

ANNUAL GENERAL MEETING

Monday, March 2, 2026

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 please visit:**

[www.14victoriahill.com](http://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

जरुरी ज्ञटयणी विरथा वरवे विमे वेरें रिम एा पुलेंवा वरवर

**1. CALL TO ORDER**

The AGM was officially called to order at 6:31 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 are in good standing. One-third of 72 is 24. There were 35 participants registered in person and 8 proxy forms received by the start time, and therefore a quorum was established. (Two people joined during the meeting and one proxy form was delivered, bringing the total to 46.)

**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 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 3, 2026, in accordance with the time frame 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 December 31, 2025, proposed 2026/27 budgets, proposed new strata fee schedules, contents of resolutions A to F to be voted on, a list of strata council nominations for election, and a proxy voting form.

#### **4. ADOPTION OF THE AGENDA**

The agenda in the meeting package was reviewed and approved unanimously by show of hands.

#### **5. ADOPTION OF THE MINUTES OF THE PREVIOUS AGM HELD MONDAY, MARCH 10, 2025**

With no corrections to the minutes of the last AGM, posted online at [www.14victoriahill.com](http://www.14victoriahill.com), the minutes were approved by a unanimous show of hands.

#### **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 members and the many volunteers who help to make the building run smoothly, including recycling, security patrol, watering shrubs, creating newsletters, and general repairs and maintenance. There was a call for more volunteers to help with security patrols (about a half-hour 1 night per week).

It was noted that the money from refundable containers (about \$2,000 in 2025) was donated to local charities, as well as used for the annual BBQ and Christmas parties. If residents have ideas for allocating some of this bottle fund, please email [14victoriahill@gmail.com](mailto:14victoriahill@gmail.com).

It was also noted that being self-managed means that more volunteers are needed to put their names forward, either on strata council or to help with other tasks around the building. More discussion on this is included in the agenda item for staying self-managed or possibly hiring a management company in future.

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

The HUB building insurance summary included in the package was briefly highlighted. The per-unit deductible has decreased to \$50,000, thanks to some negotiation. We recommend taking a copy of the building insurance summary with you when renewing or buying your condo insurance to ensure you have the right strata deductible coverage. A copy of the current insurance coverage summary 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 December 31, 2025) and budget for 2026/2027 were presented. The CRF is currently about \$343,000, and is mostly invested in GICs from which we've gained good interest.

It was noted that, due to several service issues with TD, we have switched our strata accounts to Scotiabank. Some GICs are still with TD, but they will be moved over as they mature.

The comparative income statement is showing a loss of \$28,381 to December 31, due to several projects in 2025 such as intercom upgrades, exterior building washing, and repairs to ceiling cracks on the 5<sup>th</sup> floor. In addition, bank charges were higher due to the need for new cheques on the new account, and New Westminster electricity and utilities (water, sewer and garbage) that continue to increase.

The 2026/2027 budget and what to do with the projected deficit (Resolution F) were voted on later in the meeting.

## **9. HOT WATER TANK REPLACEMENT PROJECT**

The building has electric hot water tanks in each unit (72 units). Most are approaching ten years old (many were replaced en masse in 2016), which is about when the tanks should be replaced. We have gotten quotes from a couple of plumbers on doing another replacement in bulk, so that some savings can be passed on to units that would like to participate (each unit can opt in and pay for their own water heater and installation).

Ryan from R.E. Martin Plumbing, who quoted on providing this service, attended the AGM to answer questions, such as what types of water heaters are included (John Wood 40 gallon – similar to the model most of us have now), warranty (standard 6-year, unless extended warranty purchased extra), and whether expansion tanks were needed or included (Ken Y., SL69) to research further). He also helped outline the process (sign up, when the tanks would be installed, how much, etc.) The project would only include tanks, and not electric tankless water heaters, which would require additional electrical work to handle the power.

An opt-in sheet was prepared and distributed at the meeting. It is expected that the installations could begin in April. Again, this is optional and owners must pay for their own costs, but it is recommended to replace water heaters every 10 years to avoid potential failures and flooding.

