

SANCTUARY COVE PRINCIPAL BODY CORPORATE GTP 202

A part of the Sanctuary Cove Resort Community



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

Location of meeting: Shop 1A, Building 1, Masthead Way, Sanctuary Cove, QLD, 4212
Date and time of meeting: Thursday, 26 March 2026 at 9:00 AM
Meeting time: 9.00am – 10.14am
Chairperson: Mr Brian Earp

ATTENDANCE

The following Members Nominees (MNs) were present In Person at the meeting:

GTP 1701	Bauhinia Body Corporate	Mrs Dianne Taylor
GTP 1702	Cassia Body Corporate	Mr Peter Cohen
GTP 1703	Washingtonia Body Corporate	Mr David Francis
GTP 1712	Livingstonia Body Corporate	Mr Brian Earp
GTP 1769	Roystonia Body Corporate	Mrs Simone Hoyle
GTP 107509	Alphitonia Body Corporate	Mr Stephen Anderson
GTP 107106	Schotia Island Body Corporate	Mr Lee Uebergang
GTP 107128	Felicia Body Corporate	Mr Malcolm Jackman
GTP 107209	Alpinia Body Corporate	Ms Caroline Brisebois
GTP 107217	Tristania Body Corporate	Mr David Nelson
GTP 107353	Woodsia Body Corporate	Mr Peter Hay
GTP 107360	Adelia Body Corporate	Mr Gary Simmons
GTP 107374	Zieria Body Corporate	Mr Hugh Martin
GTP 107399	Caladenia Body Corporate	Mr Tony McGinty
GTP 107488	Darwinia Body Corporate	Mr Anthony Curtis

The following Members Nominees (MNs) were present In Person at the meeting and held proxies:

Nominee	Representing
Stephen Anderson	Lot 21 - Mulpha Sanctuary Cove (Developments) Pty Limited
Nominee	Representing
Stephen Anderson	Lot 81 - Mulpha Sanctuary Cove (Developments) Pty Ltd
Nominee	Representing
Stephen Anderson	Alphitonia GTP 107509

The following Members Nominees (MNs) were present In Person at the meeting and by Electronic Vote:

GTP 107406	Corymbia Body Corporate	Mrs Suzanne Ledger
GTP 2207	Plumeria Body Corporate	Mr Nick Eisenhut

The following Members Nominees (MNs) were present by Electronic Vote:

GTP 107442	Molinia Body Corporate	Electronic vote
GTP 107456	Alyxia Body Corporate	Electronic vote
GTP 107045	Harpullia Body Corporate	Electronic vote
GTP 107053	Acacia Body Corporate	Electronic vote
GTP 1790	Araucaria Body Corporate	Electronic vote
GTP 2504	Colvillia Body Corporate	Electronic Vote
Lot 83	Mulpha Sanctuary Cove (Developments) Pty Limited	Electronic Vote

Present by Invitation:

- Mrs Cheryl McBride - PBC Secretary (Non-voting)
- Mrs Cassie McAuliffe – General Manager (SCCSL GM)
- Mrs Brogan Watling – In-house Counsel
- Mr Matthew James – Body Corporate Manager & Minute Taker
- Mrs Tamara Jones – Office Manager & Minute Taker

Apologies:

- Mr Peter Game – MN for Molinia GTP 107442
- Mrs Maxine Monroe – MN for Araucaria GTP 1790

1. The Chairperson advised that a quorum was represented and declared the meeting open at 09:00AM in accordance with Schedule 2, Part 2 of the Building Units and Group Titles Act 1980.
2. The following members were not financial for the meeting: **Nil**
3. The Meeting was recorded: **Yes**
4. Conflict of Interest: **Nil**

The Secretary raised a matter concerning the approval granted at EC level to further extend the FTTH agreement at their meeting on 12 March 2026. It was noted that the motion had been incorrectly worded and should have read as a recommendation to the PBC for approval.

Accordingly, an EGM is to be called for Thursday, 2 April 2026, with notice to be distributed this afternoon. Members are welcome to attend, however it was noted that the meeting will be confined to the matter of the FTTH agreement extension. Members may choose to vote electronically.

Motions

1	Approval of Previous General Meeting Minutes - 26 February 2026	Ordinary Resolution
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Statutory Motion Submitted by Chairperson

Motion CARRIED

THAT the Minutes of the PBC Extraordinary General Meeting held on 26 February 2026 be accepted as a true and correct record of the proceedings of the meeting.

Yes	20
No	0
Abstain	6

- The MN for Zieria advised that their vote on Motion 9 had been incorrectly recorded as an abstention, the correct vote was "Yes".

Action: The minutes are to be updated accordingly.

- Discussion regarding transparent voting ensued and it was noted that, moving forward, transparent voting will be encouraged on high-level matters to ensure any issues are identified and addressed at the time of the meeting.

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

Submitted by Chairperson

Motion CARRIED

THAT the PBC authorises an amendment to the Shareholders Agreement dated 4 November 2019 and varied by way of Deed of Variation dated 19 August 2025, generally in accordance with the terms in the document marked "Annexure A", a copy of which has been circulated with the agenda.

Explanatory note:

*The PBC, PTBC and Sanctuary Cove Community Services Limited (the **Company**), are parties to the Shareholders Agreement dated 4 November 2019 and varied by way of Deed of Variation dated 19 August 2025 (the **SHA**). All parties previously agreed to amend the SHA to reduce the number of PTBC Nominee Directors on the Board of the Company, conditional upon a suitably worded Deed of Variation being presented and entered into that reflected the proposal of Stephen Anderson dated 15 August 2025. The PBC voted on that matter on 25 September 2025.*

The Deed of Variation proposes an amendment to clauses 5.5 and 5.5A of the SHA.

