

**ANNUAL GENERAL MEETING MINUTES Wednesday, March 30, 2016
14 ROYAL AVENUE EAST– BCS 1676**

LOCATION:

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

**STRATA COUNCIL
2015/2016**

PRESIDENT

Bob Logan - #305

TREASURER

Sherry Baker - #106

SECRETARY

Christine Rowlands - #411

BYLAWS

SECURITY

Ted Yeadon - #417

AT LARGE

*Dave Brown - #104
John Verchomin #414
Dustin Brisebois #405*

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

ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਵੇਲੇ ਇਸ ਦਾ ਉਲੇਖਾ ਕਰਵਾਓ

Attendance: 45 owners registered and represented in person and 7 by proxy

1) Call to order

Bob Logan, Strata Council President, called the meeting to order at 7:00 p.m.

2) Calling the roll and certification of proxies

Prior to the meeting, the roll was called and in accordance with the Strata Property Act section 56, all proxies were certified. Establishing a quorum is also required by the section 48.2 of the Act, consisting of one-third of the owners in good standing to be represented either in person or by proxy. There are 72 units, of which 72 are in good standing, therefore 24 units is required to establish quorum. At the beginning of the meeting, there were a total of 52 units represented in person and by proxy, so quorum was established for the AGM to proceed.

3) Proof of Notice/Waiver of Notice

According to section 45 of the Strata Property Act, the strata must give at least 14 days' written notice of an Annual General Meeting, specifying the date, time, place and nature of business. Section 61.3 states that written notice delivered by mail, fax, email or under the door is deemed to have been given four days after it has been sent. The notices of this evening's meeting were delivered to each strata lot and/or mailed to each owner's address on March 14, 2016, in accordance with the Act. Written notices contained the agenda, proposed 2016/2017 budget summary, proposed strata fees for budget proposal, copy of the insurance summary, and proxy voting form.

4) Adoption of Agenda

The agenda was reviewed by Bob Logan, who chaired the meeting. It was moved by to adopt the agenda by #101 and seconded by #302.

Adoption of Minutes of AGM held March 25, 2015 was moved by #305 and seconded by #302.

5) Council reports

Bob Logan read the president's report, thanking the council and volunteers for their service over the past year, outlining some of the activities of our self-managed strata, reminding owners and residents of rules and bylaws governing the community, and introducing work to be carried out in the upcoming year. Residents are reminded to familiarize themselves with our rules and bylaws, available on 14victoriahill.com.

Thanks to strata council and volunteers

We are entering the 6th year of operating as a self-managed strata building, with a strata council made up of seven residents:

- Bob Logan, president
- Sherry Baker, treasurer
- Christine Rowlands, secretary
- Dave Brown, grounds and gardening
- Ted Yeadon, building security
- John Verchomin, architectural advisor
- Dustin Brisebois, IT

Council thanked Ron Sadler, Nick Ricci, Dave Brown, Ted Yeadon, Dylan Rickard, Boris Lopez, Kelly Smith and Robin Orr for their work on our Security Team.

Don Baker, manager, for everything he does for the building.

Council also thanked Boris Lopez, who has helped keep our driveway drains clear and assisting with other duties, and Ken Young, who helped repair the hose in our car wash bay, replacing a broken drainage pipe and putting up the new signage by our outside stairwell. Mike Moshonski was also recognized for his help with the water heater replacement program in 2015.

Reminders and announcements

Bob outlined some issues of safety and rules all residents should be aware of, and announced planned maintenance and events for the upcoming year, including:

- fire suppression system inspection
- cleaning – carpets, driveway/sidewalk, parking lot, dryer ducts, roof gutters and exterior windows that are not accessible from patios
- flushing of 4" main water strainer
- thermal imaging of transformer, switchgear and common area electrical panels

It was also noted that during the last fiscal year, we invoiced Strata BCS 2772 (The Nurses Lodge) for \$568.90 for their share of maintenance and power for their portion of the parkade and driveway. We also invoiced Onni for \$2,179.10 for power consumption of the pump connected to our power supply.

