March 26, 2007

To All Owners Monte Carlo Strata Plan VR 1595



## Annual General Meeting - Wednesday, April 18th , 2007

ASSET MANAGEMENT GROUP (B.C.) INC.

We are pleased to advise that your Annual General Meeting has been called for Wednesday, April 18th, 2007.

PROPERTY & ASSET MANAGEMENT

Please find enclosed the Notice of Meeting together with an Agenda, a Proxy Form and other information, which you should bring with you to the meeting for reference.

COMMERCIAL SALES & LEASING

We look forward to seeing you at the meeting which we strongly urge you to attend. You will also be electing a new strata council to represent you for the next year and also it is a good opportunity to meet other owners and find out more about your strata corporation.

SYNDICATION & CONSULTING SERVICES

If you are not able to attend the Annual General Meeting, you can leave your proxy with another owner, with a member of the Strata Council or you can fax it to York West (604) 267-6397, or e-mail it to <a href="mailto:dianic@yorkwest.com">dianic@yorkwest.com</a> and your proxy will be given to a Strata Council member. Please note that the Property Manager cannot hold a proxy for an owner.

FACILITIES MANAGEMENT

If you require further information or assistance regarding the foregoing or attached, please do not hesitate to contact me.

British Columbia #430 - 1200 W 73rd Avenue Vancouver, B.C. V6P 605 Phone: (604) 267-6399 Pag. (604) 267-6397

Yours truly,

YORK WEST ASSET MANAGEMENT (BC) INC.

Dali Janic

Strata Property Manager

On Behalf of the Strata Corporation

Monte Carlo VR 1595

## PLEASE BRING THIS NOTICE TO THE MEETING

MEMO TO: The Owners, Strata Plan VR-1595

March 26, 2007

FROM:

York West Asset Management Group (BC) Inc.

york: west #430-1200 West 73rd Avenue, Vancouver, BC, V6P 6G5

Tel: (604) 267-6399 Fax: (604) 267-6397

TAKE NOTICE THAT an ANNUAL GENERAL MEETING of Strata Plan VR 1595 will be held:

DATE & TIME:

Wednesday, April 18th, 2007 at 7:00.pm (Registration at 6:45p.m.)

LOCATION:

Suite 101-Tentative - 985 West 10th Avenue, Vancouver

In accordance with the Schedule of Bylaws, for The Owners', Strata Plan VR-1595, Division 5, Section 29, Clause 7, if the Strata Corporation is entitled to register a lien against a strata lot under Section 116(1) of the Strata Property Act then the owner of that strata lot is not eligible to vote.

If you are uncertain of the status of your account, please contact our office during regular office hours, Monday to Priday 9:00 a.m. to 4:30 p.m., as only cash, money order or a certified cheque for the entire outstanding amount will be accepted at the meeting.

Owners may be represented by proxies - a blank proxy is provided for your convenience. A spouse who is not registered on title MUST have a proxy authorization in order to vote.

#### <u>AGENDA</u>

- 1. Registration
- 2. Call to Order
- 3. Quorum Report
- 4. Election of person to chair the meeting, if necessary
- 5. Proof of Notice
- 6. Approval of Agenda
- 7. Approval of AGM Minutes of February 28th, 2006
- 8. Reports of Council / Committee Activities
- 9. Report on Insurance Coverage Section 154
- 10. Consideration of the 2007 Operating Budget
- 11. New Business
  - a. Resolution 'A' (Proposed Levy of \$17,000.00 for Garage Repair and Maintenance Repair )

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- b. Owners' New Business, if any
- 12. Resignation and Election of Strata Council
- 13. Adjournment

## IN ACCORDANCE WITH THE STRATA PROPERTY ACT, THE FOLLOWING PROVISIONS APPLY TO PROCEEDINGS AT ANY ANNUAL OR SPECIAL GENERAL MEETINGS.

