



Prudential Estates (RMD) Ltd.  
SALES & PROPERTY MANAGEMENT  
7320 Westminster Highway  
Richmond, B.C. V6X 1A1  
Telephone: (604) 273-1745  
Fax: (604) 273-9021

**TO ALL OWNERS/TENANTS**  
**PLEASE MAKE SURE YOU PURCHASE PERSONAL INSURANCE COVERAGE FOR**

**Personal belongings-Additional Living Expenses/& Upgrades to your Strata Lot**

Your Strata Corporation insurance does not cover

**1. Personal Belongings-Additional Living Expenses**

It is extremely important that Owners know that the Insurance Policy for the Strata Corporation **does not cover your personal belongings in case of a loss**. If your personal belongings are damaged as a result of water escape or fire or sewer back up, only your own **PERSONAL CONDOMINIUM OWNERS INSURANCE** will cover your **personal losses**. Each Owner and Tenant should purchase insurance coverage for his or her belongings. "Additional Living Expenses" should also be added to your personal policy in case you may need to live somewhere else like a hotel room while the strata lot is being repaired.

**2. Upgrades to Your Strata Lot (Anything not put in your strata lot by the Developer)**

Owners must ensure they are covered personally for any upgrades the Owner may have added like laminate/hardwood flooring etc. to the interior of the strata lot since it was new. The strata policy does NOT cover upgrades.

**3. Strata Deductible – Negligence**

Your personal policy should also include a "strata deductible" section in case an Owner or Tenant caused the damage. **Personal Condominium/Owners Policies** offer a **Strata Deductible**, which then reimburses the deductible imposed by the Strata Corporation on the unit owner due to a claim caused by the Owner or the Tenant. Sometimes this deductible is built into the insurance package and other times it is offered as **optional coverage** for an additional premium. It is recommended to review the amount of available insurance coverage for the "Strata Deductible" (You may want to check with your Insurance broker). Please refer to your most recent Notice of Annual General Meeting to obtain a copy of the **Strata Corporation's insurance coverage**.

*Example: If an Owner overflows a sink or a bathtub etc. and the Strata Council finds that the owner or tenant was the cause of the resulting damages, the Strata Council can sue the Owner for the insurance deductible. This amount can be several thousands of dollars.*

**4. Other – Repairs and Maintenance within a strata lot**

Owners must make sure that they keep everything **within their strata lot** in good working order and in good condition to prevent a water escape etc. This includes but is not restricted to dishwashers, washers, refrigerators with ice makers, garburators, toilets, sinks, bathtubs, water filters, hot water tanks and any copper pipes or taps and fixtures located within the strata lot, or from any alterations done by the Owner or previous owner to the strata lot etc. Owners should make sure **cold and hot water shut off valves work properly etc.** Owners may wish to consider employing a professional contractor to carry out regular inspections and maintenance of these in suite items.

We encourage Owners/Tenants to review this notice with their insurance broker to ensure they have adequate coverage. Century 21 has arranged with BFL Canada to provide a "Regal Cover Policy" for our strata owners, if they so chose, BFL's "Regal Cover" minimizes the coverage gaps between the Strata Corporations insurance and the needs of our Strata Owners and Tenants that may not have coverage, or may wish to compare coverage's (see attached brochure and application) or call (604) 669-9600 and ask for "The Regal Cover" Representative.

C060227.BFL



**COUNCIL MEETING OF STRATA PLAN LMS 2379 HELD OFF SITE ON THURSDAY,  
JANUARY 11, 2007 AT 6:45 PM IN VANCOUVER, BC**

**PRESENT:**

Scott Venn	President	#204 – 675
Will Ali	Treasurer	#205 – 685
Susan Cullen	Secretary	#106 – 655
Alasdair Macleod	MAL	#206 – 665
Donna Ashman	MAL	#102 – 675

**ALSO IN ATTENDANCE:** Bill Blackall, General Manager  
Century 21 Prudential Estates (Rmd) Ltd.  
Judy Dudlets, Administrative Assistant

**1. CALL TO ORDER:**

Council President, Scott Venn called the meeting to order at 6:50 pm

**2. INTRODUCTION OF BILL BLACKALL, GENERAL MANAGER:**

Bill Blackall, General Manager introduced himself to the Council of The Ivy's, LMS 2379. He introduced Judy Dudlets, Administrative Assistant who will be taking the minutes of the meeting. The General Manager advised the new Strata Agent for The Ivy's, LMS2379, will be Jarvie Way as Bernie Leong has resigned from Century 21 Prudential Estates (Rmd) Ltd. Jarvie will be starting with Century 21 Prudential Estates (Rmd) Ltd on January 15, 2007.

**3. ADOPTION OF PREVIOUS MINUTES – DECEMBER 7, 2006:**

It was,

**MOVED AND SECONDED**

To adopt the minutes from the Council meeting held on December 7, 2006, as previously circulated.

**CARRIED UNANIMOUSLY**

**4. FINANCIAL REPORT**

**a) Consideration of the November 2006 Financial Operating Statements**

Council Treasurer, Will Ali, stated that he had not reviewed the November 2006 financial operating statements. Scott Venn, Council President had reviewed them and they appear to be in order, and recommended approval. It was

**MOVED AND SECONDED**

To approve the November 2006 Financial Operating Statements as prepared by Century 21 Prudential Estates (RMD) Ltd. and previously circulated.

**CARRIED UNANIMOUSLY**

**b) Review of Owners Monthly Assessment Payments as of January 11, 2007**

Council reviewed the Owners arrears report as of January 11, 2007 and noted that a few owners were in arrears with their strata fee payments. The Strata Agent advised that Century 21 Accounting Department automatically sends out reminders to owners who are in arrears of their strata fee payments and management will continue to effect collection as part of its normal procedures.

**5. BUSINESS ARISING FROM PREVIOUS MINUTES:**

**a) Devok Lock – Re-keying Invoice**

Bill Blackall advised Council that he has spoken to the representative from Shaw Cable and agreed to send the cheque in the amount of \$862.90 payable to Strata Plan LMS 2379. Shaw Cable was advised to call Donna for a key.

**b) Edenvale Restoration's Budget – Repair Estimates**

Council expressed concern on the painting charge of \$47,000 on the invoice and the work that was done was half of what quoted from another company to do the whole building. They also stated, they feel the job is taking too long as it is almost 5 months now and are not happy with

the service the Project Manager is giving them. Will Ali asked Bill Blackall if Edenvale could submit a bill with the painting done separately then from the other work done. Bill Blackall advised that the job has been delayed to weather along with scope of work has changed from the original scope given. He will speak to Edenvale with council's concern. They reviewed the invoice from Edenvale in the amount of \$122,438.95. It was

### **MOVED AND SECONDED**

To authorize Century 21 Prudential Estates (Rmd) Ltd to pay \$100,000.00 to Edenvale Restorations with clarification of painting charge.

**CARRIED UNANIMOUSLY**

There was concern from Council on the tarp not being secured properly as the engineer had commented to a council member that the building is getting wet. Scott will be contacting Andrew from Building Sciences for his input. They are not happy with the service of Edenvale Restoration; Bill Blackall will contact John Whipp from Edenvale Restorations with their concern.

In regards to the window being removed without owners knowledge. Century 21 Prudential Estates (Rmd) Ltd received a letter from unit 207 complaining that they were not notified of the date of the window being removed and gave an outline of interior damage.

The next units that should be having their windows removed and work done are:  
#201, 203, 205, 207 all in the 669 West 7<sup>th</sup> Ave area. Bill Blackall will be advising Edenvale Restoration to commit to a day and give the owners 24 hours notice in advance.

Bill Blackall was asking for authorization of \$3532.53 to be paid to Edenvale for the repair of the deck for unit #205. The Council President recommended paying this invoice. It was

### **MOVED AND SECONDED**

To authorize Century 21 Prudential Estates (Rmd) Ltd to pay the invoice for Edenvale Restorations in the amount of \$3532.53.

**CARRIED UNANIMOUSLY**

#### **c) Fire Pro**

Bill Blackall advised that the Annual Fire inspection for LMS 2379 – The Ivy's is scheduled for January 15<sup>th</sup>, 2007 and a notice has been delivered to all residents. The insuite testing will be done on January 15, 2007 from 5pm to 8pm. The interior will be done from 12pm – 8pm on January 15, 2007. The common areas will be tested on January 16, 2007 from 8am to 10:30 am.

#### **d) Boiler Replacement Fund**

It was noted that the full contribution to the Boiler Replacement Fund since it's inception in July of 2005 is not showing correctly on the financial statements. The amount for November is showing only. Bill Blackall will have this corrected at Century 21 office to have the accounting department journal the amount from the Contingency Reserve Fund from July 2005 to present to show the correct amount in the Boiler Replacement Fund.

#### **e) Lane No Exit Sign**

Council made a requested to Vancouver City Traffic Management to have a No Exit sign installed on the lane on December 12, 2006. Century 21 reported that it still has not received a response to this request.

#### **f) Gate Hinges**

Council reported that there are hydraulic hinges that need to be replaced at the 655 & 675 West 7<sup>th</sup> Avenue. Bill will contact Agendum Services to replace the hydraulic door hinges on the gates to the 655 and 675 Buildings.

**g) Special General Meeting (SGM)**

The upcoming Special General Meeting was discussed. The council recommend that several resolutions be presented to the owners at the Special General Meeting

- Authorization to contract BC Building Science Partnership to do the following. Define the scope, determine the budget, and coordinate and supervise the next phase of the project.
- Special resolution for a special levy to start building up the funds for the next phase of the project. The amount to be based on the budget amounts provided by BC Building Science Partnership.
- Authorization from owners to transfer \$65,000 from the Contingency Reserve Fund to pay for the balance of this phase of the project.
- Authorization for the council to proceed with Parking Garage door upgrade and to access up to \$8,000.00 for the project.

The Council President expressed his concern that he would like the Special General Meeting to be held within the next month. Bill Blackall will be contacting the Council President once he has additional information from B.C. Building Science and will discuss a date for the Special General Meeting at that time.

Council member then discussed when to start work on the East facing wall of the 675 Courtyard and the front of the unit at 673.

**g) Arborists – Katura Trees – 657 Courtyard**

A meeting is to be arranging with an arborist to review the trees in all three courtyards. The purpose of the meeting will be to determine if any trees need to be removed, the formulation of a replacement plan for the removed trees, and to get recommendations for future preventive maintenance.

**7. NEW BUSINESS:**

Bill Blackall presented invoices to be authorized by council to be paid.

- Commercial Lighting in the amount of \$677.05. Donna recommends this being paid.
- Invoice from Ashton Service Group to be charged back to unit 107 for heating valve to reimburse Strata Plan LMS 2379. Letter was sent to owner on January 3, 2007 to submit payment in the amount of \$381.66 and send to Century 21 office.
- Invoice for shower leak to unit 107. This is to be charged back to unit 207 to reimburse Strata Plan LMS 2379. Letter was sent to owner on January 3, 2007 to submit payment in the amount of \$ 684.55 and send to Century 21 office.

**8. NEXT COUNCIL MEETING:**

The next scheduled Council Meeting will be at the call of the President.

**9. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 9:15 pm by a MOTION from Scott Venn.

Respectfully Submitted

W.D. Blackall, General Manager

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

Administrative Assistant: Donna Bossert

Service Department: Greg Dunphy

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UNDER THE STRATA PROPERTY ACT, PROPERTY MANAGERS WORK FOR THE OWNERS OF THE STRATA CORPORATION. UNDER THE STRATA PROPERTY ACT AND THE PRIVACY ACT, WHEN SELLING YOUR UNIT THE PROPERTY MANAGER MAY ONLY COMMUNICATE WITH THE OWNER OR THE SELLER'S AGENT UPON PRESENTATION OF THE WRITTEN VERIFICATION OF SUCH A RELATIONSHIP. THE PROPERTY MANAGER CAN NOT COMMUNICATE INFORMATION ABOUT THE STRATA CORPORATION OR YOUR STRATA LOT WITH PURCHASERS OR THE AGENT FOR THE PURCHASER WITHOUT WRITTEN AUTHORIZATION FROM THE OWNER. ALL QUESTIONS OR CONCERNS SHOULD BE DIRECTED TO THE OWNER OF THE UNIT OR THE OWNER'S AGENT.

M070111



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SALES & PROPERTY MANAGEMENT  
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Telephone: (604) 273-1745  
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January 31, 2007

TAKE NOTICE THAT THE SPECIAL GENERAL MEETING OF THE OWNERS,  
STRATA PLAN LMS2379 WILL BE HELD ON:

DATE: ~~WEDNESDAY, FEBRUARY 21, 2007~~  
TIME: ~~REGISTRATION AT 6:30 PM TO 7:00 PM~~  
~~CALL TO ORDER AT 7:00 PM~~  
PLACE: THE VISITOR PARKING AREA, THE IVYS  
653-689 WEST 7<sup>TH</sup> AVENUE, VANCOUVER, B.C.

~~BRING YOUR OWN CHAIR~~

An agenda for the Meeting, along with some explanatory notes concerning voting procedures is enclosed herewith. Please read this material carefully prior to the Meeting and **bring it with you for reference.**

PURPOSE: The purpose of the meeting is to update the Owners on the maintenance work being completed by Edenvale Restorations Ltd. (Edenvale) at the building exterior of "The Ivy's". Edenvale is to phase the maintenance work by elevation. Currently, two elevations are underway: (1) the East elevation of 655 building and the East elevation of 669 building and to consider a  $\frac{3}{4}$  Vote Resolution to authorize the transfer of \$65,000.00 from the Contingency Reserve Fund to the Special Levy Account to ~~complete the repairs~~; (2) Phase 2 of the maintenance work; (3) to proceed to facilitate parking garage door upgrade.

QUORUM: As per Section 48 of the Strata Property Act, in order to conduct business at the General Meeting, eligible voters holding  $\frac{1}{3}$  of the Strata Corporation's votes, present in person or proxy must be present.

ELIGIBILITY: Except in cases whereby or under the Strata Property Act, a unanimous resolution is required, no Owner is entitled to vote at any General Meeting unless all contributions payable respect to hjs strata lot have been duly paid. Please send your payment prior to the General Meeting

PROXY: An instrument appointing a proxy shall be in writing under the hand of the appointer or his attorney and may be either general or for a particular meeting. A proxy need not be an Owner.

RESOLUTIONS: Resolutions require a  $\frac{3}{4}$  vote in favour cast by eligible voters who are present in person or proxy at the time the vote is taken and who have not abstained from voting.





## **AGENDA**

1. CALL TO ORDER
2. CALLING OF THE ROLL AND CERTIFYING OF PROXIES
3. FILING PROOF OF NOTICE OF MEETING
4. ADOPTION OF MINUTES OF PREVIOUS GENERAL MEETINGS – July 26, 2006
5. CONSIDERATION OF  $\frac{3}{4}$  VOTE RESOLUTIONS (SEE ATTACHED)
6. ADJOURNMENT



## RESOLUTION 1

**BE IT RESOLVED** by way of a  $\frac{3}{4}$  vote of the OWNERS OF STRATA PLAN LMS 2379 at this Special General Meeting held February 21, 2007, authorize the transfer of \$65,000.00 from the Contingency Reserve Fund to the Special Levy Account for the repair of the cladding and painting the building exterior – East elevations 655 and 669 West 7<sup>th</sup> Avenue, Vancouver, BC

End of Resolution      UNEXPECTED ROT ; RAINSCREENING OF PANELLED AREA  
SCAFFOLDING → \$28G      SHINGLES OK.

Background:      \$134G as of Jan 2007      ROTTEN STUDS REPLACED

At the Annual General Meeting held on July 26, 2006, THE OWNERS OF STRATA PLAN LMS 2379 adopted a  $\frac{3}{4}$  Vote Resolution to authorize the release of funds from the Special Levy account to a maximum of \$170,000.00 for the repair of the cladding and painting of the building envelope. Edenvale Restorations Ltd. has informed the Strata Council that the revised budget figure for the project estimated to be in the amount of \$225,000.00; the Special Levy account has a balance of approximately \$160,000.00. Accordingly, there is a shortfall in funding for this project in the amount of \$65,000.00. The Strata Council is recommending Owners approve the  $\frac{3}{4}$  Vote Resolution to provide additional funds to complete the repairs, in this section.

