

NOTICE

of the

ANNUAL GENERAL

MEETING

of

STELKIA HOMEOWNERS

CORPORATION

To be held on Saturday, October 23, 2021
Virtually via Zoom

PLEASE BRING THIS PACKAGE TO THE
VIRTUAL MEETING

October 8, 2021

NOTICE OF THE ANNUAL GENERAL MEETING

TO: The Shareholders, STELKIA HOMEOWNERS CORPORATION
DATE: SATURDAY, OCTOBER 23, 2021
TIME: 9:00 AM REGISTRATION
11:00 AM CALL TO ORDER
PLACE: Virtually via Zoom

Dear Owners:

On **Saturday, October 23, 2021**, the Annual General Meeting of the Shareholders of **Stelkia Homeowners Corporation**, will be held. The purpose of this meeting is to approve the proposed budget for the upcoming fiscal year, consider majority, unanimous and special vote resolutions and to elect a new Board of Directors. Enclosed are the Agenda, all supporting documentation and a proxy form.

For this meeting to proceed, subject to the special rights or restrictions attached to the shares of any class or series of shares and to Article 11.4, the quorum for the transaction of business at a meeting of shareholders shall be persons who are, or who represent by proxy, shareholders who, in the aggregate, hold at least 10% of the issued shares entitled to be voted at the meeting.

If, within one-half hour from the time set for the holding of a meeting of shareholders, a quorum is not present:

- (1) In the case of a general meeting requisitioned by shareholders, the meeting is dissolved;
And,
- (2) In the case of any other meeting of shareholders, the meeting stands adjourned to the same day in the next week at the same time and place.

Should you be unable to attend this meeting, please give your proxy to a representative to vote on your behalf. An instrument appointing a proxy shall be in writing under the hand of the appointee or his attorney and may be either general or for a particular meeting. All proxies must be received by the Community Manager by October 20th, 2021. These can be emailed or mailed. *Please be advised that a proxy holder must be a registered shareholder.*

We look forward to seeing you on **Saturday, October 23, 2021 at 10:00 am**. In the meantime, if you have any questions about the meeting, please do not hesitate to contact the Community Manager at 250-860-5445 or email Carla.Malmberg@associa.ca.

Sincerely,
ASSOCIA BRITISH COLUMBIA, INC.
Agent for **Stelkia Homeowners Corporation**



Carla Malmberg
Director of Operations
A Licensed Strata Manager
Encl.

Annual General Meeting - Virtual Meeting Instructions

We are pleased to invite you to the Annual General Meeting (AGM) for Stelkia Homeowners Corporation on Saturday, October 23, 2021. This meeting will be held virtually using Zoom and will not have an in-person option. Below is some critical information that you will need to know prior to the meeting.

As mentioned, we will be hosting this meeting using Zoom. To participate, you will require a mobile device or PC, preferably a headset or other audio device that will allow you to hear the other participants, and a video device that we can use to validate your identity (the built-in camera on your device will be more than adequate for this purpose). You will also need to have some means of identifying yourself to the meeting moderator.

It is recommended that you download the Zoom application to your device well in advance of the meeting as our ability to provide technical support will be limited while the meeting is in progress. The App is available in the App Store for Apple devices, on the Google Play store for Android devices, and is available for download at <https://zoom.us> for those participants who will be joining using their PC.

In advance of the meeting, you will receive a link to register for the AGM. Please register for the meeting using your regular name and an email address we have on file. You will receive a second email with the direct link for joining the meeting.

The process to join the meeting will be as follows: Registration opens at 9:00. Please consider joining as close to 9:00 as possible as the registration process does take a little longer than in-person and this will give us all the best opportunity to overcome any technical hurdles that may present themselves.

- 1) Upon joining the meeting, you will be presented with a white screen informing you that the moderator has not allowed access yet. This is called the "waiting room". You will not be able to see, hear, or participate in the call in any way.
- 2) When the moderator allows you to enter the meeting from the waiting room, you will await identification.
- 3) One-by-one participants will be moved into a 1-on-1 "sign-in" room with a meeting moderator. You will be asked to identify yourself, so please, have your 1 piece of photo ID ready. Your name will be added to the attendee list.
- 4) Once validation is completed, you will be moved into the general meeting room where you can take part in the meeting.

** In the event you get disconnected from the meeting, you will need to click on the link to re-join the meeting and go through the identification process again so kindly be sure that you can participate in the meeting uninterrupted.

**In most cases, you do not need to do anything to move from room to room. The moderators have the ability to assign you to rooms and back into the main meeting room so the only thing you need to do is relax and enjoy the meeting. But sometimes it happens that the moderator can't move you, so you have to find the "Break out Rooms" icon on the bottom of your screen and accept it.

Voting and polls:

The purpose of attendee validation is so that we have certainty that all attendees are entitled to cast a vote.

- 1) When the time comes for a question, a poll will be presented on the screen.
- 2) Simply click or tap your choice to cast your vote.
- 3) The votes are tallied in the background and,
 - a. the meeting Chair will announce the results of the votes.
 - b. If the question has proxy ballots, the moderator will announce the nature of the votes cast for each option, and announce if the motion has passed or failed.

** We can only accept one vote per Zoom attendee. What this means is that if there are multiple shareholders in a room sharing a zoom meeting, we will only be able to accept one vote.

** To keep the meeting moving, we will be placing a time limit of 60 seconds on each poll after which time the poll will close and we will be moving forward with the agenda.

Virtual meeting etiquette matters:

- 1) The only time that your video is required is during registration. Remember that once you are in the general meeting room, all attendees can see your video. If you are in an area with a potentially distracting background, please consider turning off your video feed.
- 2) As with video, please remember that once you are in the general meeting room, all attendees can hear your audio if you are not muted. This audio includes certain mechanical keyboards, drinking water, scolding the pet, or the kids playing in the background. The moderator has the ability to mute the room, but please consider the discriminate use of the mute feature on the Zoom application while the meeting is in progress to avoid unnecessary background interruptions.

Thank you and see at the Annual General Meeting!

A Step-by-Step Guide to a Zoom Meeting

If you haven't already received an email inviting you to a Zoom meeting, you probably will soon. In this age of social distancing, many groups are choosing to meet virtually, and Zoom is one of the most popular ways to do this. It might be your book club, your volunteer group, or your Sunday school class, but chances are you're going to be part of a Zoom meeting.



Zoom is a computer program used to hold online virtual meetings. You can use Zoom on a smartphone, a tablet, a laptop, or a desktop computer (as long as you have a camera, speakers, and a microphone). It uses your computer's or phone's camera to show live video of all attendees (if you don't want to be on camera, that's fine, too. You can just display your name). Zoom uses your computer's or phone's microphone to let you talk to other meeting participants. If you do not have access to a computer, tablet, or smartphone, you can use a phone to dial into a meeting.

This article only covers joining and participating in a Zoom meeting that you've been invited to. If you want to know more about more advanced Zoom features like changing your background, raising your hand in a meeting, sharing your screen, and hosting your own meeting go to Zoom's Support Center support.zoom.us/hc/en-us

DOWNLOAD ZOOM

Zoom is a program that runs on your computer, phone, or tablet. You must download this program from the Zoom website. The free version of Zoom should meet all of your needs.

If you've received an email invitation to a Zoom meeting, click the link that says, "Join Zoom Meeting." If this is the first time you've used Zoom, this link will take you to a website where you can download the Zoom program or app, depending on what device you're using.