## Strata Property Act

### SBC Chap.43

## Section 48 (2) & (3) - Quorum for annual or special general meeting

- (2) Subject to the bylaws, a quorum for an annual or special general meeting is:
  - (a) eligible voters holding 1/3 of the strata corporation's voters, present in person or by proxy, or
  - (b) if there are fewer than 4 strata lots or fewer than 4 owners, eligible voters holding 2/3 or the strata corporation's votes, present in person or by proxy.
- (3) If a quorum has not been achieved within ½ hour of the start time of the meeting, the meeting must adjourn to a date exactly one week from the scheduled date with the same start time; at which time the owners in attendance, either in person or by proxy, ½ hour after the start time of the meeting shall be considered a quorum.

### Section 56 (2), (3) & (4) - Proxies

- (2) A document appointing a proxy:
  - (a) must be in writing and be signed by the person appointing proxy,
  - (b) may be either general or for a specific meeting or a special resolution, and
  - (c) may be revoked at any time
- (3) Subject to the regulations, any person may be a proxy except the strata manager or other employee of the strata corporation.
- (4) A proxy stands in the place of the person appointing the proxy, and can do anything that person can do, including vote, propose and second motions and participate in the discussion, unless limited in the appointment document.

## Section 1 - Definitions and interpretation

"unanimous vote" means a vote in favour of a resolution by all the votes of all the eligible voters.

"majority vote" means a vote in favour of a resolution by more than 1/2 of the votes cast by eligible voters who are present in person or by proxy at the time the vote is taken and who have not abstained from voting.

"3/4 vote" means a vote in favour of a resolution by at least 3/4 of the votes cast by eligible voters who are present in person or by proxy at the time the vote is taken and who have not abstained from voting.

## MINUTES OF THE ANNUAL GENERAL MEETING OF STRATA PLAN VR-1595

HELD:

Wednesday, April 18, 2007 at 7:00pm at #101-985 West Broadway, Vancouver, BC.

PRESENT:

Nine (9) owners in person or by proxy, as per the registration sheet.

AGENT:

Dali Janic, York West Management

#### **QUORUM REPORT**

As the quorum requirement of the Strata Property Act was met, the meeting was called to order at 7:00 pm, at which time nine (9) owners were present in person. It was moved and seconded to allow owners present at the meeting and who are in arrears in their strata lot account should be allowed to vote.

MOTION CARRIED

#### **ELECTION OF MEETING CHAIR**

It was moved and seconded to appoint Dali Janic of York West Management to chair the meeting. A vote was taken, resulting in all owners being in favour of the motion.

MOTION CARRIED

#### PROOF OF NOTICE

It was moved and seconded to accept the Notice, dated March 26<sup>th</sup>, 2007, as proper notice for the April 18<sup>th</sup>, 2007 Annual General Meeting. A vote was taken, resulting in all owners being in favour of the motion.

MOTION CARRIED

#### APPROVAL OF AGENDA

It was moved and seconded to approve the agenda as presented in the Notice dated February 11th, 2005. A vote was taken, resulting in all owners being in favour of the motion.

MOTION CARRIED

#### APPROVAL OF AGM MINUTES

Strata Council noted that previous minutes did not correctly indicate names of the Strata Council members that where elected, it was moved and seconded to adopt the Minutes of the Annual General Meeting dated February 28th, 2006 as amended. A vote was taken, resulting in all owners being in favour of the motion.

MOTION CARRIED

#### INSURANCE CERTIFICATE

As per the requirements of the Strata Property Act, proof of insurance in the form of a copy of the Strata Corporation's Insurance Certificate was provided to the owners as an attachment to the Notice dated March 26th, 2007. The owners were advised to ensure that they had personal coverage for all in-suite improvements and betterments. It was therefore moved and seconded to contirm that an insurance certificate was circulated to all owners as proof that the building is properly insured. A vote was taken, resulting in all owners being in favour of the motion.