## SPECIAL RESOLUTION 2

**BE IT RESOLVED** by way of a  $\frac{3}{4}$  vote of the OWNERS OF STRATA PLAN LMS 2379 at this Special General Meeting held February 21, 2007, that the Strata Corporation is hereby authorized to retain B.C. Building Sciences to draw up scope of work and a budget project for the 2<sup>nd</sup> section being the courtyard of 675 and the front of 673 West 7<sup>th</sup> Avenue, Vancouver, BC. Further the Owners authorize payment to B.C. Building Science of up to \$10,000.00 from the Contingency Reserve Fund.

End of Resolution      Assessment      Legislation  
Budget      Review previous reports  
Background:      Options

The 1<sup>st</sup> phase of cladding repair maintenance and painting on East wall of 655 and 669 W. 7<sup>th</sup> Avenue, Vancouver, BC is nearing completion and the 2<sup>nd</sup> Phase being the courtyard of 675 and the front of 673 W. 7<sup>th</sup> Avenue should commence in preparation for that the Owner authorize retaining BC Building Science who did the 1<sup>st</sup> section to do a scope of work and subject for the 2<sup>nd</sup> Phase. The garage doors to the parking garage need upgrading. Council has received two quotes to upgrade the doors and are asking for authorization to pay for the upgrade from the Contingency Reserve Fund.

## SPECIAL RESOLUTION 3

**BE IT RESOLVED** by way of a  $\frac{3}{4}$  vote of the OWNERS OF STRATA PLAN LMS 2379 at this Special General Meeting held February 21, 2007, to authorize the Strata Corporation to upgrade the parking garage doors at a cost not to exceed \$8,000.00 and expenses this cost from the Contingency Reserve Fund.

End of Resolution



**Form A  
PROXY APPOINTMENT**

**RE:** Strata Lot # \_\_\_\_\_ of Strata Plan LMS 2379

**Civic Address:** \_\_\_\_\_ West 7<sup>th</sup> Avenue, Vancouver, BC V5Z 1B6

**1. ☒ Proxy for a specific meeting**

I / We, \_\_\_\_\_ [name(s)], the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint \_\_\_\_\_ to act as my/our proxy at the Special General Meeting to be held on ***Wednesday, February 21, 2007***

**2. ☐ Proxy for a specific resolution**

I / We, \_\_\_\_\_ [name (s)], the owner(s)/tenant(s) /mortgagee of the strata lot described above, appoint \_\_\_\_\_ to act as my/our proxy at the Special General Meeting to be held on ***Wednesday, February 21, 2007***

☐ **Resolution 1** voting instructions: \_\_\_\_\_

☐ **Resolution 2** voting instructions: \_\_\_\_\_

☐ **Resolution 3** voting instructions: \_\_\_\_\_

Limitations on Proxy, if any

\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_ (month) \_\_\_\_\_ (day) 2007.

\_\_\_\_\_ [signature of Owner/ Tenant/ Mortgagee]

\_\_\_\_\_ [signature of Owner/ Tenant/ Mortgagee]



**COUNCIL MEETING OF STRATA PLAN LMS 2379 HELD AT STARBUCKS ON 6<sup>TH</sup> AND WILLOW  
TUESDAY, FEBRUARY 13, 2007 AT 6:45 PM IN VANCOUVER, BC**

<b>PRESENT:</b>	Scott Venn	President	#204 – 675
	Susan Cullen	Secretary	#106 – 655
	Alasdair Macleod	MAL	#206 – 665
	Donna Ashman	MAL	#102 – 675

<b>REGRETS:</b>	Will Ali	Treasurer	#205 – 685
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**ALSO IN ATTENDANCE:** Jarvie Way, Strata Agent  
Century 21 Prudential Estates (Rmd) Ltd.

**1. CALL TO ORDER:**

Council President, Scott Venn called the meeting to order at 6:50 pm

**2. ADOPTION OF PREVIOUS MINUTES**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the minutes from the Council meeting held on January 11, 2007.

**3. FINANCIAL REPORT**

**a) Consideration of the December 2006 and January 2007 Financial Operating Statements**

Following review, it was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To accept the December 2006 and January 2007 Financial Operating Statements as prepared by Century 21 Prudential Estates (RMD) Ltd. and previously circulated.

**b) Review of Owners Monthly Assessment Payments as of February 13, 2007**

Council reviewed the Owners arrears report as of February 11, 2007 and noted that all Owners are up to date with their Strata fee payments. The Strata Council would like to thank all owners for keeping their accounts up to date.

**4. BUSINESS ARISING FROM PREVIOUS MINUTES:**

**a) Edenvale Restoration's Budget – Repair Estimates**

The Strata Council is still waiting for a breakdown of the cost of the painting that was done by Edenvale, as well, for a proposal for the second phase of the project.

For residents that have interior repair work required as a result of the restoration on the outside, the Strata Council directed the Agent to have Agendum Services attend. If your unit is not on the following list and you require interior work as well, you are to provide the details in writing and forward them to your Strata Agent via email: [Jarvie.way@century21pel.com](mailto:Jarvie.way@century21pel.com) or fax 604-273-9021. Building 657: Units 103 and 209; Building 657 and 669: Units 201, 203, 205 207.

**b) Fire Pro – Annual Fire Inspection Deficiency**

The Strata Council reviewed the annual fire inspection report from Fire Pro Services, noting the following deficiencies and suites that failed to provide access.

**Missed Suites** – Building 685: Units 101, 107, 207; Building 675: Units 204, 208, 210; Building 655: Unit 208; Building 657: Unit 209; Building 665: Units 106, 204

The following units require a smoke alarm replacement: Bldg 657: Unit 103; Bldg 665: unit 208; Bldg 675: unit 202; Bldg 685: unit 105.

It was also noted the flow switch by parking stall 26, requires replacement at a cost of \$497.00 + GST and a fire extinguisher by stall 68 are due to be replaced at a cost of \$65.00. It was also recommended that there be additional fire extinguishers installed in the West Electrical Room and Basement Electrical Room, following discussion, it was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To have Fire Pro Services return and have the Agent schedule a time for suites that were missed for the first inspection and replace the smoke alarms in the units that were noted above and repair the flow switch and replace the fire extinguishers at stall 68, but not add the fire extinguishers in the electrical room as there were no fire extinguishers in the electrical room previously.

Residents are to be advised, you must provide access to your Strata lot for the second inspection. Notices will be delivered in advance; it is a City of Vancouver bylaw that all units must be inspected on an annual basis.

**c) Lane No Exit Sign**

The City of Vancouver Traffic Management has yet to install a No Exit sign in the back lane. The Strata Agent advised Council that he would follow up with the City of Vancouver.

**d) Gate Hinges**

Donna Ashman reported that she has met with Agendum Services and it was suggested to have the hinges adjusted at this time and not replace them, as there is still some life left in the hinges. Council agreed and until the restoration project is complete, as there is additional wear and tear on the hinges. Council will then revisit this issue when the restoration project is complete.

**e) Special General Meeting (SGM)**

The upcoming Special General Meeting has been scheduled for Wednesday, February 21, 2007 at 7 pm, in which notices have already been distributed to the Owners. A representative from the Engineering firm overseeing the work will be in attendance to answer Owners questions.

**f) Parking Garage Door Quote**

As noted in the notice of the SGM, a resolution has been included to approve the installation of a parkade gate at the entrance of the underground parking. In order to eliminate people not visiting the building from parking and prevent further damage to the entrance ramp from people turning around in the alley.

**g) Arborists – Katura Trees**

Donna Ashman reported that she has met with Davie Tree Services and they are not willing to provide in writing whether or not the trees in the courtyard need to be removed in order to prevent damage to the membrane. The Strata Council directed the Agent to have another arborist meet with Donna Ashman to see if they can provide a written determination or not.

**5. CORRESPONDENCE**

A few Owners have written Council advising interior damage had been incurred in their units as a result of the restoration project. The Strata Council directed the Agent to advise the Owners that Agendum Services would be contacting them to repair the damage.

**6. NEW BUSINESS:**

**a) Boilers**

The Strata Council reviewed a note from Ashton Mechanical Service Group advising that the boilers require a cleaning; as well boiler # 2 has been shut down as a result as a dire need for cleaning. It will not be turned on until cleaning has occurred and this is the reason for the strain of hot water during the high peak period. The Strata Council has directed the Agent to ask Ashton to provide a detailed quote to perform the cleaning.



**b) Lockers**

Residents are to be advised that items cannot be stored above your locker or around your locker. Items stored above lockers are potential fire hazards. Residents are asked to ensure these items are removed by **Saturday, March 3, 2007**. Items that have not been removed by that time will be disposed of by the Strata Council.

**7. NEXT COUNCIL MEETING:**

The next scheduled Council Meeting has been scheduled for **Monday, March 26, 2007** at 6:45 pm.

**8. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:10 pm.

Respectfully Submitted

Jarvie Way, Property Agent

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

Administrative Assistant: Donna Bossert

Service Department: Greg Dunphy

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M070213



**MINUTES OF THE SPECIAL GENERAL MEETING STRATA PLAN LMS 2379  
HELD ON WEDNESDAY, FEBRUARY 21, 2007 AT 7:00 PM  
IN THE VISITORS PARKADE, 653 - 689 WEST 7<sup>TH</sup>, VANCOUVER, BC**

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**1. CALL TO ORDER**

There being a quorum present, the meeting was called to order at 7:05 pm by Council President Scott Venn, who acted as chair for the meeting.

Scott Venn introduced Andrew Creighton, of BC Building Sciences and John Whipp of Edenvale Restoration, as they were on hand to answer Owners questions.

**2. CALLING THE ROLL AND CERTIFYING OF PROXIES**

The Strata Agent advised that there are nineteen (19) Owners present in person or proxy. As the requirements of the Strata Property Act had been met, the meeting was declared competent to proceed with business at hand.

**3. PROOF OF NOTICE**

It was, **MOVED, SECONDED AND UNANIMOUSLY CARRIED** to accept the Notice dated January 31, 2007 as Proper Notice of Meeting.

**4. MINUTES**

It was, **MOVED, SECONDED AND UNANIMOUSLY CARRIED** to accept the minutes of the July 22, 2006 AGM as circulated.

**5. CONSIDERATION OF THE ¾ VOTES**

Resolution 1 was presented as follows for the owners' consideration:

***BE IT RESOLVED*** by way of a ¾ vote of the OWNERS OF STRATA PLAN LMS 2379 at this Special General Meeting held February 21, 2007, authorize the transfer of \$65,000.00 from the Contingency Reserve Fund to the Special Levy Account for the repair of the cladding and painting the building exterior – East elevations 655 and 669 West 7<sup>th</sup> Avenue, Vancouver, BC

END OF RESOLUTION

Following a lengthy discussion, and Owners questions being answered by Andrew Creighton and John Whipp, a motion was made to vote on the resolution as presented, the motion was, **SECONDED AND CARRIED UNANIMOUSLY** to accept the ¾ vote resolution as presented.

Resolution 2 was presented as follows for the owners' consideration:

***BE IT RESOLVED*** by way of a ¾ vote of the OWNERS OF STRATA PLAN LMS 2379 at this Special General Meeting held February 21, 2007, that the Strata Corporation is hereby authorized to retain B.C. Building Sciences to draw up scope of work and a budget project for the 2<sup>nd</sup> section being the courtyard of 675 and the front of 673 West 7<sup>th</sup> Avenue, Vancouver, BC. Further the Owners authorize payment to B.C. Building Science of up to \$10,000.00 from the Contingency Reserve Fund.

END OF RESOLUTION

A Motion was made to amend the resolution as following:

***BE IT RESOLVED*** by way of a ¾ vote of the OWNERS OF STRATA PLAN LMS 2379 at this Special General Meeting held February 21, 2007, that the Strata Corporation is hereby authorized to retain B.C. Building Sciences to draw up scope of work and a budget project

for **"THE REMAINDER OF THE PROJECT AT STRATA PLAN LMS 2379 AT"** West 7<sup>th</sup> Avenue, Vancouver, BC. Further the Owners authorize payment to B.C. Building Science of up to \$10,000.00 from the Contingency Reserve Fund.

END OF RESOLUTION

The Motion was, **SECONDED AND CARRIED UNANIMOUSLY** to amend the resolution as presented.

A motion was then made to vote on the resolution as amended; the motion was, **SECONDED AND CARRIED UNANIMOUSLY** to accept the amended  $\frac{3}{4}$  vote resolution.

Resolution 3 was presented as follows for the owners' consideration:

**BE IT RESOLVED** by way of a  $\frac{3}{4}$  vote of the OWNERS OF STRATA PLAN LMS 2379 at this Special General Meeting held February 21, 2007, to authorize the Strata Corporation to upgrade the parking garage doors at a cost not to exceed \$8,0000.00 and expenses this cost from the Contingency Reserve Fund.

END OF RESOLUTION

Following discussion, it was, **MOVED** to vote on the resolution as presented, **SECONDED AND CARRIED (22 in favour, 3 opposed)**. The  $\frac{3}{4}$  vote resolution passed.

**6. ADJOURNMENT**

There being no further business, a motion was made to adjourn the meeting at 8:10 pm. The motion was seconded and carried unanimously.

RESPECTFULLY SUBMITTED, on behalf of the owners LMS 2379.

PROPERTY AGENT: Jarvie Way, Property Manager

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

7320 Westminster Highway, Richmond, B.C. V6X 1A1

**TELEPHONE:** (604) 273-1745 (9:00 A.M. TO 5:00 P.M. & 24 Hour Emergency)

**FAX:** (604) 273-9021

**ADMINISTRATIVE ASSISTANT:** Donna Bossert

**SERVICE DEPARTMENT:** Greg Dunphy

IT HAS BECOME A STANDARD PRACTICE IN THE REAL ESTATE INDUSTRY THAT OWNERS PROVIDE TWO (2) YEARS OF COUNCIL AND GENERAL MEETING MINUTES TO POTENTIAL PURCHASERS. PLEASE RETAIN YOUR MINUTES FOR TWO YEARS AS THERE IS A FEE TO OWNERS WHO REQUIRE ADDITIONAL COPIES OF THE MINUTES.

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THE PROPERTY MANAGER CAN NOT COMMUNICATE INFORMATION ABOUT THE STRATA CORPORATION OR YOUR STRATA LOT WITH PURCHASERS OR THE AGENT FOR THE PURCHASER WITHOUT WRITTEN AUTHORIZATION FROM THE OWNER. ALL QUESTIONS OR CONCERNS SHOULD BE DIRECTED TO THE OWNER OF THE UNIT OR THE OWNER'S AGENT.

**COUNCIL MEETING OF STRATA PLAN LMS 2379 HELD AT STARBUCKS ON 6<sup>TH</sup> AND WILLOW  
MONDAY, MARCH 26, 2007 AT 6:45 PM IN VANCOUVER, BC**

<b>PRESENT:</b>	Scott Venn	President	#204 – 675
	Susan Cullen	Secretary	#106 – 655
	Will Ali	Treasurer	#205 – 685
	Donna Ashman	MAL	#102 – 675

<b>REGRETS:</b>	Alasdair Macleod	MAL	#206 – 665
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**ALSO IN ATTENDANCE:** Jarvie Way, Strata Agent  
Century 21 Prudential Estates (Rmd) Ltd.

**1. CALL TO ORDER:**

Council President, Scott Venn called the meeting to order at 6:55 pm

**2. RESIGNATION**

Council reviewed and accepted the resignation of Alasdair Macleod from the Strata Council, as he no longer has the time to dedicate to the cause.

Residents are encouraged to sit on Council for the remainder of the year, and if you are interested, to submit your name forward in writing for Council's review.

**3. ADOPTION OF PREVIOUS MINUTES**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the minutes from the Council meeting held on February 13, 2007.

**4. FINANCIAL REPORT**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To accept the February 2007 Financial Operating Statements as presented by Century 21 Prudential Estates (RMD) Ltd.

**a) Owners Arrears**

Council reviewed the owner's arrears report and noted that all owners are up to date with their Strata fee payments. The Strata Council would like to thank all owners for keeping their accounts up to date.

