



MINUTES, 7 pages

5TH ANNUAL GENERAL MEETING

March 22, 2013

THE OWNERS, STRATA PLAN BCS2634

(Minutes in order of conduct of proceedings)

Owners eligible to vote in attendance:

"C" fraction owners were entitled to vote:

17 "C" Units and 4 "C" Unit proxies were represented in person by Ken Delf, Painted Boat Developments plus 5 "C" unit owners present.

Representatives of the Developer in Attendance:

Ken Delf: President, Painted Boat Developments

Representatives of the Management Company in Attendance:

Pat O'Connor: Owner: Canadian Rocky Mountain Resorts/ Painted Boat Management Ltd.

Trevor White: Controller, Canadian Rocky Mountain Resorts/ Painted Boat Management Ltd.

Ryan Schmidt: General Manager, Painted Boat Management Ltd.

Recorder: Ken Lagasse

1. Registration of Owners and Certification of Proxies

Ken Lagasse confirmed that 26 of the 31 "C" Units were represented in person or by proxy.

2. Determination of Quorum

Quorum for an annual or special general meeting is eligible voters holding 1/3 of the strata corporation's votes, present in person or by proxy. It was therefore confirmed that a quorum was present.

3. Call to Order by Chairperson

Meeting called to order at 2:41pm by the Chair, Ken Delf.

4. Proof of Notice of Meeting

It was moved and seconded to accept the notice dated February 15, 2013 as proper Notice of General Meeting.

Carried.

5. Approval of Agenda

It was moved and seconded that the Agenda be approved as presented.

Carried unanimously by all present.

6. Review and Approval of the Minutes From the AGM held on March 23, 2012

No questions about prior year minutes.

Moved by: Dave Thomas

Seconded by: Andrea Harstone

Minutes of March 23, 2012 AGM approved.

7. Financial Statements for the Year Ended February 28, 2013 Presented for the Strata Owners Corporation

These financial statements were provided to the owners prior to the meeting. Discussion led by Trevor White.

As of Feb 29, 2013

- \$31,000 in operating bank account
- Contingency Reserve Fund \$73,000
- Replacement Reserve Fund \$85,000 (reduced because \$30,000 transferred to Contingency Reserve in prior year)

Income Statements:

Strata Corporation

- Total excess of revenues over expenditures of \$14,000
- Propane costs were \$11,600 under budget due to work that Ryan did to contract lower propane rates.
- Water filtration over budget by \$3,000 due to the timing of ordering replacement filters

- Laundry expense under budget by \$4,600 due in large part to reduction in usage throughout the year that was billed out to Coast Grill and the Spa
- Ground maintenance under budget by \$9,600 as there was work that was planned for the previous year that was not actually done.

Owners Corporation

- Total excess of revenues over expenditures of \$1,000
- Property taxes \$3,200 under budget
- Power \$3,400 over budget
- Cable TV over budget by \$3,400 due to change in structure in billing
- Annual deep clean \$9,900 under budget
- In suite repairs over budget by \$5,400

Contingency Reserve fund

- Decreased by \$11,000 during year
- Total expenditures were \$3,000 more than budgeted

Replacement Reserve Fund

- Increased by \$24,000 during year
- Expenditures in current year were for some linen and mostly smallware replacement in the Villas

Other comments

-Likely new municipal water treatment plans could make municipal treated water available

(no official time-line). Eventually we will need to decide continued use of our own water treatment plant vs. new municipal water connection.

-Significant mandatory cost of \$16,490 per year for SCR V plant (water treatment) is well over budget due to mandatory use of compliance inspections etc. These annual costs now stabilized.

Request to approve fiscal 2013 financial statements.

It was motioned by Robin Foster (17) and seconded by Ken Delf.

Voted and approved unanimously.

8. Budget for February 2014 Presented

Presentation by Trevor White

Budget Notes:

- Effective April 1, 2013 the 12% HST is being removed and is being replaced with 5% GST and 7% PST. For all service based items this will result in a 7% savings. Any products that are subject to both GST and PST will not result in any savings for the Strata.

- The impact on this is substantial and results in an overall decrease in strata expenses of \$26,000 or 4.14% (Thus Strata fees for 2014 are reduced by 4.14%).
- Nominal increases of 2% have been budgeted for both insurance and property taxes.
- Propane (heating) costs are budgeted at \$40,000 down from \$54,000 in the previous budget due to the lower contracted rates
- Laundry expense has been decreased to \$6,000 from 16,000 as the loan to PBM for the laundry equipment was fully paid as of Dec 31, 2012.
- Contingency Reserve contributions have been kept at 10% of the Strata budget, which will be a \$23,000 contribution in the upcoming year.
- Replacement Reserve contributions have been kept constant this year, which will be \$30,000 in the upcoming year.

Motioned by: Dave Thomas

Seconded by: Joan Harcourt

Motion carried. Budget approved.