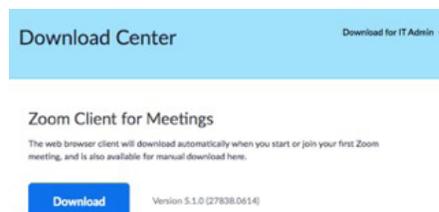
On an iPhone or iPad: Go to the Apple App Store and search for "ZOOM Cloud Meetings." Click "Get" to download and install the Zoom app.



The Zoom app in the App Store

On an Android phone or tablet: Go to the Google Play App Store and search for "Zoom Cloud Meetings." Click "Install."

On a computer: On the Download Center website zoom.us/download, click "Download" in the "Zoom Client for Meetings" section.



Click the blue Download button to download Zoom from the website zoom.us/download

After Zoom is downloaded, you must install it onto your computer.

If you have an Apple computer, like a MacBook: Double-click the file called *Zoom.pkg*, which is typically saved to your Downloads folder. The installer program opens and guides you through the process.

If you have a PC: Double-click the file called *ZoomInstaller.exe* file to install the program.



Double-click ZoomInstaller.exe to install Zoom on your PC.

JOIN A MEETING

After you install Zoom, there are a few different ways to join a Zoom meeting. You can click the link in your invitation email, go to the Zoom website and enter the meeting ID, or dial into the meeting on a phone.

Click the link in an invitation email: If you have an email invitation, click “Join Zoom Meeting” in that email. This takes you to the Zoom website.

Go to the Zoom website: Go to zoom.us/join, and enter the 9-digit meeting ID from your invitation email. If the meeting requires a password, that will be in your email, too.

Join a Meeting

Meeting ID or Personal Link Name

Join

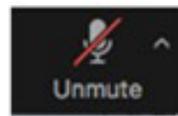
When you are on the Zoom website, if you are asked if you want to open Zoom, click “Open zoom.us.” Zoom opens, showing you a preview of your camera image. Then click either “Join with Video” or “Join without Video.” If you use video, other people in the meeting will see you. If not, they will just see your name. Next, Zoom asks about audio. Click “Join with Computer Audio” so you can hear and be heard in the meeting.

Dial into the meeting on a phone: If you don’t have access to a computer, tablet, or smartphone, you can use a phone to dial into the meeting. The phone number to use will be in your invitation email, or you can find the number to use in the Zoom International Dial-in Numbers list zoom.us/zoomconference.

PARTICIPATE IN A MEETING

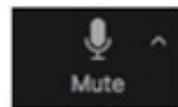
Once you’ve joined the meeting, you can see and hear other participants. Each participant is represented by a square that displays their face (*if they’ve chosen to join with video*) or just their name.

If you’re in a large meeting, make sure your microphone is muted. Your computer microphone is pretty sensitive, and if you’re unmuted, it can pick up a lot of background noise. The mute button, which looks like a microphone, is in the bottom left corner of the Zoom screen. If the microphone has a red line through it, you’re muted, and no one in the meeting can hear you.



If the microphone has a red line through it, you are muted.

Click the button again to unmute yourself if you want to talk in the meeting.



If the microphone has no red line through it, you can be heard in the meeting.

Only one person in the meeting can talk at a time. Zoom indicates who is speaking by highlighting their image with a yellow square.

There is also a chat feature in Zoom, where you can type messages to other participants. Participants can send messages to everyone in the meeting, or just certain participants. However, after the meeting, the host can view the transcript of all chats, so it’s not entirely private. If there is a message for you in the chat, a notification appears on the Chat button, which looks like a speech bubble. Click that button to open the chat window.

LEAVE A ZOOM MEETING

Click “Leave Meeting” on the bottom right corner to leave the meeting.

ANNUAL GENERAL MEETING AGENDA

STELKIA HOMEOWNERS CORPORATION

SATURDAY, OCTOBER 23, 2021

LOCATION: Virtually Via Zoom

1. Registration - 9:00 Am
2. Developer Report
3. Call to Order - 11:00 Am
4. Adopting the Standing Rules of Order for The Meeting
5. Electing the Chair of The Meeting
6. Calling of The Roll & Certification of Proxies
7. Proof of Notice of Meeting
8. Approval of The Agenda
9. Approval of Previous General Meeting Minutes – January 16, 2021(As Distributed)
10. Annual Report on Insurance (Attached)
11. Committee Reports (Attached)
 - 11.1 Landscape Committee Report
 - 11.2 Social Committee Report
 - 11.3 Emergency Preparedness Committee Report
 - 11.4 OIB And Neighbour Relations Committee Report
12. Auditor's Report
13. Majority Vote #1 - Approval Of 2021-2022 Operating Budget (Attached)
14. Majority Vote #2 – Approval Of 2021-2022 Contingency Reserve Fund Budget (Attached)
15. Unanimous Resolution #1 – Waiver of Audit
16. Special Resolution #1 – Proposed Bylaw Amendment – Duties of Owners
17. Special Resolution #2 – Proposed Bylaw Amendment – Change to Bylaw Use of Unit 8.2

18. Special Resolution #3 – Proposed Bylaw Amendment – Change to Bylaw 12 Disturbance of Others
19. Special Resolution #4 – Proposed Bylaw Amendment – Change to Bylaw 16 Operation of Permitted Vehicles
20. Special Resolution #5 – Proposed Bylaw Amendment – 16.2 Parking
21. Special Resolution #6 – Proposed Bylaw Amendment – Pool and Hot Tub Rules
22. Special Resolution #7 – Proposed Bylaw Amendment – Pool and Hot Tub Rules
23. Special Resolution #8 – Proposed Bylaw Amendment – Pool and Hot Tub Rules
24. Special Resolution #9 – Proposed Bylaw Amendment – Wharf Rules
25. Special Resolution #10 – Proposed Bylaw Amendment – Wharf Rules 3.P
26. Special Resolution #11 – Proposed Bylaw Amendment – Change of Common Property
27. Special Resolution #12 – Proposed Bylaw Amendment – Change of Common Property Request at Unit #119
28. Special Resolution #13 – Proposed Bylaw Amendment – Change of Common Property Request at Unit #022
29. Special Resolution #15 – Proposed Bylaw Amendment – Change of Common Property – Front Entrance
30. Special Resolution #15 – Proposed Bylaw Amendment – Change of Common Property – Installation of Bat Boxes
31. Introduction of Candidates and Election Procedures
32. Election of Board of Directors
33. Termination of Meeting

Construction Update for Oct 2021 The Cottages AGM

As of Oct 6, 2021, we have 284 (99.6%) of 285 homes sold and 248 (87%) homes closed and occupied (full & part-time). In the next 16 months we expect to complete construction on the remaining homes and to complete all construction and sales by spring of 2023, which is as per the schedule we made 10 years ago.

Equipment for the water treatment plant expansion is currently being manufactured and installation should be completed by Feb 2022.

Prior to completing construction we'll remove the home we've been using as our construction office and build the third settlement pond.

Concurrent with the final home closing, we will transfer ownership of the common areas and utility building to the Homeowners Corporation.

THIS POLICY CONTAINS A CLAUSE WHICH MAY LIMIT THE AMOUNT PAYABLE

Policy No. CON4654

Endorsement

Reason For Endorsement - Adding Garbage Compactor Coverage

Named Insured: The Owners of Stelkia Homeowners Corporation, Stelkia Homeowners Association Licensees & Osoyoos Cottages Limited
 Additional Insured(s): Pacific Quorum (Okanagan) Properties Inc. Meridian One-Cap Credit Corp.
 Mailing Address: c/o Pacific Quorum (Okanagan) Properties Inc. 1979 Bredin Road, Kelowna, BC V1Y 8T2
 Location Address(es): 2450 Radio Tower Road, Oliver, BC V0H 1T0
 Policy Period: **December 31, 2020 to December 31, 2021** 12:01 a.m. Standard Time **Effective Date of Change:** January 8, 2021
 Loss Payable to: The Insured or Order in Accordance with the Condominium Property Act
 Insurers: As Per List of Participating Insurers Attached.