Our annual Christmas party was a success, and our annual building summer barbecue is again planned for July 24, 2016.

6) Guest speaker – Sheila Clair, BFL Canada

Sheila Clair, an insurance broker with BFL Canada, which manages our strata corporation's building insurance coverage, gave a presentation on condo insurance and what individual unit coverage should include. This was followed by a brief question-and-answer period.

7) Annual report on insurance

Sherry Baker briefly reviewed the strata insurance policy for this year. We currently carry strata insurance through BFL Canada.

8) Discussion and vote on budget proposals for strata fees to finance requirements of depreciation report

Sherry Baker presented three scenarios for strata fee adjustments based on the final depreciation report completed for BCS 1676 in fall 2015.

It was noted that the operating fee portion would stay the same under each scenario, but that the contingency fund reserve fund would change based on whether residents voted to accept adjustments based on a forecast of 4 special levies in the long-term future (scenario 1), no special levies (scenario 2) and two special levies (scenario 3).

The floor was opened for discussion and then put to a vote. By show of voting cards, each scenario received the following votes:

- Scenario 1: 23
- Scenario 2: 0
- Scenario 3: 26

As the number of votes was close, a second vote was called. This time, scenario 1 and 3 were tied, receiving 26 votes each.

We took a third vote by secret ballot. The results were:

- Scenario 1: 25
- Scenario 3: 27

There was one blank ballot counted as well. The budget proposal for strata fee adjustments under Scenario 3 was deemed to be carried by a majority vote. The new strata fees will be effective April 1, 2016.

9) Adoption of 2016/2017 budget

Sherry Baker presented the proposed 2016/2017 operating budget. It was noted that we have replaced all three computer systems used in both the strata and security offices.

Our contingency fund continues to be healthy at \$251,889.94.

#216 moved to accept the budget, and it was seconded by #515. The motion was carried unanimously.

10) Election of strata council members

In accordance with the bylaws, section 13.1, the term of office for council members ends at the AGM in which replacements are elected; however they may stand for re-election for another term. Three to seven owners in good standing are eligible to form the Strata Council.

The floor was opened for nominations. As there were no other nominations, the members of the current strata council expressed a willingness to continue to serve and were elected for another term by acclamation.

The 2016/2017 strata council consists of: Bob Logan (305), Sherry Baker (106), Christine Rowlands (411), Dave Brown (104), Ted Yeadon (417), John Verchomin (414) and Dustin Brisebois (101).

11) General discussion and new business

The floor was opened to discussion of new business.

#216 requested that maintenance and cleaning include the washing of baseboards in the hallway periodically. She noted she often did it herself and encouraged other owners to do the same. Council to discuss the request with Don Baker.

#201 spoke about a recent accident involving a dog in the building that jumped on and injured her mother. She had written a letter to council requesting action to prevent other incidents. Council responded that it had received the letter and knew of the incident. The owners of the dog involved were also present at the meeting and had been in touch with the speaker regarding the accident, and requested that the details continue to be worked out in private. It was also noted that council was planning to conduct a general review of our bylaws and rules in the upcoming year, which could include amendments to the bylaws regarding pets.

Sherry Baker read a thank-you letter from the recipients of our bottle recycling collection fund. In the past year, we raised \$450.00 for a New Westminster family towards a family camp run by the Canucks Autism Network and \$750.00 to the Autism Support Network.

12) Adjournment

The discussion of new business concluded, there was motion by Bob Logan to adjourn the meeting, moved and seconded by #305 and #302, carried unanimously. The meeting was officially adjourned at 8:44 p.m.

Note: After the meeting officially concluded, we held a door prize draw for either a night in the guest room or one rental of the amenity room. The winner was #408.

Christine Rowlands
Secretary

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.