**5. BUSINESS ARISING FROM PREVIOUS MINUTES:**

**a) Edenvale Restoration's Budget – Painting**

The Strata Council is still waiting for a breakdown of the cost of the painting that was done by Edenvale.

- **Second Phase Building Repair**

As approved at the Special General Meeting of the owners, the Strata will meet with BC

Building Sciences to discuss the review of the building and obtain a proposal for the next phase of the building repair.

**b) Interior Repairs**

Agendum Services has completed all interior deficiency repairs, there are no more repairs outstanding.

**c) Fire Pro Annual Fire Inspection Deficiency**

Fire Pro Services was on site on March 20, 2007 to attend to the deficiencies of the missed suites. They have since reported they have still yet to gain access to units 210 - 675 and 209 - 657 and are required to replace the smoke alarm in unit 103-657. They are waiting for a part to repair a flow switch at parking stall 26, upon receiving the part; they will schedule a return visit. Those owners will be contacted to provide access at that time.

**d) Lane No Exit Sign**

The Strata Agent advised council that he has yet to receive any response from the City of Vancouver and will continue to follow up.

**e) Boiler**

The Strata Council had reviewed and approved the following quote to repair the boilers via email over the past month. Ashton Service Group cleaned and repaired both boilers; investigate boiler #2 to determine the problems, at a cost of \$1,165.00+GST. While they were on site they found a significant problem with the wiring sensors and at that point an additional \$1,000.00+GST was authorized to continue the repair of the boiler.

**f) Visitors Parking Garage Door**

As the expenditure to install a new garage door at the entrance to the visitors parking was approved at the SGM, the Strata Council did a review of all of the quotes and found them to be lacking in information. The Strata Council wants to ensure accurate costs for the project before going forward. There is some question as to the additional costs for the electrician to run the electrical to the unit and to ensure that the remotes currently used on the main door can be used on the new door. The council also directed the Strata Agent to obtain a quote from Precision Door. Once all the quotes are received they will be forward to council for evaluation.

**g) Arborists – Katura Trees**

Donna Ashman had met with Wood Pro Tree Services to discuss the trees and the possible damage to the membrane. Wood Pro Services reported that they wouldn't remove all trees at one time. The trees are at approximately 70% growth. They suggested removing one tree per year, thus avoiding complications with the City of Vancouver and high cost to the Strata Corporation. As this was just verbal advice, nothing was received in writing, the Strata Council directed the Agent to follow up with Wood Pro Tree Services to obtain a written report.

**6. CORRESPONDENCE**

Restoration: The owner of unit 203-685 wrote Council in regard of the building repair work that is on going. The Strata Council acknowledges this owners letter.

**7. NEW BUSINESS:**

**a) Mailbox Security**

The Strata Council directed the Agent to follow up with a locksmith to obtain a proposal to secure the mailboxes with an exterior cage.

**b) Garbage Room**

Donna Ashman advised Council that water pools in an area and does not drain properly when

there are heavy rains or when the floor is washed. The Strata Council authorized Donna Ashman to contact Agendum Services to make a channel in the floor to the drain to prevent further problems.

**c) Vent Cover**

Donna Ashman advised Council that the vent cover for the boiler on the exterior has rusted off and needs to be repaired. The Strata Council has authorized Donna Ashman to have Ashton Mechanical replace the vent cover when they are on site repairing the boiler.

**d) Back Courtyard Gates**

The Strata Council directed the Agent to have Agendum Services adjust all back courtyard gates as required as they are not closing properly on their own.

**e) Recycling and Garbage**

Residents are reminded to ensure you are recycling properly. Items such as plastic bags cannot be recycled in the blue bins, however they can be returned to stores such as Safeway, or where they do have a recycling program. The blue bins are clearly labeled with what can and what cannot be placed in the bins. As for the garbage, it is for household, regular garbage only. Items such as barbeques, furniture, computers are to be disposed of off site by the individual owner.

**f) Roof Membrane**

Residents are to be advised that there is to be no storage of any items whatsoever on the roof membrane at any time.

**g) Enviro-friendly Landscaping**

Will Ali advised Council that he would follow up and investigate the possibility of finding a more environmentally friendly landscaping company. At that time he will look at an environmental way to have the trees treated to prevent infestation.

**h) Window Washing**

The Strata Council directed the Agent to obtain quotes for cleaning the windows, parts of the building and skylights this spring, noting that there is to be no pressure washing in this process.

**i) Neighbours**

The Strata Council directed the Agent to obtain the management company for the building at 600 West 6<sup>th</sup>, as they need to follow up in regard to a pet causing problems in the area.

**8. NEXT COUNCIL MEETING:**

The next scheduled Council Meeting has been scheduled for **Monday, April 30, 2007** at 6:45 pm at the Starbucks on 6<sup>th</sup> and Willow, Vancouver, BC.

**9. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 7:35 pm.

Respectfully Submitted

Jarvie Way, Property Agent

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

Administrative Assistant: Donna Bossert

Service Department: Greg Dunphy

Telephone 604-273-1745 (9:00 a.m. to 5:00 p.m. & 24 Hour Emergency)

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M070326



**COUNCIL MEETING OF STRATA PLAN LMS 2379 HELD AT STARBUCKS ON 6<sup>TH</sup> AND WILLOW  
MONDAY, APRIL 30, 2007 AT 6:45 PM IN VANCOUVER, BC**

<b>PRESENT:</b>	Scott Venn	President	#204 – 675 arrived 7:20 PM
	Susan Cullen	Secretary	#106 – 655
	Will Ali	Treasurer	#205 – 685
	Donna Ashman	MAL	#102 – 675

**ALSO IN ATTENDANCE:** Jarvie Way, Strata Agent  
Century 21 Prudential Estates (Rmd) Ltd.

1. **CALL TO ORDER:**  
The meeting was called to order at 7:00 pm

2. **ADOPTION OF PREVIOUS MINUTES**  
It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**  
To adopt the minutes from the Council meeting held on March 26, 2007.

3. **FINANCIAL REPORT**  
It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**  
To accept the March 2007 Financial Operating Statements as presented by Century 21 Prudential Estates (RMD) Ltd.

a) **Owners Arrears**  
Council reviewed the owner's arrears report and noted that all owners are up to date with their Strata fee payments. The Strata Council would like to thank all owners for keeping their accounts up to date.

4. **BUSINESS ARISING FROM PREVIOUS MINUTES:**

a) **Invoices**  
The Strata Council reviewed the following invoices:

i) **BC Building Science** – for consulting service period ending March 31, 2007 \$2,334.00 including GST. It was,

**MOVED, SECONDED AND CARRIED**  
To proceed with payment

ii) **Edenvale Restoration** - 2<sup>nd</sup> Interim Invoice, \$103,963.00 including GST. It was,

**MOVED, SECONDED AND CARRIED**  
To award payment.

As well, Council decided to pay the balance of the 1<sup>st</sup> interim invoice that was \$20,000.00 short. This was done as the project is substantial complete with a few minor deficiencies to be dealt

with and cosmetic touch ups required. The Strata Council is eager to move forward with the project so it was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To pay the balance of the previous invoice.

**iii) Boiler**

Ashton Mechanical in the amount of \$5, 914.84. As this was an emergency repair that had to be undertaken to ensure the hot water would not be comprised in the building, it was agreed that the payment would be authorized. It was,

**MOVED, SECONDED AND CARRIED**

To pay the bill and to pay from the Contingency Reserve Fund.

**b) Edenvale Restoration's Budget Painting**

The Strata Council has since met with Edenvale Restoration in regard to the painting and has since agreed to pay all outstanding expenditures as reported in the financial report, so the rest of the project can move forward and the Strata Council will likely hire different painters outside of Edenvale in the future.

**c) Second Phase Building Repair**

The Strata Council is currently working with BC Building Science to review the current state of the building in preparation of drawing up a proposal for the next phase of the building repairs.

**d) Lane "No Exit" Sign**

The Strata Agent advised Council that there has now been a response from the City and they have since put in a work order to have a "No Exit" sign installed at the end of the lane. The Agent will follow up with the City until the sign is in place.

**e) Visitors Parking Garage Door**

The Strata Council reviewed the quotes to install a garage door at the entrance to the garage. Following discussion, it was,

**MOVED, SECONDED AND CARRIED**

To award the contract to J. K. Garage Doors

***Residents are to be advised that if you do not have a two button remote control receiver at this time you will be required to replace that receiver with a new one prior to the installation of the gate being completed as there will be separate button required for each gate. Notices will be delivered in advance advising how to exchange your remote if required.***

**f) Aborist – Katura Trees**

Donna Ashman has spoken with Wood Tree Services in regard of providing a written report and they have since advised they will provide the report. The Strata Council has yet to receive the report and will follow up accordingly.

**g) Mailbox Security**

The Strata Council reviewed a picture from Canada Post showing the only possible way to secure the mailboxes. The system would consist of a cage door with a lock installed over top of the existing mailboxes. The Strata Council directed the Agent to follow up with a contractor to obtain a quote.

**h) Window Washing**

The Strata Council was in receipt of two quotes for window washing. Council is currently

waiting on a third quote from another contractor who seemed quite eager to bid on the project, therefore the decision was deferred until the next Council meeting.

**i) Landscaping**

The Strata Council has been dissatisfied with the performance of Costa Landscapers recently, and there have been concerns raised regarding the environment and the use of power equipment. The Strata Council reviewed the following quote with Silent Gardener, nine month contract March 15 \$755.00 + GST per month. Following discussion, it was,

**MOVED, SECONDED AND CARRIED**

To give notice to Costa Landscapers and award the contract to Silent Gardener.

**6. CORRESPONDENCE**

**Various Items:**

The owner of unit 101-669 wrote Council advising the following concern.

- 1) Patio door is cracked
- 2) Missing two trees on the back patio
- 3) Magnolia Tree in their courtyard is dying

The Strata Council directed the Agent to advise the owner that Agendum Services will be directed to contract them to repair/replace the patio door. When Silent Gardener is on site they will be directed to investigate and suggest a replacement for the missing trees and examine the situation with the dying Magnolia tree.

**7. NEW BUSINESS:**

**a) Fire Monitoring Contract**

The Strata Council reviewed the following contract renewal to provide fire monitoring services, Spectrum Security Corp., April 1<sup>st</sup> 2007 – March 31, 2008 \$103.00 + GST per month billed quarterly. Following discussion, it was,

**MOVED, SECONDED AND CARRIED**

To award the contract to Spectrum Security Corp.

**b) Pressure Washer**

Residents are to be advised that the Strata Corporation does have it's own power washer that is available for the residents to use around their strata lot. If you wish to borrow the power washer you must contact Donna Ashman during the week and make the appropriate arrangements.

**c) Garbage Room**

The Strata Council directed the Agent to have a locksmith contact Donna Ashman to have a new lock installed on the garbage room door.

**Residents are requested to ensure that you do not leave bottles and such outside the garbage room as is attracting neighbours to dump their garbage in and around The Ivy's garbage area.**

A resident was dumping carpet and renovation materials into the Strata Corporation's garbage. The Strata Council directed the Agent to send a letter to the owner, advising that this is a bylaw violation and if they are again seen disposing of items other than household garbage in the Strata Corporation's bin, they will be subject to the Strata Corporation bylaw fines.

**d) Satellite Dish**

Despite previous warnings from the Strata Council, an owner who has improperly installed a satellite dish has failed to correct the situation. The Strata Council directed the Agent to fine the owner for the violation and continue to fine the owner each month until the dish is properly installed.

**e) Electronics Recycling**

Residents are to be advised that electronics and computers should be recycled properly and not disposed of in the Strata Corporations garbage bin. Please refer to this website to find locations that take old computer parts. <http://www.technotrashrecycling.com>

**8. NEXT COUNCIL MEETING:**

The next scheduled Council Meeting has been scheduled for **Tuesday, May 22, 2007** at 6:45 pm at the Starbucks on 6<sup>th</sup> and Willow, Vancouver, BC.

**9. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:00 pm.

Respectfully Submitted

Jarvie Way, Property Agent

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

Administrative Assistant: Donna Bossert

Service Department: Greg Dunphy

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M070430

**COUNCIL MEETING OF STRATA PLAN LMS 2379 HELD AT STARBUCKS ON 6<sup>TH</sup> AND WILLOW  
TUESDAY, MAY 22, 2007 AT 6:45 PM IN VANCOUVER, BC**

**PRESENT:**

Scott Venn	President	#204 – 675
Susan Cullen	Secretary	#106 – 655
Will Ali	Treasurer	#205 – 685

**ABSENT WITH REGRETS:**

Donna Ashman	MAL	#102 – 675
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**ALSO IN ATTENDANCE:**

Jarvie Way, Strata Agent  
Century 21 Prudential Estates (Rmd) Ltd.

**1. CALL TO ORDER:**

The meeting was called to order at 6:45 pm

**2. ADOPTION OF PREVIOUS MINUTES**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the minutes from the Council meeting held on April 30, 2007.

**3. FINANCIAL REPORT**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To accept the April 2007 Financial Operating Statements as presented by Century 21 Prudential Estates (RMD) Ltd.

**a) Owners Arrears**

Council reviewed the owner's arrears report and noted that all owners are up to date with their Strata fee payments. The Strata Council would like to thank all owners for keeping their accounts up to date.

**4. BUSINESS ARISING FROM PREVIOUS MINUTES:**

**a) Second Phase Building Repair**

The Strata Council is currently working with BC Building Science to review the current state of the building in preparation of drawing up a proposal for the next phase of building repairs.

**b) Lane "No Exit" Sign**

The No Exit Sign has now been installed at the end of the lane and the Strata Council hopes this will curb the traffic flow in the area.

**c) Visitors Parking Garage Door**

JK Garage Doors have been on site and installed the electrical portion in preparation for installing the new parkade door. It has been determined that there is a problem with the overhead door access control. It will need to be replaced prior to the new door being activated. The Strata Council is looking into this matter further.



**d) Aborist – Katura Trees**

The Strata Council reviewed a report from Wood Pro Tree Services in regard of the Katura trees and which was noted, "the trees can grow approximately 50' - 70' and these trees need lots of space for roots to spread out and absorb water and air as well as anchor the tree to the ground securely. In the inner courtyard of the property, it has a shallow bed of soil with cement retaining walls and cement pathways, which are not conducive to root growth and large growing trees. The roots will eventually push against the retaining wall and possibly cracking them and the cement pathways will begin to lift and the roots will heave upward in search of air and water. They may even possibly damage membranes, which lie in the cement containers. These trees are not big yet, but eventually the roots will cause problems. A more appropriate tree to have in this location would be a species that does not grow so large or maybe a type of shrub". As a result of this report, the Strata Council will follow up with Silent Gardener to investigate a feasible replacement tree and will look at replacing one tree per year.

**e) Mailbox Security**

Donna Ashman has been in contact with the contractor to obtain a quote for upgrading the mailbox.

**f) Window and Building Washing**

The Strata Council reviewed the following quotes to perform building window washing throughout the complex. Elbow Grease Enterprises \$20.00+GST per unit: Kelly Boy Maintenance \$2,165.00+GST: Sunrise Window Cleaning \$4,180.00+GST. Following discussion, it was,

**MOVED, SECONDED AND CARRIED**

To award the contract to Kelly Boy Maintenance.

**6. CORRESPONDENCE****Painting**

An owner wrote inquiring about when the building will be painted as it was approved in the last AGM. The Strata Council directed the Agent to advise the owner that although it was found that the building repairs were in excess of the monies that were approved, there was not enough money for painting. The Strata Council elected to ensure that all building repairs were taken care in the affected areas prior to painting the building.

The Strata Council will revisit this issue at the next AGM.

**7. NEW BUSINESS:****a) Insurance Renewal**

The Strata Agent advised Council that the Strata Corporations' insurance policy has been renewed effective April 30, 2007 at a cost of \$13, 068.00.

**Insurance Note:**

The Agent would like to remind the owners that the Strata Corporation's insurance policy does not cover personal belongings or improvements, which may have been made to the strata lots since originally built. Owners who have made improvements to their strata lots, such as flooring upgrades, appliance upgrades, cabinet upgrades, or the installation of other fixtures or chattels, must ensure that all of these are reported to their homeowner insurers, that they have coverage to allow for these improvements to be restored in case of a major loss. Owners are also responsible to ensure that they obtain insurance for their personal belongings as well as for personal liability in case of a civil lawsuit against them.





