

**LOCATION:**

via Zoom video/teleconference  
14 Royal Avenue East  
New Westminster, B.C.

**STRATA COUNCIL  
2021/2022**

**PRESIDENT**

Sherry Baker - #106

**TREASURER**

Kirbee Parsons - #105

**SECRETARY**

Joanne Purser - #515

**RECORDER**

Christine Rowlands - #411

**AT LARGE**

Dave Brown - #104

John Verchomin - #414

Dustin Brisebois - #101

For  
contact information  
and minutes please visit:  
[www.14victoriahill.com](http://www.14victoriahill.com)

**IMPORTANT INFORMATION** Please have this translated

**RENSEIGNEMENTS IMPORTANTS** Prière de les faire traduire

**INFORMACIÓN IMPORTANTE** Busque alguien que le traduzca

**CHỈ DẪN QUAN TRỌNG** Xin nhờ người dịch hộ

重要資料 請找人為你翻譯

これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。

알려드립니다 이것을 번역해 주십시오

सुधी महत्वकी विषय वरचे विषये वेळे ऐस ए सुल्लेख वरवर

**1. CALL TO ORDER**

Due to the COVID-19 pandemic, the AGM was held by Zoom video/teleconference. The meeting was officially called to order at 7:01 pm

**2. CALLING OF THE ROLL, CERTIFICATION OF PROXIES  
AND ESTABLISHING A QUORUM**

In accordance with the requirements of the Strata Property Act, Section 56, all proxies were certified. Section 48.2 of the Act requires that a quorum, which consists of one-third of the Owners in good standing, be present either in person or by proxy for the meeting to proceed. There are 72 strata lots, of which 72 were in good standing. One-third of 72 is 24. There were 29 Owners participating in the conference and 10 proxy forms received by the 7 p.m. start time and therefore a quorum was established. (The number of participants online grew to 34 during the meeting, for a total of 44.)

**3. PROOF OF NOTICE**

Section 45 of the Strata Property Act states the Strata Corporation must give at least two weeks' notice of an Annual General Meeting, specifying the date, time, place and nature of the business. Section 61(3) states

that notices given by mail, left with an adult occupant or put under the door etc. are deemed to have been given 4 days after delivery. Notices for this AGM were delivered or mailed to each Owner's last-known address on March 5, 2021, in accordance with the timeframe set out in the Act. The notice contained instructions for registering for the virtual meeting, the agenda, the president's report, the proposed 2021/2022 budget, the year-end financial statement to February 28, 2021, strata fee schedules, a copy of the insurance summary, contents of resolutions A to E to be voted on, and a proxy voting form.

#### **4. ADOPTION OF THE AGENDA**

The agenda in the meeting package was reviewed. With no objections, the agenda was approved.

#### **5. ADOPTION OF THE MINUTES OF THE PREVIOUS AGM HELD JUNE 1, 2020**

With no objections, the minutes of the previous AGM, posted online at [www.14victoriahill.com](http://www.14victoriahill.com), were approved.

#### **6. PRESIDENT'S REPORT**

The full text of the president's report was included in the AGM meeting package. Sherry Baker highlighted a few items, including thanking council and volunteers for helping to make the building run smoothly, including repairs, snow removal, security patrol and recycling. There was also a review of some of the more common issues council gets questions/complaints about, such as parking, waiting for gates to close, noise and safety. In addition, there was explanation of how to "raise your hand" if participants have a question; the online polling function for voting on the budget, resolutions and council election; and that votes and proxies will be tabulated after the meeting (i.e. instant results would not be seen within the Zoom meeting).

#### **7. RATIFICATION OF RULES**

The strata council seeks to ratify the following rule change (in bold) per the *Strata Property Act*, section 125(6):

##### **F. Use of common property**

##### **Other Common Property**

1. No Owner shall go on, or otherwise use, or permit any person to go on any roof.
2. No Owner shall remove or be permitted to remove any of the trees, plants or shrubs.
3. Patio and balcony areas allocated for the exclusive use of Owners shall not be used for storage of any items or materials such as freezers, work benches, cardboard cartons, bicycles, household appliances, garbage or other refuse.
4. Christmas lights and decorations are permitted during the period of **November 14 through February 8** only.

The floor was opened for discussion, and a question was received as to whether this rule would become permanent if ratified. The answer was yes, the ratification would mean the amended dates would become permanent.

With no further questions, council asked for any objections. With no objections being recorded, the rule with the new dates was approved and the rule shall be ratified.

#### **8. ANNUAL REPORT ON INSURANCE**

The report on our building insurance was presented, with attention drawn to the per-unit deductible limits and why it is strongly recommended to have condo insurance to cover your unit's portion of the strata deductible if it is necessary to make a claim on the building insurance. It was also noted that although our building's insurance has not increased as much as many other buildings in BC, and that there are a limited number of companies that insure strata

buildings, we still seek competitive quotes as much as possible.

