

Dover Condominiums – SP1983
Council Meeting Minutes
Held Thursday June 23rd, 2022 @ 7:30pm
VIA videoconference format – ZOOM

1. ATTENDANCE/CALL TO ORDER

Wayne Korb – President
Gary Crocker – Vice-President
Al Sibley - Treasurer
Tanyia McGarrigle – Secretary
Kim Bihari – Member at Large
Anne Townes – Member at Large
Matthew Postey – Member At Large

Guest: Gary Ruffle – Strata Property Accountant

1. The meeting was called to order by the President – Wayne Korb at 7:00pm
2. At 7:30pm, the SGM commenced, as the Strata Bylaw states that Council must wait 30 minutes after the original meeting start time if quorum is not reached. After waiting until 7:30 there were a total of 28 attendees by both virtual attendance and by proxy.
3. Wayne Korb, President, stepped aside as chairperson for the meeting and passed the motion to Gary Crocker, Vice President.
4. Gary Crocker stepped aside as chairperson for the meeting and nominated Kim Bihari, Strata Member-At-Large, by acclamation. There was no opposition by any attendees.
5. Elect a chair person - Kim Bihari accepted the role of chairperson for the SGM.
6. Certify Notice of Meeting - Tanyia McGarrigle, the Strata Secretary certified notice of the meeting dated on June 8, 2022.

2. APPROVAL OF THE AGENDA

Previously discussed items were added to the agenda for clarification and review. It was moved and seconded for approval of the agenda. A majority vote required:

With 24 in favour, 86% of the eligible vote, the motion was

CARRIED.

3. APPROVAL OF THE 2022 AGM

As there were no errors or omissions to note, it was moved and seconded to approve the 2022 AGM meeting minutes. A majority vote required:

With 22 in favour, 79% voting in favor, the motion was **CARRIED**

4. UNFINISHED BUSINESS

a. Letter from Cora Wilson addressing budgetary and operating expense items

- Gary Ruffle explained the details of the financial report to provide clarity and understanding of how strata fees are being used, any surplus generated and what is being transferred to the contingency fund. He shared that the funds are being utilized correctly and that Dover Condominiums is moving forward well and is in good shape to keep our funds strong for continued support to ensure the integrity of the Strata Property. In light of the rising costs to insure our Strata Property, which has seen a substantial increase over the past 2 years, we continue to ensure that all cost measures are used effectively and with the best interest of our strata property in mind.
- Lot 35 suggested a monthly budget versus actual, to provide a rough summary of where the budget stands.
- Gary R. explained that as monthly strata costs fluctuate, this would not provide an accurate calculation of where the budget stands and concluded that this would not be beneficial.
- Lot 6 asked if there had been a previous budget versus actual report for Dover Condominiums and Gary R. replied that there was not.

b. Gables Project – no questions were asked, however several lots requested more project information and details in the minutes.

c. Landscaping and Tree Topping – no questions.

d. Pest Control – no questions.

e. Caretaker Contract – Lot 31 requested for more communication for when maintenance work is being done on strata property. Lot 22 questioned the Caretaker contract. Strata property does not have a written contract, however Wayne K. explained that the cleaning company takes care of the integrity of both buildings which is why this expenditure is not in the budget. Lot 18 clarified what maintenance is needed for the Strata Property and asked if the Caretaker contract can be removed from operating costs. There is no grounds maintenance contract, however the current caretaker has continued on with the strata ground maintenance after the previous caretaker retired in 2020.

f. Canada Post Parcel Box – Lot 41 expressed their appreciation for the parcel box and thanked Council for this service. Please note that there is no cost for this service.

5. Special Resolution(s)

The Bylaw repeal was read by Kim B. and voted on to amend the Bylaw numbers. $\frac{3}{4}$ Vote required:

With 22 in favour, 79% voting in favor, the motion was **CARRIED**

Note: One lot member was unable to vote on the first poll launch and indicated that they wanted to participate. The poll was re-launched a second time with the results above, with no opposition from the other Strata lot Owners in attendance.

- Lot 22 asked where the Bylaws can be located. The response given was that they are under the Rules and Bylaws category on the Dover Condominiums website. They also indicated that the website Bylaws does not show any updates since 2019.
- Lot 37 indicated that any Bylaw change to be posted on the website.
- Strata Council will contact the webmaster that manages our website to make necessary updates.

Additional Questions/Comments

- Lot 37 asked for more information in the minutes and thanked Council for their service. Also noted that nothing in particular stood out as a problem.
- Lot 22 voiced that they were not satisfied with the Financial Reports. Gary R. provided clarification to this comment.
- Lot 80 commented on the Budget breakdown and questioned the issue with how much of a surplus was as there was a misunderstanding with how much of a surplus was generated.
- Several lots requested more detailed information be included in the monthly Minutes.

6. TERMINATION

Meeting terminated at 8:15pm. Motion was moved and seconded.

Email: doversp1983@gmail.com

Emergency service (250-751-5500) for contact outside regular business hours including weekends.

The industry definition of an emergency covers life threatening situations such as elevator entrapment, floods, fires, and any other matter that could compromise the safety and security of the members of the Strata Corporation.

All other business would normally be handled during regular business hours.