Insurance is provided subject to the Declarations, Terms, Conditions, Limitations and Endorsements of this policy and only for those coverages for which specific limits or amounts of Insurance are shown on this Declaration Page.

Coverage effected through authorized agent/approved Lloyd's Coverholder: Hub International Canada West ULC, 400-4350 Still Creek Dr., Burnaby, BC V5C 0G5.

Insuring Agreements	Deductibles	Limit
PROPERTY COVERAGES		
All Property, All Risks 12/20 STR	\$10,000	\$6,423,000
Garbage Compactor	\$10,000	\$46,760
Additional Living Expenses	Included	\$1,000,000
Water Damage	\$25,000	Included
Back up of Sewers, Sumps, Septic Tanks or Drains	\$25,000	Included
Earthquake Damage	10% Min \$50,000	Included
Aggregate Limit		\$6,423,000
Flood Damage	\$25,000	Included
Aggregate Limit		\$6,423,000
Key and Lock Replacement	Nil	\$50,000
Stated Amount Co Insurance, Replacement Cost	Included	Included
Zurich Participation Endorsement		
CONDO DIRECTORS & OFFICERS LIABILITY		
Primary Policy - Form NP-512258 (09/18)	Nil	3,000,000
Cyber Security and Privacy Liability - Form NP-512258		\$250,000
VOLUNTEER ACCIDENT INSURANCE COVERAGE STR (08/17)		
Personal Accident Limit - Maximum Benefit - Lesser of \$350,000 or 7.5x Annual Salary		\$350,000
Weekly Accident Indemnity - Lesser of \$750 or 75% of Gross Weekly Earnings (52 weeks)	8 day Waiting Period	
Accident Expenses - various up to \$15,000 (see policy wording) Dental Expense - \$5,000		
Program Aggregate Limit		\$10,000,000
TERRORISM - Form LMA3030 (amended) (06/14)	\$ 500	\$500,000

Additional Premium:

\$ 117



**Associate Vice President
Hub International Insurance
Brokers**

ALL COVERAGES SUBJECT TO POLICY DEFINITIONS

This policy shall not be valid or binding unless countersigned by a duly Authorized Representative of the Insurer.

For The purposes of the Insurance Companies Act (Canada), this document was issued in accordance in the course of Lloyd's Underwriters under

Stelkia Homeowners Corporation 2021 Landscape Committee Report

Membership

Bruce Hobin (Chair) Unit 35
Lorna Langford (Vice Chair) Unit 187
Val Nadon Unit 23
Faye Smith Unit 185
Jim Baldwin Unit 203
Ken Gray Unit 266
Della Hochstein (Board Liaison)

This was the third year of operation for the Landscape Committee. It was created by the Board of Directors to act as a working group with Greenscape, the Cottages' landscape contractor. Its mandate is to monitor the performance of Greenscape and to address landscaping concerns identified by the Committee or the unit owners themselves. The committee has the responsibility to ensure that Greenscape is meeting its contractual obligations to SHC.

The committee met with Greenscape representatives monthly throughout the growing season to discuss what was completed by the landscaper since the last meeting, what was being proposed by the landscaper going forward, and to address any landscaping concerns that had been raised by the unit owners and Committee members during this time. The Committee members undertook doing regular inspections of the site between the scheduled meetings in order to provide a check list to Greenscape on what needed its attention. I want to personally thank the members of the Committee for their extra efforts this summer on behalf of the Cottages in overseeing the individual units and common areas and helping to address many of the concerns that arose.

One project managed by the Landscape Committee this summer was the six hanging floral baskets at the Community Centre and two floral containers that were placed beside the bench at the top of cement stairway on Valleyview between units 278 and 279. These plants were donated to the Cottages by Greenscape and the Committee took on the responsibility of looking after them throughout the summer.

A second project this summer was the establishment of the Pollinator Garden located on the median by the entrance to the Cottages. A Small Neighbourhood Grant was received from the Community Foundation of the South Okanagan Similkameen to cover the costs. The Landscape Committee, with the help of community volunteers and Greenscape, prepared the site and planted the garden.

The proposed 'Garden of Hope' container garden contest that was to be conducted this past summer didn't happen as planned. With the focus on 'yellow' as the prime colour, our information didn't get out to the Cottagers in time as most had already bought their plants. And of course, this growing season was not conducive to having the flowers and container baskets perform as they should have. Therefore, we'll keep the Scott's Gift Bag until 2022. Watch for new details in the early spring.

The Landscape Committee wanted it noted that this summer was a difficult time for maintaining the site due to the extreme heat experienced in late June, early July and the lack of natural moisture that stressed the site regardless of the Cottages' irrigation capabilities.

Respectfully submitted,
Bruce Hobin, Chair
SHC Landscape Committee

OSOYOOS COTTAGES

Social Committee

2021 Year End Report

Committee Members:

Kathy Weiss (Chairperson); Nancy Baldwin, Myrna Heffernan, Carolyn Gray, Louise Renaud; Sandy Kollenz; Bonnie Woods; Bob Dowbiggin

Mission Statement:

We are an open committee of volunteers who share in the leadership and planning of Social Events, which help build "our" community culture. We have taken responsibility of the Refundable Shed as a way to fulfilling our environmental accountability and to raise funds for the community at large.

It has been another challenging year for the Social Committee with Covid and all the protocols. We were excited to move forward and meet all our new neighbors and plan events.

The Social Committee managed to have a socially distant Easter Egg Hunt and golf cart parade, this event was a huge success! Wednesday morning Coffee/Craft gathering at the clubhouse has been well attended and continues to run with Covid protocols in place. Several events had to be either cancelled or postponed such as the Show N' Shine Car Show, Easy Yoga, meet your new neighbor wine and cheese just to name a few, but we look forward to many more events once things open up again. The refundable shed can be a challenge thru the busy summer months and we thank all the volunteers who have done a wonderful job, without people like you we wouldn't be able to host the events.

We heard that the Anarchist Mountain Fire Department was in need during this year's wildfire and we as a community stepped up to help. Thank you Toni, for letting us know and the entire community for their generous donations. We not only stepped up with sub sandwiches and an array of wonderful baking, power bars, fresh fruit, drinks and much more. Your generous donations also raised \$4500 which was split between Osoyoos Fire Department, Oliver Fire and Rescue as well as Anarchist Mountain Fire Department. We truly live in a wonderful community.

I would personally like to thank everyone on our committee past and present for all their hard work and dedication.

Kathy Weiss

Chairperson

OSOYOOS COTTAGES
Emergency Preparedness Committee
2021 Year End Report

Committee Members:

Roy Weiss (Chairman); Warren Woods; Dale Griffith; Doug Stevens;
Roger Phillippe, Len Woolley (Board liaison)

Mission Statement:

We are an open committee of homeowner volunteers working together to provide safety information to our community. Providing Emergency Preparedness knowledge in the event of a potential emergency where lives may be at risk and by helping coordinate and assist in an evacuation until local First Responders arrive on scene.

What the E.P.C. did in 2021

This year the committee was unable to do most of the things we usually schedule due to Covid. We had to cancel our CPR/AED Training course as well as our yearly First Aide Course. We also cancelled our Block Captain meeting and our fire preparedness demonstration. Hopefully we will be able to have all these training sessions in place for the upcoming year.

