

MINUTES OF JUNE 25TH, 2020 ANNUAL GENERAL MEETING
STRATA PLAN LMS 259 – SANDBORNE WOODS

1. **Call to Order:** The meeting was called to order at 7:04 p.m.
2. **Confirmation of Quorum:** Twenty-nine owners were present, twenty-five in person via voice/video conference, four by proxy. As those present in person and by proxy represented more than one-third of the owners, a quorum was declared.
3. **Electing the Chairperson:** It was MOVED and SECONDED (10/35) that Managing Agent Bill Huff chair the meeting. The MOTION was CARRIED unanimously.
4. **Proof of Notice of Meeting:** It was MOVED and SECONDED (29/35) that notice of the meeting was distributed to all owners as required under the regulations. The MOTION was CARRIED unanimously.
5. **Adoption of Agenda:** It was MOVED and SECONDED (4/48) that that the agenda be adopted as drafted. The MOTION was CARRIED unanimously.
6. **Adoption of the Minutes of the January 22nd. 2020 Special General Meeting:** It was MOVED and SECONDED (48/38) that that the minutes be adopted as distributed. The MOTION was CARRIED unanimously.
7. **Report on Insurance:** The chairman presented the insurance document included in the AGM document package, advising owners that coverage for the 2020-2021 fiscal year and should be presented to their homeowner's insurance broker to insure coverage for the new higher insurance deductibles. It was stressed that the coverage is for the common property and that owner should carry insurance and specifically liability coverage.
8. **Approval of Proposed Operating Budget for the 2020-2021 fiscal year:** The chairman call for questions on the budget, as no questions were forth coming, the chairman called for a motion. It was MOVED and SECONDED (48/29) that that the BUDGET be adopted as drafted. The MOTION was CARRIED unanimously.

PLEASE NOTE: The increase in strata fees for May & June will be collected along with the July PAP payment. Those owners paying their strata fees by cheque will need to issue a cheque to cover the increased fee for those two months.

9. **Resolution to Ratify Expenditure from the CRF:** We the owners of Strata Plan LMS259, hereby resolve by a ¾ vote to approve the expenditure of \$8,542.31 from the CRF for the purpose of the emergency replacement of a sump pump and control panel. It was MOVED and SECONDED (29/36) that the expenditure be ratified. The MOTION was CARRIED unanimously.

10. **Depreciation Report:** We the owners of Strata Plan LMS259, hereby resolve by a $\frac{3}{4}$ vote to defer obtaining an updated deficiency plan until the next fiscal year. It was MOVED and SECONDED (29/15) that the resolution be adopted. The MOTION was CARRIED. (23 in favour, 3 opposed, 3 abstentions)
11. **General discussion:** The floor was opened for questions from the owners. An owner mentioned that water is pooling in front of the plaza door leading to the parking garage. Owner were informed that the contractor that apply the finish had notified the council that once the weather permitted, they would return to address the water pooling.

PLEASE NOTE: During the current health crisis the elevator call buttons on each floor and in the elevators are cleaned through-out the day. Therefore there is no need to use your feet to press the buttons. Your consideration in this matter would be appreciated.

12. **Election of the 2019 – 2020 Strata Council:** Owners Chongwen Zhang, Jo -Anne Van Drunen, Maria Filipowski, Patrick Duggan, Russell Krywolt and Sean Daly Stood for re-election.

The Chairman called for nominations and/or volunteers. Mark Shearer volunteered to stand for council. Those owners standing for election were elected by acclamation.

13. **Adjournment of the Meeting:** As there was no further business on the agenda, the meeting was adjourned at 7:45 p.m.

