



PO Box 5065

Port Hardy, BC V0N 2P0

February 4, 2025

The owners
Strata Plan 2090
9130 Granville Street
Port Hardy BC

NOTICE OF ANNUAL GENERAL MEETING

Dear Owner(s)

On behalf of the Strata Corporation we are pleased to present formal notice of the Annual General Meeting of the Owners, Strata Plan VIS 2090 to be held as follows:

TO BE HELD ON

DATE	Sunday, Feb 23 2025
ROLL CALL	12.45 PM
COMMENCEMENT	1 PM
LOCATION	The Board Room Quatse Fish Hatchery 8500 Byng Road Port Hardy

We would love you to attend. However, should you be unable to, a proxy form has been included on Page 3 for an alternative representative to attend and vote on your behalf. A link for joining via Zoom is found on page 2.

Enclosed with this package is the agenda, the strata insurance and financial information, the proposed budget, proposed resolutions, as well as the 2024 AGM Minutes.

Please review the attached information and bring the package with you to the meeting. We look forward to seeing you there.

Sincerely,

Erin Haigh President
Strata Council

president@seawindestates.com



Seawind Estates AGM 2025

Feb 23, 2025 12:30 PM Roll call at 12:45. Meeting opens at 1 pm

Join Zoom Meeting

<https://us06web.zoom.us/j/71119924289?pwd=BAENIjTiAWVaqGx3GOR4bwq2pTYVkb.1>

Join Zoom Meeting

<https://us06web.zoom.us/j/71119924289?pwd=BAENIjTiAWVagGx3GOR4bwq2pTYVkb.1>

Meeting ID: 711 1992 4289

Passcode: 657585

One tap mobile

+17806660144,,71119924289#,,,,*657585# Canada

+12042727920,,71119924289#,,,,*657585# Canada

Dial by your location

- +1 780 666 0144 Canada
- +1 204 272 7920 Canada
- +1 438 809 7799 Canada
- +1 587 328 1099 Canada
- +1 647 374 4685 Canada
- +1 647 558 0588 Canada
- +1 778 907 2071 Canada
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 720 707 2699 US (Denver)
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 646 558 8656 US (New York)
- +1 646 931 3860 US
- +1 669 444 9171 US

Meeting ID: 711 1992 4289

Passcode: 657585

Find your local number: <https://us06web.zoom.us/j/71119924289?pwd=BAENIjTiAWVagGx3GOR4bwq2pTYVkb.1>

**Form A
Proxy Appointment**

(Optional Form)

(Section 56)

Re: Strata Lot[strata lot number as shown on strata plan] of Strata Plan..VIS 2090.....[the registration number of the strata plan]

[Check only one box]

1 General proxy

I/We,[name(s)], the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint[name of appointee] to act as my/our proxy beginning.....[month day, year] until[month day, year].

2 Proxy for a specific meeting

I/We,[name(s)], the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint[name of appointee] to act as my/our proxy at the annual or special general meeting to be held on[month day, year].

3 Proxy for a specific resolution

I/We,[name(s)], the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint.....[name of appointee] to act as my/our proxy with respect to the following resolution at the annual or special general meeting to be held on[month day, year].

See 2025 Pre-AGM package for resolutions details. In brief they are:

1. Approve the 2025 Budget as presented.
2. Ratify the rule re privacy fence stain colour.
3. Modify bylaw 12 to read "The council must consist of at least 3 and no more than 7 members."
4. Modify bylaw 20.1 to reflect changes to bylaw 12.

Voting instructions for proxy (e.g. Vote yes to all) - enter information in space below.

Limitations on Proxy, if any

[set out limitations]

Date:[month day, year].

.....
Signature of Owner/Tenant/Mortgagee

.....
Signature of Owner/Tenant/Mortgagee

AGENDA
ANNUAL GENERAL MEETING

February 23, 2025 at 1pm
at the
Quatse Fish Hatchery Boardroom

Zoom link <https://us06web.zoom.us/j/71119924289?pwd=BAEN1jTiAWVaqGx3GOR4bwq2pTYVkb.1>

Pre Call-to-order: 12:45-1pm

- 1. Registration and issuing a voting card for each strata lot represented at this meeting.**
- 2. Determine if there is a quorum.**

Call to order, welcome, present proof of notice of meeting and Introduce moderator: 1 pm

Order of Business:

- 1. Approve Agenda.**
- 2. Approve Minutes of the last Annual General Meeting held – February 4, 2024.**
- 3. Acknowledge no unfinished business**
- 4. Receive Reports of council activities and decisions since the previous AGM**
- 5. Ratify new rules made at our last AGM**
- 6. Report on Insurance coverage.**
- 7. Approve budget for the coming year.**
- 8. Deal with new business: Voting: (in order of included detailed voting proposals.)**
- 9. Elect our 2025 Strata Council**
- 10. Acknowledgements and thanks**
- 11. Adjourn meeting.**

