

LOCATION:

7:00 p.m. – Amenity Room
14 Royal Avenue East
New Westminster, B.C.

**STRATA COUNCIL
2017/2018**

PRESIDENT

Bob Logan - #305

TREASURER

Sherry Baker - #106

SECRETARY

Ken Young - #512

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

IMPORTANT INFORMATION Please have this translated

重要資料 請找人為你翻譯

RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire

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。

INFORMACIÓN IMPORTANTE Busque alguien que le traduzca

알려드립니다 이것을 번역해 주십시오

CHỈ DẪN QUAN TRỌNG Xin nhờ người dịch hộ

सुधी सटवणी विरवा वरवे विमे वेले रिम एा विसंबा वरवर्ष

ATTENDANCE:

34 Owners registered and represented in person

6 Owners registered and represented by proxy

1. CALL TO ORDER

Bob Logan, Council President, called the meeting to order at 7:04 p.m. and introduced the other members of Council as follows: Sherry, Treasurer; Christine, Recording Secretary; Dave, Grounds and Gardening; Ken, Electrical and Mechanical Advisor; John, Architectural Advisor; and Dustin, IT Specialist.

He also thanked Don Baker, our resident property manager, and volunteer security group and all owners who contribute time and effort to the community.

2. CALLING OF THE ROLL & CERTIFICATION OF PROXIES

Prior to the start of this evening's meeting, the roll was called and in accordance with the requirements of the Strata Property Act, Section 56, all proxies were certified. Also required by the Act, Section 48.2 is 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 34 Owners represented in person and 6 by proxy and therefore a quorum was established.

3. PROOF OF NOTICE

Section 45 of the Strata Property Act states the Strata Corporation must give at least 14 days' notice of an Annual General Meeting, specifying the date, time, place and nature of the business. Section 68.1(3) states the notice given by post is deemed to have been given 4 days after it has been mailed. The notices of this evening's meeting mailed to each Owner's last-known address on or before March 10, 2018 which is in accordance with the timeframe set out in the Act. Notices contained the agenda, the proposed 2018/2019 budget and strata fee schedules, budget notes, copy of the insurance summary and a proxy voting form. The Council President advised that proper notice had been given.

4. ELECTION OF CHAIR OF MEETING

Bob Logan advised that in accordance with the bylaws, that as the Council President, he will chair the meeting.

5. ADOPTION OF AGENDA

The agenda was reviewed, and it was moved and carried to adopt.

6. ADOPTION OF PREVIOUS MINUTES

It was moved and carried to adopt the minutes of Annual General Meeting held March 21, 2017.

7. COUNCIL REPORTS

Council President Bob Logan presented the President's report, the text of which is appended.

Dave Brown presented the gardening report, which included issues of pest control and trees on the property.

Ken Young discussed the electrical upgrades. The conversion to LED lighting for common areas is about 80 per cent complete, with about 1,000 lights changed in the lobby, parkade, hallways, etc. Our electricity costs have already decreased by about \$800/month, and it is expected maintenance costs will be saved (i.e. longer-lasting light bulbs that don't have to be changed as often), so the project (estimated at \$15,000) should pay for itself in about a year. The next steps are planned to include motion sensors to control lighting in lower-use areas, such as parkade and recycling room, to save energy when no one is there.

Ken also proposed looking into the feasibility of installing solar panels on our roof. The costs and savings must still be researched, but it was noted that the technology is there and net metering could help us save on electricity bills. A motion was presented to ask owners for interest in moving forward with researching the project. By show of voting cards, the motion passed unanimously.

We also thanked the Sadlers, #505, who recently donate the new solar-powered lights that now illuminate the front driveway area of the building.

8. ANNUAL REPORT ON INSURANCE

The insurance coverage was reviewed by Sherry Baker. The report was accepted.

9. ADOPTION OF PROPOSED 2018/2019 OPERATING BUDGET

The proposed budget was presented by Sherry Baker. For the third year in a row, there is no strata fee increase. This is thanks to the work of volunteers, as well as keeping a close eye on contracts, as we are a self-managed strata with many talented people who help keep costs down.

The motion to accept the operating budget was passed unanimously by show of voting cards and carried to adopt.

10. ELECTION OF STRATA COUNCIL MEMBERS

In accordance with the bylaws, the present Council must officially step down at the Annual General Meeting but may stand for re-election for another term. The bylaws allow the election of a minimum of three to a maximum of seven members to serve on Council. The floor was then opened for nominations.

As there were no nominations from the floor, the following council members were re-elected by acclamation:

Bob Logan (305) Sherry Baker (106) Ken Young (512) Dave Brown (104)
Dustin Brisebois (101) John Verchomin (414) Christine Rowlands (411)

11. GENERAL DISCUSSION AND NEW BUSINESS

Accessibility – Anne Belanger (507) made a presentation about the proposal to install a wheelchair-accessible automatic door opener on the front door of the building. The floor was opened for discussion about the expected costs, available grants or funding, security and maintenance. A motion for a vote on whether to move ahead with the upgrade was called, and passed by a majority with a show of voting cards.