SANDBORNE WOODS

May 1st, 2020- April 30th. 2021 Approved Budget	
Income	
5100 · Operating Revenue	\$262,144.32
5110 · CRF Revenue	\$22,300.00
5600 · Parking	\$600.00
5615 · Retained Earnings	\$18,440.00
Total Income	\$303,484.32
Expense	
6020 · Administrative Expense	3,800.00
6050 · Bank Charges	350.00
6100 · Insurance Expenses	89,210.00
6150 · Legal Fees	400.00
6250 · Miscellaneous Expenses	1,000.00
6300 · Property Management Fees	20,449.32
6610 · Electricity	25,000.00
6620 · Gas	25,000.00
6630 · Telecom	1,650.00
7050 · Gutter Cleaning	3,000.00
7110 · Doors & Fobs	2,000.00
7130 · Dryer Vent Cleaning	1,800.00
7145 · Electrical	1,000.00
7150 · Elevator	8,500.00
7170 · Exterior Maintenance	2,500.00
7200 · Fire Protection	6,000.00
7210 · Alarm Monitoring	1,025.00
7220 · Garage Door	2,000.00
7230 · General Repairs	30,000.00
7240 · Soft-Wash Siding	0.00
7250 · Plumbing	2,500.00
7320 · Janitorial	13,000.00
7380 · Mechanical	15,000.00
7430 · Pest Control	2,500.00
7650 · Supplies	2,000.00
7710 · Waste & Recycling	2,000.00
7750 · Window Cleaning	1,500.00
7820 · Grounds keeping	3,000.00
7860 · Landscaping	13,500.00
7880 · Snow Removal	1,500.00
2019 Operating Deficit	10,371.00
CRF Contribution	22,300.00

Total Expense
Net Income

303,484.32
0.00

SANDBORNE WOODS

May 1, 2020- April 30, 2021 APPROVED Fee Table

Strata Lot	Unit	UE	Operating	CRF	APPROVED Strata Fee	Current Strata Fee	Increase	May & June Increase	July Payment
1	1	132	\$517.98	\$44.06	\$562.04	\$443.95	\$118.09	\$236.18	\$798.23
2	2	118	\$463.04	\$39.39	\$502.43	\$396.86	\$105.57	\$211.14	\$713.57
3	3	99	\$388.48	\$33.05	\$421.53	\$332.96	\$88.57	\$177.14	\$598.67
4	4	110	\$431.65	\$36.72	\$468.37	\$369.96	\$98.41	\$196.82	\$665.18
5	5	110	\$431.65	\$36.72	\$468.37	\$369.96	\$98.41	\$196.82	\$665.18
6	6	109	\$427.72	\$36.39	\$464.11	\$366.59	\$97.52	\$195.04	\$659.15
7	7	110	\$431.65	\$36.72	\$468.37	\$369.96	\$98.41	\$196.82	\$665.18
8	8	125	\$490.51	\$41.73	\$532.24	\$420.41	\$111.83	\$223.65	\$755.89
9	9	118	\$463.04	\$39.39	\$502.43	\$396.86	\$105.57	\$211.14	\$713.57
10	10	99	\$388.48	\$33.05	\$421.53	\$332.96	\$88.57	\$177.14	\$598.67
11	11	118	\$463.04	\$39.39	\$502.43	\$396.86	\$105.57	\$211.14	\$713.57
12	12	108	\$423.80	\$36.05	\$459.85	\$363.23	\$96.62	\$193.25	\$653.10
13	13	98	\$384.56	\$32.71	\$417.27	\$329.60	\$87.67	\$175.35	\$592.62
14	14	99	\$388.48	\$33.05	\$421.53	\$332.96	\$88.57	\$177.14	\$598.67
15	15	124	\$486.59	\$41.39	\$527.98	\$417.04	\$110.94	\$221.88	\$749.86
16	16	118	\$463.04	\$39.39	\$502.43	\$396.86	\$105.57	\$211.14	\$713.57
17	17	131	\$514.05	\$43.73	\$557.78	\$440.59	\$117.19	\$234.39	\$792.17
18	18	117	\$459.12	\$39.06	\$498.17	\$393.50	\$104.67	\$209.35	\$707.52
19	19	98	\$384.56	\$32.71	\$417.27	\$329.60	\$87.67	\$175.35	\$592.62
20	20	109	\$427.72	\$36.39	\$464.11	\$366.59	\$97.52	\$195.04	\$659.15
21	21	109	\$427.72	\$36.39	\$464.11	\$366.59	\$97.52	\$195.04	\$659.15
22	22	98	\$384.56	\$32.71	\$417.27	\$329.60	\$87.67	\$175.35	\$592.62
23	23	132	\$517.98	\$44.06	\$562.04	\$443.95	\$118.09	\$236.18	\$798.23