Insurance Coverage Summary

Name of Insured: Owners of Strata Plan VIS2090
 Risk Address: 9130 Granville Street, Port Hardy, BC
 Insurer: Certain Underwriters at Lloyds of London
 Policy Period: July 25, 2024 to July 25, 2025
 Policy Number: LPC2300222
 Broker: Ashly Boughen EMAIL: aboughen@seafirstinsurance.com

Coverages:

Property Coverages:

	<u>Limit of Insurance</u>	<u>Deductible</u>
Building(s): Broad Form, Replacement Cost, Stated Amount	\$17,104,000	\$5,000
Sewer Backup Extension	Included	\$25,000
Water Damage Extension	Included	\$25,000
Flood Extension	Included	\$25,000
Earthquake Extension	Included	10%/\$100k min.
Glass & Sign Extension	Included	\$250
Underground Services Extension	Included	\$5,000
Equipment Breakdown	\$17,104,000	\$5,000
Master Key Coverage Extension	\$10,000	\$250
Comprehensive 3D Crime Coverage	\$10,000	

Other extensions included: Building Inflation Protection, Blanket Building By-Laws Endorsement, \$25k Identity Theft Endorsement, \$25k Fire Department Service Charges, Automatic Fire Suppression System Recharge Expenses, \$25k Extended Pollution Cleanup Expense & more!

Commercial General Liability:

Each Occurrence Limit	\$10,000,000	\$2,500
Bodily Injury & Property Damage Liability – Per Occurrence	\$10,000,000	
Products & Completed Operations – Aggregate	\$10,000,000	
Personal Injury Liability	\$10,000,000	
Non-Owned Automobile Liability (SPF 6)	\$3,000,000	

Strata Directors & Officers Liability

\$5,000,000

Coverage Extensions:

Coverage:	Limit of Insurance:	Deductible:
Legal Expense:	\$150,000 Limit per Claim/\$500,000 Aggregate	*Excess \$500 – any one claim (not applicable to telephone legal advice)
Environmental Impairment Liability:	\$1,000,000	\$2,500
Cyber Liability:	\$100,000	\$2,500
Terrorism:	\$500,000	\$1,000

Volunteer Accident Coverage:

Accidental Death & Dismemberment: \$100,000	Weekly Accident Income (Loss of Wages): \$350 – Maximum 52 weeks
Miscellaneous Medical Expenses: \$5,000	Dental Injury: \$5,000

We hereby certify that insurance coverage, as noted herein, is in force as of the date of this certificate. The insurance provided is subject to the terms, conditions and exclusions of the applicable policy. This certificate is issued as a matter of information only, does not confer any rights on the holder and imposes no liability on the insurer. This coverage summary does not supersede the policy declaration.

For the purpose of the Insurance Companies Act (Canada) this document was issued in the course of Lloyds Underwriters' insurance business in Canada

This Policy Contains a Clause(s), Which May Limit The Amount Payable
 Subject to: Statutory Conditions of the Province of BC & The Strata Property Act of British Columbia

The Owners Strata Plan VIS 2090

Balance Sheet Comparison

As of December 31, 2024

	TOTAL	
	AS OF DEC. 31, 2024	AS OF DEC. 31, 2023 (PY)
Assets		
Current Assets		
Cash and Cash Equivalent		
Scotia CRF Account	145,498.90	140,414.64
Scotia Operating Bank Account	49,518.93	43,757.50
Total Cash and Cash Equivalent	\$195,017.83	\$184,172.14
Accounts Receivable (A/R)		
Accounts Receivable (A/R)	-2,153.85	56,869.74
Total Accounts Receivable (A/R)	\$ -2,153.85	\$56,869.74
Prepaid expenses (deleted)	23,848.98	23,848.98
Total Current Assets	\$216,712.96	\$264,890.86
Total Assets	\$216,712.96	\$264,890.86
Liabilities and Equity		
Liabilities		
Current Liabilities		
Accounts Payable (A/P)		
Accounts Payable (A/P)	4,551.88	2,564.33
Total Accounts Payable (A/P)	\$4,551.88	\$2,564.33
Total Current Liabilities	\$4,551.88	\$2,564.33
Total Liabilities	\$4,551.88	\$2,564.33
Equity		
Opening Balance Equity	90,890.78	90,890.78
Retained Earnings	87,310.15	192,456.93
Profit for the year	33,960.15	-21,021.18
Total Equity	\$212,161.08	\$262,326.53
Total Liabilities and Equity	\$216,712.96	\$264,890.86

