

ANNUAL GENERAL MEETING

Monday, March 6, 2023

14 ROYAL AVENUE EAST – BCS 1676

**LOCATION:**

Amenity Room  
14 Royal Avenue East  
New Westminster, B.C.

**STRATA COUNCIL  
2022/2023**

**PRESIDENT**

Sherry Baker - #106

**SECRETARY**

Christine Rowlands - #411

**AT LARGE**

Dave Brown - #104

Dustin Brisebois - #101

Nick Shears - #511

Twyla Smith - #316

Mike Henrey - #103

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

ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਵੇਲੇ ਇਸ ਦਾ ਉਲੰਕਾ ਕਰਵਾਓ

**1. CALL TO ORDER**

The AGM was officially called to order at 6:30 p.m.

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

In accordance with the Strata Property Act, Section 56, all proxies were certified. Section 48.2 of the Act requires that a quorum consisting of one-third of the Owners in good standing, be present either in person or by proxy for the meeting to proceed. Of 72 strata lots, 72 were in good standing. One-third of 72 is 24. There were 28 participants registered in person and 16 proxy forms received by the 6:30 p.m. start time, and therefore a quorum was established. (One person joined during the meeting, bringing the total number to 45.)

**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 February 13, 2023, in accordance with the timeframe set out in the Act. The meeting notice contained the agenda, the president's report, a copy of the insurance summary, year-end financial statements to January 31, 2023, the proposed 2023/2024 budget, proposed new strata fee schedules, contents of resolutions A to C to be voted on, a list of strata council members for election, and a proxy voting form.

**4. ADOPTION OF THE AGENDA**

The agenda in the meeting package was reviewed. With no objections, it was moved (SL23) and seconded (SL60) to approve the agenda.

## **5. ADOPTION OF THE MINUTES OF THE PREVIOUS AGM HELD MARCH 28, 2022**

With no objections, it was moved (SL71) and seconded (SL61) to approve the minutes of the last AGM, posted online at [www.14victoriahill.com](http://www.14victoriahill.com).

## **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 the many volunteers who help to make the building run smoothly, including recycling, snow removal, maintenance tasks, security patrol, watering shrubs and more. She also noted the charities we support with our bottle refunds, including the Royal Columbia Hospital Auxiliary, and reminded the group of upcoming maintenance work such as parkade and window cleaning that may require moving cars and/or access to certain suites.

## **7. ANNUAL REPORT ON INSURANCE**

The report on our building insurance was presented, with attention drawn to the fact that our premium and per-unit deductible limits have been significantly reduced this year by going with a new building insurance provider (HUB). It is strongly recommended to take a copy of the building insurance summary with you when renewing or buying your condo insurance to ensure you have the right deductible coverage, and it might save money. A copy of the insurance coverage summary was included in the meeting package and it can also be found on the Documents page of [www.14victoriahill.com](http://www.14victoriahill.com).

## **8. FINANCIAL REPORT**

The yearly balance sheet and comparative income statement (revenue and liabilities to January 31, 2023) and budget for 2023/2024 were presented. We are pleased to note an operating surplus of about \$24,000 in the 2022/2023 budget, thanks in large part to the savings on insurance (about \$30,000 less than forecast).

## **9. VOTE ON PROPOSED 2023/2024 OPERATING BUDGET**

The proposed budget for 2023/2024 includes a 2% strata fee increase. The per-unit strata fees were included in the AGM meeting package. The reasons for a modest strata fee increase include the need to keep the CRF healthy, to keep up with repairs and maintenance as the building ages and keep up with (non-negotiable) cost increases for water, waste and utilities.

Questions were received about the costs for the garage door repairs and the efficacy of repairing leaks on the 5<sup>th</sup> floor. In regard to the roof, it was noted that we've had several repairs over the years and are currently trying to get a drone inspection done to determine its condition. As the roof is expected to need replacement in the next two years, we are now seeking quotes.

It was moved (SL23) and seconded (SL51) to vote on the 2023/2024 budget and strata fee increase, which must be approved by at least a 3/4 margin.

Voting results:

- In favour: 43
- Opposed: 0
- Abstained: 2

The 2023/2024 budget and strata fees were approved and will go into effect April 1, 2023.

## **10. 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, 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.

Our depreciation report was completed in 2015, and we believe a new report is really only needed if there's been a major upgrade or replacement (a new report would cost about \$10,000). It is reviewed regularly to see if there are replacement items coming up. Owners may review the document online on [www.14victoriahill.com](http://www.14victoriahill.com).

It was moved (SL59) and seconded (SL71) to vote on waiving the depreciation report.

