



MINUTES OF EXTRAORDINARY GENERAL MEETING for Sanctuary Cove Principal Body Corporate GTP 202

Location of meeting: Meeting Room 1, Sanctuary Cove Body Corporate Services, Shop 1A,
Building 1, Masthead Way, Sanctuary Cove, QLD, 4212

Date and time of meeting: Thursday 30 May 2024 at 11:00 AM

Meeting time: 11:03am – 1:12pm

Chairperson: Cheryl McBride

ATTENDANCE

The following members were Present in Person at the meeting:

Lot 21 Mulpha Sanctuary Cove (Developments) Pty Limited – Mr Stephen Anderson

Lot 81 Mulpha Sanctuary Cove (Developments) Pty Limited – Mr Stephen Anderson

Lot 1701 Bauhinia GTP 1701 – Mr Richard Sherman

Lot 1702 Cassia GTP 1702 – Mr Peter Cohen

Lot 1703 Washingtonia GTP 1703 – Mr David Francis

Lot 1712 Livingstonia GTP 1712 – Mr Brian Earp

Lot 1769 Roystonia GTP 1769 – Mrs Simone Hoyle

Lot 1790 Araucaria GTP 1790 – Mrs Caroline Tolmie

Lot 2207 Plumeria GTP 2207 – Mr Nick Eisenhut

Lot 2504 Colvillia GTP 2504 – Mr Robert Nolan

Lot 107106 Schotia Island GTP 107106 – Mr Wayne Bastion

Lot 107217 Tristania GTP 107217 – Mr Mark Winfield

Lot 107278 Banksia Lakes GTP 107278 – Mr Andrew Brown

Lot 107353 Woodsia GTP 107353 – Mr Peter Hay

Lot 107360 Adelia GTP 107360 – Mr Gary Simmons

Lot 107434 Zieria GTP 107434 – Mr Hugh Martin

Lot 107399 Caladenia GTP 107399 – Mr Tony McGinty

Lot 107406 Corymbia GTP 107406 – Mrs Shawlene Nefdt

Lot 107442 Molinia GTP 107442 – Mrs Cheryl McBride

Lot 107488 Darwinia GTP 107488 – Mrs Jane Burke arrived @ 11:38am

Lot 107509 Alphitonia GTP 107509 – Mr Stephen Anderson

The following members present by Voting Paper and In Person:

Lot 21	Mulpha Sanctuary Cove (Developments) Pty Limited	Owner present (pre-voted)
Lot 81	Mulpha Sanctuary Cove (Developments) Pty Limited	Owner present (pre-voted)
Lot 1712	Livingstonia GTP 1712	Owner present (pre-voted)
Lot 1769	Roystonia GTP 1769	Owner present (pre-voted)
Lot 2207	Plumeria GTP 2207	Owner present (pre-voted)
Lot 107217	Tristania GTP 107217	Owner present (pre-voted)
Lot 107442	Molinia GTP 107442	Owner present (pre-voted)
Lot 107509	Alphitonia GTP 107509	Owner present (pre-voted)

The following members present by Voting Paper:

Lot 107045	Harpullia GTP 107045	Electronic vote
Lot 107128	Felicia GTP 107128	Electronic vote
Lot 107209	Alpinia GTP 107209	Electronic Vote

The following members were present by Proxy:

Nominee

Lot 83 Mr Mick McDonald

Representing

Mulpha Sanctuary Cove
(Developments) Pty Limited to Mr
Stephen Anderson

The following members were present by Proxy however unable to vote:

Present by Invitation:

Apologies:

Mr Michael Longes
Mrs Dianne Taylor
Mrs Jane Burke
Mr Stuart Shakespeare
Mr Nabil Issa
Mr Paul Kernaghan
Mr Mick McDonald

The following members were not financial for the meeting:

A Quorum was present
Nil Conflict of Interest
The Meeting was recorded.

The Acting Chairperson Cheryl McBride opened the meeting informing the Members Nominees that Justicia and Alyxia are no longer represented by Mulpha.

Motions

1	Approval of Previous General Meeting Minutes - 24th April 2024 (Agenda Item 5.1)	Ordinary Resolution
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Statutory Motion Submitted by Committee

Motion CARRIED.

RESOLVED That the Minutes of the PBC Extraordinary General Meeting held on 24th April 2024 be accepted as a true and correct record of the proceedings of the meeting.

