital Project for 2021, Maintenance, and any New Business from Owners.

Welcome to Strata VR 1591 AGM 2021, held by Zoom Meeting.

Approve Minutes from Jan 16, 2020. (attached) (1st JP, 2nd HVD)

Proof of Notice of Meeting (email from MM)

PRESENT Merry Meredith (304), Tom Heise, Shirley Heise (proxy) (201, 202, 205, 206, 302), Joe & Tessa Poole (203), Hannah Van Dijk (305), Surinder Mahal (204), Cynthia Harper (306), Angelina Woof (proxy)(301), Jody Fisher (proxy (303), Val Barrett/Roger F (proxy) (102). Quorum has been met. Chair: Tom Heise.

Approve Agenda for meeting (1st TP, 2nd HVD)

AGENDA: Financials 2020, Budget 2021, Insurance, Elect officers, then Old Business, New Business: Capital Project for 2021, Maintenance, and

Miscellaneous. *Quorum would be 2 persons for legal meeting*

No decisions outstanding.

Please welcome new owner, Cynthia Harper.

ANNUAL GENERAL BUSINESS

- 1 Approve FINANCIAL STATEMENTS** for the year ended December 31st, 2020.
Discussion: Financial Position: Contingency Fund has grown by \$1,135 to \$53,776.
No contribution made to Fund at end of 2020. Revenues: Coinomatic up by \$190.
Expenditures: Appraisal Fee (3 yr program) we pay once, but budget over 3 years.
Insurance was up \$1419 from 2019. Electricity down \$922 from 2019.
Repair/Maintenance \$5364 overspent in 2020, but this included non-annual repainting of all window frames, approved at the AGM Jan. 16/20 so could have been from the Contingency Fund. Also remember that Repair/Maintenance was \$6900 underspent in 2019, and that money was put into the Contingency Fund.
Bank balance \$14, 000 with Contingency Reserve Fund of \$53, 776. (1st JP, 2nd SM)
- 2 Approve BUDGET FOR the year** ending December 31st, 2021. Accounting fee same at \$2400. Insurance quote is \$13,510, above Budget by \$1500. No other quotes came in, so as Insurance costs are escalating (perhaps due to disasters such as California fires), we have taken this quote. Though no maintenance increase needed this year, with leeway in our Budget, will likely have an increase next year. (1st HVD, 2nd SM)

3 INSURANCE 2020 & APPRAISAL PROGRAM

Insurance quote is \$13,510, above Budget by \$1500. More quotes were requested before insurance due February 28, but no other quotes came. Strata insurance costs have increased enormously in the last few years. Building appraisal (Valuations West, 1st of 3 years) in at \$2,904,000, up \$162,000. Motion to approve insurance with extra \$1500 increase, & continue appraisal program. (1st HVD, 2nd SM)

4 Vote for STRATA OFFICIALS, one year term

Tom Heise, President; Surinder Mahal, Vice-President; Merry Meredith, Secretary; Joe Poole, Council Member. Members agreed to stand for 2021. (1st CH, 2nd HVD)

OLD BUSINESS

1 CAPITAL PROJECT ITEMS COMPLETED 2020:

- a) WINDOW, #102, also Flashing, #204, also small East Wall stucco repair: we had numerous quotes, but found very good and reasonable workmen, \$1500: DONE
- b) Metalwork on building front roof, scraped, repainted: DONE
- c) All window sills (paint was peeling) repainted (ACutAbove, who did interior painting): DONE (\$7800)

MAINTENANCE COMPLETED:

DRAINS, CLEANOUT: Sinks/toilets etc. cleared as needed.(TH)

FIRE SAFETY INSPECTION (Smoke alarms, etc.) System OK. Returning to replace some sensors that are date sensitive.

BOILER ANN'L INSPECTION: Reid Bros: Fixed leak \$250, inspected system Jan 2021 (They skipped Fall 2020 because of COVID-19.)

GATES: Autoclosers installed on NW Gates, 2020. DONE (SW Gates IN PROGRESS)

NEW BUSINESS

1 APPROVE Accomplishing CAPITAL PROJECT 2021:

- a) STUCCO repair, NE & SE corners, various small repairs (Quote: \$2000)
- b) PAINT rest of building (TH got quote, ACutAbove, \$9,000)
- c) Gates to be scraped & repainted, also Window Boxes, front of building.
- d) REPLACE rain trough at back of building, and install commercial size downpipes
- e) Skylight, 3rd floor: needs repair/ reframing. (Approved AGM 2020) (TH quotes)

Discussion: The cost of a) will come out of the Maintenance budget (about \$2000). The cost of b) would come out of the Contingency Fund, which stands at over \$53,000. Quote from ACutAbove, for painting rest of building (\$9000). They did window sills last year, and interior painting previously. Other quote, S.D. & D. Painting was \$35,000 plus cost plus at \$55/hour for any repairs. Vote to Approve a) Stucco repair & b) Paint building (ACutAbove, \$9000) *Confirmed by email Feb 28/21 (1st JP, 2nd SM)*

Discussion on whether we had considered changing paint colour: you would need to put on a primer, and 3-4 coats to change the colour, which would be an added expense. Vote to keep same colour: (1st JP, 2nd SM)

Quotes still needed for c) Gates etc., d) Rain trough etc, and e)Skylight repair. To be brought to owners by email or meeting in May 2021.

2 NEW BUSINESS FROM OWNERS

Reminder that **Owners are responsible** if tenants damage building when moving in/out; also **Owners are responsible** if tenants leave junk when they move.

Insurance discussion: Reminder that Owners should have insurance for their suites, including Liability, as Owner/Occupiers, or as Owners with Tenants. And if you have Tenants, you should be sure Tenants understand that their personal possessions in the tenancy are for them to insure.

REGULAR MAINTENANCE:

CARPET CLEANING

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

ANNUAL BOILER INSPECTION: DONE 2020 Do again in Fall.

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

FENCE, West side, needs more work. (TH)

COINAMATIC: Newer machines allow you to reload card on site. (TH to research)

TILE BACK CEMENT STOOP: Put tile on cement step \$500 to retile, 45 sq ft, non-skid. (Approved 2014) TH to coordinate

NEXT MEETING: Other Expense Items, Capital Project 2021:

May 2021 or by EMAIL (because of COVID-19)(date TBA).

Agenda: QUOTES for Gates, Rain Troughs, Downpipes; also QUOTES for skylight removal/rebuild.