The Owners Strata Plan VIS 2090

Profit and Loss

January - December 2024

	TOTAL
INCOME	
Interest Income	5,084.26
Services	1,250.00
Strata Fee Income	202,256.03
Total Income	\$208,590.29
GROSS PROFIT	\$208,590.29
EXPENSES	
Bank charges	1,489.65
Bookkeeping	3,316.86
Electricity	349.78
Garbage and Recycle	11,783.19
Insurance	39,944.00
Legal and professional fees	2,327.84
Maintenance - grounds	6,288.81
Maintenance and repair - emergent	13,682.78
Maintenance and repair - Routine and scheduled	5,740.72
Maintenance and repair - special projects	144,722.36
Maintenance and Repair - Winter costs	6,749.87
Software	1,021.72
Supplies	222.12
Water	20,775.85
Website	340.19
Total Expenses	\$258,755.74
PROFIT	\$ -50,165.45

The Owners Strata Plan VIS 2090

Sales by Product/Service Summary

January - December 2024

	TOTAL			
	QUANTITY	AMOUNT	% OF SALES	AVG PRICE
Billable Income				
Administrative service	2.00	635.00	0.24 %	317.50
Legal form preparations	14.00	565.00	0.22 %	40.3571429
levy - 2024 Roof	145.00	54,341.18	20.81 %	374.7667586
Total Billable Income		55,541.18	21.27 %	
Services		50.00	0.02 %	
Strata Fees				
Strata Fees	642.00	205,581.91	78.71 %	320.2210436
Total Strata Fees		205,581.91	78.71 %	
TOTAL		\$261,173.09	100.00 %	

Seawind Estates Budget 2025

	Budget 2025	Actual 2024	Budget 2024	Actual 2023
Revenue				
strata fees	202959.36	205581.91	205637.69	198501.112
levy income	0	54341.18	54341.18	161303.82
other income	600	1200	0	95.5
Previous yr operating surplus	49518.53	43757.5	43757.5	1024.58
From contingency	0	0	0	46034.14
TOTAL OPERATING REVENUE	253077.89	304880.59	303736.37	406959.152
Expenses				
Accounting	5000	0	8000	2093.2
Admin/Management DELETE		0	500	231.55
Bank Fees NEW	1500	1489.65	0	0
Bookkeeping NEW	2880	3316.86	0	0
Contingency deposit NEW	30000	0	0	
Depreciation report	4330	0	0	0
Electricity (BC Hydro)	400	349.78	450	419.23
Garbage/Recycle	12500	11783.19	10100	9809.03
Insurance	55000	39944	45000	50384
Insurance appraisal	1300	0	0	0
Legal fees	300	2327.84	500	2850.84
Miscellaneous DELETE		250	400	191.9
Maintenance – emergent NEW	10000	13682.78	0	0
Maintenance – grounds NEW	7500	6288.81	0	0
Maintenance management	2520	800	2000	1342.23
Maintenance Routine	10000	5470.72	10000	14114.1
Maintenance Special Projects	78000	144722.36	190000	253815.9
Maintenance – winterizing costs NEW	7500	6749.87	0	0
Software subscriptions NEW	1200	1021.72	0	0
Supplies – office/postage	150	222.12	0	0
Water usage	21200	20775.85	21000	19606.08
Website hosting/strata emails NEW	735	340.19	0	0
TOTAL OPERATING EXPENSES	252015	259535.74	302950	363200.96

Seawind Estates Budget 2025 Notes

Nearly half of the strata income (the strata fees) goes to fixed expenses such as insurance (\$55,000), utilities (electricity, water and garbage removal total \$34,100), bank fees and other services to keep our accounts in order (\$10,580). These expenses total \$99,680 this coming year.

Maintenance issues like keeping the roads clear of snow and lawn-mowing are more weather-dependent. A cold winter increased the winterizing costs, a dry summer reduces the lawn costs. Together they account for \$15,000.

This year our irregular (less than annual) expenses are higher due to the need for a depreciation report and insurance appraisal (see further notes below). (\$5,630)

The treasurer report holds more information about the operating surplus, the planned deposit to contingency and the accounting fees required for this year.

The budget may look a little different from previous years as we've worked with the accountant to change the recording of expenses to increase transparency and accountability. So that all of us, as owners, can see more clearly where the money is being spent. The details follow if you are curious.

The previous category for Accounting has been split into accounting, bank fees and bookkeeping.

The admin/management category is deleted and now split to bookkeeping, software and the new maintenance management category.

The bookkeeping estimate for the year is roughed out at 6 hrs/month at \$40/hour. This is specifically for the entry of the books into Quickbooks and for collaboration with the accountant as needed to finalize the books and the tax returns.

The strata laws changed late last year and strata must have a depreciation report done at a minimum of every five years (there is no longer the option to defer it indefinitely with a vote at the AGM.) As the last depreciation report was done in 2017, we are overdue to get this done to be in compliance.

The insurance appraisal is also due this year. This is a requirement every 3 years to obtain insurance.

Because property values have gone up significantly in this region, there may be a sharp increase in our insurance rates – I have budgeted for this to go up as much as 35% (from \$40,000 to \$55,000).

The previous category for Miscellaneous has been deleted with the expectation that all expenses will be categorized.