Yes	18
No	2
Abstain	4

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Acacia				Fuschia			
Adelia			X	Harpullia	X		
Alphitonia	X			Justicia			
Alpinia	X			Livingstonia	X		
Alyxia				Molinia	X		
Araucaria	X			Plumeria	X		
Ardisia				Roystonia	X		
Banksia Lakes	X			Schotia Island	X		
Bauhinia		X		Tristania	X		
Caladenia	X			Washingtonia	X		
Cassia			X	Woodsia	X		
Colvillia			X	Zieria		X	
Corymbia	X			MSCD Lot 21 (S)	X		
Darwinia				MSCD Lot 81 (S)	X		
Felicia			X	MSCD Lot 83 (M)	X		

2	Amendment to the Secondary Thoroughfare By-Laws to control parking	Special Resolution
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Submitted by Committee

Motion did not pass

That the PBC authorises an amendment to the secondary thoroughfare by-laws in accordance with the attached document marked "Annexure A", a copy of which has been circulated with the agenda.

Yes	1346 73.83%
No	222 12.18%
Abstain	37 2.03%

218 LE not represented at the meeting

NOTE: Motion did not pass by special resolution. Motion will be resubmitted at next PBC EGM meeting.

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Acacia				Fuschia			
Adelia	X			Harpullia	X		
Alphitonia	X			Justicia			
Alpinia	X			Livingstonia	X		
Alyxia				Molinia	X		
Araucaria	X			Plumeria	X		
Ardisia				Roystonia	X		
Banksia Lakes	X			Schotia Island	X		
Bauhinia		X		Tristania	X		
Caladenia	X			Washingtonia	X		
Cassia	X			Woodsia	X		
Colvillia		X		Zieria		X	
Corymbia			X	MSCD Lot 21 (S)	X		
Darwinia				MSCD Lot 81 (S)	X		
Felicia	X			MSCD Lot 83 (M)	X		

3 The Members Nominees are permitted access to electronic documents requiring no additional labour. Ordinary Resolution

Submitted by Committee

Motion withdrawn from the floor of the meeting by the proposer

THAT the members' nominees of the Sanctuary Cove Principal Body Corporate are permitted access to electronic documents requiring no additional labour.

FURTHER THAT such files shall exclude those documents held to be commercially confidential, legally privileged, or sub-judice. Those documents that require retrieval of records from archives and extensive labour to search for the records as agreed will be charged at cost price. Requests may be accessed through the PBC EC.

Yes	0
No	0
Abstain	0

NOTE: Withdrawn as no mention of access to records 'free of charge'. Motion to be resubmitted at the next meeting in June 24.

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Acacia				Fuschia			
Adelia				Harpullia			
Alphitonia				Justicia			
Alpinia				Livingstonia			
Alyxia				Molinia			
Araucaria				Plumeria			
Ardisia				Roystonia			
Banksia Lakes				Schotia Island			
Bauhinia				Tristania			
Caladenia				Washingtonia			
Cassia				Woodsia			
Colvillia				Zieria			
Corymbia				MSCD Lot 21 (S)			
Darwinia				MSCD Lot 81 (S)			
Felicia				MSCD Lot 83 (M)			

4 Instruct PBC Shareholder Nominee re Removal of PTBC Nominee Director, Stephen Anderson, from the board of SCCSL. POLL VOTE

Submitted by MN for Cassia

Motion CARRIED.

THAT the SC PBC, as shareholders of SCCSL instruct their shareholder nominee, Stuart Shakespeare, to:

1. File a Notice of Intention with SCCSL to remove Stephen Anderson, via ordinary resolution, as a director of the company.
2. Requisition a general meeting of all shareholders (SC PBC and SC PTBC) for the purposes of considering and voting on the resolution (not less than 2 months after the Notice of Intention is communicated).

Yes	989 54.25%
No	406 22.27%
Abstain	232 12.73%

196 LE not represented at the meeting

NOTE: MN for Araucaria asked for motion to be withdrawn due to the legal advice from Clayton Utz. This was denied by a show of hands and a poll vote was called from Cassia MN.

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Acacia				Fuschia			
Adelia			X	Harpullia			X
Alphitonia		X		Justicia			
Alpinia	X			Livingstonia	X		
Alyxia				Molinia	X		
Araucaria		X		Plumeria	X		
Ardisia				Roystonia	X		
Banksia Lakes	X			Schotia Island	X		
Bauhinia	X			Tristania		X	
Caladenia		X		Washingtonia			X
Cassia	X			Woodsia	X		
Colvillia	X			Zieria	X		
Corymbia	X			MSCD Lot 21 (S)		X	
Darwinia	X			MSCD Lot 81 (S)		X	
Felicia	X			MSCD Lot 83 (M)		X	

6. Correspondence for Information

Emergency Management Plan:

- CM expressed that the EMP did not address the residents' concerns, focusing instead on employees. CM mentioned that WB (Schotia Island) and PC (Cassia) will volunteer to provide input for the EMP. They will collaborate with SF (Facilities Manager) and MT (Security Operations Manager).
- DSTG noted the council's procedures for emergency situations during severe weather conditions for residents. He is considering these procedures and will incorporate them into the EMP, considering the unique characteristics of Sanctuary Cove.