MOTION CARRIED

RESOLUTION 'A' - 34 Vote

It was moved and seconded to place Resolution 'A' on the floor for discussion. The Agent read Resolution 'A' to the owners as follows:

Be it resolved, in compliance with section 108 of the Strata Property Act, that a resolution be passed by way of a ½ vote of a quorum of the Owners of Strata Plun VR-1595, that the Owners authorize a special levy for a total amount of \$5,500.00 for the purpose of replacing the garage door and updating the December 2005 McArthur Vantell building envelope maintenance report. Such funds shall be charged upon the owners in proportion to the unit entitlement of their respective strata lots (see attached payment schedule). This special levy shall be assessed on April 18<sup>th</sup>, 2007 and is due and payable in one payment on May 1<sup>rd</sup>, 2007. If payment is not received by the 15<sup>th</sup> of the month the levy is due, a fine of \$50.00 shall be assessed to the affected strata account for each month the levy remains outstanding.

It was moved and seconded to approve Resolution 'A' as presented. A vote was taken, resulting in all owners being in favour of Resolution 'A'.

MOTION CARRIED

#### RESOLUTION 'B'

It was moved and seconded to place Resolution 'C' on the floor for discussion. The Agent read Resolution 'C' to the owners as follows:

Be it resolved, in compliance with section 21 of the Strata Property Act, that a resolution be passed by way of a majority vote of a quorum of the Owners of Strata Plan VR-1595, that the Owners approve the proposed budget for the 2007-2008 fiscal year, commencing February 1st, 2007 and completing January 31st, 2008.

It was moved and seconded to approve Resolution 'B' (the proposed budget) as presented. A vote was taken, resulting in all owners being in favour of Resolution 'B'.

MOTION CARRIED

#### NEW BUSINESS

There was a general discussion regarding various issues including:

- Gas Consumption: Due to the substantial increase in the gas prices, a suggestion was made that
  owners cease from utilizing their gas fireplaces between the months of November and April as a
  way to cut gas costs.
- 2) Owners List: A request was made that an owners' list be circulated to all owners. As all owners agreed to this request, a copy of the owners' list will be attached to these minutes.
- 3) Front Gate: It was reported that the spring gate requires repairs to the spring and the hydraulies. An owner also suggested that plexi-glass be installed on the gate on the east side to prevent someone reaching through the gate to the handle. Permania will take care of these two issues.
- 4) Dryer Vents: Cleaning of the dryer vents from inside and outside will be schedule for next month. All owners will be advised in advance.
- 5) Washer Hoses: All washer hoses should be replaced with new hoses. All owners need to report to the Strata Council members if hoses have been changed.
- 6) Building Cleaning/Maintenance: Several owners expressed their dissatisfaction with cleaning of the building with the present maintenance person. Property Manager will contact the cleaner and have these issues addressed.

#### RESIGNATION AND ELECTION OF STRATA COUNCIL

The Agent thanked the outgoing Council for all their efforts and time spent on Strata Corporation's affairs over the past year. Nominations were then taken for the new Strata Council, resulting in the following nominees:

Lynda McBurney	#101
Deborah Diego	#104
Brad Curran	#103
Craig Williams	#302
Chris Toombs	#304
Michael Dill	#302

As there were no further nominees and all nominees agreed to stand, the above owners were elected by acclamation. The Council members were then elected to the following Council positions:

Chris Toombs	#304	President
Craig Williams	#302	Vice President
Brad Curran	#103	Treasurer

As there was no further business to discuss, the meeting was adjourned at 8:30 pm.

## York West Asset Management Group (BC) Inc.

#430-1200 West 73rd, Avenue Vancouver, BC, V6P 6G5 TEL: (604) 267-6399 FAX: (604) 267-6397

Please Note: Real Estate Regulations requires that a vendor must provide purchasors with copies of Strata minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon a seven (7) day advance order from York West Management Inc.