See the next page for a full discussion of the maintenance budget for 2025.

There is a new reporting category to track software leases and purchases (e.g. the accounting software, surveys, Zoom upgrade for the AGM.) And another for the website (hosting fees, cost of strata emails).

Seawind Estates Budget 2025 Notes

Maintenance budget notes:

Maintenance—emergent is a new category created to track urgent unplanned repairs, so that we can put adequate money in reserve each year to cover the unexpected without impacting special projects or routine maintenance. This year we repaired two walls, one drainage issue and one plumbing problem. If no problems arise in 2025, we can use these funds to increase our routine repairs as recommended by the depreciation report. Fence repair after a storm falls into this category, while fence maintenance falls under routine work.

Maintenance—grounds is a new category which covers lawn-mowing, landscaping, weed-eating and tree removal as needed.

Maintenance—management covers the work of obtaining quotes, co-ordinating contractors, keeping an awareness of cash flow issues affecting timing of work and monitoring work quality and completion. This has been estimated at 6 hrs/month at \$35/hour.

Maintenance—routine. In 2024 this covered gutter cleaning and repair, dryer duct cleaning and perimeter bug spraying. These annual chores will be done again in 2025 with the addition of curb repair and painting, parking lot stall and directional arrow painting, stair cleaning and painting, stucco cleaning and spot repair, fence repair and painting, handrails and high-visibility paint on the pavement stairs. If additional money flows in from work completion below budget, we'll start tackling the pavement and concrete repairs.

Maintenance—Special projects is to track expenses for one-time planned repairs. In 2024 this included completion of the roof project, the attic vents and the new soffits. The planned deck repair (\$5000), and water mitigation issue (\$15000) were rescheduled multiple times by contractors, so will be brought forward to 2025. The gutter project included resetting multiple gutters to improve drainage (done in 2024) and the installation of new gutters and drainpipe connections for the units with decks (done in Jan 2025.) Special projects planned for 2025 include drainage (up to \$45,000 with priority given to any drainage issues noted in the depreciation report), front door painting(\$6900) and exterior light replacement.(\$5000). These priorities were decided in consultation with owners via the survey.

Maintenance—winterizing is a new category to track expenditure on roadway and parking lot brining and snow clearance, pavement salting and clearing, and any purchases related to winterizing e.g. salt and ice melt.

Kat Chapman Seawind Estates Treasurer.

**Seawind Estates
Strata Fees 2025**

Unit Number	Monthly strata Fees 2025
1	\$ 353.33
2	\$ 353.33
3	\$ 353.33
4	\$ 353.33
5	\$ 353.33
6	\$ 353.33
7	\$ 353.33
8	\$ 353.33
9	\$ 353.33
10	\$ 353.33
11	\$ 353.33
12	\$ 353.33
13	\$ 350
14	\$ 350
15	\$ 350
16	\$ 350
17	\$ 360
18	\$ 360
19	\$ 360
20	\$ 360
21	\$ 353.33
22	\$ 353.33
23	\$ 260
24	\$ 260
25	\$ 260
26	\$ 260

Unit Number	Monthly Strata Fees 2025
27	\$ 260
28	\$ 260
29	\$ 260
30	\$ 260
31	\$ 350
32	\$ 350
33	\$ 353.33
34	\$ 353.33
35	\$ 353.33
36	\$ 353.33
37	\$ 353.33
38	\$ 353.33
39	\$ 260
40	\$ 260
41	\$ 270
42	\$ 270
43	\$ 260
44	\$ 260
45	\$ 270
46	\$ 270
47	\$ 360
48	\$ 360
49	\$ 346.67
50	\$ 346.67
51	\$ 346.67
52	\$ 346.67

Seawind Estates

Voting Proposals 2025

1. BUDGET FOR 2025

I approve the annual 2025 budget as presented.

Yes _____ No _____ Abstain _____

2. RATIFICATION OF RULES – PRIVACY FENCE STAIN COLOUR

Rule passed at the 2024 AGM that is for review and ratification:

Home Hardware's BeautiTone Semi-transparent Briarwood WST 26-9 (B28 shots; C14 shots; U24 shots), OR a product colour-matched by any supplier to this stain, is the approved colour for privacy fences.

I approve (ratify) the rule regarding privacy fence colour.

Yes _____ No _____ Abstain _____

3. MOTION RE COUNCIL SIZE

The current council proposes to change bylaw 12 regarding council size be amended to use the language of the Standard Bylaws of the Strata Property Act, which reads:

“The council must have at least 3 and not more than 7 members.”

Motion: I approve the change in the council membership bylaw to read “The council must have at least 3 and not more than 7 members.”

Yes _____ No _____ Abstain _____

4. MOTION RE COUNCIL QUORUM

The current council recommends that bylaw 20.1 be amended to use the language of the Standard Bylaws of the Strata Property Act, which reads:

A quorum of the council is

- a) 2, if the council consists of 3 or 4 members
- b) 3, if the council consists of 5 or 6 members
- c) 4, if the council consists of 7 members.