I would like to thank the committee members and members of the community for their tireless work during the wildfire. I think everybody did a great job. Going forward we have struck a subcommittee consisting of; Roger Phillippe, Doug Stevens and Dale Griffith to work on a budget for a fire suppression system that would encompass the perimeter of our community.

The committee has sourced a supplier for individual home rooftops suppression systems. The website is waspwildfire.com. The supplier tells us if we buy as a group; we can get a much better deal. If you are interested, please check out the website an email royweiss57@gmail.com and I will compile a list of interested homeowners.

Block Captains are a very important part of the E.P.C. evacuation plan and we still need more volunteers. There is a map and a zone list at the information board by the mailboxes.

In closing I would like to thank all the committee members for all their hard work and if anybody in interested in joining our committee, please contact Roy Weiss at royweiss57@gmail.com

Roy Weiss
Chairman

OIB relations Committee Year End Report

The OIB committee was convened early in the board's mandate to;

- Honour our neighbours history and heritage, and research and educate our community through various activities and meetings.
- Review our present situation regarding relations with our local and band neighbours and recommend ways of improving our relations.
- Act as conduit for dialogue between all stakeholders in the area.
- Develop and present for consideration, proactive initiatives that foster improved communication, tolerance and understanding of all members of the community.

We met monthly with the aforementioned in mind, and have identified several gatherings, initiatives and leaders that would positively influence these important relationships.

The restrictions from the pandemic along with the proliferation of wildfires prevented the committee with actually implementing any of these key initiatives, and the groundwork has been started.

We invited key stakeholder, Eric Vintner to the committee and as a result of the discussion around priorities, Eric pledged and helped underwrite the cost of fencing required to keep two dogs from roaming around and chasing people on Radio Tower Road. It was a visible sign that progress in communication and understanding had begun.

We are planning at least one event when the restrictions are lifted; hosting OIB neighbours and leaders in our Community Centre for an evening of connecting, with subsequent meetings and events that creates an environment of healing, teaching, understanding and mutually beneficial neighbourhood initiatives.

Here is an example of one of the events we have developed and look forward to implementing;

"Our community continues to rally together and stay committed to watching out for each other's safety, pitching in a helpful hand when needed and generally being there for each other.

It is with this in mind, that we wanted to reach out to everyone on behalf of the OIB & Neighbour Relations Committee, to inform you of our intention to host a spirit lifting open house event in support of our local front line Fire & Rescue workers as well as our local neighbours from the OIB who may have been displaced and/or suffered serious losses resulting from the Nk'mip Creek Wildfire.

We see the potential for a lively hosted BBQ & potluck style gathering, where we can also raise donations of essential items to help those who may be in need.

Many families have been evacuated in the area surrounding our beautiful community and this can be considered a gesture on behalf of our entire community to let our 'friends & neighbours' know that we care and have their backs at a time when everyone involved could use a little extra positivity.

We are reaching out to the OIB office to discuss ideas on how & when to proceed and what could be considered as an appropriate gesture etc.

The potential date for such an event will most likely be mid to late September, depending on when we are officially taken off evacuation alert and families in our region are allowed to return to their homes.

We are reaching out to all of you for your input and support, as this will only be successful if we work together as a community."

We anticipate an end to the restrictions in the spring, and adding a few neighbour representatives on our committee to make next year's initiatives truly a collaborative affair!

Respectfully Submitted,

Gordon Swail

STELKIA HOMEOWNERS CORPORATION

13. Majority Vote Resolution #1 – Approval of the 2021/2022 Operating Budget

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation, approve the proposed 2021/2022 operating budget with a \$85.00 increase in maintenance fees.

14. Majority Vote Resolution #2 – Approval of the Capital – Contingency Reserve Fund Budget

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation, approve the proposed Capital - Reserve Fund Budget for 2021/2022

Balance Sheet Report

Stelkia Homeowners Corporation

As of August 31, 2021

	<u>Balance Aug 31, 2021</u>	<u>Balance Jul 31, 2021</u>	<u>Change</u>
<u>Assets</u>			
Operating Funds			
1000 - Bank - Operating Account	4,350.77	732.59	3,618.18
1003 - Bank - Board Administered - Social	10,001.08	7,150.17	2,850.91
1150 - GIC Credit Card BMO - Board Administered	10,128.98	10,128.98	0.00
1220 - Petty Cash - Strata Administered	942.75	942.75	0.00
Total Operating Funds	25,423.58	18,954.49	6,469.09
Reserve Funds			
1300 - HSBC - CRF General	447,101.99	438,601.69	8,500.30
1450 - Boat Slip Fund	84,873.15	85,629.57	(756.42)
1451 - Clubhouse Fund	1,037.97	1,037.82	0.15
Total Reserve Funds	533,013.11	525,269.08	7,744.03
Accounts Receivable			
1500 - Accounts Receivable	4,218.81	1,606.86	2,611.95
Total Accounts Receivable	4,218.81	1,606.86	2,611.95
Prepaid Expenses			
1600 - Prepaid Insurance	8,003.05	11,512.45	(3,509.40)
1640 - Other Prepaid Expenses	2,978.12	3,102.21	(124.09)
Total Prepaid Expenses	10,981.17	14,614.66	(3,633.49)
Other Current Assets			
1705 - Receivable from Management Company	21,440.81	21,440.81	0.00
1715 - Developer Receivable	1,280.00	660.00	620.00

Balance Sheet Report

Stelkia Homeowners Corporation

As of August 31, 2021

	<u>Balance Aug 31, 2021</u>	<u>Balance Jul 31, 2021</u>	<u>Change</u>
<u>Assets</u>			
Other Current Assets			
1730 - Accrued Interest Receivable	76.39	0.00	76.39
Total Other Current Assets	22,797.20	22,100.81	696.39
Other Property & Equipment			
1950 - Other Property & Equipment	96,432.00	96,432.00	0.00
1955 - Accum Depr - Other Property & Equipment	(1,152.43)	0.00	(1,152.43)
Total Other Property & Equipment	95,279.57	96,432.00	(1,152.43)
Total Assets	691,713.44	678,977.90	12,735.54
<u>Liabilities</u>			
Accrued Expenses			
2395 - Other Accrued Expenses	111,652.81	18,904.87	92,747.94
2400 - Accrued Payroll Payable	11,526.94	12,724.00	(1,197.06)
Total Accrued Expenses	123,179.75	31,628.87	91,550.88
Deposits Held			
2500 - Deposits Held	700.00	1,700.00	(1,000.00)
Total Deposits Held	700.00	1,700.00	(1,000.00)
Prepaid Assessments			
2550 - Prepaid Strata Fees / Contributions	3,977.33	0.00	3,977.33
Total Prepaid Assessments	3,977.33	0.00	3,977.33
Total Liabilities	127,857.08	33,328.87	94,528.21

Balance Sheet Report

Stelkia Homeowners Corporation

As of August 31, 2021

	<u>Balance Aug 31, 2021</u>	<u>Balance Jul 31, 2021</u>	<u>Change</u>
<u>Owners' Equity</u>			
Owners Equity - Prior Years			
3000 - Operating Surplus/(Deficit) Prior Years	209,319.48	116,704.11	92,615.37
3001 - Operating Surplus/(Deficit) Current Year	(92,615.37)	0.00	(92,615.37)
3015 - Common Shares	20.00	20.00	0.00
Total Owners Equity - Prior Years	116,724.11	116,724.11	0.00
Capital Reserves			
3212 - Social Committee Reserve	10,501.08	7,650.17	2,850.91
3226 - Boat Slip Reserve	84,884.73	85,629.57	(744.84)
3238 - Clubhouse Reserve	1,038.11	1,037.82	0.29
Total Capital Reserves	96,423.92	94,317.56	2,106.36
Contingency Reserve			
3460 - Contingency Reserve Fund - 1	447,161.54	438,601.69	8,559.85
Total Contingency Reserve	447,161.54	438,601.69	8,559.85
Total Owners' Equity	660,309.57	649,643.36	10,666.21
Income / (Loss)	(96,453.21)	(3,994.33)	(92,458.88)
Total Liabilities and Owner Equity	691,713.44	678,977.90	12,735.54