The Agent also reminds the owners to ensure that they query their broker about obtaining loss assessment coverage to "buy down" the Strata Corporation's insurance deductibles (which can be a significant amount) to the level of their homeowner's insurance deductible. A number of homeowner's insurance policies do not provide this coverage as a matter of course, and this should be specifically requested.

**b) Break-ins**

Residents are to be advised that attempted break-ins have been reported throughout the neighborhood, even during the daytime periods. Please ensure that gates are fully closed behind you to help ensure the safety of yourself and the complex.

**c) Gates**

The Strata Council directed the Agent to have Agendum Services attend to adjust all courtyard gates as required to ensure they close securely and try to correct the excessive noise some gates make while closing.

**8. NEXT COUNCIL MEETING:**

The next scheduled Council Meeting has been scheduled for **Tuesday, June 19, 2007** at 6:45 pm at the Starbucks on 6<sup>th</sup> and Willow, Vancouver, BC.

**9. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:00 pm.

Respectfully Submitted

Jarvie Way, Property Agent

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

Administrative Assistant: Donna Bossert

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**COUNCIL MEETING OF STRATA PLAN LMS 2379 HELD AT STARBUCKS ON 6<sup>TH</sup> AND WILLOW  
TUESDAY, JUNE 19, 2007 AT 6:45 PM IN VANCOUVER, BC**

**PRESENT:**

Scott Venn	President	#204 – 675
Susan Cullen	Secretary	#106 – 655
Donna Ashman	MAL	#102 – 675

**ABSENT WITH REGRETS:**

Will Ali	Treasurer	#205 – 685
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**ALSO IN ATTENDANCE:**

Jarvie Way, Strata Agent  
Century 21 Prudential Estates (Rmd) Ltd.

**1. CALL TO ORDER:**

The meeting was called to order at 6:50 pm

**2. ADOPTION OF PREVIOUS MINUTES**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the minutes from the Council meeting held on May 22, 2007.

**3. FINANCIAL REPORT**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To accept the May 2007 Financial Operating Statements as presented by Century 21 Prudential Estates (RMD) Ltd.

**a) Owners Arrears**

Council reviewed the owner's arrears report and noted that all owners are up to date with their Strata fee payments. The Strata Council would like to thank all owners for keeping their accounts up to date.

**b) Draft Budget**

The Strata Council is currently in the process of preparing the draft budget to present to the owners at the upcoming AGM for the Strata Corporation's new fiscal year.

**4. BUSINESS ARISING FROM PREVIOUS MINUTES:**

**a) Second Phase Building Repair**

Scott Venn has reported that BC Building Sciences and Edenvale Restoration will be onsite in mid June to prepare the next scope of work for the next phase of repairs. The Strata Council will try to ensure that the amount and scope of the next phase are provided as soon as possible, as a resolution will be presented at the AGM to initiate the repairs and raise the funds required.

**b) Visitors Parking Garage Door**

JK Garage Doors has been on site and completed installation of the new parkade door.

As a result of the new door, a new overhead controller must be installed. The Strata Council reviewed the following quote.

CASI Installations provide new receivers for both doors and provide 70 remotes at a total cost of \$4,006.00 + GST. It was,

**MOVED, SECONDED AND CARRIED**

To award the contract to CASI Installations.

Residents are to be advised; you must contact Donna Ashman to trade your old remote for a new remote before the installation is complete. Residents will be advised prior to the date of installation.

**c) Arborist – Katura Trees**

Donna Ashman advised Council she would be meeting with Barklit Tree on July 5, 2007 to further discuss possible replacement trees.

**d) Mailbox Security**

Donna Ashman advised Council that she has heard no response from the contractor who was to provide a quote on a secure mailbox cover. The Strata Council directed the Agent to follow up further.

**e) Window and Building Washing**

The Strata Council asked Kelly Boy Maintenance to return to ensure their quote did include the washing on the north and south sides of the building, although they have yet to forward their revised quote. The Strata Council directed the Agent to follow up with Kelly Boy and receive their quote as soon as possible and forward that quote for approval to Council via email.

**5. CORRESPONDENCE**

**Tree**

An owner wrote enquiring about the tree trimming in their back patio area. The Strata Council directed the Agent to advise the owner that they would trim the tree as required.

**6. NEW BUSINESS:**

**a) Insurance Appraisal Renewal**

The Strata Agent advised Council that it was time to renew the appraisal contract with Sun Corp Valuations. Sun Corp Valuations has quoted a cost of \$700.00 + GST to provide an appraisal program over a three year period starting July 2007. It was,

**MOVED, SECONDED AND CARRIED**

To renew the contract with Sun Corp.

**b) Parkade Mirror**

One parkade mirror had to be adjusted as a result of the new door being installed. The Strata Council has directed the Agent to have a new mirror installed with an arm to replace it.

**c) Parkade**

There is a slight crack in the parkade membrane of stall #49. It appears to be recently leaking. It may be the result of the irrigation system being turned on, as it was previously not a problem. While BC Building Sciences is onsite, we will have them investigate further.

**d) Refuse Area**

The Strata Council directed the Agent to follow up with Devak Locksmith as they have yet to contact Donna Ashman to install a new lock in the garbage room, as well, a new door knob and

knob guard needs to be installed on the outside door next to the parkade.

**e) Courtyard Gate**

While Devak Locksmith is on site, Donna Ashman will ask them to provide a quote on new closures for the courtyard gates in the eastern and west courtyards. The current ones no longer function correctly and should be replaced.

**f) Vent Cover – Alleyway**

The Strata Council directed the Agent to have Agendum Services attend and replace a vent cover on the outside alleyway, which is in a state of disrepair.

**g) Locker Room**

All residents are to be advised that they are not allowed to store any items whatsoever at any time above their locker area or on the outside of the area, as this is an extreme fire hazard. If you have items that are above your locker area or on the outside of the locker area, please remove these items no later than **July 15, 2007**.

**8. NEXT COUNCIL MEETING:**

The next scheduled Council Meeting has been scheduled for **Monday, July 9, 2007** at 6:45 pm at the Starbucks on 6<sup>th</sup> and Willow, Vancouver, BC.

**9. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:00 pm.

Respectfully Submitted

Jarvie Way, Property Agent

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

Administrative Assistant: Donna Bossert

Service Department: Greg Dunphy

Telephone 604-273-1745 (9:00 a.m. to 5:00 p.m. & 24 Hour Emergency)

Fax 604-273-9021

**IT HAS BECOME A STANDARD PRACTICE IN THE REAL ESTATE INDUSTRY THAT OWNERS PROVIDE TWO (2) YEARS OF COUNCIL AND GENERAL MEETING MINUTES TO POTENTIAL PURCHASERS. PLEASE RETAIN YOUR MINUTES FOR TWO YEARS AS THERE IS A FEE TO OWNERS WHO REQUIRE ADDITIONAL COPIES OF THE MINUTES.**

**UNDER THE STRATA PROPERTY ACT, PROPERTY MANAGERS WORK FOR THE OWNERS OF THE STRATA CORPORATION. UNDER THE STRATA PROPERTY ACT AND THE PRIVACY ACT, WHEN SELLING YOUR UNIT THE PROPERTY MANAGER MAY ONLY COMMUNICATE WITH THE OWNER OR THE SELLER'S AGENT UPON PRESENTATION OF THE WRITTEN VERIFICATION OF SUCH A RELATIONSHIP. THE PROPERTY MANAGER CAN NOT COMMUNICATE INFORMATION ABOUT THE STRATA CORPORATION OR YOUR STRATA LOT WITH PURCHASERS OR THE AGENT FOR THE PURCHASER WITHOUT WRITTEN AUTHORIZATION FROM THE OWNER. ALL QUESTIONS OR CONCERNS SHOULD BE DIRECTED TO THE OWNER OF THE UNIT OR THE OWNER'S AGENT.**



**COUNCIL MEETING OF STRATA PLAN LMS 2379 HELD AT STARBUCKS ON 6<sup>TH</sup> AND WILLOW  
MONDAY, JULY 9, 2007 AT 6:45 PM IN VANCOUVER, BC**

**PRESENT:**

Scott Venn	President	#204 – 675
Susan Cullen	Secretary	#106 – 655
Donna Ashman	MAL	#102 – 675

**ABSENT WITH REGRETS:**

Will Ali	Treasurer	#205 – 685
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**ALSO IN ATTENDANCE:**

Jarvie Way, Strata Agent  
Century 21 Prudential Estates (Rmd) Ltd.

**1. CALL TO ORDER:**

The meeting was called to order at 6:50 pm

**2. ADOPTION OF PREVIOUS MINUTES**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the minutes from the Council meeting held on June 19, 2007.

**3. FINANCIAL REPORT**

**a) Financial Statements**

As the June 2007 financial statement was not ready, they will be reviewed at the next Council meeting.

**b) Owners Arrears**

Council reviewed the owner's arrears report and noted that all of the owners are up to date with their Strata fee payments. The Strata Council would like to thank the owners for keeping their accounts up to date.

**c) Draft Budget**

The Strata Council has finalized the preparation of the proposed draft budget for presentation to the owners at the upcoming AGM.

**4. BUSINESS ARISING:**

**a) Second Phase Building Repair**

Scott Venn advised Council that BC Building Services has yet to prepare a scope of work for the next phase of repairs. He will continue to follow up and obtain the scope of work prior to the AGM so that a resolution for a proposed levy to initiate these repairs can be presented at the Annual General Meeting.

The condition of the buildings exterior paint was also discussed. The Strata Council agreed to present a separate resolution for painting the exterior of the building.

**b) Visitors Parking Garage Door**

CASI Installation will be on site later this week to install the final components for the receivers for both doors. Residents are to be advised that all remotes will be handed out prior to the new system being activated.

**c) Arborist – Katsura Trees**

Donna Ashman advised Council that she has met with Barklit Trees and that they will be forwarding a report for Council to review noting a plan for removal or replacement of possibly one tree this year and two trees in future years.

**d) Mailbox Security**

Despite both Donna Ashman and the Strata Agent continually following up with the contractor who was to provide a quote on the secure mail box cover, no response was received. Therefore the Strata Council directed the Agent to find another contractor.

**e) Window and Building Washing**

The Strata Council had approved a quote from Sunrise Window Cleaning in the amount of \$4,180.00 plus GST to clean all inaccessible windows at the building.

**f) Parkade Mirror and Vent Cover**

The Strata Agent advised Council that the Agendum Services would be attending to install an arm on the parkade mirror and replace a vent cover.

**g) Parkade**

The small crack in the ceiling by parking stall #49 has since been investigated by BC Building Sciences and they advise that there is no reason to be concerned. It is most likely from the irrigation system being turned on, as the new sprinkler head in the area wasn't used in previous years.

**h) Garbage Area Locks**

Donna Ashman will be meeting with Devak Locksmith later this week to replace the garbage area locks. While Devak is onsite, Donna Ashman will ask them to provide a quote on proper closures for the courtyard gates.

**5. CORRESPONDENCE****Window**

An owner wrote Council advising that they appear to have some water pooling in the sill of their windows. Strata Council directed the Agent to advise the owner that they would follow up directly with this owner.

**6. NEW BUSINESS****a) Electrical Room**

Donna Ashman pointed out a small crack in the electrical room ceiling and at some time there appears to be water dripping. Donna Ashman will ask Agendum Services to investigate further.

**b) Annual General Meeting**

The AGM has been tentatively scheduled for Tuesday, August 28<sup>th</sup>, 2007, and as reported in Business Arising, there will be two separate resolutions presented: one for exterior painting and one for building repair. Notices will be delivered in advance of the meeting.



**7. NEXT COUNCIL MEETING:**

The next Council Meeting has not been decided. It may be scheduled for the week prior to the AGM. The AGM has been tentatively scheduled for Tuesday August 28<sup>th</sup>, 2007 at 7:00 pm in the visitor's parkade at the Ivy's.

**8. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:05 PM.

Respectfully Submitted

Jarvie Way, Property Agent

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

Administrative Assistant: Donna Bossert

Service Department: Greg Dunphy

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M070709





Prudential Estates (RMD) Ltd.  
SALES & PROPERTY MANAGEMENT  
7320 Westminster Highway  
Richmond, B.C. V6X 1A1  
Telephone: (604) 273-1745  
Fax: (604) 273-9021

August 7, 2007

**TAKE NOTICE THAT THE ANNUAL GENERAL MEETING  
OF THE OWNERS, STRATA PLAN LMS 2379  
WILL BE HELD ON:**

**DATE:** TUESDAY, AUGUST 28, 2007

**TIME:** REGISTRATION AT 6:45 PM TO 7:00 PM  
CALL TO ORDER AT 7:00 PM

**PLACE:** THE VISITOR PARKING AREA, THE IVYS  
653-689 WEST 7<sup>TH</sup> AVENUE, VANCOUVER, B.C.

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**BRING YOUR OWN CHAIR**

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An agenda for the Meeting, along with some explanatory notes concerning voting procedures is enclosed herewith. Please read this material carefully prior to the Meeting and **bring it with you to the meeting.**

**PURPOSE:** The purpose of the meeting is to inform the owners of the operations of the Strata Corporation, to adopt the 2007/2008 Proposed Operating Budget, to consider  $\frac{3}{4}$  Vote Resolutions, and to elect the Strata Council for the ensuing year.

**QUORUM:** As per Section 48 of the Strata Property Act, in order to conduct business at the General Meeting, eligible voters holding  $\frac{1}{3}$  of the Strata Corporation's votes, present in person or proxy must be present.

**ELIGIBILITY:** Except in cases whereby or under the Strata Property Act, a unanimous resolution is required, no owner is entitled to vote at any General Meeting unless all contributions payable respect to his strata lot have been duly paid. Please send your payment prior to the General Meeting.

**PROXY:** An instrument appointing a proxy shall be in writing under the hand of the appointer or his attorney and may be either general or for a particular meeting. A proxy need not be an Owner.