Motion: I approve the change in bylaw 20.1 to read as above.

Yes _____ No _____ Abstain _____



PO Box 1000

Port Hardy BC V0N 2P0

**Seawind Estates
2024
Annual General Meeting
MINUTES**

February 4, 2024

**Held in the
Quatse Fish Hatchery Boardroom
Starting time 1pm**

Minutes for the Annual General Meeting (AGM) of the strata corporation held on February 4th 2024, in the Quatse Fish Hatchery Boardroom. Members attended in person, also attended via Zoom and others voted by proxy.

Pre Call-to-order: 12:45-1pm

Registration and issuing a voting card for each strata lot represented at this meeting.

21 strata lots were represented at this AGM – in person (17) and by proxy (4). This exceeded the required quorum of 17 and, as such, the meeting could proceed as planned. Two attended by Zoom who did not participate in voting, therefore they were not included in this count.

Call to order at 1:08 pm by Dale Dorward.

Dale Dorward called to order the AGM for Seawind Estates Strata having confirmed the “Notice of Meeting” was sent out to all registered strata lot owners on January 21, 2024, in accordance with the *Strata Property Act*.

Approval of Agenda: A motion to approve the agenda was **MOVED, SECONDED** and **Passed unanimously**.

Adoption of Minutes from the last Annual General Meeting. held February 5, 2023:

The following amendments to the 2023 AGM Minutes were presented for inclusion in amended minutes of the Seawind Estates 2023 AGM:

Bylaw 40,1 to read: **“An owner, tenant, occupant or visitor must not allow a strata lot to become unsanitary. Rubbish, including packing boxes, must not be thrown, piled, or stored in the strata lot or on the common property. Any expenses incurred by the Strata Corporation to remove such, will be charged to the strata lot owner.”**



Bylaw 40.3 to read: “Any waste material other than ordinary household refuse and normally collected recycling materials shall be removed from the Estates by the owner, tenant, or occupants residing in the Estates.”

Bylaw 40.4 to read: “An owner, tenant, occupant or visitor may only use balconies, patios, or common property contained within a privacy fence, for limited storage. Balconies are only permitted to have reasonable amounts of patio furniture, temporary drying racks and personal transportation such as bicycles.”

A motion to approve the amended minutes was **MOVED, SECONDED and CARRIED unanimously.**

Acknowledge we have no unfinished business from the 2023 AGM:

Lilian Birmingham confirmed there was no unfinished business.

Receive reports of council activities and decisions since the 2023 AGM:

President’s report included at end of Minutes.

Maintenance Report included at end of Minutes.

Insurance Report – Nancy Botham reported on our Strata Insurance Policy in effect to July 25, 2024, and new insurance provider, Seafirst Insurance Brokers Ltd. The new company requires the age of hot water tanks in each unit and the 2024 council will be requesting this information from owners by May 2024. Nancy reminded owners of what is and is not included in the Strata Insurance coverage. She encouraged owners to check that they have adequate personal insurance coverage. In the event of an earthquake, owners need to contribute to the strata’s deductible and should include earthquake coverage in their personal insurance. In the event of an earthquake the owner would pay their personal insurance deductible. Their insurance provider would pay the remainder of their portion of the strata earthquake deductible.

Insurance report included at end of Minutes.

Treasurers Report included at end of Minutes.

Voting:

1. Ratification of Rules:

Three rules approved at the 2023 AGM were brought to owners for ratification.

- 1. The vinyl colour “Wicker” may replace stucco where stucco needs replaced.**
- 2. White soffit vinyl may be used under roof overhangs and under decks.**
- 3. Vinyl within the Estates may be painted to match original stucco colour.**

A motion to approve the ratification of all three rules was **MOVED, SECONDED and CARRIED unanimously.**

2. Depreciation report:

The motion “I approve having **NO depreciation report done in 2024**” was **MOVED, SECONDED and CARRIED** by 75% majority. (In favour 19, opposed 1, abstained 1.)

3. Approval of the 2024 Annual Operating Budget:

Council put forward a budget this year which held strata fees unchanged from 2023. (Budget included as an attachment after the AGM Minutes.)

With no concerns or amendments raised, a motion to approve the proposed operating budget as presented was **MOVED, SECONDED** and **CARRIED unanimously**.

4. Land Title Office submission:

The following motion concerning parking allocations was presented to owners for approval, with the explanation that a recent survey of the estates brought to light an irregularity in the number of stalls in the estates. This motion aligns the 2022 AGM resolution concerning parking allocation with the surveyed drawings.