Stelkia Homeowners Corporation
Proposed Budget - Sep 01 2021 - Aug 31 2022

Account	Account Name	31-Aug-21 Actual Year End	2020-2021 Annual Budget	2021-2022 Proposed Budget
RECEIPTS / REVENUE				
4000	Assessment Income			
4000	Owners' Contributions	1,012,273.36	1,016,202.00	1,350,508.00
4035	Boat Slip Income	40,320.00	40,320.00	40,320.00
4000	Total Assessment Income	1,052,593.36	1,056,522.00	1,390,828.00
4200	User Fee Income			
4225	Fobs/Keys/Remotes Fees	1,500.00	0.00	
4200	Total User Fee Income	1,500.00	0.00	0.00
4400	Rental Income			
4407	Clubhouse Rental	8,780.15	12,600.00	16,800.00
4400	Total Rental Income	8,780.15	12,600.00	16,800.00
4800	Other Income			
4810	Bylaw Fines	400.00	0.00	
4836	Recycle Shed Income	5,924.40	0.00	
4800	Total Other Income	6,324.40	0.00	0.00
4900	Investment Income			
4900	Interest Income - Operating	273.54	300.00	
4925	Boat Slip Interest	113.20	120.00	120.00
4900	Total Investment Income	386.74	420.00	120.00
TOTAL RECEIPTS / REVENUE		1,069,584.65	1,069,542.00	1,407,748.00
EXPENSES & RESERVES				
5000	Administrative			
5015	Bank Services	269.32	300.00	300.00
5020	Accounting / Administration	11,726.32	6,600.00	15,105.00
5195	Miscellaneous Expenses	262.50	0.00	
5000	Total Administrative	12,258.14	6,900.00	15,405.00
5200	Communications			
5205	Social Committee Expenses	1,033.39	0.00	
5210	Postage/Printing & Copying	3,042.05	2,750.00	3,650.00
5200	Total Communications	4,075.44	2,750.00	3,650.00
5300	Payroll & Benefits			
5300	Salaries	197,217.17	195,668.00	354,492.00
5300	Total Payroll & Benefits	197,217.17	195,668.00	354,492.00

Stelkia Homeowners Corporation
Proposed Budget - Sep 01 2021 - Aug 31 2022

Account	Account Name	31-Aug-21 Actual Year End	2020-2021 Annual Budget	2021-2022 Proposed Budget
5400	Insurance			
5400	Insurance Premiums	22,143.61	20,513.00	25,537.00
5460	Boat Slip Insurance	18,404.17	17,132.00	20,198.00
5400	Total Insurance	40,547.78	37,645.00	45,735.00
6000	Utilities			
6000	Electric Service	57,727.05	56,000.00	57,600.00
6003	Boat Slip Electricity	1,151.37	1,370.00	1,370.00
6025	Water & Sewer Plant Management	26,467.35	7,200.00	16,929.00
6035	Garbage and Recycling Service	31,061.74	39,884.00	33,585.00
6050	Phone & Internet	6,277.09	7,800.00	7,800.00
6060	Propane	8,520.84	16,938.00	16,938.00
6080	Garbage & Recycling Compactor Lease	16,013.29	13,389.00	13,389.00
6000	Total Utilities	147,218.73	142,581.00	147,611.00
6100	Landscaping			
6110	Landscape Repair & Maintenance	270,802.86	265,947.00	307,040.00
6100	Total Landscaping	270,802.86	265,947.00	307,040.00
6300	Operations			
6303	Boat Slip Taxes & Lease	3,249.34	9,933.00	8,940.00
6330	Amortization / Depreciation	1,152.43	0.00	3,297.00
6300	Total Operations	4,401.77	9,933.00	12,237.00
6400	Contracted Services			
6419	Water & Sewer Plant R&M	229,449.53	179,682.00	212,314.00
6430	Janitorial Services	2,489.42	3,400.00	3,400.00
6440	Security	13,829.95	26,500.00	26,500.00
6444	Water & Sewer Plant Chemicals	17,375.73	14,400.00	16,800.00
6495	Freight		0.00	3,900.00
6400	Total Contracted Services	263,144.63	223,982.00	262,914.00
6500	Repair & Maintenance			
6505	Swim Dock & Rec Area R&M	10,977.86	5,500.00	5,300.00
6525	Clubhouse Repair & Maintenance	3,495.40	9,600.00	30,288.00
6600	General Repair & Maintenance	30,119.95	12,000.00	24,748.00
6630	Hydrant Testing	493.50	300.00	500.00
6660	Boat Slip Fund Allocation	10,157.07	4,105.00	664.00
6685	Boat Slip Maintenance	7,471.25	7,780.00	9,268.00
6700	Pool/Hot Tub - R&M	18,142.99	10,810.00	14,460.00
6702	Pool/Hot Tub - Supplies	13,216.45	8,100.00	16,400.00
6750	Snow Removal & Supplies	2,806.42	11,200.00	1,400.00
6794	Improvements	98.70	0.00	
6500	Total Repair & Maintenance	96,979.59	69,395.00	103,028.00
7000	Professional Services			
7020	Legal Services	3,224.15	0.00	4,000.00
7040	Management Fees	40,426.48	38,483.00	46,440.00

Stelkia Homeowners Corporation
Proposed Budget - Sep 01 2021 - Aug 31 2022

Account	Account Name	31-Aug-21 Actual Year End	2020-2021 Annual Budget	2021-2022 Proposed Budget
7000	Total Professional Services	43,650.63	38,483.00	50,440.00
9000	Taxes			
9015	PropertyTax	6,301.06	700.00	6,800.00
9000	Total Taxes	6,301.06	700.00	6,800.00
9100	Other Expenses			
9105	Social Committee Fund Allocation	4,891.01	0.00	0.00
9100	Total Other Expenses	4,891.01	0.00	0.00
	TOTAL OPERATING EXPENSES	1,091,488.81	993,984.00	1,309,352.00
	CRF & OTHER BUDGETED RESERVE FUNDS			
9800	Reserve Expenses			
9834	Contingency Reserve Fund	74,549.05	74,549.00	96,442.00
9800	Total Reserve Expenses	74,549.05	74,549.00	96,442.00
	TOTAL EXPENSES & RESERVES	1,166,037.86	1,068,533.00	1,405,794.00
	SURPLUS / (DEFICIT)	(96,453.21)	1,009.00	1,954.00

SHC Budget 2022

Capital / Contingency Fund Expenditures Budget

Approved last year -Restricted Funds from prior year Income	Depreciation Report	\$16,968	\$16,968
		2022 Budget	2021 Unaudited Actuals
	Contingency Fund as at Aug 31	-\$447,162	-\$345,245
	Log Replacement / Retaining Wall between grass & beach (Choose one option)	\$77,123	
	Choose one option below		
Property Plant & Equipment	Option 1 <i>Remove beach logs install Bench Blocks</i>	\$77,123	
	Option 2 <i>Remove beach logs install Keystone blocks & caps</i>	\$82,631	
	Waste Water Pump replacement	\$15,000	
	Snow Plow Blade	\$2,000	
	Railing Replacement	\$66,938	
	Choose one option below		
	<i>Option 1</i> <i>Railing Replacement Cable Railings</i>	\$66,938	
	<i>Option 2</i> <i>Railing Replacement Glass</i>	\$32,790	
	<i>Option 3</i> <i>Railing Replacement Metal Slats</i>	\$53,550	
	<i>Option 4</i> <i>Railing Replacement Tempered Glass</i>	\$76,837	
	Total Capital Expenditures	\$185,639	
	Current Year Additions to Contingency Fund	-\$123,996	-\$101,171
	Interest	-\$500	-\$745
	Contingency Fund as at Aug 31, 2022	-\$385,518	-\$447,162
		-9%	-10%

STELKIA HOMEOWNERS CORPORATION

15. Unanimous Resolution #1 – Waiver of Audit

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation, approve by unanimous vote that the requirements of an Auditor be waived for the 2020-2021 fiscal year.