Sitewide Kerbside Irrigation:

- CM noted that certain areas in Sanctuary Greens (Zieria, Molinia and Darwinia) face the issues where irrigation has not been installed on PBC common property.
- GS pointed out that Adelia and Caladenia also lack kerbside/verge irrigation.
- CM mentioned that in these areas, residents are currently paying to irrigate the kerbside. It was a requirement for sign-off that irrigation be installed by the owner upon completion.
- DSTG indicated that a detailed Operations Plan will be distributed within a few weeks. Once A-Class water is operational, the matter will be addressed further.
- HM, GS, SN and JB will form a working group to estimate the amount paid by owners for irrigation.

Brief to Ian McCullough (lawyer) regarding s56:

- CM mentioned the challenges associated with amending s56, noting its complexity.
- CM shared feedback from McCullough, which, being in draft form, cannot be publicly distributed. The need for this advice arose due to the gazetted change in land use from golf to residential. The decision from the Minister was questioned and sought an appeal, which was rejected. The matter was then challenged to define what constitutes a recreational lot. Mulpha responded that it will be used for residential purposes. McCullough's advice is not to agree until the PBC is aware of PTBC's intentions. McCullough has drafted a letter for the PBC to the PTBC members, through their lawyers, seeking an explanation for their claim that the proposed amendment will protect the interests of the residential zone.

Expression of Interest in MN role for Alyxia:

- It was agreed by members, to allow a resident to be considered for MN for Alyxia after the closing date. CM advised reopening the expression of interest for Justicia as well.
- GS inquired about how many RBCs currently lack representation. Currently, Justicia, Alyxia, and Ardisia do not have a representative with an MN.
- PC asked if MNs who consistently miss meetings are being followed up. CM mentioned that MBC has communicated with them about this in the past.
- HM suggested that the Chairperson should contact the respective committee Chairpersons to inform that about the absence of the MN at meetings and consider whether the individual can still commit to their responsibilities.

Landscaping Contract:

- PC suggested a 1–2 page summary of changes would be helpful, rather than having to read the entire contract provided by DSTG.
- CM thanked SF for holding the recent informal meeting noting that it was both helpful and informative.

7. Correspondence for Action

Stormwater pipe damaged – 1858:

- CM advised this is to be addressed internally, DSTG will handle using the Complaints Policy.

Review of Boat Ramp Parking Policy:

- CM discussed the policy for boat ramp parking and emphasized the need to address and agree upon whether exemptions are to be approved.
- WB noted that over the past four weeks, boats, a motorhome, and a buggy have been parked at the boat ramp for extended periods, which violates the by-laws.
- PC mentioned that a recent request to pour a concrete slab outside of tradesman hours was granted by the PBC Chairperson, which directly breaches the by-laws.
- CT explained that in extreme circumstances like this one, consideration needs to be given, as there was no other option and the slab needed to be poured and completed simultaneously.
- DSTG advised he will halt any further exemptions from security moving forward unless approved for emergency circumstances.

8. Business Arising

8.1 - SC PBC Governance Review for discussion:

- CM mentioned it has been approximately 10 years since the last review of the restructure. Changes to the Administrative & Management Agreement are due by July 2025, as the current agreement expires in Oct 2025.
- SH advised that a brief document will be sent to the auditors for quotes. Constructive input will be sought from a working group with the auditors. Once a few quotes are obtained, they will be presented to the PBC for approval.

8.2 – Meeting with Hon David Crisafulli (DC):

- CM advised the meeting was useful and identified the lack of communication with MSCD. It was decided that David will write to MSCD requesting more information regarding the construction types, landscaping, etc.

8.5 – Remediate potential governance failures following SCCSL AGM:

- CM advised the company secretary has now been replaced.
- Motion for PTBC to Chair for the first year has been rescinded.