104 - 2331 Margote Avenue, Port Coquitlam, BC V3C 2A1 Tel: 604-944-1700 Fax: 604-944-1734 1322 Johnston Road, White Rock, BC V4B 3Z2, Tel: 604-531-1020 Fax: 604-531-2031 Tel! Free: 1-800-665-3310 Website - www.coastalinsurance.com - e-mail: info@coastalinsurance.com

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## COASTAL INSURANCE SERVICES LTD

104 - 2331 Margole Avenue, Port Coquitiam, BC V3C 2A1 Tel: 604-944-1700 Fax: 604-944-1734 .

1322 Johnston Road, White Rock, BC V4B 3Z2 Tel: 604-531-1020 Fax: 604-531-2031

Tolt Free: 1-800-665-3310 Website --www.coastalinsurance.com - e-mail: info@coastalinsurance.com

## SCHEDULE OF PARTICIPATING INSURERS

#### For The Owners of Strata Pian VR 1595 Policy # CVR 1595

Term: 11/30/07 to 12/31/08 (mm/dd/yy) 12:01 a.m. Standard Time:

Insurer	Coverage	%		Limit (\$)
Aviva Insurance Company of Canada	Property Rents	35		700,000
Axa Pacific Insurance Company	Property Rents	35 .		700,00
Royal and Sun Alliance Insurance Company of Canada	Property Rents	30		600,00
Aviva Insurance Company of Canada	Liability	100	8 8	5,000,00
Aviva Insurance Company of Canada	Directors & Officers Liability	100		2,000,00
Aviva Insurance Company of Canada	Employee Dishonesty – Form A	100		00,01
Aviva Insurance Company of Canada	Comprehensive Dishonesty, Disappearance and Destruction	100		5,00
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XL Insurance Company Ltd.	Pollution & Remediation Legal Liability	100		1,000,00
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## INFORMATION BULLETIN

## WHAT TO DO IN THE EVENT OF LOSS

We hope that nothing ever happens to you that causes you to have an insurance claim, but if you do, we're here for you. At Coastal we have a full time Claims Manager in our office to guide you through those difficult times, and to help you with how to present your claim.

Your insurance policy provides protection for a wide range of occurrences that can happen to your property. There are, of course, some items and some perils that are not covered no matter how broad your coverages. The Insurers and you, the Insured, have certain legal responsibilities to carry out in the event of a loss. The following information will assist in providing you with fast and efficient claims service.

- (A) When a loss occurs your first duty is to take all immediate steps necessary to be sure that no further loss occurs. Proceed in a manner as if no insurance existed as far as preventing further damage is concerned.
- (B) Organize the details of the loss for reporting time, date, location, type of loss, witnesses if any, phone numbers of people to contact on site and so on.
- (C) Call your Property Manager so they can report the claim to us. This will also allow your Property Manager to keep a record of all of the details on behalf of your Strata Corporation. If you have an after hours emergency and for any reason cannot reach your Property Manager, please contact SCM Adjusters Canada Ltd. at 1-866-55-COAST (1 866 552 6278).
- (D) Don't start any repairs of the resultant damage until you have directions on how to proceed. If you do start repairs without that prior approval the Insurers could deny your claim. The Insurer has a legal right to view damage before repairs are started.
- (E) If the damage happens to be caused by toilet tank rupture, be sure and save the tank. There is a possibility that it's one of the many faulty tanks that were manufactured and your Insurer may be able to recover for you – including your deductible.

If a third party suffers a bodily injury or damage to their property, this may become a liability claim. Please report the details of the incident to your Property Manager, even if you don't think that the Strata is in any way responsible. Don't accept any responsibility to the claimant that's for the Adjuster or the Courts to decide. If you receive a writ claiming for damages or compensation, please forward this to your Property Manager immediately.

If your Strata owns any "Contents" such as furniture, appliances, paintings, exercise equipment, tools or similar items, we suggest that you do an inventory of these items, take some pictures and keep these with any receipts that you have for these purchases. This will help you to prove your loss and it will speed up the settlement of your claim.

\*\*DON'T LEAVE ITEMS IN YOUR VEHICLE TO BECOME TARGETS OF THEFT\*\*



## COASTAL INSURANCE SERVICES LTD.