



NES3578 Stata Council Meeting Minutes

Thursday November 30, 2022 via Zoom

In attendance Council Members:

Jim Toller
David Aitken
Stephen Branch
Chris Hanstock
Frances Long

Guests:

Kerstin Renner

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

1. Adoption of Agenda

THAT the agenda be adopted as presented.

Branch/Hanstock CARRIED

2. Adoption of Minutes

THAT the minutes of the meeting held October 10, 2022 be adopted.

Aitken/Branch CARRIED

3. Review and Approval of Strata Insurance

Chris reviewed the invoice submitted by the strata insurers and indicated that the invoice is within the approved budget. Coverage is the same as previous years with a slight increase over last year. Council agreed to proceed with payment of the invoice as presented.

4. Finance Report

Chris indicated the insurance invoice will be the first expense paid from the 2022/23 budget. The strata accounts are seeing slightly higher returns with higher interest rates.

5. Depreciation Report Update

Jim provided an update indicating that he has spoken with the Waterfront strata manager who provided they do not have a depreciation report and are not planning on developing one (even though they have paved the strata roads). Jim has a contact who is currently in the process of finding an entity to do a depreciation report for the strata where he lives. Information regarding that entity will be forwarded to Jim when available. Jim spoke with the strata lawyer who indicated we are not required to have a depreciation report, instead, funds can be earmarked within the contingency reserve specifically for road maintenance/upgrades. Jim spoke with the YRB (Yellowhead Road and Bridge) manager to



NES3578 Stata Council Meeting Minutes

see if he can assist in development of a maintenance program for Lexington Avenue including annual costs, YRB has not responded with this information to date. Jim will also contact the Ministry of Transportation and Infrastructure regional manager to see he can assist in development of the maintenance program for Lexington. Information regarding the plan including costs will be presented at the next AGM for approval to use the method recommended by the strata lawyer rather than development of a depreciation report.

6. **Lexington Avenue Road Maintenance Update**

Jim contacted YRB for costs with respect to ditch maintenance for 2023 but did not receive a response back as of meeting time. Jim will contact other potential contractors for a quote as well.

7. **Future Council Member Recruitment Plan Development**

Council discussed the development of a document describing council rolls and time commitment to be presented to owners in advance of the next AGM to encourage others to be a part of council. Council members are to develop a draft job description to be provided to Frances 2 weeks in advance of the February council meeting. The draft documents will be distributed to all council members for review ahead of the next council meeting.

8. **Late Items**

9. Next Council Meeting: February 1, 2023

The meeting adjourned at 7:22pm PT.