## **AGENDA**

1. CALL TO ORDER
2. CALLING OF THE ROLL AND CERTIFYING OF PROXIES
3. FILING PROOF OF NOTICE OF MEETING
4. ADOPTION OF MINUTES OF ANNUAL GENERAL MEETING – July 26, 2006 & SPECIAL GENERAL MEETING – February 21, 2007
5. INSURANCE CERTIFICATE (SEE ATTACHED)
6. ADOPTION OF THE PROPOSED BUDGET – 2007/2008
7. CONSIDERATION OF ¾ VOTE RESOLUTION (SEE ATTACHED)
8. ELECTION OF COUNCIL
9. DISCUSSIONS ON THE NEXT PHASE OF THE PROJECT
10. NEW BUSINESS
11. ADJOURNMENT



**BFL Canada Insurance Services Inc.**  
 117 West Hastings Street, Suite 200, Vancouver, BC V6K 2K3  
 Phone No. (604) 669-9600 Fax No. (604) 683-9316  
 vancouver@bfl87.ca

**International Insurance Brokers**

<b>CERTIFICATE OF INSURANCE</b>		Previous Policy No. BFL04LMS2379	Renewal Policy No. BFL04LMS2379
<b>NAME OF INSURED</b>		The Owners, Strata Plan LMS2379, acting on their own behalf or as a Strata Corporation &/or as Trustees or Agents on behalf of all Registered Unit Owners.	
<b>PROPERTY MANAGER</b>		Century 21 Prudential Estates (RMD) Ltd.	
<b>MAILING ADDRESS</b>		7320 Westminster Highway, Richmond, BC V6X 1A1	
<b>POLICY PERIOD</b>		From: April 30, 2007 To: April 30, 2008	
<b>INSURED LOCATION</b>		12:01 a.m. standard time at the location of the premises as to each of the said dates 653 - 689 West 7th Avenue, Vancouver, BC V5Z 1B6	
<b>CONSTRUCTION</b>		Frame	3 Stories 4 Buildings
<b>OCCUPIED BY INSURED AS</b>		57 Residential Units	Nil Commercial Units
Insurance is provided, subject to the Declarations, Terms, Conditions of the Policy and its Riders, only for which specific Riders are attached and for which a specific limit or annotation is shown hereunder.			
<b>INSURING AGREEMENT</b>		<b>DEDUCTIBLE</b>	<b>LIMIT</b>
<b>SECTION I - PROPERTY</b> (Revision date Aug 24, 2006)			\$ 7,666,100
A. All Property - All Risks, Stated Amount Co-Insurance, Guaranteed Replacement Cost, By-Laws			
All Risks		\$ 1,000	
Sewer Backup Damage		\$ 2,500	
Water Damage		\$ 2,500	
Earthquake Damage		% 10	
Flood Damage		\$ 10,000	
Lock & Key		\$ 250	\$ 10,000
B. Business Interruption (Gross Rents), Indemnity Period - N/A Months			\$ Not Covered
<b>SECTION II - COMPREHENSIVE CRIME</b>			
A. Employee Dishonesty			\$ 25,000
B. Money and Securities Broad Form Coverage			\$ 10,000
<b>SECTION III - COMMERCIAL GENERAL LIABILITY</b>			
General Total Limit		\$ 1,000	\$ 10,000,000
Products and Completed Work Total Limit		\$	\$ 10,000,000
Limited Pollution Liability Total Sub-Limit		\$	\$ 1,000,000
Each Event Limit		\$	\$ 10,000,000
Limited Pollution Liability Each Event Sub-Limit		\$	\$ 1,000,000
Medical Expenses Limit		\$	\$ 10,000
Personal Injury Liability Limit		\$	\$ 10,000,000
Each Event Deductible - Limited Pollution Liability		\$ 10,000	\$
Each Event Deductible - All Other Losses		\$ 1,000	\$
<b>SECTION IV - CONDOMINIUM DIRECTORS &amp; OFFICERS LIABILITY FORM D9537 (01/97)</b>			
Claims Made Form (Including Property Manager)		\$ Nil	\$ 3,000,000
<b>SECTION V - COMPREHENSIVE GLASS</b>			
Residential		\$ 100	\$ Blanket
Commercial		\$ N/A	\$ Not Covered
<b>SECTION VI - EQUIPMENT BREAKDOWN</b>			
Direct Damage - Each Accident		\$ 500	\$ 7,666,100
Additional Benefits Limits:			
- Ammonia Contamination			\$ 100,000
- Computer Software and Electronic Data Media Material			\$ 10,000
- Data and Records Restoration Costs			\$ 10,000
- Demolition and Increased Cost of Construction			\$ 250,000
- Expediting Expenses			\$ 10,000
- Extra Expense			\$ 100,000
- Hazardous Substances			\$ 100,000
- Inventory or Appraisals, Professional Fees			\$ 100,000
- Newly Acquired Locations			\$ 250,000
- Off Premises Utility Failure			\$ 50,000
- Water Damage			\$ 100,000
Loss of Rental Income - Each Accident - N/A Months Indemnity Period			\$ Not Covered
<b>SECTION VII - POLLUTION LIABILITY - Claims Made Form</b>			
Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense		\$ 25,000	\$ 250,000
<b>SECTION VIII - VOLUNTEER ACCIDENT</b>			
		See Policy Wordings	\$ See Policy Wordings
<b>SECTION IX - NON-OWNED AUTOMOBILE</b>			
Any One Accident Limit			\$ 10,000,000
<b>LOSS IF ANY PAYABLE TO:</b>		To all Registered Unit Owners &/or other Mortgagees as their interest may appear and as shown in the Land Registration District Office applicable to the said Property.	
		(The Standard Mortgage Clause is applicable unless Special Mortgage Clause attached)	
<b>TOTAL PREMIUM:</b>			\$ 13,068.00

**This Policy contains a clause(s) which may limit the amount payable**

**SUBSCRIPTION**

This Certificate is not valid unless countersigned by an Authorized Representative of the Insurer(s).

E. & O.E.

DATE: April 30, 2007

BFL CANADA INSURANCE SERVICES INC.

AUTHORIZED REPRESENTATIVE





The Ivy's - Strata Plan LMS 2379			
Proposed Operating Budget - July 1, 2007 - June 30, 2008			
	2006/2007	June	2007/2008
	Budget	Actual	BUDGET
<b>Income</b>			
Operating Assessments	\$ 157,059.00	\$ 157,059.00	\$ 157,059.00
Interest	\$ 410.00	\$ 889.00	\$ 410.00
Move In Fees	\$ 200.00	\$ 400.00	\$ 200.00
Fines and Penalties	\$ -	\$ 222.00	\$ -
Prior Year Surplus/Deficit	\$ 5,278.00	\$ 5,278.00	\$ 2,126.00
<b>Total Income</b>	<b>\$ 162,947.00</b>	<b>\$ 163,848.00</b>	<b>\$ 159,795.00</b>
<b>Expenses</b>			
<b>General</b>			
Insurance	\$ 11,000.00	\$ 12,532.00	\$ 12,500.00
Insurance Appraisal (2007)	\$ -	\$ -	\$ 742.00
Management Fees	\$ 12,043.00	\$ 12,243.00	\$ 13,125.00
WCB Coverage	\$ 100.00	\$ -	\$ 100.00
Caretaker Contract	\$ 8,400.00	\$ 8,400.00	\$ 8,400.00
Legal	\$ 200.00	\$ -	\$ 200.00
Duplicating & Postage	\$ 1,300.00	\$ 1,403.00	\$ 1,500.00
Bank Charges	\$ 220.00	\$ 216.00	\$ 300.00
Garage Door Transmitters	\$ -	\$ 150.00	\$ 200.00
<b>Total General</b>	<b>\$ 33,263.00</b>	<b>\$ 34,644.00</b>	<b>\$ 37,067.00</b>
<b>Buildings</b>			
Boiler & Mechanical	\$ 4,000.00	\$ 2,711.00	\$ 4,000.00
Fire Alarm Monitoring	\$ 2,500.00	\$ 1,310.00	\$ 2,500.00
Fire Alarm Systems	\$ 2,000.00	\$ 2,594.00	\$ 2,000.00
Electricity	\$ 7,700.00	\$ 7,260.00	\$ 8,000.00
Extermination	\$ 1,425.00	\$ 1,268.00	\$ 1,425.00
Garage Door	\$ 500.00	\$ 524.00	\$ 500.00
General Maintenance	\$ 6,000.00	\$ 1,818.00	\$ 5,000.00
Heating Fuel/Gas	\$ 34,000.00	\$ 32,141.00	\$ 36,000.00
Door Repairs/Replacement	\$ 2,000.00	\$ 51.00	\$ 2,000.00
Locks/Keys	\$ 1,200.00	\$ 36.00	\$ 1,000.00
Repairs - Mech/Plmbg	\$ 5,000.00	\$ 3,597.00	\$ 5,000.00
Repairs - Exterior	\$ 4,000.00	\$ 972.00	\$ 4,000.00
Repairs - Electrical	\$ 500.00	\$ 390.00	\$ 500.00
Repairs - Interior	\$ 2,000.00	\$ 4,859.00	\$ 2,000.00
Garbage Collection	\$ 3,300.00	\$ 2,840.00	\$ 3,300.00
Enterphone	\$ 500.00	\$ -	\$ 500.00
Supplies	\$ 500.00	\$ 1,482.00	\$ 500.00
Water & Sewer Charges	\$ 6,500.00	\$ 9,183.00	\$ 7,200.00
Window Cleaning	\$ 2,200.00	\$ -	\$ 2,200.00
Window Replacement	\$ 1,000.00	\$ -	\$ 1,000.00
<b>Total Buildings</b>	<b>\$ 86,825.00</b>	<b>\$ 73,036.00</b>	<b>\$ 88,625.00</b>
<b>Grounds</b>			
Pruning & Tree Removal	\$ 1,000.00	\$ -	\$ 1,400.00
Gardening	\$ 6,000.00	\$ 4,000.00	\$ 7,400.00
Snow/Ice Removal	\$ 350.00	\$ -	\$ 350.00
Irrigation	\$ 500.00	\$ 745.00	\$ 500.00
<b>Total Grounds</b>	<b>\$ 7,850.00</b>	<b>\$ 4,745.00</b>	<b>\$ 9,650.00</b>
<b>Total Operating Expenses</b>	<b>\$ 127,938.00</b>	<b>\$ 112,425.00</b>	<b>\$ 136,342.00</b>
<b>Reserves</b>			
Capital Fund - Boiler	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Transfer to Reserves	\$ 14,453.00	\$ 14,453.00	\$ 14,453.00
<b>Total Reserves</b>	<b>\$ 24,453.00</b>	<b>\$ 24,453.00</b>	<b>\$ 24,453.00</b>
<b>TOTAL EXPENSES</b>	<b>\$ 152,391.00</b>	<b>\$ 136,878.00</b>	<b>\$ 159,795.00</b>
<b>Surplus &lt;Deficit&gt;</b>	<b>\$ 10,556.00</b>	<b>\$ 26,970.00</b>	<b>\$ -</b>



UNIT ENTITLEMENT CALCULATIONS						
THE IVY'S						
2007/2008						
			\$14,453.00	\$10,000.00	\$132,606.00	\$157,059.00
STRATA LOT NUMBER	SUITE NO.	UNIT ENTITLEMENT (SQ.M)	MONTHLY CRF PAYMENT PER SUITE	MONTHLY BOILER PAYMENT PER SUITE	MONTHLY OPERATING PAYMENT PER SUITE	TOTAL MONTHLY PAYMENT PER SUITE
1	101/85	60	\$16.97	\$11.74	\$155.68	\$184.39
2	103/85	61	\$17.25	\$11.94	\$158.27	\$187.46
3	105/85	61	\$17.25	\$11.94	\$158.27	\$187.46
4	107/85	59	\$16.68	\$11.54	\$153.08	\$181.30
5	108/75	58	\$16.40	\$11.35	\$150.49	\$178.24
6	106/75	60	\$16.97	\$11.74	\$155.68	\$184.39
7	104/75	60	\$16.97	\$11.74	\$155.68	\$184.39
8	102/75	59	\$16.68	\$11.54	\$153.08	\$181.30
9	101/69	59	\$16.68	\$11.54	\$153.08	\$181.30
10	103/69	60	\$16.97	\$11.74	\$155.68	\$184.39
11	105/69	60	\$16.97	\$11.74	\$155.68	\$184.39
12	107/69	58	\$16.40	\$11.35	\$150.49	\$178.24
13	106/65	78	\$22.06	\$15.26	\$202.38	\$239.70
14	104/65	80	\$22.62	\$15.65	\$207.57	\$245.84
15	102/65	79	\$22.34	\$15.46	\$204.98	\$242.78
16	101/57	79	\$22.34	\$15.46	\$204.98	\$242.78
17	103/57	80	\$22.62	\$15.65	\$207.57	\$245.84
18	105/57	78	\$22.06	\$15.26	\$202.38	\$239.70
19	106/55	50	\$14.14	\$9.78	\$129.73	\$153.65
20	104/55	61	\$17.25	\$11.94	\$158.27	\$187.46
21	102/55	60	\$16.97	\$11.74	\$155.68	\$184.39
22	689	83	\$23.47	\$16.24	\$215.35	\$255.06
23	201/85	81	\$22.91	\$15.85	\$210.16	\$248.92
24	203/85	81	\$22.91	\$15.85	\$210.16	\$248.92
25	205/85	79	\$22.34	\$15.46	\$204.98	\$242.78
26	207/85	79	\$22.34	\$15.46	\$204.98	\$242.78
27	209/85	84	\$23.75	\$16.44	\$217.95	\$258.14
28	210/75	83	\$23.47	\$16.24	\$215.35	\$255.06
29	208/75	78	\$22.06	\$15.26	\$202.38	\$239.70
30	206/75	78	\$22.06	\$15.26	\$202.38	\$239.70
31	204/75	80	\$22.62	\$15.65	\$207.57	\$245.84
32	202/75	80	\$22.62	\$15.65	\$207.57	\$245.84
33	673	82	\$23.19	\$16.04	\$212.76	\$251.99
34	671	82	\$23.19	\$16.04	\$212.76	\$251.99
35	201/69	80	\$22.62	\$15.65	\$207.57	\$245.84
36	203/69	80	\$22.62	\$15.65	\$207.57	\$245.84
37	205/69	78	\$22.06	\$15.26	\$202.38	\$239.70
38	207/69	78	\$22.06	\$15.26	\$202.38	\$239.70
39	209/69	83	\$23.47	\$16.24	\$215.35	\$255.06
40	210/65	83	\$23.47	\$16.24	\$215.35	\$255.06
41	208/65	78	\$22.06	\$15.26	\$202.38	\$239.70
42	206/65	78	\$22.06	\$15.26	\$202.38	\$239.70



UNIT ENTITLEMENT CALCULATIONS						
THE IVY'S						
2007/2008						
			\$14,453.00	\$10,000.00	\$132,606.00	\$157,059.00
STRATA LOT NUMBER	SUITE NO.	UNIT ENTITLEMENT (SQ.M)	MONTHLY CRF PAYMENT PER SUITE	MONTHLY BOILER PAYMENT PER SUITE	MONTHLY OPERATING PAYMENT PER SUITE	TOTAL MONTHLY PAYMENT PER SUITE
43	204/65	80	\$22.62	\$15.65	\$207.57	\$245.84
44	202/65	80	\$22.62	\$15.65	\$207.57	\$245.84
45	663	82	\$23.19	\$16.04	\$212.76	\$251.99
46	661	82	\$23.19	\$16.04	\$212.76	\$251.99
47	201/57	80	\$22.62	\$15.65	\$207.57	\$245.84
48	203/57	80	\$22.62	\$15.65	\$207.57	\$245.84
49	205/57	78	\$22.06	\$15.26	\$202.38	\$239.70
50	207/57	78	\$22.06	\$15.26	\$202.38	\$239.70
51	209/57	83	\$23.47	\$16.24	\$215.35	\$255.06
52	210/55	84	\$23.75	\$16.44	\$217.95	\$258.14
53	208/55	79	\$22.34	\$15.46	\$204.98	\$242.78
54	206/55	79	\$22.34	\$15.46	\$204.98	\$242.78
55	204/55	81	\$22.91	\$15.85	\$210.16	\$248.92
56	202/55	82	\$23.19	\$16.04	\$212.76	\$251.99
57	653	83	\$23.47	\$16.24	\$215.35	\$255.06
<b>TOTALS</b>		<b>4259</b>	<b>\$1,204.39</b>	<b>\$833.29</b>	<b>\$11,050.50</b>	<b>\$13,088.18</b>
		<b>ANNUALIZED</b>	<b>\$14,452.68</b>	<b>\$9,999.48</b>	<b>\$132,606.00</b>	<b>\$157,058.16</b>



LMS 2379 THE IVY'S  
Property Balance Sheet  
as at 30 JUN 2007

Date: 29 JUN 2007

Assets

BANK TRUST ACCOUNT	20,484.51
RESERVE TRUST ACCOUNT	82,479.99
PETTY CASH	200.00
SPECIAL LEVY TRUST ACCOUNT	6,676.94
ACCOUNTS RECEIVABLE	772.95
PREPAID INSURANCE	10,890.00

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Total Assets	121,504.39
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Liabilities

DEPOSITS-KEYS	200.00
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Total Liabilities	200.00
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Owners Equity

SPECIAL LEVY	6,676.94
CONTINGENCY RESERVE FUND	72,480.03
CRF BOILER REPLACEMENT FUND	9,999.96
OPERATING FUND OPENING BALANCE	5,178.32
YTD SURPLUS (DEFICIT)	26,969.14

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Total Owners Equity	121,304.39
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Total Liabilities & Equity	121,504.39
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LMS 2379 THE IVY'S  
Property Income Statement  
for the Period Ending June