8.6 – PBC Motions – June 2024:

- Governance Review
- Budgets
- Unclaimed money
- Class A Water
- MNs’ access to information free of charge

8.8 – Website:

- DSTG advised that the information regarding login and passwords will be released this week. This information will be available on website and will replace SharePoint.
- PC inquired why the SC Facebook page hasn’t been attended to recently. DSTG explained that residents were not using this page, preferring the local page instead. DSTG mentioned that the website has a contract feature which sends an alert, allowing a staff member to respond to the resident’s inquiry.

8.10 – Investigation of process for a tow away facility in SC:

- DSTG mentioned the company is going over past legal advice regarding towing. CM advised to contact someone in Royal Pines to source how they set it up.

8.11 – Role description for In-House Legal Counsel:

- DSTG distributed a printout to MN in meeting.

8.12 – GCCC installation of traffic lights on Sickle Ave:

- DSTG advised he has been in communication with Councillor Naomi Fowler and his request has been submitted for review.

General Business:

- CM advised MN to send any pedestrian safety issues to DSTG for review.
- JS provided an update on StrataVote and requested that any teething issues be sent via email, so they can be flagged with StrataVote IT.
- GS recommended moving the start time of the EGMs to 10:00am due to the length of the meetings. A show of hands indicated support for this request.
- HM mentioned that issues such as irrigation are not identified in the budget. He questioned why the process involved going to RBC EGMs before the PBC. SA explained that the RBC must vote on the budgets before they are decided upon at the PBC. CM proposed that HM rework the process to create a better method for budget approvals, but HM declined the offer. SH advised that this issue would be added to the list of items for the governance review.

MEETING CLOSED at 1:12 PM

PBC

POLL VOTING CALCULATOR Motion 2 - ST Bylaw

MEETING DATE 30/05/2024

Motion 2

STAGE	LOTS	ENT	MEMBERS PRESENT	VP	PROXY	VOTE COUNT
s1	1	28	Michael Longes			
s2	2	41	Gary Simmons			
s2	3	39	Stephen Anderson	VP		
s2	4	75	Dianne Taylor	VP		
s2	5	46	No Rep at PBC		No Rep at PBC	
s2	6	55	No Rep at PBC		No Rep at PBC	
s1	7	98	Caroline Tolmie			
s2	8	50	Andrew Brown			
s1	9	92	Richard Sherman			
s2	10	31	Tony McGinty			
s1	11	116	Peter Cohen			
s1	12	104	Robert Nolan			
s2	13	37	Shawlene Nefdt			
s2	14	22	Jane Burke			
s2	15	48	Stuart Shakespeare	VP		
s2	16	19	Nabil Issa			
s1	17	76	Paul Kernaghan	VP		
s2	18	48	No Rep at PBC		No Rep at PBC	
s1	19	96	Brian Earp	VP		
s2	20	30	Cheryl McBride	VP		
s1	21	88	Nicholas Eisenhut	VP		
s1	22	65	Simone Hoyle	VP		
s2	23	113	Wayne Bastion			
s2	24	78	Mark Winfield	VP		
s1	25	115	David Francis			
s2	26	27	Peter Hay			
s2	27	26	Hugh Martin			
s1	28	110	Stephen Anderson	VP		
s2	29	20	Mick McDonald	Proxy SA		
s2	30	30	Stephen Anderson	VP		
	30	1823			3	0

UNFINANCIAL	ELIGIBLE TO VOTE	VOTING (LOTS)			POLL VOTE RESULTS				STD VOTE RESULTS				
		Yes	No	ABSTAIN	YES	NO	ABSTAIN	TOTAL	YES	NO	ABSTAIN	TOTAL	
	28												
	41	X			41				1				
	39	X			39				1				
	75	X			75				1				
	46												
	55												
	98	X			98				1				
	50	X			50				1				
	92		X			92				1			
	31	X			31				1				
	116	X			116				1				
	104		X			104				1			
	37			X			37				1		
	22												
	48	X			48				1				
	19												
	76	X			76				1				
	48												
	96	X			96				1				
	30	X			30				1				
	88	X			88				1				
	65	X			65				1				
	113	X			113				1				
	78	X			78				1				
	115	X			115				1				
	27	X			27				1				
	26		X			26				1			
	110	X			110				1				
	20	X			20				1				
	30	X			30				1				
0	1823	0	0	0	1346	222	37	1605	20	3	1	24	
0					73.83%	12.18%	2.03%		83.33%	12.50%	4.17%		

SUMMARY			
TOTAL MEMBERS AT MEETING		27	
TOTAL MEMBERS ELIGIBLE TO VOTE		27	
LOTS PRESENT AT MEETING		1823	
TOTAL MEMBERS ELIGIBLE TO VOTE		1823	
TOTAL ENTITLEMENTS ELIGIBLE TO VOTE		1823	
YES	1346	73.83%	
NO	222	12.18%	
ABSTAIN	37	2.03%	
	1605	88.04%	
NO VOTE ENT	0	0.00%	