There was also discussion about the earthquake insurance deductible. Owners can find the insurance coverage summary and the unit entitlements to take to their insurance broker on the Documents page at [www.14victoriahill.com](http://www.14victoriahill.com).

## **9. FINANCIAL REPORT**

The yearly comparative income statement and budgets for 2020/2021 and 2021/2022 were presented, noting that maintenance was over budget this year due to the painting project, and that insurance had come in under budget, but could still be expected to increase in the next year. Sewer and utilities also went up this year due to rate increases. It can also be expected that due to COVID-19, income from renting the amenity room and/or guest suite will remain at low levels. However, we expect that signing a longer-term contract with Richmond Elevator for the maintenance of our elevators will save us money.

There was a question from the floor about the extra costs for painting. Council felt the extra work could be done while the painters were already on site with the materials and approved it so it could be done quickly, as the completion of the project had already been long overdue. The budget deficit to be repaid is the subject of "Resolution A" to be voted on at this AGM.

## **10. VOTE ON PROPOSED 2021/2022 OPERATING BUDGET**

The proposed budget for 2021/2022 includes a 4% strata fee increase. The per-unit fees were included in the AGM meeting package. A vote was called on the budget and strata fee increase, which must be approved by at least a 3/4 margin.

Voting results:

- In favour: 39
- Opposed: 2
- Abstained: 3

The 2021/2022 budget and strata fees were approved and will go into effect April 1, 2021.

## **12. VOTE ON RESOLUTION "A"**

A discussion and vote was called on the following resolution:

### **BE IT RESOLVED, BY A ¾ VOTE RESOLUTION THAT:**

The Owners, Strata Corporation BCS 1676, APPROVE the withdrawal of \$18,443.25 from the CRF for the purposes of covering the 2020-2021 operating deficit.

Voting results:

- In favour: 40
- Opposed: 0
- Abstained: 4

Resolution "A" on the operating deficit was approved.

### **13. VOTE ON RESOLUTION “B”**

A discussion and vote was called on the following resolution:

**BE IT RESOLVED, BY A ¾ VOTE RESOLUTION THAT:**

The Owners, Strata Corporation BCS 1676, waive the obligation to update the Depreciation Report as required by section 94(2) of the *Strata Property Act* and that such decision shall be reviewed at the next annual general meeting.

It was noted that our depreciation report was completed in 2015 and not much has changed to require spending consultant fees on a new report.

Voting results:

- In favour: 41
- Opposed: 0
- Abstained: 3

Resolution “B” on opting out of the depreciation report was approved.

### **14. VOTE ON RESOLUTION “C”**

A discussion and vote was called on the following resolution:

**BE IT HEREBY RESOLVED, BY A ¾ VOTE RESOLUTION THAT:**

The Owners, Strata Corporation BCS 1676, APPROVE the loan of up to \$100,000 from the CRF for the purposes of paying the Strata’s insurance premium, with the loan to be repaid over the upcoming fiscal year.

It was noted that is done to avoid financing costs on the payment of the insurance premium.

Voting results:

- In favour: 44
- Opposed: 0
- Abstained: 0

Resolution “C” on the CRF loan for insurance was approved.

### **15. VOTE ON RESOLUTION “D”**

A discussion and vote was called on the following resolution:

**BE IT HEREBY RESOLVED, BY A ¾ VOTE RESOLUTION THAT:**

The Owners, Strata Corporation BCS 1676, APPROVE the payment from the CRF for the purposes of paying for the repairs to the roof and the replacement of the gate.

It was noted that the repairs to the roof and replacement of the parking gate were emergency measures needed to prevent leaks/break-ins and protect the safety of the building. They were quoted by multiple contractors and the least expensive/most reasonable contractors were chosen. There are also allocations in the depreciation report for both roof repairs and gate replacements. Finally, the cost of the parkade gate replacement was shared with the Nurses’

Lodge, with 9% recovered from their strata.

Voting results:

- In favour: 43
- Opposed: 0
- Abstained: 1

Resolution “D” on payment of emergency repairs from the CRF was approved.

## **16. VOTE ON RESOLUTION “E”**

A discussion and vote was called on the following resolution:

### **BE IT RESOLVED, BY A ¾ VOTE RESOLUTION THAT:**

The Owners, Strata Corporation BCS 1676, APPROVE to amend their bylaws as per the below.