BE IT RESOLVED by $\frac{3}{4}$ vote of the Strata Corporation that:
pursuant to section 75 of the Strata Property Act, the following designations of limited common property as more particularly shown on the sketch plan appended to the resolution filed August 11, 2011 under registration number FB0429406 be removed:

Parking stall 30 (LCP for SL 28)

Parking stall 37 (LCP for SL 48)

Parking stall 63 (LCP for SL 50)

Parking stall 64 (LCP for SL 22)

Parking stall 65 (LCP for SL 38)

Parking stall 66 (LCP for SL 37)

Parking stall 67 (LCP for SL 36)

Parking stall 68 (LCP for SL 35)

Parking stall 69 (LCP for SL 34)

Parking stall 70 (LCP for SL 33)

pursuant to section 74 of the Strata Property Act, the following parking stalls be designated as limited common property for the exclusive use of the listed strata lot, as more particularly shown on the sketch plan attached as Schedule A:

Parking stall 37 be designated as limited common property for strata lot 28

Parking stall 63 be designated as limited common property for strata lot 48

Parking stall 64 be designated as limited common property for strata lot 50

Parking stall 65 be designated as limited common property for strata lot 22

Parking stall 66 be designated as limited common property for strata lot 38

Parking stall 67 be designated as limited common property for strata lot 37

Parking stall 68 be designated as limited common property for strata lot 36

Parking stall 69 be designated as limited common property for strata lot 35

Parking stall 70 be designated as limited common property for strata lot 34

Parking stall 71 be designated as limited common property for strata lot 33

Motion to approve this parking stall allocation: **MOVED, SECONDED** and **PASSED unanimously**.

5. Privacy fence colour:

To better meet Strata Fence Rule #3 ("The fence must be constructed of wood and stained to match other fences in the complex.") strata council brought the following proposal which closely matches the majority of fences in the estates.

Motion: I approve Home Hardware's BeautiTone Semi-transparent Briarwood WST 26-9 (B28 shots; C14 shots; U24 shots), OR a product colour-matched by any supplier to this recommended stain, as our recommended fence colour for privacy fences going forward.

Motion to accept this privacy fence colour recommendation **MOVED, SECONDED and PASSED unanimously.**



Briarwood

WST26-9

- 6. Motion concerning permitting sheds inside privacy fenced areas:** After significant discussion and with many unanswered or inadequately answered questions, this matter has been sent back to the strata council for further study. **The proposal, as presented, was not approved.**
- 7. Motion concerning permitting skylights in the lower, vaulted roofs of three-bedroom units:** After significant discussion and with an awareness that differences of option existed, owners submitted a paper vote to provide direction on whether sufficient owners wanted to proceed with creating an amended motion for approval. Private vote in favour 13, opposed 5, abstained 3. **This vote did not meet the 75% approval requirement, thus motion not passed.**

Election of 2024 Strata Council

Nominations for members: Erin Haighs nominated Jillian Brown, Richard Kidra and Karla Hansen; Nancy Botham nominated Kathryn Chapman; Kathryn Chapman nominated Nancy Botham; Richard Kidra nominated Lilian Birmingham, Erin Haighs, and Colin Hunko. Colin Hunko and Lilian Birmingham declined. Jillian Brown, Kathryn Chapman, Nancy Botham, Richard Kidra, Erin Haighs, and Karla Hansen accepted.

Acknowledgement and thanks: Dale acknowledged everyone that served on the council throughout 2023.

Adjournment of meeting at 3:00pm by Dale. End of 2024 AGM

2024 AGM Minutes Prepared by Alexis Leak and Lilian Birmingham
Reviewed by Kath Chapman and Nancy Burrows

Seawind Estates AGM 2024

PRESIDENT'S REPORT

As we look back on a year in which we approved a levy to address roofing needs, I want to take you behind the scenes for a moment. It was in early 2019 that roof problems first grabbed strata council attention and we asked Carson Roofing to quote. Other priorities prevailed and the roof had to wait. In late 2021 a building envelope engineer highlighted design problems in our roofs and confirmed the urgency of addressing the problems. In 2022, strata council members reviewed quotes from more than one roofer and worked to convey to owners the urgency of addressing our problems. In 2023, owners approved a levy and we engaged the best roofer to start work as soon as weather permitted.

Looking forward, while Strata Council's responsibility is always to maintain our strata buildings and grounds, the work ahead permits including upgrading the look of our buildings. This will take an experienced team, plus time to plan properly and save for. The road ahead is not simple.

Today however, I take this opportunity to thank people who have helped us get to where we are today. Specifically...

Scocchi Holdings, the parent company of Applewood dealerships willingly put forward a person with extensive maintenance experience to represent them on the strata council.

Steve Birmingham brought to the council five decades of maintenance experience, including maintenance planning at the island copper mine, building a house with help to roof on, and over three decades as a business owner doing repair and maintenance work. Steve stepped down from strata council in June.

Alexis Leak wrote up Minutes of meetings, prepared Form B's and Form F's as owners sold their units and sent welcome letters to new owners. Alexis stepped down from strata council in September due to new work commitments.