16. Special Resolution #1 – Proposed Bylaw Amendment – Duties of Owners

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend the Duties of Owners 1.j Bylaw to read as follows:

Current Bylaw

(j) permit all landscaping and maintenance of landscaped areas surrounding the Unit to be carried out by contractors employed by the Homeowners' Corporation, and the Owner will not himself or anyone on his behalf trim, cut or in any way alter or interfere with Project landscaping, except within the confines of his property lines and with the approval of the Homeowners' Corporation and completion of the Homeowner Will Maintain Landscaping Form; and

Proposed Amendment to read;

(j) permit all landscaping and maintenance of landscaped areas surrounding the Unit to be carried out by contractors employed by the Homeowners' Corporation, and allow the Owner to himself trim/prune and/or weed within the confines of his property lines without the approval of the Homeowners' Corporation. The contracted landscaper will also still attend to the landscaping as per their contract. No other alterations to the landscaping, such as but not limited to, adding, removing or changing the landscape in any other way can be done without first filling out a Landscape Renovation Request Form and receiving permission to perform the work requested; and

17. Special Resolution #2 – Proposed Bylaw Amendment – Change to Bylaw Use of Unit 8.2

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend Bylaw 8.2

Current Bylaw

8.2 The maximum number of occupants allowed in a rental unit is 12. Any person(s) that stay(s) overnight in an active rental unit becomes an occupant. Occupants are defined as but not limited to tenants, guests and visitors.

Proposed Amendment to read;

8.2. The maximum number of occupants allowed in a rented single residential address is 12. Any person(s) that stay overnight in an active rental unit becomes an occupant. Occupants are defined as but not limited to tenants, guests and visitors.

STELKIA HOMEOWNERS CORPORATION

18. Special Resolution #3 – Proposed Bylaw Amendment – Change to Bylaw 12 Disturbance of Others

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend Bylaw 12.a

Current Bylaw

12. (a) No noise shall be made in or about the Unit or on the common areas or common facilities which, in the opinion of the Homeowners Corporation, interferes with the enjoyment of others of other Units or the common areas or common facilities.

Propose Amendment to read;

12. (a) No noise shall be made in or about the Unit or on the common areas or common facilities which, in the opinion of the Homeowners Corporation, interferes with the enjoyment of others of other Units or the common areas or common facilities. ***Quiet time is 11:00 p.m. to 7:00 a.m.***

19. Special Resolution #4 – Proposed Bylaw Amendment – Change to Bylaw 16 Operation of Permitted Vehicles

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend Bylaw 16. Operation of Permitted Vehicles g;

Current Bylaw 16.g

16. (g) Golf carts and ATVs are required to have unique identification marks on opposite sides – either on front and back or left and right sides. Total size of identification marks shall not be less than 10 cm x 15 cm.

Proposed Amendment to read;

16. (g) Golf carts and ATVs are required to have clearly displayed numbers indicating the actual unit number associated to the golf cart or ATV. These numbers are to be a minimum of 8 cm (3 inches) high displayed on both right and left sides, in a contrasting colour to the background, and be affixed to the rear panels or rear side rails.

20. Special Resolution #5 – Proposed Bylaw Amendment – 16.2 Parking

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend the 16.2 Parking Bylaw to read as follows:

Current Bylaw

a) A resident shall use and rent only the parking spaces included as part of the Unit, save and except for private arrangements with other Owners for the use of their parking space. Parking spaces shall not be leased or rented to a non-resident of the Development.

STELKIA HOMEOWNERS CORPORATION

Proposed Amendment to read;

a) A resident shall use and rent only the parking spaces included as part of the Unit, save and except for private arrangements with other Owners for the use of their parking space. Parking spaces shall not be leased or rented to a non-resident of the Development.

1. All vehicles belonging to residents, tenants, guests and visitors must be registered

21. Special Resolution #6 – Proposed Bylaw Amendment – Pool and Hot Tub Rules

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend the Pool and Hot Tub Rules in the Bylaws to read as follows:

Current Bylaw for Pool and Hot tub Rules

HOT TUB RULES:

1. No Children under the age of 3 years allowed in the Hot Tubs. See Hot Tub Safety Rules from Health BC below.

Proposed Amendment to read:

1. No Children under the age of 7 years allowed in the Hot Tubs per the BC Guidelines for Pool Operations

22. Special Resolution #7 – Proposed Bylaw Amendment – Pool and Hot Tub Rules

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend the Pool and Hot Tub Rules in the Bylaws to read as follows:

Proposed Addition to Hot Tub Rules to read;

7. Hot Tubs will be restricted for Adult use only between the hours of 8pm-10pm. Adults will be defined as 18years of age and older.

23. Special Resolution #8 – Proposed Bylaw Amendment – Pool and Hot Tub Rules

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend the Pool and Hot Tub Rules in the Bylaws to read as follows:

Current Bylaw for Pool and Hot Tub Rules

All injuries suffered while in the Pool enclosure, as well as any contaminants or fouling of the Pools or Hot Tubs should be reported to the Board of Directors (either using the PQ website or directors@osoyooscottages.com).

STELKIA HOMEOWNERS CORPORATION

Proposed Amendment to read;

All injuries suffered while in the Pool enclosure, as well as any contaminants or fouling of the Pools or Hot Tubs should be reported to the Board of Directors (either using Associa Town Square or emailing kelownaoffice@associa.ca)

24. Special Resolution #9 – Proposed Bylaw Amendment – Wharf Rules

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend the Wharf Rules in the Bylaws to read as follows:

Proposed Addition to Read;

1.d) Boat Slips not sold with the sale of a unit and not owned by a current shareholder can not be used and/or rented once the owner of the slip is no longer a shareholder. Use of a slip is restricted as per 1.a above.

25. Special Resolution #10 – Proposed Bylaw Amendment – Wharf Rules 3.p

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend the Wharf Rules 3.p in the Bylaws to read as follows:

Current Wharf Rule in Bylaws

3. p) No fishing equipment, coolers, personal floatation devices, lawn chairs, rafts, floatation toys, etc. may be left unattended on the Wharf at any time. Nothing may block the passage of Boat Moorage Owners to and from their Slip.

Proposed Amendment to Read;

3. p) No fishing equipment, coolers, personal floatation devices, lawn chairs, rafts, footwear, floatation toys, etc. may be left unattended on the Wharf or boat slips at any time. Nothing may impede the safe passage of boaters to and from their slips.

26. Special Resolution #11 – Proposed Bylaw Amendment – Change of Common Property

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend the use of common property;

Vote required Per the Articles of the Corporation

Do the shareholders want to grant permission for the removal of greenspace/landscaping in common area to be paved and/or cemented for use of but not limited to such items as a pickleball, basketball or other multipurpose use area.