24	24	110	\$431.65	\$36.72	\$468.37	\$369.96	\$98.41	\$196.82	\$665.18
25	25	111	\$435.57	\$37.05	\$472.63	\$373.32	\$99.31	\$198.61	\$671.24

SANDBORNE WOODS

May 1, 2020- April 30, 2021 APPROVED Fee Table

Strata Lot	Unit	UE	Operating	CRF	Proposed Strata Fee	Current Strata Fee	Increase	May & June Increase	July Payment
26	26	110	\$431.65	\$36.72	\$468.37	\$369.96	\$98.41	\$196.82	\$665.18
27	27	115	\$451.27	\$38.39	\$489.66	\$386.77	\$102.89	\$205.78	\$695.43
28	28	109	\$427.72	\$36.39	\$464.11	\$366.59	\$97.52	\$195.04	\$659.15
29	29	109	\$427.72	\$36.39	\$464.11	\$366.59	\$97.52	\$195.04	\$659.15
30	30	110	\$431.65	\$36.72	\$468.37	\$369.96	\$98.41	\$196.82	\$665.18
31	31	110	\$431.65	\$36.72	\$468.37	\$369.96	\$98.41	\$196.82	\$665.18
32	32	118	\$463.04	\$39.39	\$502.43	\$396.86	\$105.57	\$211.14	\$713.57
33	33	111	\$435.57	\$37.05	\$472.63	\$373.32	\$99.31	\$198.61	\$671.24
34	34	97	\$380.64	\$32.38	\$413.02	\$326.24	\$86.78	\$173.55	\$586.57
35	35	98	\$384.56	\$32.71	\$417.27	\$329.60	\$87.67	\$175.35	\$592.62
36	36	123	\$482.66	\$41.06	\$523.72	\$413.68	\$110.04	\$220.08	\$743.80
37	37	118	\$463.04	\$39.39	\$502.43	\$396.86	\$105.57	\$211.14	\$713.57
38	38	124	\$486.59	\$41.39	\$527.98	\$417.04	\$110.94	\$221.88	\$749.86
39	39	118	\$463.04	\$39.39	\$502.43	\$396.86	\$105.57	\$211.14	\$713.57
40	40	98	\$384.56	\$32.71	\$417.27	\$329.60	\$87.67	\$175.35	\$592.62
41	41	119	\$466.97	\$39.72	\$506.69	\$400.23	\$106.46	\$212.92	\$719.61
42	42	98	\$384.56	\$32.71	\$417.27	\$329.60	\$87.67	\$175.35	\$592.62
43	43	132	\$517.98	\$44.06	\$562.04	\$443.95	\$118.09	\$236.18	\$798.23
44	44	110	\$431.65	\$36.72	\$468.37	\$369.96	\$98.41	\$196.82	\$665.18
45	45	110	\$431.65	\$36.72	\$468.37	\$369.96	\$98.41	\$196.82	\$665.18
46	46	98	\$384.56	\$32.71	\$417.27	\$329.60	\$87.67	\$175.35	\$592.62
47	47	100	\$392.41	\$33.38	\$425.79	\$336.33	\$89.46	\$178.92	\$604.71

48	48	110	\$431.65	\$36.72	\$468.37	\$369.96	\$98.41	\$196.82	\$665.18
49	49	95	\$372.79	\$31.71	\$404.50	\$319.51	\$84.99	\$169.98	\$574.48
50	50	117	\$459.12	\$39.06	\$498.17	\$393.50	\$104.67	\$209.35	\$707.52