## **10. DISCUSSION: STAYING SELF-MANAGED OR HIRING MANAGEMENT COMPANY**

For background, when the building was first occupied in 2006, there was a management company in place, but the strata's dissatisfaction with the service resulted in becoming self-managed within a couple of years. This requires a lot of volunteer work to maintain things, liaise with contractors and manage projects, look after accounts, respond to bylaw complaints and requests for service, and do other administrative work such as minutes and communications.

In the past year, some strata members sought quotes from a couple of local management companies to see what they might offer. These quotes were available at the AGM in case anyone was interested in details. Basically, they include a lot of administrative work (e.g., finances, minutes, bylaw enforcement) and property managers would have contacts with contractors, but many things would be extra, like project management and extra strata meetings. Included in the meeting package was a budget scenario for a management company, which projected a 25% fee increase due to management fees as well as increased costs for janitorial and repairs/maintenance.

There were several speakers who provided their experience with management companies, the good and bad. The point was that, although we are not imminently planning to hire a property manager, we have to be proactive. More volunteers and new energy is needed if we want to continue being self-managed, especially as older people want to retire or step back. People are encouraged to step forward for strata council or lend their talents to the community.

In closing, the room was asked if we need to vote on the 25% increase for hiring a management company or the 11% increase to stay self-managed.

### **11. VOTE ON PROPOSED 2026/2027 OPERATING BUDGET**

The proposed budget for 2026/2027 included a 11% strata fee increase (for staying self-managed). The budget and strata fee increase must be approved by at least a 3/4 margin.

Voting results:

- In favour: 45 (show of hands + proxies)
- Opposed: 0
- Abstained: 1

The 2026/2027 budget and strata fees were approved and will go into effect April 1, 2026.

### **12. VOTE ON RESOLUTION “A”: DEPRECIATION REPORT**

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, agree to paying Aqua-Coast Engineering up to \$7,000 from the CRF to obtain an up-to-date depreciation report as required by the Strata Property Act.

The provincial government now requires stratas to complete or update a depreciation report every five years. We received a quote from AquaCoast, who did our original report in 2015, to update the report by the deadline of July 1, 2026.

It was moved (SL47) and seconded (SL68) to vote on allocating money to update the depreciation report.

Voting results:

- In favour: 45 (show of hands and proxies)
- Opposed: 0
- Abstained: 1

Resolution “A” was approved.

### **13. VOTE ON RESOLUTION “B”: ELECTRICAL PLANNING REPORT**

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, agree to paying Aqua-Coast Engineering up to \$4,500 from the CRF to obtain an electrical planning report as required by the Strata Property Act.

This report is a new requirement introduced by the provincial government, which we have to get by December 31, 2026. The purpose is to “help strata corporations to understand their current electrical capacity and meet new demands for electricity including electric vehicle (EV) charging and heat pumps” (from BC government website). We received a quote for \$4,500 from AquaCoast to do this report, in conjunction with the depreciation report update described in Resolution A. In the discussion, John V. (SL54) volunteered to talk further with AquaCoast about this report, as he has a professional connection there.

It was moved (SL47) and seconded (SL68) to vote on the funds for the EPR.

Voting results:

- In favour: 45 (show of hands and proxies)
- Opposed: 0
- Abstained: 1

Resolution “B” was approved.

### **14. VOTE ON RESOLUTION “C”: MAKE-UP AIR UNIT**

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, agree to pay Besco up to \$25,000 from the CRF to replace the Make-Up Air Unit.

Our current depreciation report recommends replacing this equipment for an estimated cost of \$25,000. Besco, the contractor that maintains this unit, has also indicated it is nearing end of life. The make-up air unit is an essential piece of equipment that has run 24-7 for about 20 years to bring in fresh air to the building, heat/condition it, remove stale air and pressurize the air in hallways. The replacement will include a new motor and heat exchanger.

It was moved (SL53) and seconded (SL64) to vote on replacing the make-up air unit.

Voting results:

- In favour: 45 (show of hands and proxies)
- Opposed: 0
- Abstained: 1

Resolution “C” was approved.