STELKIA HOMEOWNERS CORPORATION

27. Special Resolution #12 – Proposed Bylaw Amendment – Change of Common Property Request at Unit #119

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend the use of common property at Unit #119;

Vote required Per the Articles of the Corporation

Unit #119 has requested the use of common property for exclusive use of unit parking. They are requesting that the common area landscaping beside their current assigned parking on common area be removed and paved and/or cemented for use as an additional parking spot. If approved the other assigned parking spot for this unit on Stelkia would be removed and returned to use for visitor parking. Please see photos included in this package.



28. Special Resolution #13 – Proposed Bylaw Amendment – Change of Common Property Request at Unit #022

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend the use of common property at Unit #022;

STELKIA HOMEOWNERS CORPORATION**Vote required Per the Articles of the Corporation**

Unit #022 is requesting to extend the rock garden that borders their property out by 4ft and by a length of 14feet. This extension would include the use of 16 inches of common property. This would also involve the removal of 3 irrigation heads from this common area. The owner has noted that the remaining irrigation will still reach the remaining lawn. Please see attached photos in this package.



29. Special Resolution #15 – Proposed Bylaw Amendment – Change of Common Property – Front Entrance

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend the use of common property front entrance;

Vote required Per the Articles of the Corporation

Please see proposal included in this package from the Landscape Committee to install wine barrel planters at the entrance of the front gate.

Landscape Committee Proposal

Subject: Proposal

Proposal for Front Entrance Enhancement – picture is a rendition of what it would look like with the barrel planters. **Picture may not be to scale.**



Proposal for Front Entrance Enhancement

First impressions say a lot about a gated community, so I am proposing that we add to this visual appeal by making a few changes to the landscape areas at our front entrance.

Goals:

1. Remove the 4 yucca plants situated in centre bed. Cover soil with landscape fabric, add small landscape rock and 1 wine barrel planter.
2.
 - a. Remove yucca plants from right landscape bed (those under blue letter signage) & add landscape fabric and rock at corner by gate. Place 1 wine barrel planter on rock.
 - b. Plant shrubs in remainder of this bed. Number to be determined once project begins.
3. In left bed beside gate, trim boxwood and remove 2 grasses. Add landscape fabric & rock to front corner of bed. Place 1 wine barrel planter on rock.
4. Landscape bed inside gate on left:
 - a. Replant yuccas & grasses, that were removed from front entrance beds. There is a lot of open space for this to happen.
 - b. Remove small overcrowded barberry shrubs and replant in bed under blue lettering at entrance.

Procedure:

1. Possibly apply for small grant to cover cost of landscape fabric, wine barrel planters and annual plants.
2. Landscape committee members will carry out the work to complete this project.
3. Irrigation is already in place in all above mentioned landscape beds, so it would be just a matter of repositioning irrigation to the planters.
4. No plants will be discarded. They will simply be replanted in a better environment.

STELKIA HOMEOWNERS CORPORATION

Time Frame:

1. Begin to put a plan together once approval is received.
2. Removal & relocating plants and shrubs to be done when safe to do so.

Submitted by Faye Smith (Landscape Committee Member)

30. Special Resolution #15 – Proposed Bylaw Amendment – Change of Common Property – Installation of Bat Boxes

Be it resolved:

That the Shareholders, Stelkia Homeowners' Corporation approve a special resolution to amend the use of common property installation of Bat Boxes;

Vote required Per the Articles of the Corporation

To install bat boxes on common property in areas that would not directly affect any common buildings or individual units. This is to both encourage bats on the property to help control the bug population in a natural manner and to encourage them to nest away from the common facility buildings. No exact locations have been determined at this time, this would need to be determined at a later date. The vote is to determine if the shareholders would be in favour of these being installed on common property.

INTRODUCTION OF CANDIDATES AND ELECTION PROCEDURES

Name: Alicia Larsen

Unit: 57

Provide a short background of your work history

Stay at home mom of 3 kids (past year), previously worked at FortisBC in various roles throughout the company (forms analyst, marketing coordinator, communications specialist, digital advisor). I've worked in individual and team environments as well as roles liaising between departments or external clients. I also hold a degree in Marketing for Graphic Design and have done freelance design work. I've volunteered as a board member for the Warm Hearts Foundation (non profit) and Fleetwood Fastpitch Association.

Identify the skills you bring to the Board

Project management, mediation, problem solving, creative thinking, proficient in microsoft office programs

Outline why you have chosen to put your name forward for the 2021-2022 Board

I would like to be a more active member in the community and help our community grow. I have skills and experience that can help in resolving some of the challenges our community faces.

Name: Avril Martin

Unit: 2

Provide a short background of your work history

I have worked at the Canada Revenue Agency since November 2010, in various roles - Team Leader - Audit, Section Manager, Assistant Director and now in my current role as Account Executive, Intergovernmental Relations. I worked for the Province of BC from 1996 to November 2010, starting as an Auditor in 1996 and progressing to a management role before I moved over to the CRA

Identify the skills you bring to the Board

Education: I am a Chartered Professional Accountant (CPA) and have a Masters in Business Administration from Laurentian University. I have over 15 years of management experience including project management experience. I have volunteered to serve on the board of a non-profit organization in the past as well. I am a team player and will actively participate in decision making or embrace any role I am required to take on.

Outline why you have chosen to put your name forward for the 2021-2022 Board

As a relatively new owner, I would like to ensure that our community continues to grow and maintain/improve the standards set by previous boards. What we have is special and I would like to be a part of ensuring it can be enjoyed for many generations to come.

Name: Bob Carpenter

Unit: 202

Provide a short background of your work history

Retired. Career spanned 45 years in the financial services sector. Positions ranged from line management, senior management finishing as Executive management as CEO for three different Credit Unions throughout western Canada. During my career, I served on a multitude of boards ranging to local, provincial, and national within the Credit Union industry. In addition to serving on various boards I was charged with developing and implementing strategy for 5 new subsidiary business lines in the Credit Union sector of which one was a national venture.

Identify the skills you bring to the Board

In addition to my managerial career, I did consulting within the credit union industry throughout western Canada. Area of expertise was improving efficiency and board governance. My approach has always been conciliatory. My thought process is disciplined and pragmatic. I value opinions even when they do not share my view. _

Outline why you have chosen to put your name forward for the 2021-2022 Board

I believe my previous experience both managerial and board may be of assistance to the board.

Name: Bob Dowbiggin

Unit: 197

Provide a short background of your work history

I am an owner of a consulting company, and a partner in IES Ventures, an integrated energy reduction and renewable energy company. I am a partner in a company called MIET - Move Infrastructure Environment, Technology. This company consults and manages project logistics and consults on IT, FF&E and re-cycling plan development for commercial, light industrial and government organizations.

Identify the skills you bring to the Board

20 years of board governance experience in both the public and private sectors. Large corporate and entrepreneurial experience, past board member from 2021.

Outline why you have chosen to put your name forward for the 2021-2022 Board

To provide experience and perspective for the new board. To help prepare the community for its imminent independence as a Corporation from the initial developer, and to guide the community toward vibrancy, tolerance and resiliency.

Name: Garry Lockyer

Unit:

Provide a short background of your work history

40+ years in Information Technology as a Field Service Engineer, Product Support Engineer, Project Specialist, IT Group Manager, Western Canadian Operations Manager, Canadian Mission Critical Services Manager, Services Sales Representative and Service Delivery Manager.

Go to lockyer.ca and/or lockyer.ca/Forum for additional information and views.

Identify the skills you bring to the Board

Project and business management skills, IT technical skills, experience as President and Board Member for regional, provincial and national sports authorities and several years as Canada's representative to a world sports governing body.