#### CURRENT BYLAWS

##### **40. Smoking and Cultivation**

(2) A resident or visitor must not smoke or vape in or on the following areas that comprise and are part of the buildings and lands that comprise the Strata Corporation which include but are not limited to:

- (a) Any common property that is located within a building (including hallways, elevators, parking garages, service rooms, storage lockers, stairs and amenity rooms);
- (b) Any limited common property;
- (c) Any interior or exterior recreational and common facilities;
- (d) within six metres of a door, window or air intake; or
- (e) as set out in the Tobacco and Vapour Products Control Act and the Tobacco and Vapour Products Control Regulation.

#### PROPOSED BYLAWS

##### **40. Smoking and Cultivation**

(2) A resident or visitor must not smoke or vape in or on the following areas that comprise and are part of the buildings and lands that comprise the Strata Corporation which include but are not limited to:

- (a) Any common property that is located within a building (including hallways, elevators, parking garages, service rooms, storage lockers, stairs and amenity rooms);
- (b) Any limited common property, **including but not limited to balcony, patio, or deck**
- (c) Any interior or exterior recreational and common facilities;
- (d) within six metres of a door, window or air intake;
- (e) as set out in the Tobacco and Vapour Products Control Act and the Tobacco and Vapour Products Control Regulation; or
- (f) A strata lot.**

It was noted that this change to restrict smoking inside of strata lots is proposed because smoke tends to travel to neighbouring lots and results in complaints.

Voting results:

- In favour: 31
- Opposed: 10
- Abstained: 3

Resolution “E” to amend the smoking and cultivation bylaw was approved and will be filed with the BC Land Title Office.

### **17. VOTE ON RESOLUTION “F”**

A discussion and vote was called on the following resolution:

#### **BE IT RESOLVED, BY A ¾ VOTE RESOLUTION THAT:**

The Owners, Strata Corporation BCS 1676, APPROVE to amend their bylaws as per the below.

#### CURRENT BYLAWS

##### **Division 5—Annual and Special General Meetings**

###### **29. Order of Business**

(2) If at the appointed time for a General Meeting, a quorum is not present, the meeting shall be terminated if the meeting was convened upon the requisition of Owners; but in any other case, the meeting shall stand adjourned for a period of thirty (30) minutes, whereupon the adjourned meeting shall be reconvened at the same time and place and the persons present, entitled to vote, shall constitute a quorum.

#### PROPOSED BYLAWS

##### **Division 5—Annual and Special General Meetings**

###### **29. Order of Business**

(2) If at the appointed time for a General Meeting, a quorum is not present, the meeting shall be terminated if the meeting was convened upon the requisition of Owners; but in any other case, the meeting shall stand adjourned for a period of **fifteen (15) minutes**, whereupon the adjourned meeting shall be reconvened at the same time and place and the persons present, entitled to vote, shall constitute a quorum.

Voting results:

- In favour: 44
- Opposed: 0
- Abstained: 0

Resolution “F” to amend the quorum bylaw was approved and will be filed with the BC Land Title Office.

### **18. ELECTION OF STRATA COUNCIL MEMBERS**

Council members are elected to and serve a two-year term, as per the bylaws. The term of office of a council member ends at the end of the AGM at which a replacement is elected, and those whose term as council member are ending are eligible for re-election. All nominees must receive 50% + 1 of the votes cast to be elected to council.

All seven current council members are willing to stand again: Sherry Baker, Kirbee Parsons, Christine Rowlands, Joanne Purser, David Brown, John Verchomin and Dustin Brisebois.

A form for additional nominations was included in the meeting package and nominations were asked for from the floor. No additional nominations were received, and the vote was conducted by online polling in Zoom and tabulated after the AGM along with the resolutions.

All of the current council members were elected by a majority vote and will continue to serve in 2021/2022.

## **19. GENERAL DISCUSSION**

- Questions were asked about the gutter and drainage issues. Council is aware that these issues exist and is currently seeking quotes on gutter replacement. An SGM will be required to explain and approve the options and costs for this work.
- Concerns were expressed about having couriers buzzed in for packages, food delivery, etc. not only for security reasons but also COVID safety. Residents are asked to go to the front door of the building whenever possible to pick up their items.
- On a similar note, everyone should be waiting for the gates to close when we enter the parkades.
- Recycling concerns were again expressed, particularly the problems with not cleaning and/or flattening containers before they're put in the bin, as well as putting items in the wrong bins.
- There was a question about how often the gym is being used during the pandemic. The answer is that is being used well, with no complaints so far and people are doing a good job of respecting capacity and cleaning up after themselves.
- Lastly, the council was thanked for its COVID response efforts, and special thanks to Ken Young and Bob Coleman for their continual work around the building.

## **20. TERMINATION**

There being no further business, the 2021 Strata BCS 1676 annual general meeting was officially adjourned at 8:36 p.m.

Submitted by Christine Rowlands

Please be advised you should retain copies of Council and General Meeting Minutes for a period of two years. They are available at [www.14victoriahill.com](http://www.14victoriahill.com).

There will be a charge for copies.