9. Use of Pool Area by Boaters (public) for Fee

Discussion of benefits and problems.

Motion: Any boaters who pay moorage payments and pay the additional daily fee are able to use the pool area – at the discretion of management at all times.

Motioned by: Pat O’Conner (27)

Seconded by: Vera Lagasse (4)

Motion carried.

10. Discussions – Other Items

–Prior year approved for pool deck repainting now being done April/13. Grouting of pools completed in 2012.

–Security issues, pool area – cameras and signs have worked, no further recent issues
 – 3 Units for dog access are still the only ones available, no other villas have been approved (by all owners of each unit)for access for dogs in their unit.

–Bookings (rental) as of March, 2013 for weddings, etc. Not as high as prior year but busy season still expected.

11. Ken Delf discussed work to be done

CAPITAL PROJECTS

<p style="text-align: center;">Quote and work involved</p>	<p style="text-align: center;">Council members recommended course of action to AGM</p>
<p>Capital Spending Items proposed for Painted Boat Resort 2013. Items for Review:</p>	<p>*Use Reserve Fund with these costs</p>
<p>*Refinish and reseal of the Pool Deck \$5,800 Originally approved for the 2012 Budget, though due to weather and work priority for the refinishing of the tile and grout of the pool and Hot Tub, this work was uncompleted in 2012.</p>	<p>-Approved in 2012 reserve budget -Hot tub and pool have to be emptied in April to do this work -Council agrees with contract</p>
<p>*Refinishing of Malaspina Carport and frontage of Thormanby Building \$5,200. Continuation of the refinishing / repainting of the outside entrance of the building as commenced in 2012. Thereafter we will have a yearly maintenance schedule for our own staff to ensure the outside is new-like condition. Quotes reviewed. Finishes first did the frontages of the other buildings and Krisiti Pike completes the refinishing of the Restaurant Building, for reference of work onsite for your review.</p>	<p>-Council agrees with contract -Local contractor</p>
<p>*Depreciation Report, as mandated by legislation \$5,000. Proposals reviewed. Three companies contacted for request for proposals: Strata Engineering, Halsall Associates and ICValuation</p>	<p>-Council agrees contract with Strata Engineering approved (least expensive but detailed report and experienced contractor for facilities this size)</p>

<p>*Cost Proposal for an additional washing machine for the laundry facility \$2,650. The laundry capital cost is now paid for. The Facility is working at capacity, though over capacity in the summer months and incorrectly utilized in the winter months. We currently only have a single washer that has a 50 lb capacity, and this proposal is for a smaller washer 20 lb capacity. Acting as a secondary machine, as well as a primary machine for smaller loads, which in the long run will extend the lifespan of the larger machine (best results, best for machines to always be at weight capacity)</p>	<p>-Council agrees</p>
<p>Villa Item Replacement Budget \$6-7,000 Continuing replacement of small wares, due to attrition and required replacement. Last years spending was approximately \$5,000 and the increase is due to replacement of the BBQ stainless steel grills plus some covers.</p>	<p>-Council agrees -Most BBQ burners replaced but some still to replace</p>
<p>*Sprinkler Upgrade for the Entrance Garden/Plants \$6,600.</p>	<p>- completed Mar.20th 2013</p>
<p>Other Awaiting a proposal of a heat pump for the pool building. Contractor was up here and reviewed our needs, though has yet to provide a quote for review.</p>	<p>-Estimated \$14,000 -Saves boiler propane costs + labor (maintenance) -Have to do more supplier research -Payback estimated 5yrs. -Need to know hydro increase -No funds available for this proposal at present time</p>

Capital budget for fiscal 2014 requires approval. Use of \$21-25,000 of Reserve Fund and \$6-7,000 of Replacement Fund.

Motion: Ken Delf
Second: Ken Lagasse

Approved by owners present.

12. Updated New Five Year Rotation Plan

Requires approval of 2013 to 2017 owner designated week of use of their units.

Motioned: Pat O'Connor

Seconded: Jenny Thomas (25C)

Approved by owners

13. New Pet Policy

Policy adopted in 2012. Popular and successful, no issues.

-Units approved for canines for rent: 10, 19, 20 plus;

Current owners- no approvals of any ¼ share owners to have their unit dog friendly

14. Depreciation Report

Council reviewed 3 quotes and decided (subject to Owner approval) on a contractor (see part 11). Expected report due prior to Dec. 31 at which time the report will be closely evaluated and will available to all Owners.

15. Council Members

Prior year Council members resigned at Council meeting preceding this AGM. Ken Delf, Jonathan Kline, Mike Harstone, Ken Lagasse, Patrick Kleine, Paul Elkington willing to become members of Council for fiscal 2014.

Motioned: Pat O'Connor

Seconded: Jenny Thomas (25)

New Council members elected as named above.

16. Adjournment of Meeting

Motions to adjourn the meeting. Carried unanimously by all present.

Meeting adjourned at approximately 3:48 pm.