A special general meeting will be called later this spring to approve funding for the project, up to \$6,000 for the equipment and electrical work. The proposal must pass a 3/4 majority vote by secret ballot.

Refundable bottle donations – Sherry Baker thanked all who donate their refundable bottles throughout the year by placing them in special bins in the recycling room. 13,800 containers were returned this year, raising \$1,100.25 for the food bank, the Canucks Autism Network and other local charities.

Smoking policies – We do not have specific bylaws about smoking on limited common property (i.e. balconies) or inside strata lots. Some residents have expressed that they are bothered by a neighbour's smoke and would like to explore the possibility of creating bylaws to ban smoking. Provincial laws already forbid smoking in or within 6 metres of an entrance to public spaces – which encompasses common property (i.e. lobby, amenity rooms, parking, stairwells). It was also discussed whether our existing bylaws to ban nuisances such as noise, smells etc. covered travelling smoke and whether that infringes on the rights of others to “peaceful enjoyment” of their homes. It was noted that it is difficult to enforce such bylaws, especially inside of one's strata lot, and may be unfair to ban smoking cigarettes but still allow barbecues and the like. Some residents volunteered to further research and draft wording for proposed bylaws; for now, the best approach remains to talk to your neighbours if you are concerned about smoke.

Smoke detectors – As they should be replaced after 10 years, you can order one through council for \$55 plus tax. Contact Bob Logan.

Window coverings – It is already in our bylaws that they must be white-coloured from outside, or used with white-coloured blinds or shades.

Power-washing – As the warm weather approaches, Boris (see contact info in mailroom) is once again offering power-washing services for \$45/patio. It is advisable to coordinate with your neighbours upstairs and down to get them done on the same day or subsequently.

LED lights – Ken Young has offered to order LED lights for anyone interested in them for their homes. See Ken for catalogue and information.

AirBnB – We have bylaws in place to restrict short-term rentals. Two suites may be rented at any one time, and owners must have a Form K, or face a \$500/week fine. Despite that, there are concerns about room-sharing or “paying houseguests” and impacts on security and insurance. It is noted that the city of New Westminster currently does not have municipal bylaws concerning AirBnB-type operations. A motion was presented and passed to create new strata bylaws specifically restricting AirBnB in our building. Residents with insurance experience have volunteered to assist with researching and drafting a proposed bylaw.

Trees - #314 is concerned with trees near their suite that are contacting the building. Dave Brown noted the tree in question has been pruned, but city permits must be sought to remove mature trees.

Bridgenet – New West's new fibre optic infrastructure runs near our building, and residents have expressed interest in being connected. Dustin Brisebois has attempted to contact the city to ask how, but so far has not been able to get an answer from multiple departments.

Door prize draw – Two winning tickets were drawn at random for the door prize of a one-night rental of the guest suite.

11. TERMINATION

There being no further business, the 2018 strata BCS 1676 annual general meeting was officially adjourned at 8:53 p.m.

Submitted by Christine Rowlands

Please be advised you should retain copies of Council and General Meeting Minutes for a period of 2 years. There will be a charge for copies.

ADDENDUM

After the official AGM, council received an email from #216 asking for action on a number of items. These can be considered part of new business:

- Balconies containing items that defy the bylaws or that should be in storage.
- Items being left in parking stalls, as well as cardboard being put under cars that leak oil. If the Fire Department conducts an inspection and imposes fines because there are items in the unit owners parking spaces that are not allowed, the concern is whether the unit owners in violation will be charged the cost.
- Appropriate use of the amenity room and whether owners should pay for rental if they are using it on an ongoing basis, for extended periods or for “business meetings.”

Annual General Meeting, Tuesday, March 28, 2018, Strata Plan BCS1676
Presidents Message

My name is Bob Logan and as the president of your Strata Council, I would like to welcome you to our AGM. Could I please ask you all to either mute or turn off your cell phones. If you wish to make comments or speak to an issue, please wait and use the microphone provided, state your name and suite number, so that every one can hear.

We have just completed our full eighth year as a self-governing strata. Our Rules, By Laws, Depreciation Report and more are available on our web site www.14victoriahill.com

I would like to thank the Strata Council Members, Sherry Baker-treasurer, Dave Brown-Grounds Manager, Ken Young, Electrical & Mechanical Advisor, John Verchomin-Architectural Advisor, Christine Rowlands- Recording Secretary & Dustin Brisebois- IT.

I would also like to thank our security group consisting of Ron Sadler, Nick Ricci, Dave Brown, Robin Orr & David Boettcher. Our Security Group is a volunteer group and they could use some additional help. If you wish to help out please contact Dave Brown.

As you may be aware we are in the process of changing all of the lighting in the building to the new LED tubes and Bulbs which are far more economical to operate. I wish to thank Ken Young and his group of volunteers for carrying out the replacement programme. The volunteers consist of Bob Coleman (502) and Don Baker. Many thanks for all the hard work. It has been fairly costly to purchase the lighting materials, however we were able to get them at a real competitive wholesale price.

I would also like to thank Don Baker for every thing that he does for our building.