POLL SPECIAL DISSENT
CARRIED **FAILED** **FAILED**

Motion 4 - Cassia

STAGE	MEMBERS PRESENT	VP	PROXY	VOTE COUNT
s1	1 Acacia	1	28	1.54%
s2	2 Adelia	1	41	2.25%
s2	3 Alphitonia	1	39	2.14%
s2	4 Alpinia	1	75	4.11%
s2	5 Alyxia	1	46	2.52%
s2	6 Ardisia	1	55	3.02%
s1	7 Araucaria	1	98	5.38%
s2	8 Banksia Lakes	1	50	2.74%
s1	9 Bauhinia	1	92	5.05%
s2	10 Caladenia	1	31	1.70%
s1	11 Cassia	1	116	6.36%
s1	12 Colvillia	1	104	5.70%
s2	13 Corymbia	1	37	2.03%
s2	14 Darwinia	1	22	1.21%
s2	15 Felicia	1	48	2.63%
s2	16 Fuschia	1	19	1.04%
s1	17 Harpullia	1	76	4.17%
s2	18 Justicia	1	48	2.63%
s1	19 Livingstonia	1	96	5.27%
s2	20 Molinia	1	30	1.65%
s1	21 Plumeria	1	88	4.83%
s1	22 Roystonia	1	65	3.57%
s2	23 Schotia Island	1	113	6.20%
s2	24 Tristania	1	78	4.28%
s1	25 Washingtonia	1	115	6.31%
s2	26 Woodsia	1	27	1.48%
s2	27 Zieria	1	26	1.43%
	28 MSCD	1	110	6.03%
	29 MSCD	1	20	1.10%
	30 MSCD	1	30	1.65%
	30	1823		

MEMBERS PRESENT	VP	PROXY	VOTE COUNT
Michael Longes			
Gary Simmons			
Stephen Anderson	VP		
Dianne Taylor	VP		
No Rep at PBC		No Rep at PBC	
No Rep at PBC		No Rep at PBC	
Caroline Tolmie			
Andrew Brown			
Richard Sherman			
Tony McGinty			
Peter Cohen			
Robert Nolan			
Shawlene Nefdt			
Jane Burke			
Stuart Shakespeare	VP		
Nabil Issa			
Paul Kernaghan	VP		
No Rep at PBC		No Rep at PBC	
Brian Earp	VP		
Cheryl McBride	VP		
Nicholas Eisenhut	VP		
Simone Hoyle	VP		
Wayne Bastion			
Mark Winfield	VP		
David Francis			
Peter Hay			
Hugh Martin			
Stephen Anderson	VP		
Mick McDonald	Proxy SA		
Stephen Anderson	VP		
		2	0

UNFINANCIAL	ELIGIBLE TO VOTE	VOTING (LOTS)			POLL VOTE RESULTS				STD VOTE RESULTS				
		Yes	No	ABSTAIN	YES	NO	ABSTAIN	TOTAL	YES	NO	ABSTAIN	TOTAL	
	41			X			41				1		
	39		X			39				1			
	75	X				75				1			
	98		X			98							
	50	X				50				1			
	92	X				92				1			
	31		X			31					1		
	116	X				116				1			
	104	X				104				1			
	37	X				37				1			
	22	X				22				1			
	48	X				48				1			
	76			X				76				1	
	96	X				96				1			
	30	X				30				1			
	88	X				88				1			
	65	X				65				1			
	113	X				113				1			
	78		X			78					1		
	115			X				115				1	
	27	X				27				1			
	26	X				26				1			
	110		X			110					1		
	20		X			20					1		
	30		X			30					1		
0	1627	0	0	0	989	406	232	1627	15	6	3	24	
					54.25%	22.27%	12.73%		62.50%	25.00%	12.50%		

SUMMARY			
TOTAL MEMBERS AT MEETING		27	
TOTAL MEMBERS ELIGIBLE TO VOTE		27	
LOTS PRESENT AT MEETING		1627	
TOTAL MEMBERS ELIGIBLE TO VOTE		1627	
TOTAL ENTITLEMENTS ELIGIBLE TO VOTE		1627	
YES	989	54.25%	
NO	406	22.27%	
ABSTAIN	232	12.73%	
	1627	89.25%	
NO VOTE ENT	196	10.75%	

POLL SPECIAL DISSENT
CARRIED **FAILED**