



NES3578 Stata Council Meeting Minutes

Wednesday February 1, 2023 via Zoom

In attendance Council Members:

Jim Toller
David Aitken
Chris Hanstock
Frances Long

Guests:

Kerstin Renner

The meeting was called to order at 7:04 PM PT

1. Adoption of Agenda

Motion: THAT the agenda be adopted as presented.

Aitken, Hanstock CARRIED

2. Adoption of Minutes

Motion: THAT the minutes of the meeting held November 30, 2022 be adopted.

Hanstock/Aitken CARRIED

3. Finance Report

Chris provided financial update which included:

- expenses since last meeting: insurance (on budget) and snow removal
- review of current and contingency account balances
- Chris paid website expenses using his personal credit card and received council approval to reimburse himself for that expense

4. Review of Council Guiding Document

Council reviewed the draft Council Guiding Document document. It was agreed that Frances will add comments for the Director at Large roll and then distribute to ownership with the intent of getting other owners to consider participating on Council at the next AGM.

5. Contingency Reserve Fund – Lexington Avenue

Jim spoke with legal regarding requirements for money being added to a specified contingency fund each year and the requirements for a depreciation report. Council can



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collect money for a specified contingency fund (Lexington Road maintenance) without a depreciation report. If the ownership agrees to setting up this contingency fund, 75% of ownership must approve expenditures if no depreciation report is developed whereas a simple majority (50% + 1) is required if the depreciation report is created. There will be significant cost incurred if the ownership directs Council to pursue development of a depreciation report.

Jim has not received any feedback from Yellowhead Road and Bridge (YRB) with respect to getting information on road maintenance assistance for Lexington. He did make contact with a Ministry of Transportation and Infrastructure (MOTI) manager who provided suggestions to help maintain the integrity of Lexington (such as adding a layer of dust control each year). MOTI provided information regarding local contractors that could do the Lexington Avenue maintenance work although YRD would likely be the most cost effective. Council agreed that maintenance should be postponed until late summer or fall. Jim will continue to find local contractors who may be able to complete the maintenance work.

6. Zoom licensing

Discussion regarding Council acquiring a Zoom licence for strata meetings. Frances informed Council that she is a member of another board (Kootenay Rhythm Dragons dragonboat club) that is willing to share the cost of a single licence between the 2 organizations.

Motion: That the cost of the 2023 annual Zoom licensing fee be shared equally between NES3578 strata and the Kootenay Rhythm Dragons dragonboat club.

Hanstock/Aitken CARRIED

7. Late Items

8. Next Council Meeting: April 5, 2023

The meeting adjourned at 7:30pm