Page 1

29 JUN 2007

	Current Month		Year to Date		Variance	Annual
	Budget	Actual	Budget	Actual		Budget
<u>Income</u>						
LATE PAYMENT INTEREST				22.14	22.14	
BYLAW VIOLATION FINES				200.00	200.00	
INTEREST (BANK ACC)	34.17	127.92	410.04	889.07	479.03	410.00
OPERATING ASSESSMENTS	13,088.25	13,088.14	157,059.00	157,057.68	1.32-	157,059.00
MOVE IN FEES	16.67	100.00	200.04	400.00	199.96	200.00
PRIOR YEAR SURPLUS/DEFICI	439.83		5,277.96	5,278.00	.04	5,278.00
Total Income	13,578.92	13,316.06	162,947.04	163,846.89	899.85	162,947.00

Expenses

General

INSURANCE	916.67	1,089.00	11,000.04	12,531.58	1,531.54	11,000.00
MANAGEMENT FEES	1,003.58	994.20	12,042.96	12,243.10	200.14	12,043.00
WCB COVERAGE	8.33		99.96		99.96-	100.00
CARETAKER CONTRACT	700.00	700.00	8,400.00	8,400.00		8,400.00
LEGAL	16.67		200.04		200.04-	200.00
DUPLICATING & POSTAGE	108.33	44.57	1,299.96	1,402.68	102.72	1,300.00
BANK CHARGES	18.33	18.00	219.96	216.00	3.96-	220.00
GARAGE DOOR TRANSMITTERS				150.00-	150.00-	
Total General	2,771.91	2,845.77	33,262.92	34,643.36	1,380.44	33,263.00

Building

BOILER AND MECHANICAL	333.33		3,999.96	2,711.31	1,288.65-	4,000.00
FIRE ALARM MONITORING	208.33		2,499.96	1,310.16	1,189.80-	2,500.00
FIRE ALARM SYSTEMS	166.67		2,000.04	2,594.27	594.23	2,000.00
ELECTRICITY	641.67	571.80	7,700.04	7,259.68	440.36-	7,700.00
EXTERMINATION	118.75	95.40	1,425.00	1,268.13	156.87-	1,425.00
GARAGE DOOR	41.67		500.04	524.26	24.22	500.00
GENERAL MAINTENANCE	500.00		6,000.00	1,818.48	4,181.52-	6,000.00
HEATING FUEL/ GAS	2,833.33	2,473.08	33,999.96	32,141.08	1,858.88-	34,000.00
DOOR REPAIRS/REPLACEMENT	166.67		2,000.04	50.88	1,949.16-	2,000.00
LOCKS/KEYS	100.00	792.90	1,200.00	35.56	1,164.44-	1,200.00
REPAIRS-MECH/PLMBG	416.67	2,646.54	5,000.04	3,596.82	1,403.22-	5,000.00
REPAIRS - EXTERIOR	333.33		3,999.96	971.63	3,028.33-	4,000.00
REPAIRS ELECTRICAL	41.67		500.04	389.82	110.22-	500.00
REPAIRS - INTERIOR	166.67		2,000.04	4,858.98	2,858.94	2,000.00
GARBAGE COLLECTION	275.00	240.20	3,300.00	2,840.40	459.60-	3,300.00
ENTERPHONE/ENTERCOM	41.67		500.04		500.04-	500.00
SUPPLIES	41.67		500.04	1,481.69	981.65	500.00
WATER AND SEWER CHARGES	541.67	2,375.28	6,500.04	9,182.92	2,682.88	6,500.00
WINDOW CLEANING	183.33		2,199.96		2,199.96-	2,200.00
WINDOW REPLACEMENT	83.33		999.96		999.96-	1,000.00
Total Building	7,235.43	9,195.20	86,825.16	73,036.07	13,789.09-	86,825.00

Grounds

PRUNING & TREE REMOVAL	83.33		999.96		999.96-	1,000.00
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LMS 2379 THE IVY'S  
Property Income Statement  
for the Period Ending June

Page 2

29 JUN 2007

	Current Month		Year to Date		Variance	Annual Budget
	Budget	Actual	Budget	Actual		
GARDENING	500.00	1,600.00	6,000.00	4,000.00	2,000.00-	6,000.00
SNOW/ICE REMOVAL	29.17		350.04		350.04-	350.00
IRRIGATION	41.67	328.60	500.04	745.32	245.28	500.00
Total Grounds	654.17	1,928.60	7,850.04	4,745.32	3,104.72-	7,850.00
<u>Recreation Facility</u>						
Total Recreation						
<u>Capital</u>						
CAPITAL REPLACE FUND BOIL	833.33	833.33	9,999.96	9,999.96	.01	10,000.00
TRANSFER TO RESERVES	1,204.42	1,204.42	14,453.04	14,453.04		14,453.00
Total Capital	2,037.75	2,037.75	24,453.00	24,453.00		24,453.00
Total Expenses	12,699.26	16,007.32	152,391.12	136,877.75	15,513.37-	152,391.00
Surplus/Deficit	879.66	2,691.26-	10,555.92	26,969.14	16,413.22	10,556.00



ac #	Date	Description	Amount	Total
		OPENING BALANCE		122260.88
419495	JUL 23 2006	JUNE/06 INTEREST RESERVES	471.09	
432642	JUL 31 2006	RESERVE CONTRIBUTION	1204.42	
437529	JUL 31 2006	BOILER REPLACEMENT FUND	833.33	
437843	JUL 31 2006	BK SERVICE CHARGE	-5.00	
			<hr/> 2503.84	124764.72
461562	AUG 15 2006	REIMBURSING CRF RE LOAN	1000.00	
450847	AUG 27 2006	JULY 2006 INTEREST RESERVE	406.95	
443954	AUG 31 2006	RESERVE CONTRIBUTION	1204.42	
454956	AUG 31 2006	BK SERVICE CHARGE	-5.00	
456449	AUG 31 2006	BOILER REPLACEMENT FUND	833.33	
			<hr/> 3439.70	128204.42
484030	SEP 24 2006	AUG/06 INTEREST RESERVES	460.06	
464005	SEP 30 2006	BK SERVICE CHARGE	-5.00	
481254	SEP 30 2006	RESERVE CONTRIBUTION	1204.42	
481340	SEP 30 2006	BOILER REPLACEMENT FUND	833.33	
			<hr/> 2492.81	130697.23
98657	OCT 29 2006	SEPTEMBER 2006 INTEREST RESERVE	471.75	
490817	OCT 31 2006	RESERVE CONTRIBUTION	1204.42	
492715	OCT 31 2006	BOILER REPLACEMENT FUND	833.33	
499029	OCT 31 2006	BK SERVICE CHARGE	-5.00	
			<hr/> 2504.50	133201.73
508055	NOV 26 2006	OCT/06 INTEREST RESERVES	464.00	
512971	NOV 30 2006	RESERVE CONTRIBUTION	1204.42	
512972	NOV 30 2006	BOILER REPLACEMENT FUND	833.33	
528818	NOV 30 2006	BK SERVICE CHARGE	-5.00	
			<hr/> 2496.75	135698.48
548908	DEC 24 2006	NOVEMBER 2006 RESERVE INTEREST	473.19	
547917	DEC 31 2006	RESERVE CONTRIBUTION	1204.42	
548789	DEC 31 2006	BK SERVICE CHARGE	-5.00	
			<hr/> 1672.61	137371.09
573024	JAN 01 2007	TO REFLECT CRF BOILER CONTRIBUTION	-4166.65	
567262	JAN 28 2007	RESERVES INTEREST DEC/06	513.37	
557383	JAN 31 2007	RESERVE CONTRIBUTION	1204.42	
574204	JAN 31 2007	BK SERVICE CHARGE	-5.00	
			<hr/> -2453.86	134917.23



ac #	Date	Description	Amount	Total
5306	FEB 25 2007	JANUARY 2007 INTEREST RESERVE	490.61	
1677	FEB 28 2007	BK SERVICE CHARGE	-5.00	
4333	FEB 28 2007	RESERVE CONTRIBUTION	1204.42	
			<u>1690.03</u>	<u>136607.26</u>
33530	MAR 01 2007	TRF FROM CRF TO S/L/RESOLUTION 1	-65000.00	
40724	MAR 25 2007	FEB/07 INTEREST RESERVES	466.11	
24506	MAR 31 2007	BK SERVICE CHARGE	-5.00	
38394	MAR 31 2007	RESERVE CONTRIBUTION	1204.42	
			<u>-63334.47</u>	<u>73272.79</u>
46544	APR 01 2007	SCOTT VENN	-127.00	
57960	APR 01 2007	CONSOLIDATING CRF BLDG.	781.06	
48749	APR 29 2007	MARCH 2007 RESERVE INTEREST	300.80	
47127	APR 30 2007	RESERVE CONTRIBUTION	1204.42	
49893	APR 30 2007	BK SERVICE CHARGE	-5.00	
			<u>2154.28</u>	<u>75427.07</u>
83638	MAY 01 2007	ASHTON MECHANICAL/48193	-5914.84	
71270	MAY 27 2007	APRIL 07 INTEREST RESERVE	279.66	
80770	MAY 31 2007	BK SERVICE CHARGE	-5.00	
83633	MAY 31 2007	RESERVE CONTRIBUTION	1204.42	
			<u>-4435.76</u>	<u>70991.31</u>
107767	JUN 24 2007	MAY 2007 RESERVE INTEREST	289.30	
101911	JUN 30 2007	BK SERVICE CHARGE	-5.00	
105827	JUN 30 2007	RESERVE CONTRIBUTION	1204.42	
			<u>1488.72</u>	<u>72480.03</u>
			<u>.00</u>	<u>72480.03</u>
***		CLOSING BALANCE		=====
				72480.03





ec #	Date	Description	Amount	Total
		OPENING BALANCE		177553.70
426628	JUL 23 2006	JUNE/06 INTEREST SP LEVY	682.26	
420558	JUL 31 2006	BK SERVICE CHARGE	-5.00	
			<u>677.26</u>	<u>178230.96</u>
443162	AUG 15 2006	TNC RESTORATION/2676	-4285.35	
447954	AUG 15 2006	JRS ENGINEERING/03727-12	-3003.00	
458514	AUG 15 2006	JRS ENGINEERING/03727-13	-822.68	
458515	AUG 15 2006	JRS ENGINEERING/03727-11	-4086.87	
460710	AUG 27 2006	JULY 2006 INTEREST S/A	581.09	
454957	AUG 31 2006	BK SERVICE CHARGE	-5.00	
			<u>-11621.81</u>	<u>166609.15</u>
473232	SEP 15 2006	TNC RESTORATION/INVOICE 2705	-1060.00	
483907	SEP 15 2006	TNC RESTORATION/INVOICE 2659	-5344.65	
465249	SEP 24 2006	AUG/06 INTEREST S.A.	632.65	
469619	SEP 30 2006	BK SERVICE CHARGE	-5.00	
			<u>-5777.00</u>	<u>160832.15</u>
497437	OCT 01 2006	JRS ENGINEERING/03727-14	-498.20	
501971	OCT 29 2006	SEPTEMBER 2006 INTEREST S/A	603.67	
505015	OCT 31 2006	BK SERVICE CHARGE	-5.00	
			<u>100.47</u>	<u>160932.62</u>
511768	NOV 26 2006	OCT/06 INTEREST SP LEVY	562.81	
510436	NOV 30 2006	BK SERVICE CHARGE	-5.00	
			<u>557.81</u>	<u>161490.43</u>
530348	DEC 01 2006	TNC RESTORATION/INTEREST	-203.53	
539950	DEC 01 2006	JRS ENGINEERING/03727-15	-293.94	
531789	DEC 24 2006	NOVEMBER 2006 S/A INTEREST	564.12	
536229	DEC 31 2006	BK SERVICE CHARGE	-5.00	
			<u>61.65</u>	<u>161552.08</u>
554553	JAN 01 2007	EDENVALE/JW06804A	-100000.00	
553645	JAN 28 2007	S.A. INTEREST DEC/06	602.31	
568286	JAN 31 2007	BK SERVICE CHARGE	-5.00	
			<u>-99402.69</u>	<u>62149.39</u>
1697	FEB 25 2007	JANUARY 2007 INTEREST S/A	415.05	
10576	FEB 28 2007	BK SERVICE CHARGE	-5.00	
			<u>410.05</u>	<u>62559.44</u>



ac #	Date	Description	Amount	Total
31356	MAR 01 2007	B.C. BUILDING/E06026-0612	-4642.80	
33530	MAR 01 2007	TRF FROM CRF TO S/L/RESOLUTION 1	65000.00	
30845	MAR 15 2007	BC BLDG. SCIENCE/0701	-3095.20	
31279	MAR 25 2007	FEB 07 INTEREST SP LEVY	203.97	
25822	MAR 31 2007	BK SERVICE CHARGE	-5.00	
			<u>57460.97</u>	<u>120020.41</u>
54679	APR 29 2007	MARCH 2007 S/A INTEREST	458.20	
54070	APR 30 2007	BK SERVICE CHARGE	-5.00	
			<u>453.20</u>	<u>120473.61</u>
66662	MAY 01 2007	EW DISASTER KLEENUP	-103963.28	
68703	MAY 01 2007	AGENDUM SERV/648415	-977.40	
70852	MAY 01 2007	AGENDUM SERV/648411	-798.43	
75214	MAY 01 2007	AGENDUM SERV/648426	-819.04	
76696	MAY 01 2007	AGENDUM SERV/648427	-306.55	
78559	MAY 01 2007	AGENDUM SERV/648416	-765.87	
79354	MAY 01 2007	AGENDUM SERV/648412	-989.23	
79355	MAY 01 2007	AGENDUM SERV/648413	-999.28	
82019	MAY 01 2007	AGENDUM SERV/648410	-561.97	
82286	MAY 01 2007	BC BUILDING/E06026-0703	-2334.27	
84045	MAY 01 2007	AGENDUM SERV/648425	-667.93	
84365	MAY 01 2007	AGENDUM SERV/648414	-1128.90	
71450	MAY 27 2007	APRIL 07 INTEREST SP LEVY	406.82	
87880	MAY 31 2007	BK SERVICE CHARGE	-5.00	
			<u>-113910.33</u>	<u>6563.28</u>
89504	JUN 24 2007	MAY 2007 INTEREST S/A	118.66	
92347	JUN 30 2007	BK SERVICE CHARGE	-5.00	
			<u>113.66</u>	<u>6676.94</u>
			<u>.00</u>	<u>6676.94</u>
***		CLOSING BALANCE		=====
				6676.94



Property: LMS 2379 THE IVY'S  
Contingency Reserve: CRF - BUILDING  
Date JUN 29 2007

Page 1

ec #	Date	Description	Amount	Total
		OPENING BALANCE		781.06
515763	NOV 01 2006		.00	
			<u>.00</u>	<u>781.06</u>
57960	APR 01 2007	CONSOLIDATING CRF BLDG.	-781.06	
			<u>-781.06</u>	<u>.00</u>
				=====
***		CLOSING BALANCE		.00



Property: LMS 2379 THE IVY'S

Contingency Reserve: CRF BOILER REPLACEMENT FUND

Page 1

Date JUN 29 2007

Rec #	Date	Description	Amount	Total
		OPENING BALANCE		.00
537270	DEC 31 2006	BOILER REPLACEMENT FUND	833.33	
			<u>833.33</u>	<u>833.33</u>
573024	JAN 01 2007	TO REFLECT CRF BOILER CONTRIBUTION	4166.65	
554317	JAN 31 2007	BOILER REPLACEMENT FUND	833.33	
			<u>4999.98</u>	<u>5833.31</u>
16861	FEB 28 2007	BOILER REPLACEMENT FUND	833.33	
			<u>833.33</u>	<u>6666.64</u>
33928	MAR 31 2007	BOILER REPLACEMENT FUND	833.33	
			<u>833.33</u>	<u>7499.97</u>
62141	APR 30 2007	BOILER REPLACEMENT FUND	833.33	
			<u>833.33</u>	<u>8333.30</u>
71794	MAY 31 2007	BOILER REPLACEMENT FUND	833.33	
			<u>833.33</u>	<u>9166.63</u>
94881	JUN 30 2007	BOILER REPLACEMENT FUND	833.33	
			<u>833.33</u>	<u>9999.96</u>
***		CLOSING BALANCE		<u>=====</u> 9999.96





### **¾ VOTE RESOLUTION**

**WHEREAS:**

The Strata Corporation has received an invoice from Edenvale Restoration for removal and replacement of wall shingles, window trim and flashing repairs and proposes utilizing surplus Operating Funds as at June 30, 2007 to pay the invoice. It is Council's recommendation that payment for this invoice be paid from the surplus Operating Funds of the Strata Corporation as at June 30, 2007.

