

SPECIAL GENERAL MEETING MINUTES

Thursday June 17, 2021

14 ROYAL AVENUE EAST – BCS 1676

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**

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 ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੰਕਾ ਕਰਵਾਓ

1. CALL TO ORDER

Due to the COVID-19 pandemic, the SGM was held by Zoom video/teleconference. The meeting 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 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 23 Owners participating in the conference and 8 proxy forms received by the 6:30 p.m. start time and therefore a quorum was established. (The number of participants online grew to 27 during the meeting, for a total of 35.)

3. PROOF OF NOTICE

Section 45 of the Strata Property Act states the Strata Corporation must give at least two weeks' notice of a Special or 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 SGM were delivered or mailed to each Owner's last-known address on May 27, 2021, in accordance with the timeframe set out in the Act. The notice contained instructions for registering for the virtual meeting, agenda, contents of resolutions A and B to be voted on, 2021 AGM minutes, 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 AGM HELD MARCH 29, 2021

With no objections, the minutes of the 2021 AGM were approved.

6. 3/4 VOTE RESOLUTIONS

- **Resolution A: CRF Withdrawal – Gutter Replacement**

“The Owners, Strata Corporation BCS1676, approve the withdrawal of up to \$48,000 for the purposes of paying Well Hung Exteriors to replace the gutters and install the leaf guard.”

Discussion:

- John and Sherry explained the need for the project, including replacing inadequately sized gutters on the roof and around 5th floor decks as well as adding leaf screens to keep out debris and reduce clogging.
- Our depreciation report indicates a need for replacement of gutters in 2045, but given the conditions observed, we do not want to delay this.
- Several residents shared concerns about water damage to patios, ground-level pooling of water after heavy rainstorms and drainage.
- The amount asked for in the resolution includes a contingency for other items that could come up during the gutter replacement/repair process. We are hopeful the project will cost less than \$48,000 but want to allow for funding in case there is damaged fascia board or if down pipes need to be replaced, for example.

Voting:

- In Favour: 33
- Opposed: 1
- Abstained: 1

Resolution A was passed.

- **Resolution B: CRF Withdrawal – Patio repairs**

“The Owners, Strata Corporation BCS1676, approve the withdrawal of up to \$14,000 for the purposes of paying a contractor(s) to repair the patios.”

Discussion:

- John clarified that this resolution was actually for deck and patio repairs (deck=above ground; patio=ground-level)
- Sherry explained the rationale for the project, including erosion and/or levelling of pavers and/or replacing rotting wood at the borders of patios. It has become a safety issue. One deck is also included for repairs in this resolution; other decks will be assessed in the future.
- There were questions about the cost and timing of repairs as well as the drainage issues at the ground level. We have already received a quote for the patio and deck repairs and can proceed with the work with this resolution passed. It is hoped that the gutter replacements and repairs help alleviate the water coming down to ground level, but further investigation and remediation of drainage may be required that is not in the scope of this project.

Voting:

- In Favour: 33
- Opposed: 2
- Abstained: 0

Resolution B was passed.

7. OTHER DISCUSSION

- A question was asked about the state of the contingency fund. It is healthy.
- Another resident asked if there were any other large projects anticipated that would require withdrawals from the contingency fund. The answer is to refer to the depreciation report, which prescribes when items or components are anticipated to be replaced and how much in funding is needed in the contingency fund to allow for this. We currently do not foresee any projects coming up that aren't planned for in the operating budget (i.e. repairs and maintenance).
- There was a question about the need for exterior painting. Council has discussed this subject previously, and we have gathered some quotes for exterior painting, but they are quite high. Council feels that painting can be put off until next year.

8. TERMINATION

There being no further business, the 2021 Strata BCS 1676 special general meeting was officially adjourned at 7:06 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.

There will be a charge for copies.