Julie Miller, our 2023 vice president and co-treasurer, contributed in many ways. Towards the end of the year she received a work transfer. She resigned from council in January.

Erin Haighs pressure washed and painted the Granville Street fence with some help, along with other practical contributions.

Dylan Dirom made the meeting room at Rendezvous Place available for council meetings at no charge.

Nancy Botham reliably and willingly reviewed Minutes and along with other council members, cheque runs.

On behalf of everyone, thank you for your contributions.

President's report prepared by Lilian Birmingham

Seawind Estates AGM 2024 **MAINTENANCE REPORT**

Our Roofs:

The major project during 2023 involved the upgrade of our roofs. All but three four-plexes saw their roof get newly shingled, with the remaining three scheduled for 2024.

This project has transformed a vulnerable asset into a roof that Carson Roofing Ltd believes will serve us well for the next 25 to 30 years. We have addressed design weaknesses and eliminated problems stemming back to the era of leaky condos. Most noticeably, the roof vent on lower rooflines has been replaced with a strip vent that allows every bay to have air flow. The original roofers left out the strapping that lets air move between bays to a central upper vent.

The Granville Street Fence:

Our Granville Street fence received a good pressure washing and new paint in 2023. It looks better for it. Thank you everyone involved.

Other:

Other maintenance work in the Estates declined significantly from the \$80,000 plowed into maintenance projects in 2022 and even from our baseline average of \$35,000 from earlier years. This is in part due to people we rely on pulling out of the local workforce in 2023 due to family health issues or other reasons.

Looking Forward:

The Estates will see the remaining roofs completed in 2024; Chris Drover plans to return in June from the East Coast and Leo Leuie is also again able to take on some work. Todd Bernard, who led the deck repair team in 2022 has agreed to do the remaining deck repair in 2024. Other projects are on the table but have yet to be finalized.

Maintenance report prepared by
Lilian Birmingham

Seawind Estates
INSURANCE REPORT
2024

A copy of our Strata Insurance Policy with a new insurance provider, Seafirst Insurance Brokers Ltd, which expires July 25, 2024, follows this report.

One change with our new insurance providers is that they ask for the age of hot water tanks throughout the Estates. Anticipate us collecting this information from you by May.

A reminder here that while our Strata Insurance coverage remains the same as in previous years but does not cover everything.

1. **Earthquake deductible.** In the event of a major earthquake, to meet our deductible, owners may need to contribute towards the strata deductible according to their strata lot entitlement.
2. **Betterments and Improvements** to your strata lot. This includes such things as kitchen, bathroom, appliance, and flooring upgrades.
3. **Contents.** Includes owner's furniture and belongings.
4. **Live Out Allowance** (applicable to resident owners only) and **Loss of Rental** (applicable to landlord owners only).
5. Should a loss occur that an owner or tenant caused, the owner may be charged the Strata Insurance's deductible for any strata claim connected with the loss.

Strata Corporation's insurance policy covers services, and repairs of "as-built" fixtures, but it does not include improvements, furniture, or personal belongings.

Maintenance and replacement of items, including hot water tanks, appliances, fans, heaters, flooring etc., are owner responsibilities. The owner is also responsible for repainting walls, repairing damage to drywall and so on.

.....

We encourage you to check with your personal insurance broker that you have adequate personal insurance coverage.

Seawind Estates 2024 AGM
TREASURER'S REPORT

During 2023 both our income and expenses rose as we navigated a major reroofing project. As the Revenues and Expenses for 2023 and the proposed budget for 2024 show, we are navigating this project successfully and the council is pleased to present a budget for 2024 which maintains our strata fees unchanged.

Looking at the levy:

Last year owners approved a levy (money additional to strata fees) to address our urgent roof problems. Owners also approved a budget that put some of our strata fee money towards the roof project and they agreed that we could use some money from our contingency (savings account) as well. This meant that the "levy" last year was not intended to pay for the whole project but covered the extra we needed so that we could do the job, and, ideally, leaving some money in our savings account.

We can see what happened from the proposed budget sheet. Under REVENUE the second line numbers relate to levy income. Note in 2023 the levy money that came in was \$161,303.82. Now if we go down into EXPENSES to R & M/Special Projects and go across to the Revenues and Expenses column for 2023, you'll see that we paid out for roof work in \$253,815.90. In other words, all the levy money that came in during 2023 got put into the roof project.

Looking ahead to this year, the proposed budget, second line under REVENUE, tells us that we have \$54,341.18 of levy money to receive in 2024. The money required to finish the last three roofs is approximately \$95,000 so again, the levy money will allow us to complete the job but we will not bring in more levy money than we need to finish the roofs.

Looking at Contingency:

Our contingency (savings account) numbers are recorded at the bottom of the 2023 Revenues and Expenses page. Basically, we started 2023 with \$180,000 and ended with \$140,000.