**THEREFORE, BE IT RESOLVED:**

As a ¾ Vote Resolution of The Owners, Strata Plan LMS 2379 ("the Strata Corporation") that the Strata Corporation at this Annual General Meeting held on August 28, 2007 is hereby authorized to utilize surplus Operating Funds to pay Edenvale Restoration's invoice in the amount of \$24,278.91.

(End of Resolution)



**Form A  
PROXY APPOINTMENT**

**RE:** Strata Lot # \_\_\_\_\_ of Strata Plan LMS 2379

**Civic Address:** \_\_\_\_\_ West 7<sup>th</sup> Avenue, Vancouver, BC V5Z 1B6

**1. ☐ Proxy for a specific meeting**

I / We, \_\_\_\_\_ [name(s)], the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint \_\_\_\_\_ to act as my/our proxy at the Annual General Meeting to be held on **Tuesday, August 28, 2007**

**2. ☐ Proxy for a specific resolution**

I / We, \_\_\_\_\_ [name (s)], the owner(s)/tenant(s) /mortgagee of the strata lot described above, appoint \_\_\_\_\_ to act as my/our proxy at the Annual General Meeting to be held on **Tuesday, August 28, 2007**

☐ **RESOLUTION 1.** Voting instructions: \_\_\_\_\_

Limitations on Proxy, if any  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_ (month) \_\_\_\_\_ (day) 2007.

\_\_\_\_\_  
[Signature of Owner/ Tenant/ Mortgagee]

\_\_\_\_\_  
[Signature of Owner/ Tenant/ Mortgagee]





## BC BUILDING SCIENCE PARTNERSHIP

611 BENT COURT, NEW WESTMINSTER, B.C., V3M 1V3, TEL: 604-520-6456, FAX: 604-520-6496  
BUILDING ENVELOPE & STRUCTURAL CONSULTANTS - WWW.BCBUILDINGSCIENCE.COM

**THE IVY'S; STRATA PLAN LMS 2379**  
652 – 689 West 7<sup>th</sup> Avenue, Vancouver, BC

August 28, 2007  
Page 1 of 3

**MEMORANDUM**

TO: Strata Plan LMS 2379

All Owners

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**SUBJECT: SUMMARY OF BUILDING ENVELOPE INVESTIGATION & REPAIR OPTIONS**

As approved by the ownership in spring of this year, BC Building Science Partnership has completed the investigation related to the performance and condition of the cladding systems at the Ivy's complex; Strata Plan LMS 2379. The intent of this memorandum is to summarize the results of the investigation, including an outline of the potential budget costs for the associated renovation work that is recommended.

The following information summarizes the investigation work and other observations from this building:

- During remedial work completed over the fall of 2006 and spring of 2007 by Edenvale Restorations we observed varying levels of water penetration and damage to the building walls.
  - At the panel clad areas the damage on the east elevations of buildings 657 and 669 was quite severe, including the plywood sheathing, studs and framing.
  - At the shingle areas only minimal damage was observed, though decay to the plywood sheathing and framing was observed at the northeast corner of building 669.
- During the spring of 2007 a series of investigative openings were also made at varying locations.
  - Generally we did not find signs of any extensive water penetration or damage where openings were made.
  - Openings were generally taken at areas not previously investigated such as the south elevation and west elevations of various buildings.
- Further details related to the findings during the repair work of 2006 / 2007 and the investigation of 2007 is contained in the complete BCBSP Condition Assessment report.

Based on the observations recorded during the remedial work of 2006 / 2007 and made during the subsequent investigation work of 2007 BCBSP has prioritized the repair of the building walls according to the attached budget. For all work the anticipated repair concepts are similar to those utilized in the repair work of 2006 / 2007. Substantially this would include the full removal and re-cladding of the panel areas with a more durable cladding product (fibre-cement panel cladding) on a rainscreen drainage system, including all associated flashing upgrades. At the shingle areas the windows and other interfaces (such as stair landings) would be upgraded in a targeted manner; i.e. windows re-detailed with new flashings to more effectively shed water. Once this work is completed, all panel and shingle claddings as well as all fascias and other wood components would be painted.

**Immediate Priority Repair Plan:**

- The immediate priority work pertains to the east elevation of building 685 due to expected, similar patterns of water penetration from the east elevation walls of 657 and 669.
- We would anticipate that this work should be completed within the next year.
- In conjunction with this immediate priority work, should the owners choose to defer the repair of the remaining parts of the building, then the other cladding areas should be painted at the same time and this has been budgeted for under the immediate priority repair plan.

**Moderate Priority Repair Plan:**

- Though the most recent investigation did not find extensive signs of concerns with moisture retention or decay at the underlying framing, there are concerns that may lead to future deterioration and that will also increase the timing and cost of future maintenance and repair work. We note the following:
  - The trims around window perimeters will continue to be prone to moisture retention and deterioration and in some cases this may lead to unintended water penetration, which may not be noticeable during routine visual inspections.
  - It cannot be confirmed that all potentially damaged areas or areas encountering water penetration have been identified and any areas of water penetration that are currently occurring, will only serve to worsen over time; even if painted over under the immediate priority renovation plan.
  - Cost sharing to complete all, potential, future repair work now may result in reduced, long-term costs to the current and future owners of the complex.
  - A greater certainty that all issues have been visually checked and addressed can be provided.
- Notwithstanding the above comments however, it is our opinion that the remaining walls either not previously repaired or not identified under the immediate priority renovation plan above may be deferred; perhaps from ten to fifteen years into the future (to coincide with re-painting of the complex, which should be expected around that period), without unnecessarily compromising the safety of the building.
- Therefore we have budgeted for the future repair of these walls separately from the immediate priority work.
- If the owners choose to defer these moderate priority items we recommend a further investigation be completed in approximately five years and every five years thereafter. These assessments will allow the performance of the cladding and windows not previously repaired to be monitored and either repaired if conditions worsen, or possibly the repairs further deferred, if the performance is sufficient.

**Combined Priority Repair Plan:**

For information purposes we have also combined the immediate and moderate priority repair items into one budget so that owners can compare the costs of the different options discussed above.

**Closing**

We note that the attached budgets are conceptual in nature as the work has not yet been tendered, nor have drawings and specifications been prepared to illustrate in detail the scopes of work and design strategies. These budgets should be used with caution and it may be more suitable to raise a small amount of funds to initiate design documents (drawings and specifications) so that more current budgets are prepared before the owners raise all the funds for the project.

In addition we note that this assessment has been focused on the claddings and windows. BCBSP has not incorporated any future repair work or renewal work for the roofs, decks or landscaped areas over the parking garage.

Regards,

**BC BUILDING SCIENCE PARTNERSHIP**



Andrew Creighton, ASCT.  
Project Manager

Attachments: Table of Budget Options (1 page)

TABLE OF ESTIMATED COSTS FOR PROPOSED RENOVATION PLAN The Ivy's; 652 to 685 West 7th Avenue, Vancouver, BC						
Item Description	Quantity	Unit	Unit Rate	Immediate Priority (1 year)	Moderate Priority (10 to 15 years)	Combined Plan (1 year)
			\$	\$	\$	\$
<b>1 PROBABLE ESTIMATE OF CONSTRUCTION COSTS</b>						
<b>Panel &amp; Shingle Cladding Assembly Renewals</b>						
Includes replacement of panel cladding with fibre-cement panel cladding and new rainscreen assembly including all rainscreen detailing. For shingle cladding areas, estimates include for superficial re-detailing of the trims and installation of flashings at the window sills, heads and head trims. Costs include for full painting of both panel and shingle cladding, trims as well as upgrade of sealant at penetrations as appropriate.						
a Building 655; West Elevation						
b Building 665; West Elevation					100,000.00	100,000.00
c Building 675; West Elevation					100,000.00	100,000.00
d Building 685; East Elevation				100,000.00		100,000.00
e South Elevation Cladding Areas					150,000.00	150,000.00
f North Elevation Cladding Areas					150,000.00	150,000.00
2 Allowance for Re-Detailing of Stair Interfaces					10,000.00	10,000.00
This allowance assumes that not all stair interfaces require re-detailing. The exact quantity is to be confirmed after fascias are removed during future investigation.						
<b>4 Panel &amp; Shingle Paint &amp; Sealant Renewals</b>						
Painting and sealant renewals at cladding areas where renovation work not completed and assuming that painting / sealant work would be completed simultaneously with potential cladding renewals.						
a Building 655; West Elevation	2,500		3.00	7,800.00	7,800.00	7,800.00
b Building 665; West Elevation	3,000		3.00	9,000.00		9,000.00
c Building 675; West Elevation	3,000		3.00	9,000.00		9,000.00
d Building 685; East Elevation	2,900		3.00		8,700.00	8,700.00
e South Elevation Cladding Areas	5,200		3.00	5,203.00		5,203.00
f North Elevation Cladding Areas	3,200		3.00	9,600.00		9,600.00
g Allowance for incidental siding / shingle repairs				20,000.00	20,000.00	20,000.00
5 Sub-Total Estimated Construction Costs				161,000.00	547,000.00	679,000.00
6 Framing Repair & Owner Contingency			15%	25,000.00	83,000.00	101,950.00
Contingencies are intended to cover items of repair that cannot be accurately quantified, such as repair of decayed framing components, changes necessitated due to site conditions, etc.						
<b>7 Potential Upgrade to Window Detailing</b>						
The windows in some areas may need to be removed and the openings re-detailed, but this has not been allowed for in the estimates outlined above and therefore this is included as a contingency item.						
					56,000.00	56,000.00
8 SUB-TOTAL CONSTRUCTION COSTS				186,000.00	686,000.00	837,000.00
<b>9 PROBABLE ESTIMATE OF PROJECT SOFT COSTS</b>						
a Budget For HPO Mandated 3rd Party Warranty			min.	20,000.00	8%	40,000.00
Warranty coverage only includes full rainscreen applications, but typical warranty insurance has a minimum charge. 3rd party warranty coverage may also not apply to all areas and needs confirmation from the Homeowner Protection Office. TO BE CONFIRMED AS MAY NOT BE REQUIRED.						
b Consulting, Administration & Project Management			15%	28,000.00	10%	69,000.00
Budgets include allowances for all drawing preparation, contract administration, field review services, structural engineering and project management. Costs range depending on the scope of renewals to be completed.						
c Additional Owner Contingency			5%	10,000.00	35,000.00	42,000.00
This contingency provides additional contingency to cover unforeseen issues that may arise either as the design develops, during construction or to cover changes in market conditions as the project goes to tender. Similar to the framing repair contingency, if the contingencies are not needed, then the funds can be returned back to the Owners.						
10 Sub-Total Project Soft Costs				58,000.00	144,000.00	174,000.00
11 SUB-TOTAL ALL PROJECT COSTS				244,000.00	830,000.00	1,011,000.00
12 GST (6%)				14,600.00	49,800.00	60,700.00
13 TOTAL PROJECTED ESTIMATE OF PROJECT COSTS:				260,000.00	880,000.00	1,070,000.00
14 Potential PST Rebate (based on 40% construction costs*7%)			2.80%	7,280.00	24,640.00	
PST Rebate only applies for projects administered through the renovation program legislated by the Homeowner Protection Act (i.e. as a project registered as premature building envelope failure).						
* 59 Residential Units (costs split evenly as unit entitlement areas not available.				4,406.78	14,915.25	18,135.59
* Costs assume that painting will occur in conjunction with potential renovation work						
* Further assessments at five-year intervals recommended to determine timing of Moderate Priority Plan.						
* Costs are based on recent costs to complete the work at 657 & 669 and are current costs. Inflation may need to be considered.						





**MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN LMS - 2379  
HELD ON TUESDAY, AUGUST 28, 2007 AT 7:00 P.M. WITHIN THE PARKADE, 653-689 WEST 7<sup>TH</sup>  
AVENUE, VANCOUVER, B.C.**

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**1. CALL TO ORDER**

There being a quorum present, the meeting was called to order at 7:05 PM by Council President Scott Venn, who acted as chair for the meeting, introductions were made and the meeting commenced.

**2. CALLING OF THE ROLL AND CERTIFYING OF PROXIES**

The Strata Agent advised there were twenty-one (23) owners present either in person or by proxy and the requirements of the Strata Property Act have been met and the meeting was declared competent to proceed with business at hand.

**3. FILING PROOF OF NOTICE OF MEETING**

It was, **MOVED SECONDED AND CARRIED UNANIMOUSLY** that the notice of the Annual General Meeting dated August 7<sup>th</sup>, 2007 as proper notice to approve the agenda.

**4. ADOPTION OF PREVIOUS GENERAL MEETING**

There being no errors or omissions noted, it was **MOVED, SECONDED AND CARRIED UNANIMOUSLY** to adopt the minutes of the July 26, 2006 Annual General Meeting as previously circulated.

It was, **MOVED, SECONDED AND CARRIED UNANIMOUSLY** that the Special General Meeting minutes dated February 21, 2007 be adopted as circulated.

**5. REVIEW OF STRATA CORPORATION INSURANCE**

As per section 149 for the Strata Property Act, the Strata Corporation must obtain and maintain property insurance on the common property including buildings shown on the Strata Plan, common assets and any fixtures built or installed on the Strata lot by the developer as part of the original construction of that Strata lot. In addition, the Strata Corporation must maintain insurance against liability for property damage and bodily injury as per the Act, every year the Strata Corporation must review the adequacy of the coverage and report it to the Owners at the AGM. Attached to the notice of the meeting, was a copy of the certificate of insurance issued by BFL Canada Insurance Services.

Owners who have made improvements to their strata lots, such as flooring upgrades, appliance upgrades, cabinet upgrades, or the installation of other fixtures or chattels, must ensure that all of these are reported to their homeowner insurers, that they have coverage to allow for these improvements to be restored in case of a major loss. Owners should look at obtaining loss assessment coverage to "buy down" the Strata Corporation's insurance deductibles (which can be a significant amount) to the level of their homeowner's insurance deductible. A number of homeowner's insurance policies do not provide this coverage as a matter of course, and this should be specifically requested.

**6. PROPOSED 2007- 2008 OPERATING BUDGET EFFECTIVE JULY 1, 2007**

The proposed budget was presented to the owners for their review. Following discussion, a **MOTION** was made, and **SECONDED** to vote on the budget as presented **AND CARRIED UNANIMOUSLY**.

**7. ¾ VOTE****WHEREAS:**

The Strata Corporation has received an invoice from Edenvale Restoration for removal and replacement of wall shingles, window trim and flashing repairs and proposes utilizing surplus Operating Funds as at June 30, 2007 to pay the invoice. It is Council's recommendation that payment for this invoice be paid from the surplus Operating Funds of the Strata Corporation as at June 30, 2007.

**THEREFORE, BE IT RESOLVED:**

As a ¾ Vote Resolution of The Owners, Strata Plan LMS 2379 ("the Strata Corporation") that the Strata Corporation at this Annual General Meeting held on August 28, 2007 is hereby authorized to utilize surplus Operating Funds to pay Edenvale Restoration's invoice in the amount of \$24,278.91.

A **MOTION** was made to amend the resolution, that although the monies are approved and allocated to pay Edenvale that the Strata Council will hold off on payment of such invoice until all deficiencies are rectified. The motion was **SECONDED AND CARRIED UNANIMOUSLY**.

A **MOTION** was then made to vote on the resolution as amended; it was, **SECONDED AND CARRIED UNANIMOUSLY**.

**8. ELECTION OF COUNCIL**

Council for 2006 / 2007 automatically retired from their positions pursuant to the Strata Property Act. The floor was opened for nominations for Council for 2007 / 2008. The following owners were nominated for Council

Donald Phillips	210 - 665
Donna Ashman	102 - 675
Jeremy Kis	107 - 685
Moreen Cobb	206 - 675
Robyn McDowell	207 - 657
Scott Venn	204 - 675
Will Ali	205 - 685

There being no further nominations, the owners nominated were declared elected by acclamation.