Outline why you have chosen to put your name forward for the 2021-2022 Board

I served on the SHC BOD previously for 2 years - 1st year as a director-at-large and the 2nd as treasurer, and believe that I have more to contribute to the Cottages. I will work to have a more transparent and approachable BOD, using as guidelines the BC Community Charter and bylaws used by towns such as Oliver, BC, by holding *open* meetings with recorded votes. I will also work to expand and enhance the SHC Operations Plan *before* any additional hiring occurs. Other priorities include reinforcing committees and preparing for the departure of the developer.

Name: Gordon Swail
Unit: 62

Provide a short background of your work history

Automotive industry since 1987. Various corporate leadership roles including RVP, Director of Training & Client Services. Currently I own & operate business focused on Technology & Training Services across Canadian and USA.

Identify the skills you bring to the Board

Patience, oral & written communication & objective analysis.

Outline why you have chosen to put your name forward for the 2021-2022 Board

I accepted the role previously and would like to follow through on my initial commitment to support the homeowners within our beautiful community.

Name: Greg Lockwood
Unit: 4

Provide a short background of your work history

Over 20 years in accounting for industry and government. Treasurer for Stelkia Homeowners Corp since January 2021.

Identify the skills you bring to the Board

Budgeting, Cost control, variance analysis, sound decision making,

Outline why you have chosen to put your name forward for the 2021-2022 Board

To be active in the community in which we own.

Name: Jim Baldwin
Unit: 203

Provide a short background of your work history

I was a business owner for 35 years of a 4300 sq. foot automotive shop with 6 bays and up to 7 employees.

Identify the skills you bring to the Board

I excelled in Science, Math and Mechanical reasoning in high school. I served 7 years on a strata board in charge of the tower maintenance and landscaping.

Outline why you have chosen to put your name forward for the 2021-2022 Board

I have been on the landscape committee for 14 months and would like to take a step up in making the Cottages better.

Name: Larry Thompson
Unit: 270

Provide a short background of your work history

Worked for Triumf University of British Columbia for 26 years as a HVAC Technician. Worked full time as a musician for 25 years.

Identify the skills you bring to the Board

I'm a team player in group settings and able to bring a calm objective to the team. I'm very responsible and like to get the job completed ASP.

Outline why you have chosen to put your name forward for the 2021-2022 Board

I have just recently retired and feel I have the time to put in and be an asset to the Corporation and homeowners.

Name: Melissa McCaskill

Unit: 117

Provide a short background of your work history

I am an executive assistant, with a high level of administration, business, and property management experience. I have worked in both private and public companies, and have previous board-level experience.

www.linkedin.com/in/melissa-mccaskill-339814107

Identify the skills you bring to the Board

Property Management, Administration, Mediation, Customer Service, Bookkeeping, Reporting, People Management, Human Resources

Outline why you have chosen to put your name forward for the 2021-2022 Board

I like to be an active participant in the community we are part of. As a new owner at the Cottages, I hope to get to know the community and be a catalyst for positive, forward movement as a diplomatic representative.

Name: Mike Nilson

Unit: 111

Provide a short background of your work history

Business Owner. President. General Manager for more than 50 years in both public and private companies. During that time, I served for 8 years on the BOD of a National Business Co-operative. I have served 3 years on the SHC Board of Directors, most recently as Vice President and Privacy Officer.

Identify the skills you bring to the Board

Management skills including finance & budgeting, business negotiations, crisis management, personnel management, team building, change management and a good knowledge of business technology.

Outline why you have chosen to put your name forward for the 2021-2022 Board

Build a coherent board that anticipates and builds for the future. Instil a culture of governance to put the customer (all people who live or visit the Cottages) as its first priority. Continue transitioning the Water Plant to SHC and establish Water maintenance partnerships. Complete the depreciation report.

Election Ballot
2021/22 Annual General Meeting

The Number of Directors is currently set at 7

Please mark the appropriate box with an "X" beside each nominee you wish to elect to the Board of Directors.

Number	Unit #	Nominee	X = Yes
1	57	Alicia Larsen	
2	2	Avril Martin	
3	202	Bob Carpenter	
4	197	Bob Dowbiggin	
5	101	Garry Lockyer	
6	62	Gordon Swail	
7	4	Greg Lockwood	
8	203	Jim Baldwin	
9	270	Larry Thompson	
10	117	Melissa McCaskill	
11	111	Mike Nilson	

THIS IS NOT A BALLOT

This list is being distributed with the intention of allowing Shareholders to provide guidance to their proxyholders

These resolutions will be voted on in accordance with Article 12 - Votes of Shareholders

	In Favour	Against	Abstain
13 Majority Vote #1 - Approval Of 2021-2022 Operating Budget (Attached)			
14 Majority Vote #2 – Approval Of 2021-2022 Contingency Reserve Fund Budget (Attached)			
15 Unanimous Resolution #1 – Waiver of Audit			
16 Special Resolution #1 – Proposed Bylaw Amendment – Duties of Owners			
17 Special Resolution #2 – Proposed Bylaw Amendment – Change to Bylaw Use of Unit 8.2			
18 Special Resolution #3 – Proposed Bylaw Amendment – Change to Bylaw 12 Disturbance of Others			
19 Special Resolution #4 – Proposed Bylaw Amendment – Change to Bylaw 16 Operation of Permitted Vehicles			
20 Special Resolution #5 – Proposed Bylaw Amendment – 16.2 Parking			
21 Special Resolution #6 – Proposed Bylaw Amendment – Pool and Hot Tub Rules			
22 Special Resolution #7 – Proposed Bylaw Amendment – Pool and Hot Tub Rules			
23 Special Resolution #8 – Proposed Bylaw Amendment – Pool and Hot Tub Rules			
24 Special Resolution #9 – Proposed Bylaw Amendment – Wharf Rules			
25 Special Resolution #10 – Proposed Bylaw Amendment – Wharf Rules 3.P			
26 Special Resolution #11 – Proposed Bylaw Amendment – Change of Common Property			
27 Special Resolution #12 – Proposed Bylaw Amendment – Change of Common Property Request at Unit #119			
28 Special Resolution #13 – Proposed Bylaw Amendment – Change of Common Property Request at Unit #022			
29 Special Resolution #14 – Proposed Bylaw Amendment – Change of Common Property Request at Unit #121			
30 Special Resolution #15 – Proposed Bylaw Amendment – Change of Common Property – Front Entrance			
31 Special Resolution #15 – Proposed Bylaw Amendment – Change of Common Property – Installation of Bat Boxes			

*ANNUAL GENERAL MEETING
PROXY FORM*

THE SHAREHOLDERS OF SELKIA HOMEOWNERS ASSOCIATION

I, (WE) _____,
being a shareholder of the Company, of Strata Lot _____, Unit # _____ at STELKIA HOMEOWNERS
CORPRORATION

hereby appoint: _____
or failing him/her _____

as proxy holder for the undersigned to attend, act and vote for and on behalf of the undersigned at the
meeting of shareholders of the Company to be held on October 23, 2021 and at any adjournment of that
meeting.

Number of shares in respect of which this proxy is given (if no number is specified, then this proxy is
given in respect of all shares registered in the name of the undersigned):

SIGNED THIS _____ DAY OF _____ 2021

(OWNERS SIGNATURE ON ABOVE LINE)

(OWNERS SIGNATURE ON ABOVE LINE)

PROXY MUST BE VERIFIED PRIOR TO THE MEETING
PLEASE EMAIL PROXY TO Carla.Malmberg@associa.ca

PLEASE NOTE THE COMMUNITY MANAGER CANNOT BE NAMED AS A PROXY HOLDER