Please do not confuse this with the contingency plus expenses on the second bottom line of the proposed budget page. There, the number written in for 2023 and 2024 Contingency plus expenses is the same number as on the line "total operating expenses". Between those two numbers is a line "To Contingency" which tells us that we put \$30,000 of strata fee money into our savings account in 2022 but we didn't do this in 2023 and we don't plan to in 2024. (This is not because we can't, but we choose to keep money available to do improvements in the Estates. Using money from contingency requires owners to agree to this at an AGM.)

Looking at Insurance:

On the proposed budget page, notice that insurance was a lot higher in 2023 than 2022 and higher than we are budgeting for in 2024.

Every three years we pay for an insurance appraisal. This payment covers three years of annual updates for valuing Seawinds Estates for insurance purposes. These annual updates come out about two months before the new insurance policy. In the 2023 insurance policy, the update is included in the \$38,946.00 we paid for insurance in July that was cleared at the bank in August. (See Revenues and Expenses 2023 sheet.)

In 2022 the insurance company we had been with for several years failed to include this update when they put together our insurance policy in 2022 and in 2022, we paid \$29,521. They knows our updated valuation but failed to update our insurance policy before our 2023 AGM in 2023. Eventually they did so and charged us an additional \$11,438 for our 2022-2023 policy. (see March and June 2023 Insurance expenses). This brings the amount we paid for insurance between July 2022 and July 2023 to \$40,959.

We received quotes from two insurance companies for our 2023-2024 policy. Our old insurance company quoted us \$40,211. The insurance company we chose to go with quoted \$38,946.00 (and responded in under half the time the first company took to provide us a quote).

Normally, our insurance policy goes up by \$5000/year. Our current policy for \$38,946, beginning mid 2023, is in line with this trend and our policy from two years before (2021) of \$29,211.

Treasurer's report prepared by Lilian Birmingham

Strata Plan VIS 2090 – Seawind Estates

Budget

**1 January – 31 December
2024**

	Budget 2024	Revenues and Expenses 2023	Revenues and Expenses 2022
REVENUE			
Strata Fees	205637.69*	198501.12	178299.34
Levy Income	54341.18	161303.82	0.00
Other Income	0.00	95.50	1044.50
Previous year operating surplus	43757.50	1024.58	16895.01
From contingency	0.00	46034.14	0.00
TOTAL OPERATING REVENUE	303736.37	406959.16	196238.85
EXPENSES			
Accounting and Bank	8000	2093.20	3777.90
Admin/Management	500	231.55	1052.40
Electricity (BC Hydro)	450	419.23	393.93
Legal	500	2850.84	0.00
Garbage/Recycle	10100	9809.03	9664.16
Grounds Maintenance	15000	8342.86	14836.17
Insurance	45000	50384.00	29521.00
Insurance appraisal	0	0	1942.50
Miscellaneous	400	191.90	337.55
Maintenance management	2000	1342.23	4200.00
R & M/Special Projects	190000*	253815.90	80233.33
R&M Other	10000	14,114.14	0.00
Water Usage	21000	19606.08	19250.33
TOTAL OPERATING EXPENSES	302950	363200.96	165214.27
To Contingency	0.00	0.00	30000.00
Contingency plus expenses	302950	363200.96	195214.27
NET INCOME	786.37	43758.20	1024.58

Strata Fee income includes \$202,959.36 for 2024 and \$2678.33 due from 2023

- Special Projects for 2024 include finishing our roofs, gutter work (as many gutters were installed straight and not with the slope needed to drain properly), the remaining needed vent hook ups, lower soffit replacements (to increase air flow in the lower roofs), one deck repair and a water mitigation priority.

**Seawind Estates
Strata Fees 2024**

Unit Number	Monthly strata Fees 2024
1	\$ 353.33
2	\$ 353.33
3	\$ 353.33
4	\$ 353.33
5	\$ 353.33
6	\$ 353.33
7	\$ 353.33
8	\$ 353.33
9	\$ 353.33
10	\$ 353.33
11	\$ 353.33
12	\$ 353.33
13	\$ 350
14	\$ 350
15	\$ 350
16	\$ 350
17	\$ 360
18	\$ 360
19	\$ 360
20	\$ 360
21	\$ 353.33
22	\$ 353.33
23	\$ 260
24	\$ 260
25	\$ 260
26	\$ 260

Unit Number	Monthly Strata Fees 2024
27	\$ 260
28	\$ 260
29	\$ 260
30	\$ 260
31	\$ 350
32	\$ 350
33	\$ 353.33
34	\$ 353.33
35	\$ 353.33
36	\$ 353.33
37	\$ 353.33
38	\$ 353.33
39	\$ 260
40	\$ 260
41	\$ 270
42	\$ 270
43	\$ 260
44	\$ 260
45	\$ 270
46	\$ 270
47	\$ 360
48	\$ 360
49	\$ 346.67
50	\$ 346.67
51	\$ 346.67
52	\$ 346.67