The Deed of Variation will also require approval by the Board and the PTBC for it to take effect.

Yes	24
No	1
Abstain	1

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

Submitted by Chairperson

CARRIED

THAT the PBC authorises various amendments to the Residential Zone Activities By-Laws in accordance with the document marked “Annexure B”, a copy of which has been circulated with the agenda.

Yes	1651
No	0
Abstain	0

Explanatory note:

In August 2025, the PBC authorised the engagement of Chambers Russell Lawyers to advise on and draft appropriate Residential Zone Activities By-laws (RZABLs) to address the concerns relating to RZABL 3.1 and 4.4, and to draft a new RZABL to address the mooring of vessels. The explanatory note accompanying that motion, set out the reason these amendments were required. The proposed amendments from Chambers Russell were circulated in the November PBC agenda. The matter was put to vote at the PBC EGM in December. However, the motion was withdrawn to permit an extended consultation period.

Following the consultation period, a total of 12 responses were received on behalf of RBCs. Those responses were considered and some of the proposed amendments were adopted.

Some of the responses proposed amendments to other RZABLs that Chambers Russell was not asked to review. Where those amendments were minor and related to spelling or grammar, they were incorporated. However, any proposed amendments that related to a change in substance to a by-law that was not RZABL 3.1, 4.4 or 4.18, have been noted and will be considered in a future review to hopefully occur in the near future.

- It was proposed to establish a RZABL Working Group (Phase 2) to review the RZABLs in their entirety, noting that feedback from Phase 1 - which focused on three specific by-laws - was broader in scope than anticipated. The Members Nominee for Corymbia volunteered to assist, with others still considering.
Action: MNs to communicate to the Secretary their preparedness to volunteer as members of a RZABL working group.
- Discussion followed regarding moorings and the properties to which the RZABLs apply.
Action: In-House Legal Counsel advised that a review of waterfront properties will be undertaken to provide affected RBCs with guidance on applicable lot boundaries.

NOTE – Poll vote called by MN for Roystonia (Lot entitlements without votes – 172).

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

Submitted by Chairperson

**WITHDRAWN
by Chairperson**

THAT the PBC considers and determines the Claim for Monies Owed submitted by the owner of Lot 96, Washingtonia (4680 The Parkway), in the amount of \$945.00, relating to excess water consumption resulting from a leak on the water pipe servicing the shared owners' pontoon, based on the supporting documentation provided.

Yes	0
No	0
Abstain	0

- The motion was withdrawn by the Chairperson and will be resubmitted at the next PBC EC Meeting, as required under the recently approved GLG Terms of Reference.

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

Correspondence for Information

CFI 3. Dogs Off-Leash

- A request was made that specific peak times be noted in the response to the City of Gold Coast.
Action: Secretary to respond to GCCC CEO.
- The SCCSL GM advised that a procedure for implementation of breach and referral notice is in draft and will aim to have this tabled at the next PBC EC meeting for feedback.

CFI 9. MIPs

- An action item recorded in the previous minutes had not been carried over to the MIPs for the Sanctuary Greens Project.
Action: MIPs to be updated to include CFA 2.

CFI 10. MoU

- The SCCSL GM provided background information and advised that she would present the MoU to the Hotel for review.
- The GLG leader raised the Sanctuary Cove website app and circulated instructions for downloading, requesting that Members Nominees test the app and identify any issues within the next two weeks prior to its launch to the broader community. It was noted the website will serve as the repository for key documents.

General Business

1. MSCD Development Meeting

- A meeting was held with PTBC and MSCD to discuss irrigation and services for new areas, with concerns noted regarding PBC responsibility.

Action: The Facilities Services Manager to provide a Resort-wide irrigation Master Plan to identify location of irrigation lines.

- Feedback from the meeting for the Sanctuary Greens MNs advised that the irrigation project is currently in the investigation stage to ascertain existing infrastructure.

2. Draft Stage 1 DCBLs

- Stuart Shakespeare and Alan Lock have completed their review, and the PBC extends its thanks to both for their considerable efforts. Stage 1 DCBLs are to be circulated to Members Nominees shortly for feedback, with a view to presenting them at the April PBC EGM for approval.

Action: Tomorrow, MNs will receive a copy of the draft Stage 1 DCBLs accompanied by a timeframe for the consultation process

3. Village Gate

- Responsibility for the condition of the Village Gate adjacent areas was questioned, noting the right-hand side is of particular concern. Currently this property belongs to the PTBC.

Action: The PBC Nominee to the PTBC to raise this matter at PTBC level.

4. Business Continuity Plan

- Concern was raised regarding the potential impact of fuel and oil shortages on services such as landscaping, rubbish collection and general staffing, querying what contingencies are in place given the current climate.
- The SCCSL GM advised that the Company has engaged with various contractors on this matter.

Action: The SCCSL GM is to consider a PBC risk assessment and Business Continuity Plan. The Members Nominee for Felicia indicated a willingness to assist in this regard.

5. Condition of Sanctuary Cove Village

- Disappointment was expressed regarding the presentation of the Village during the WPGA Festival of Golf, specifically noting the scaffolding associated with the ongoing awning project and the sinkhole at the roundabout.
- The MSCD Representative advised that the awning project had been scheduled for completion prior to the event but was unfortunately not achievable within that timeframe. The sinkhole was an unforeseen incident.

Motions for April EGM

- PBC EC Governance
- Stage 1 DCBLs

There being no further business, the Chairperson declared the **meeting closed at 10.14am.**