After we had our Fire Supression System checked this year by Mircom Protection Ltd. they advised us that we would have to replace some of the insuite smoke alarms. This is the responsibility of the individual home owners. I have sent notices to all the suites that were found to have faulty smoke alarms. For everyone's safety I hope this issue has been addressed.

I would also like to thank all of our Residents who assisted with Snow removal during the last snow falls.

Our owners are doing an excellent job of waiting for the gates to close before entering and exiting the building. However some residents are abusing the 15 minute parking at the front door. We shall be monitoring this area and issuing the necessary warnings.

There are a few items that I wish to bring up with everyone.

Owners are responsible to ensure that the supply and drainage hoses of all Appliances are in good working condition.

Appliance, Furniture, Electronics and Propane Containers are not to be thrown out in the garbage. Please review what you are putting into the Recycle containers, No Glass. Also please ensure that your garbage does not leak onto the carpets when transporting to the Garbage /Recycle room.

Propane tanks and other fuel canisters are not to be disposed of in our garbage nor stored in the storage lockers or below grade. They should be stored on your patio.

Please do not store food items or feed your pets, birds or squirrels on your patios as this will attract rodents.

Please do not throw gum and cigarette butts on the floor of the Parkades.

I would like to draw your attention to our Exercise room as it is not intended to be used as a childrens unsupervised playroom. Please read the notice in the room and make yourselves familiar with all requirements, including insurance, to use the room.

One of the requirements of our Rules & By Laws is that every vehicle that parks in the underground parkade displays a VH parking decal. If you require a Decal please see Dave at the sign in desk. Also all bicycles stored in the enclosed bicycle areas must be identified. We now have an identifying tag which will bear the suite number of the owner and it should be attached somewhere on the bicycle for ease of identification. Please see a Strata member after the meeting to obtain your tags.

Also please observe the 15 minute loading zone at the front of the building. This is for passenger pick up drop off as well as for loading and unloading vehicles. Exceptions will be made for larger vehicles such as moving vans and larger

delivery trucks as well as trades vehicles that cannot get into our underground parkade.

As our visitors parking stalls are limited and reserved for “Visitors Only” they are not intended to be used by residents. If you are having long-term visitors (over 5 days) please notify Don Baker to ensure that your Visitors vehicle will not be towed.

Our parkades are not equipped to charge All Electric Vehicles. We have obtained a quote to install 5 metered parking stations for charging all electric vehicles. This requires some major work as well as the re assignment of parking stalls. The quote was for about \$ 50,000, which would not come under the Strata’s budget.

I would like to remind everyone that your Strata is made up of volunteers, who are committed to carry out the jobs of operating our building in the best possible way. If you are having a problem with a neighbour, you solve it between yourselves. Unless an issue is considered to be an emergency, please honour your Strata members privacy. (ie: evenings, weekends, holidays etc

We shall be carrying out the following work this year and notices will be posted if there are any instructions that need to be followed:

- Continuing with the painting of the Hallways and Lobby areas.
- Fire suppression system Inspection
- Carpet cleaning
- Driveway and sidewalk cleaning
- Parking lot cleaning
- Dryer duct cleaning
- Roof Gutter cleaning which shall be twice a year. Gutters around patios on the 4th and 5th floor patios are the responsibility of the Strata Lot owner.
- Window cleaning. Windows that are accessible from the patios are the responsibility of the Strata lot owner.

It is a requirement of the Provincial Fire Act, that we conduct an annual Inspection of all the equipment for the fire suppression system. This includes all alarms located within the suites and common areas. On the given day of the suite inspections **we require admission to everyone’s suite.** If you are not going to be home that day, please ensure that either a neighbour, friend, a Strata member, or Don Baker has the key to access your suite. We shall try to arrange to do the clothes dryer duct cleaning the same day.

As the building is now 12 years old, which is past the useful life of a smoke alarm, the owners of the Strata lots are responsible for the in suite smoke alarms. They should be checked and replaced if they are outdated.

The other item that I wish to bring to your attention is how you deal with excessive smoke in your suite caused by cooking or cleaning your oven. Do not under any circumstances, open your apartment door to exhaust the smoke into the hallways. Open your windows and patio door and turn on your bathroom fan and range fan to exhaust the smoke and fumes. If the smoke gets into the hallways it will cause the building alarm to activate and the Fire Dept. automatically attend. This has happened and it has resulted in the building alarms going off. If the Fire Dept. attend and it is deemed a false alarm we are subject to a charge from the New Westminster Fire Dept. and if we receive an invoice it shall be presented for payment to the owner that caused the problem.

In the event of a Fire, and the building alarm is sounded leave the building and assemble at the designated assembly area, which is the seating area next to the bus stop on Royal Ave. Do not use the elevators as they must be available for the Fire Dept.

The notice boards provided throughout the building are for information regarding our building and services and are not to be used to promote political agendas.

Our annual Christmas party was a success especially with the visit from Santa Claus for the children and adults. This shall be scheduled again for this year.

Don't forget to keep in mind our annual building BBQ which has a tentative date of end of July 2018.

There will a draw for a prize after the meeting so keep your ticket.

After the meeting there is Coffee and Tea.

I would like to thank you all for your attention.