Voting results:

- In favour: 45
- Opposed: 0
- Abstained: 0

Resolution “A” on waiving the depreciation report was approved.

## **11. VOTE ON RESOLUTION “B”**

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 this is essential loaning ourselves money from the CRF to pay for the large cost of the insurance premium and helps us avoid financing costs.

It was moved (SL34) and seconded (SL64) to vote on the CRF loan for insurance.

Voting results:

- In favour: 45
- Opposed: 0
- Abstained: 0

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

## **12. VOTE ON RESOLUTION “C”**

A discussion and vote was called on the following resolution:

**BE IT HEREBY RESOLVED, BY A  $\frac{3}{4}$  VOTE RESOLUTION THAT:**

The Owners, Strata Corporation BCS 1676, APPROVE the surplus funds of \$24,044.43 be used for the operating costs for 2023/2024.

As noted in the financial report, we have an operating surplus from the 2022/2023 budget of about \$24,044, subject to final adjustments, which must be resolved by the end of the fiscal year. We propose to “roll over” these funds into the 2023/2024 budget, particularly for the purpose of repairing patios in need of repairs (as shown in our recent maintenance survey). This will help avoid bigger repair bills later, avoids the need for an SGM if we were to need to withdraw funds for the CRF for the purpose, and helps keep strata fee increases lower.

It was moved (SL68) and seconded (SL4) to vote on the operating surplus.

Voting results:

- In favour: 45
- Opposed: 0
- Abstained: 0

Resolution “C” to use the operating surplus funds toward the 2023/2024 budget was approved.

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

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 seven current council members are willing to stand again: Sherry Baker, Christine Rowlands, David Brown, Dustin Brisebois, Nicholas Shears, Mike Henrey and Twyla Smith. A form for additional nominations was included in the meeting package, and nominations were asked for from the floor three times. No additional nominations were received.

All of the current council members were elected by acclamation and will continue to serve in 2023/2024.

## **14. GENERAL DISCUSSION**

Topics for discussion from the floor included:

- **Recycling** – The recycling team goes to the recycling centre regularly with carloads of extra materials (e.g. styrofoam, soft plastics, glass, beverage containers, etc.). Although the volunteers could not attend the AGM, the “tips” they’ve created to help make this easier were read, including *not* putting in dirty items and to pay attention to sorting when putting things in the bins. There was discussion and questions about how we can make sorting easier, as there is still confusion (e.g., “compostable” plastic bags should still not be put in the green compost bins and often have to be thrown out.). There are many tips

and signs in the recycling room, and also on our website.

- **Gutters** – SL58 asked about gutters leaking/dripping onto their deck. Nick Shears will follow up with them.
- **Squirrels** – Some units have reported squirrels as well as birds nesting in the eaves under the roof. Some of these locations are difficult to reach with lifts to inspect and repair. The drone inspection may be able to help with this area. In the meantime, to avoid attracting and creating habitat for rodents, ensure that produce from any planters on your deck doesn't fall down (i.e., if you grow food, harvest it regularly).
- **Parking** – SL28 spoke about safety in the parkade, particularly the need to slow down on the ramps and reminding all that, particularly from P1 to P2, there is a car wash area around the corner, from which people (especially children) may emerge. It is recommended to go no faster than 10 km/hr in the parkade, even 5 km/hr. They also mentioned that it could be dangerous for pedestrians to be on the ramp and suggested that walking on the ramps be prohibited. We have no such rule or bylaw against walking on the ramps, and noted it may be necessary to walk on ramps, for example, when taking out the recycling bins. Everyone is encouraged to look out for safety when using the ramps, and use the mirrors and warning lights to see that it is clear to proceed.  
Other topics related to parking include ensuring your car has a "VH" decal to identify it and NOT parking in the driveway/loading/passenger zone in front for any length of time.
- **Crows/chafer beetle lawn damage** – Questions/observations were received about damage to grass. A spray treatment for beetles is usually done once or twice a year.
- **Safety** – In light of the recent fire alarm, SL34 suggested that we have a "fire marshal" to help create a safety plan for what to do in an evacuation and make sure everyone gets out safely. This can be as simple as knocking on neighbours' doors when leaving the building and being mindful of any seniors and residents with mobility issues and disabilities. The suggestion is a good one, and anyone interested in spearheading the initiative is welcome to volunteer and/or contribute knowledge.

## 15. TERMINATION OF MEETING

With a big thank you to our president for all the work she does, the 2023 Strata BCS 1676 annual general meeting was officially adjourned at 7:38 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.