## **15. VOTE ON RESOLUTION “D”: GEAR BOX FOR PARKADE MAIN GATE**

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, agree to pay up to \$9,000 from the CRF to have the gear box replaced on the main gate coming into the parkade.

The gear box on the main gate has not been working well and needs replacement. It was also noted that newer gear boxes have battery backup, which will help them keep working during power outages (as opposed to requiring backup power from the generator). It was moved (SL68) and seconded (SL70) to vote on replacing the gear box for the parkade main gate.

Voting results:

- In favour: 45 (show of hands and proxies)
- Opposed: 0
- Abstained: 1

Resolution “D” was approved.

## **16. VOTE ON RESOLUTION “E”: CRF LOAN FOR INSURANCE**

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 \$130,000 from the CRF for the purpose 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 (SL47) and seconded (SL64) to vote on the loan from CRF for insurance.

Voting results:

- In favour: 45 (show of hands and proxies)
- Opposed: 0
- Abstained: 1

Resolution “E” was approved.

## **17. VOTE ON RESOLUTION “F”: BUDGET SURPLUS AND DEFICIT**

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, agree to transfer the deficit from March 31, 2026, to the CRF account as required by the *Strata Property Act*.

The Strata Property Act requires that an operating deficit in one year must be “eliminated” during the next fiscal year. So we recommend transferring the deficit from this year end (March 31, 2026) to the CRF to avoid the need to include it in next year’s budget. This will result in an increase in strata fees, but as most of the CRF is invested in GICs, we benefit from the interest on that money.

It was moved (SL23) and seconded (SL28) to vote on handling of the budget surplus and deficit.

Voting results:

- In favour: 45 (show of hands and proxies)
- Opposed: 0
- Abstained: 1

Resolution “F” was approved.

## **18. 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.

Five current council members were willing to stand again: Sherry Baker, Christine Rowlands, Dustin Brisebois, Nick Bakalos, and Mike Henrey. Two additional nominations were included in the meeting package: Kathy Slocombe and Fauve Moore. Additional nominations were asked for from the floor three times. Jeremy Boudreau and Anne Belanger volunteered and were added/written into to the ballot.

Voting was by secret ballot, with instructions to vote for up to 7 candidates (the maximum allowed by bylaws).

David Brown (SL4) and Jini (SL70) volunteered to tabulate the results.

Total ballots: 35 + 9 proxy forms = 44 ballots. Candidates needed 50% +1 votes to be elected.

Sherry Baker (42 votes), Christine Rowlands (39), Nick Bakalos (39), Mike Henrey (39), Kathy Slocombe (36), Fauve Moore (29) and Jeremy Boudreau (36) were elected and will serve as the 2026/2027 council.

## 19. GENERAL DISCUSSION

Topics for discussion from the floor included:

**Exterior painting:** Council is aware this needs to be done, but it will be an expensive project (+\$100,000). Sherry asked for an informal “show of hands” to ask if it would be worth getting quotes. The answer seemed to be yes, so we will reach out to a few companies. Depending on the new depreciation report, this may be a special levy for next year; we don’t anticipate work being done until at least spring/summer 2027.

**Fence repairs:** The wooden fences are in the depreciation report and repairs/replacement are included in the 2026/27 repairs/maintenance budget.

Ken Y. (SL69) asked for some volunteers (4-5 people) to help with moving equipment for cleaning the parkade and other exterior areas. This will take a few hours of work between April and June this year. At least one person put up their hand and will connect directly with Ken.

Concerns were expressed about exhaust in the parkade due to excessive idling of vehicles (i.e., warming up), the cleanliness of the car wash area, and the garbage room (e.g., leaving bags of compost or recyclables on the floor when the bins are out, as well as plastic bags in the compost bins).

There was a draw for two “door prizes” each consisting of a one-night amenity room or guest suite rental. The winning tickets were SL57 and SL31.

## 20. TERMINATION OF MEETING

The 2026 Strata BCS 1676 annual general meeting was officially adjourned at 8:42 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.