



STRATA CORPORATION KAS 2662
Meeting minutes

December 2, 2023

Present: Mickey Patryluk, Richard Thomson, Dave Willis, Lee Hollaar, Mary Roberts
Staff: David MacKenzie

Meeting called to order at 1:03

1. Motion to approve agenda. Hollaar/Willis. Carried
2. Approval of minutes of November 6, 2023 as amended. Roberts/Willis. Carried
3. KAS 2662 AGM
Will take place Feb. 29, 2024 in person.

OMC Report

Timely communication:

It is frustrating when people don't reply to proposals or prospective votes. We need to be more responsive to each other. We decided the benchmark will be a reply within 72 hours, as our previous policy was not working. If it's a vote, a lack of reply after 72 hours will be treated as an abstention. The writer of an email he/she considers urgent should make that clear by so marking the note or saying "this needs your answer."

Best method for communicating urgent issues:

- Lee—phone
- Dave, Richard, Mickey, Mary—text or phone
- David—email

Expenditure approvals:

We have previously had a policy that suggests obtaining three quotes for anything over \$10,000. However, recent experience shows that now suppliers often are not responding to requests for quotes. Therefore, through David's experience qualified trusted suppliers have been identified and they will get the work, though they will still need to quote beforehand. Electrical and plumbing contractors are particularly scarce in the Sea to Sky corridor. In general, there is a shortage of trades in this area.

Non-financial factors need to be considered. The hotel operates 24/7: will the contractor show up at 2:00 am? Do their service people live in Pemberton so response can be reasonably quick? Is it a one-time purchase vs. an ongoing service contract? We should update and clarify the expenditure policy. David will draft a new statement with Dave, then send it on to all of us.

GM Report

Re the boiler purchase we approved last time, the pad was poured on Monday and all the required equipment has arrived. Note this is an FF&E expenditure.

Budget:

We are keeping rates flat so that there is still headroom should we need to move them up. David expects a couple of additional occupancy points given the amount of construction going on in Pemberton now. However, people are becoming more cost-conscious recently. We note Whistler is not dropping rates, having seen that lower occupancy at higher rates is a better business proposition, especially since nobody can staff a full hotel at the moment.

Where are US travellers? The exchange rate is very favourable for them, but they are still not appearing.

However, there are quite a few local projects planned: the pre-load across the highway is for a five-story housing building. In former times, the village council would not have approved more than three stories, but with the housing crunch of today, they have relaxed their rules. A second phase of houses is building up the hill. The village is keen to approve housing now, especially rental. The Lil'wat nation is looking at a housing development to include below-market units. The daycare expansion is proceeding.

New Provincial legislation now encourages the building of duplex, triplex, and quadriplex housing. Pemberton's population is less than 5000, which means that density legislation doesn't necessarily apply, but the village council is keen to go ahead.

We have added some training costs and are undertaking some cosmetic maintenance, primarily painting.

Capital spending:

Mickey asked about the priority of window treatments in the capital spending category. Window treatments are what date the building, and we always want to be in the forefront of design and amenities. The capital spending list shows \$25,000 for blackout blinds in studio units. They are provided by a Canadian company who has a local installer. We will no longer have draperies.

Snowblower attachment:

Motion: following further review we now approve up to \$30,000 for the purchase of a snowblower attachment and related controls for the Skidsteer. Moved: Patryluk; seconded: Thomson. Carried.

Pool deck resurfacing \$50,000. Coastal Health must approve this material and installation. This was last done in 2012 but David will investigate less costly options.

Adjourned 4:38

Respectfully submitted,

Mary Roberts