

COUNCIL MEETING MINUTES –September 8, 2025

14 ROYAL AVENUE EAST – BCS 1676

LOCATION:

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

STRATA COUNCIL

2025/2026

PRESIDENT

Sherry Baker - #106

SECRETARY

Christine Rowlands - #411

AT LARGE

Dustin Brisebois - #101

Nick Shears - #511

Twyla Smith - #316

Mike Henrey - #103

Nick Bakalos - #415

FOR CONTACT INFORMATION

AND MINUTES 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

ਗੁਰੀ ਜਲਕਾਰੀ ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲਟਾ ਕਰਵਾਓ

Attendance: Sherry Baker, Christine Rowlands, Mike Henrey, Nick Shears, Dustin Brisebois (partial), Twyla Smith, David Brown

Regrets: Nick Bakalos

1. The meeting was called to order at 6:45 p.m. with a quorum established.

2. The agenda was reviewed and adopted.

3. The minutes of the June 9, 2025, strata council meeting were approved.

4. Financial report

The financial report to September 3, 2025, was presented.

- We are over budget YTD by about \$23,000, mainly due to the repairs and maintenance budget that included the building wash (including balconies) and ceiling repairs on the 5th floor. There was also a 15% increase from CNW utilities.

- The TD Bank account is now mostly closed and funds have almost all been transferred to Scotiabank. It was moved, seconded and approved to officially close the TD account.

- A third signing officer is still needed on the bank account; Twyla volunteered to become a signing officer and we will begin the process of confirming with the account manager at Scotiabank.

5. Future planning: Property management

- We've received quotes/proposals for property management services from Dwell and Fort Park. The idea is for future planning when Don and Sherry want to retire/step back from the responsibilities and tasks they are currently doing.
- We discussed the services and fees in the packages and also what we think we actually need, i.e. more physical maintenance and project management than admin services such as arranging meetings or publishing minutes.
- It needs to be confirmed if we would need a ¾ vote at an AGM to go back to having a strata management company.
- Takeaway: List the things that Don and Sherry are currently doing that we might need/want a manager or caretaker to do. More discussion to come.

6. Gardening report

- Dave reports that the retainers and drain rock repairs are finished.
- Dave has been in contact with the city over the summer and it seems the need for an arborist report has been waived, as they could clearly see the condition of the tree in the photos sent by email. However, we will still need a city permit for removing the tree. Dave will find out more about what we need for a permit application.
- We asked that the gardeners trim up the branches of the trees above the sidewalks and near the front door.

7. Maintenance reports

- **Intercom:** Reliable is still to do a site visit for the intercom upgrade/repair; date to be confirmed.
- **Building washing:** Black Tie recently came and did a follow-up visit on some of the deficiencies in the building washing, which generally went well. It was noted that brick work, such as on ground floor patios, was not included in the contract. We also noticed that some of the window membranes on the 5th floor may need resealing.
- **Elliptical machine:** The machine was repaired for about \$1,200. Unfortunately, the repairman who has been doing this work for us is retiring, so we will have to find a replacement contractor.
- **Elevator:** We have had to make several calls lately to Richmond Elevator to reset/repair elevators when they get stuck. Luckily, this is all included in our monthly maintenance contract with them.

8. Summer BBQ recap

The summer barbecue was held on July 26 and very well-attended and enjoyed by all who attended (about 30 people, lots of children). The cost was about \$200, from the bottle return fund.

9. Depreciation report

- The BC government now requires these reports be updated every 5 years, and we have to obtain an updated report by July 1, 2026.
- We have received a quote for \$6,500 from AquaCoast, who originally compiled our report, so this will be put in next year's budget.

10. Electrical planning report

- We are also required to obtain an electrical planning report by December 31, 2026.
- There is information on the BC government website about what's involved (<https://www2.gov.bc.ca/gov/content/housing-tenancy/strata-housing/operating-a-strata/the-environment/electrical-planning-report>), but the summary is to "help strata corporations to understand their current electrical capacity and meet new demands for electricity including electric vehicle charging and heat pumps."
- AquaCoast quoted about \$4,500 for this report, to be done in tandem with the depreciation report above. This will also go in next year's budget.

11. Insurance quotes

We've received quotes for renewal (October 1) from both HUB (current provider) and BFL (former provider). BFL is so far coming in with a lower premium and deductibles.

12. Installation of hot water tanks

- Ken Young got a quote from a plumbing company on the installation of new hot water tanks (would require both plumbing and electrical).
- This would be a per-unit expense and optional, but we are trying to get a better price for doing it en masse than people doing it on their own.

13. Correspondence and bylaw infraction letters

Reminder – If you have a concern about a bylaw, maintenance issue, comments, etc., please send it in writing to 14victoriahill@gmail.com with your name and unit number. You should receive a response in 48 hours.

- The owner of SL64 wrote to complain about the owner of SL69 performing car repairs in their parking spot in the garage, which is against the rules (D-11). The owner of SL69 was spoken to.

14. Other business

- The state of the common area behind the bus stop in front of the building was discussed, as the cigarette bin that had been placed there was broken and there was a pile of cigarette butts on the ground. It was proposed to ask the young gentlemen who help put out the garbage bins to clean up the area, but ideas were also sought to help dispel the idea of this being a public smoking area, including putting up private property and no smoking signs.
- The next council meeting will be on October 6, 2025.

15. Adjournment

With no other business to discuss, the meeting was adjourned at 7:54 p.m.

Submitted by Christine Rowlands.