**9. NEW BUSINESS**

**a) Mirror:** An owner asked that the new Council ensure that new mirrors are installed in the visitor parking area after the parkade door is in place.

**b) Garbage Lock:** An owner inquired about the possibility of a new garbage lock being installed.

**c) Building Repairs Phase II**

As a lengthy discussion regarding Phase II of the building repair and BC Building Science was to be onsite to speak to the owners. Unfortunately, they were not available at the time of the Annual General Meeting. Please refer to the attached notice in the minutes in regard of the repair.

**10. ADJOURNMENT**

There being no further business, a motion was made to adjourn the meeting at 8:15 PM. The next scheduled Council Meeting has been scheduled for **Tuesday September 25, 2007** at 6:45 pm at the Starbucks on 6<sup>th</sup> and Willow, Vancouver, BC.

**COUNCIL MEETING OF STRATA PLAN LMS 2379 HELD AT STARBUCKS ON 6<sup>TH</sup> AND WILLOW  
ON TUESDAY SEPTEMBER 25, 2007 AT 6:45 PM IN VANCOUVER, BC**

**PRESENT:**

Don Phillips	President	#210 – 665
Scott Venn	Vice President	#204 – 675
Will Ali	Treasurer	#205 – 685
Donna Ashman		#102 – 675
Moreen Cobb		#206 – 675
Jeremy Kis		#107 – 685

**ABSENT WITH REGRETS:**

Robyn Mcdowell	#207 – 657
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**ALSO IN ATTENDANCE:**

Jarvie Way, Strata Agent  
Century 21 Prudential Estates (RMD) Ltd.

**1. CALL TO ORDER:**

The meeting was called to order at 6:55 pm

**2. ELECTION OF OFFICERS**

It was,

**MOVED SECONDED AND CARRIED**

To elect the following officers

Don Phillips – President  
Scott Venn – Vice President  
Will Ali – Treasurer

**3. ADOPTION OF PREVIOUS MINUTES**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the minutes from the Council meeting held on July 9, 2007.

**3. FINANCIAL REPORT**

**a) Financial Statements**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the June, July and August 2007 financial statements as presented.

**b) Owners Arrears**

Council reviewed the owner's arrears report and noted that all of the owners are up to date with their Strata fee payments. The Strata Council would like to thank the owners for keeping their accounts up to date.

**4. BUSINESS ARISING:**

**a) Second Phase Building Repair – Edenvale Invoice**

The Strata Council thoroughly discussed the final Edenvale Invoice and the motion passed at

the Annual General Meeting that payment of the invoice be held back entirely until all deficiencies had been remedied. The Strata Council has since noted that there are only minor deficiencies and not totaling anywhere near the entire invoice amount. The Strata Council feels that it is only fair, as they wish to use Edenvale again in the future, that a portion the balance of the invoice be paid, provided that \$5,000.00 of the invoice is held back until all deficiencies are remedied.

**b) Report**

The Strata Council reviewed the report provided by BC Building Sciences which was attached to the AGM minutes, following discussion and review of the report, it was,

**MOVED, SECONDED AND CARRIED**

That Council present a resolution to the owners to initiate the immediate priority items that were noted by BC Building Sciences, and directed Scott Venn to work with BC Building Sciences to obtain a minimum of three (3) quotes on the report and as well, ask BC Building Sciences to provide a future maintenance plan. Thereafter when these repairs are complete, the Strata Corporation can budget and ensure that the building is maintained. At which time the quotes are received, the Strata Council will then call an SGM and present a resolution to raise those funds to hopefully initiate repair by the spring of 2008.

**b) Parking Garage Door**

The parking garage door and new controller have now been installed and new remotes have been handed out to owners. Although, it was noted that there is a slight delay in the door opening after the remote is engaged. Donna Ashman advised Council that she would follow up with CASI in this regard and as well, look at options such as installing a rubber hose at the inside of visitors parking, so visitors leaving the complex can exit without the owner having to come down and open the door for them. Donna Ashman advised Council that there is a computer system now in the electrical room for the parkade door. The Strata Council will be having an additional deadbolt installed on the electrical room door to ensure security of the computer.

**c) Trees**

Strata Council reviewed the following proposals from Bartlett Trees

- 1) Remove the dead magnolia tree in front of unit 202 - 665, including the removal of the stump – cost \$345.00+GST
- 2) To prune and raise the canopy of all the Styrax located at 675 W. 7<sup>th</sup> - \$665.00+GST
- 3) Remove two Katsura trees located in front units 205 and 208 including the removal of the stumps – cost \$955.00+GST

Following discussion it was,

**MOVED, SECONDED AND CARRIED**

To proceed with #1 and #2 and revisit the third item after the first two are completed.

**d) Mailbox Security**

There appeared be another break-in in the mailboxes. Donna Ashman has since been working with Canada Post to obtain a list of recommended contractors that can install some sort of security box or bars to the mailbox.

**e) Window Washing**

Sunrise has completed the inaccessible window washing around the complex. The Strata Council is satisfied with their work as no deficiencies were reported.

The Strata Council discussed the cleaning of the area where the ivy was recently removed and Will Ali volunteered to use the Strata Corporation's pressure washer to clean this area.

**f) Parkade Mirror**

Agendum Services has ordered new parkade mirrors and will be installed shortly.

**g) Vent Covers**

Agendum Services will be onsite to replace broken vent covers in the back alley.

**h) Garbage Area Locks**

The new locks for the garbage area have been ordered and Agendum Services will be installing them shortly.

**i) Courtyard Gates Closures**

Agendum Services has been onsite and completed the installation of the new closures to the courtyard gates.

**j) Electrical Room Water Leak**

Agendum Services has been onsite and alleviated the small dripping leak found in the electrical room by installing a drip pan.

**5. CORRESPONDENCE****a) Leak**

Two owners have written Council advising that a leak appears to be coming through their kitchen ceilings, and may be related to failed caulking near the roof top deck. The Strata Council advised the owners that Agendum Services has been directed to contact them and if they fail to contact them by the end of the week, to advise the Agent and the Agent will have Onside Restoration do the repair immediately.

**b) Chargeback Dispute**

An owner had written Council advising of disputing a chargeback for work done to their strata lot. Donna Ashman advised Council that she has followed up with Ashton and it appears that the work may have been charged, and they are awaiting a report back from Ashton in this regard and will then advise the owner of what has been determined.

**6. NEW BUSINESS****a) Repairs**

The Strata Council directed the Agent to have Onside Restoration attend to a couple of minor drywall repairs as a result of previous leaks in two separate units and fix a hole in the concrete block on the west wall.

**b) Junk**

An owner has left a stove in the garbage room instead of disposing it off site themselves, therefore causing all the owners money. It was also noted that there is old paint onsite and the Strata Council directed the Agent to have 1-800-GOT-JUNK attend to remove the stove and paint.

Residents, who may have old paint, if you wish to dispose of, may do so by putting it in the garbage room no later than **Monday, October 15<sup>th</sup>, 2007.**

**c) Lockers**

The Strata Council would like to remind residents again, that at not no time what so ever, are any items to be stored **ABOVE** your locker area, as this is against the fire code. Please ensure that you clean your locker area.

**d) Irrigation**

Donna Ashman advised Council that the irrigation system has been shut down for the winter.

**e) Cedar Hedging – 669 Courtyard**

The Strata Council will be obtaining a quote from Silent Gardener to replace the row of cedar hedging.

**7. NEXT COUNCIL MEETING:**

The next Council Meeting has been scheduled for **Monday October 29, 2007** at 6:45 pm at the Starbucks on 6<sup>th</sup> and Willow, Vancouver, BC.

**8. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:30 PM.

Respectfully Submitted

Jarvie Way, Property Agent

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

Administrative Assistant: Donna Bossert

Service Department: Greg Dunphy

Telephone 604-273-1745 (9:00 a.m. to 5:00 p.m. & 24 Hour Emergency)

Fax 604-273-9021

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**THE PROPERTY MANAGER CAN NOT COMMUNICATE INFORMATION ABOUT THE STRATA CORPORATION OR YOUR STRATA LOT WITH PURCHASERS OR THE AGENT FOR THE PURCHASER WITHOUT WRITTEN AUTHORIZATION FROM THE OWNER. ALL QUESTIONS OR CONCERNS SHOULD BE DIRECTED TO THE OWNER OF THE UNIT OR THE OWNER'S AGENT.**

M070925

**COUNCIL MEETING OF STRATA PLAN LMS 2379 HELD AT STARBUCKS ON 6<sup>TH</sup> AND WILLOW  
ON MONDAY, OCTOBER 29, 2007 AT 6:45 PM IN VANCOUVER, BC**

**PRESENT:**

Don Phillips	President	#210 – 665
Scott Venn	Vice President	#204 – 675
Donna Ashman		#102 – 675
Moreen Cobb		#206 – 675
Jeremy Kis		#107 – 685
Robyn McDowell		#207 – 657

**ABSENT WITH REGRETS:**

Will Ali	Treasurer	#205 – 685
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**ALSO IN ATTENDANCE:**

Jarvie Way, Strata Agent  
Century 21 Prudential Estates (RMD) Ltd.

**1. CALL TO ORDER:**

The meeting was called to order at 6:55 pm

**2. ADOPTION OF PREVIOUS MINUTES**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the minutes from the Council meeting held on September 25, 2007.

**3. FINANCIAL REPORT**

**a) Financial Statements**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the September 2007 financial statements as presented.

**b) Owners Arrears**

Council reviewed the owner's arrears report and noted that all of the owners are up to date with their Strata fee payments. The Strata Council would like to thank the owners for keeping their accounts up to date.

**4. BUSINESS ARISING:**

**a) Outstanding Edenvale Invoice**

Council discussed the \$5,000.00 still being held back on the final Edenvale invoice for the last phase of repairs. Donna Ashman has done a walk through of the repaired areas repaired with both Edenvale and BC Building Sciences, and council is now satisfied that there are no outstanding deficiencies. Therefore, it was,

**MOVED, SECONDED AND CARRIED**

To pay the outstanding balance of the Edenvale invoice in its entirety.

**b) Second Phase Building Repair**

Don Phillips and Scott Venn advised Council that they would follow up with BC Building Science immediately to get the bid process in motion this month.

Upon receipt of those proposals, the Strata Council will likely call a SGM in late January to present a resolution to raise the funds to move forward with these repairs.

The Strata Council also reviewed and approved payment of the BC Building Science invoice in the amount of \$5,045.00 including GST for work completed to date and preparing a scope of work for the next repair phase.

**c) Parking Garage Door**

The Strata Council discussed the ongoing problem with the visitor's parkade door. Although JK Doors has been on site the door appears to be cutting into the metal since the last adjustment. Council directed the Agent to have JK Garage Doors attend to the repairs as required. As this repair should be under warranty and if they do not complete the repair properly, the Strata Council will look at filing a complaint with the Better Business Bureau.

**i) Visitor's Parkade Door Hose**

The Strata Council discussed the possibility of placing a exit hose in the visitor's parkade, thus vehicles leaving without a garage remote could drive over the hose and engage the door to be opened. As the cost of this rope is approximately \$500.00+GST and there are security concerns and the Strata Council will not look at purchasing a gate rope at this time.

**d) Trees**

As reported last meeting, the Strata Council had approved Bartlett Trees to remove and prune various trees throughout the complex. The contract has since been awarded; they will be in contact with the Strata to arrange a time to attend.

As well, the Strata Council re-reviewed a quote for removal and replacement of the two Katura trees located in front of units 208 and 205. Residents in this courtyard are to be advised Council will be in contact with them to discuss removal and options for replacement trees.

**e) Mailbox Security**

Donna Ashman advised Council that she had been in contact with Lockrite and they advised they could install an anti-pry kit to the mailboxes. The initial cost would be \$300.00 for the first set of boxes and \$185.00 for each one thereafter. Also noted that the Strata Council could replace the entire mailbox with a new, more high secure mailbox, at a cost of approximately \$6,000.00. She advised that they could provide a firm quote with numbers for \$90.00, and if the Strata Council does proceed with some work through Lockrite, they will put that \$90.00 towards a credit for the work being done.

The Strata Council directed Donna Ashman to follow up further with Lockrite and ask them to provide a firm quote, as well as brochures or more details, as to the new mailboxes and the Strata Council may look at presenting a proposal to the owners to pay for new mailboxes at the next general meeting.

**f) Cedar Hedging – 669 Courtyard**

Despite continuous follow up with Silent Gardener, there has yet to be a quote received to replace the cedar hedging and as Council is quite dissatisfied with the service being provided by Silent Gardener, it has been agreed not to renew their contract that expires December 15, 2007. The Strata Council and Strata Agent will be obtaining proposals from other contractors who provide landscaping service for 2008 and then will look at the cedar hedging with the hiring of a new landscaper.



**g) Parkade Mirror**

Agendum Services has ordered the parkade mirrors and will be installed shortly.

**h) Vent Covers**

Agendum Services has been on site and completed the replacement of the vent covers in the back alley.

**i) Garbage Area Locks**

Devak Locksmith has been on site and completed the upgrade and replacement of the garbage area lock.

**j) Exterior Painting Estimate**

Donna Ashman is currently working on a quote for painting the exterior.

**k) Deck Repair**

Two owners had reported problems with their deck and require repair. One owner has since been contacted by On Side Restoration and the other has to arrange time for them to investigate further. On Side Restoration will forward a quote for the repair shortly thereafter.

**5. CORRESPONDENCE**

None

**6. NEW BUSINESS****a) Parkade Clean Up**

All residents are to be reminded that during the fall and winter months the parkade is routinely cleaned with a hose and power washer. If owners/residents have any items that should not get wet, they should remove them immediately.

**b) Irrigation**

Donna Ashman advised that the irrigation system has been shut down and winterized for the season and they will look at providing a quote to install rain sensors on the sprinklers in the spring of 2008.

**c) Lockers – Residents are to be advised that items cannot be stored on top of the lockers or in the aisles due to fire regulations. All items must be removed by December 2<sup>nd</sup>, 2007. Any items found in violation after this date will be removed. Thank you for your cooperation.**

**7. NEXT COUNCIL MEETING:**

The next Council Meeting has been scheduled for **Monday November 19, 2007** at 6:45 pm at the Starbucks on 6<sup>th</sup> and Willow, Vancouver, BC.

**8. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:30 PM.

Respectfully Submitted  
Jarvie Way, Property Agent  
CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.  
PROPERTY MANAGEMENT DIVISION  
Administrative Assistant: Donna Bossert  
Service Department: Greg Dunphy  
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M071029

**COUNCIL MEETING OF STRATA PLAN LMS 2379 HELD AT #210- 665 W. 7<sup>th</sup>, VANCOUVER, B.C.  
ON MONDAY, NOVEMBER 19, 2007 AT 7:00 PM**

**PRESENT:**

Don Phillips	President	#210 – 665
Scott Venn	Vice President	#204 – 675
Donna Ashman		#102 – 675
Moreen Cobb		#206 – 675
Jeremy Kis		#107 – 685
Robyn McDowell		#207 – 657

**ABSENT WITH REGRETS:**

Will Ali	Treasurer	#205 – 685
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**ALSO IN ATTENDANCE:**

Jarvie Way, Strata Agent  
Century 21 Prudential Estates (RMD) Ltd.

**1. CALL TO ORDER:**

The meeting was called to order at 6:55 pm

**2. RESIGNATION**

The Strata Council was in receipt of a resignation from Council member Will Ali. The Strata Council regrettably accepted the resignation and thanked Will for the many contributions that he has made to The Ivy's during his years on Council.

**3. ELECTION OF OFFICERS**

As Will Ali was the Council Treasurer, a new Treasurer for the remainder of the year is needed. Therefore it was,

**MOVED, SECONDED AND CARRIED**

To elect Scott Venn as Treasurer.

As well, it was agreed to appoint Moreen Cobb as the Council Landscaping liaison.

**4. ADOPTION OF PREVIOUS MINUTES**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the minutes with the following amendments from the Council meeting held on October 29, 2007.

**4(c)(ii) Remotes**

*Extra and/ or replacement remotes are available from Donna Ashman for a cost \$50.00 payable to Strata Plan LMS 2379.*

**5. FINANCIAL REPORT**

**a) