

**Dover Condominiums SP 1983
ANNUAL GENERAL MEETING
MINUTES
February 26, 2020**

Council Members in attendance:

Gary Ruffle, Wayne Korb, Anne Townes, Gary Crocker, and
Tanyia McGarrigle

26 owners were in attendance and 15 proxies presented.

We have a quorum and the meeting called to order at 7:00pm

Proof of Meeting Notice Given

Moved by 3, 13 seconded. Unanimous

Insurance

Declaration Proof of Insurance was provided in the AGM package.
Motion for proof of insurance was approved.

Previous AGM Minutes

Accept previous minutes. Moved by Lot 3, second Lot 13. Approved.

Wayne Korb commented that the roof project for building 6715 was
completed in 2019 and building 6711 will be completed in 2020.

Strata Rules

A copy of the strata rules was provided in the AGM package. During the year, a new rule was added. That was, visitors must have the lot number displayed on their vehicle dashboard when visiting a strata unit.

Budget and Financial Information

A) The treasurer's report for Feb 26 2020, presented by Gary Ruffle as follows:

Operating:	\$ 27,036.85
Contingency:	<u>\$112,780.24</u>
Total:	\$139,817.09

B) Gary Ruffle presented the AGM package as Shannon our treasurer was unable to attend. Gary answered questions pertaining to the financial statements.

- There is a \$152.00 surplus and \$33,000 is transferred from the operating account to the contingency fund every year to maintain the contingency fund.
- All accounts are consistent and up to date along with all bills paid and up to date.
- All parking is maintained and up to date.
- Gary Ruffle explained how to understand the financial statements.

The financial statements have been distributed to those in attendance and will be mailed and emailed to those who could not attend the AGM.

C) Budget 2020-2021 Gary Ruffle reviewed the budget and answered questions on the budget. Contributions to the reserve and insurance increases were discussed by numerous owners. The budget vote was taken and approved as presented.

D) Resolution to transfer operating surplus reported by accountant to contingency reserve prior to next year end.

Motion approved.

E) On March 9 and 10, 2020, the dryer vents will be serviced. There is no entry to occupant's units, but that there may be some temporary noise when the crew is working on strata site.

F) The **Capital Resolution** as presented in the AGM package to replace the windows in the future with estimated costs of \$500,000.

Budget 2020-2021

Strata Council is requesting a 4% increase to strata fees due mostly to the increase of strata insurance.

Lot 35: Can the strata fee be increased higher than 4%?

Response by Gary Ruffle: Strata council is working hard to keep the costs down.

- This has been requested as to avoid a special assessment half way through the year. As more capital improvements are made to strata property, the higher the value of each unit will be.

Lot 63 concerned about the age of the buildings, asking to increase the strata fee.

Lot 70: Addressing concerns about possible future improvements and what has already been done that will last for several years ahead. Also, explaining the extra payment structure towards the window project.

Lot 15: Answered the question about how the reserve fund for the window.

Gary Ruffle explained how some significant savings in electricity has evolved over the last 3 years by changing common property regular light bulbs to LED light bulbs.

Budget resolution: Motion 74, seconded 65 - Motion passed
The budget vote was taken and approved.

Council Reports

A) President's Report; You all have a copy in the AGM package as there is no need to over in detail. However, council is discussing moving the interlock door to the first set of building doors for security purposes and adding an outside intercom for occupant and visitor access. This was not on the agenda as it was an issue that came forth after the agenda was presented to strata owners. More information will follow in the meeting minutes with costs and installation etc.

B) There were no further council reports.

Introduction of current strata council.

Gary Ruffle:	President
Wayne Korb:	Vice President
Al Sibley:	Vice President
Anne Townes:	Member-at-large
Gary Crocker:	Member-at-large
Shannon Sibley:	Treasurer
Tanyia McGarrigle:	Secretary

- **Discussion**

Lot 2: Asked if strata council has inquired about window companies for estimates and installation.

Wayne Korb replied that strata council has consulted 2 companies for an estimate for costs and installation and that the information provided is at this time. Ultimately, the request for extra strata payments over the next 5 years will help with the costs once the window project is ready to begin.

Lot 63: Asked about the difference between a special assessment and current strata fees and what happens if a current owner sells their unit and a new buyer purchases the unit.

Lot 65: Commented that it becomes an investment to you're the potential sale of your unit.

Gary Crocker commented on the suggested language and wording used if a current owner was to sell their unit and how the extra payments would be explained to a future purchaser in the event of potential sale.

Lot 15: Asked of the recourse if an owner chooses not to pay the extra strata fees for the window project as they are happy with their windows or chooses not to pay their strata fees all together for any other given reason.

Lot 70: Replied that legal measures are taken when an owner lapses on paying their required strata fees.

Lot 33: Asked what the windows would potentially look like.

Lot 70: Replied that it is too early to tell what type of product would be chosen 5 years from now, but that the project would be above standards to ensure that the best product is installed.

Lot 63: Asked if the product would be a renovation window or a brand new product.

Lot 2: Explained the difference between a renovation window and a new fit product.

Lot 35: Asked if the cost for the window project was under the amount collected in the separate account, would the remaining amount go to the contingency fund and suggested that if more is needed, then can the strata fees be reviewed.

Gary Ruffle replied that the overage funds would be transferred to the main contingency fund.

Resolution 2 windows: Motion lot 33, second 68 Passed.

Motion approved.

Administration Bylaws resolution B1, to proceed with attaining a depreciation report.

Discussion

Gary spoke and council is against this motion.

Vote: Depreciation report: Motion defeated.

Discussions from the floor

Lot 74: Asked for clarification about the extra payments over the next 5 years versus increasing the strata fees above the 4%.

Gary Ruffle responded that strata council is focused on keeping owner's costs as low as possible and that a 4% increase would be helpful yet moderated to owner's expenses. The extra payments over the course of 5 years would be deposited into a separate account as not to interfere with the main contingency fund for other capital projects that may arise.

Lot 35 commented that the website is well presented and also asked if the budget information could be made private. Gary Ruffle responded that it is not necessary to do so and Wayne Korb responded that the financial information cannot be used for intent purposes.

Lot 63/64: Asked about private unit insurance. It is recommended that unit owners speak with their insurance company and provide the insurance statement to ensure that the insurance premium and deductible is adequate and that the owners are fully and properly covered due to the increase in strata site fees.

Lot 15: Indicated that federal election signs are permitted during an election based on section 322 of the Canada Elections Act even though the strata site bylaws states that no signage is permitted. Please review the strata bylaw below.

Strata Bylaw

Use of the strata lot, limited common property and common property 32 (1) Prohibitions on use of strata lot, limited common property and common Property:

A Resident or visitor, as the case may be, shall not:

(o) erect signs, fences, billboards, placards, advertising or any other fixture, fitting or signage of any kind whatsoever external to any part of a strata lot or the common property, except a temporary notice to sell a strata lot of a size, style and location approved by the Council pursuant to these bylaws and signage permitted under the *Canada Elections Act*.

The President's reply is that the bylaw stands and will remain in our rules. We ask that occupants abide my strata rules and if you have any questions, to please email us at sp1983@shaw.ca

Election of the New Strata Council:

Gary dissolved the council and the following were elected by acclamation:

Wayne Korb nominated Gary Ruffle
Gary Ruffle nominated Al Sibley
Gary Ruffle nominated Wayne Korb
Lot 33 nominated Anne Townes.
Lot 65 nominated Gary Crocker
Anne Townes nominated Tanyia McGarrigle

Nominations closed.

Strata Council would like to thank our caretaker, Teri Bernard for maintaining strata property and also attending for move in/move outs and urgent situations. We appreciate your hard work.

Meeting adjourned at 8:15pm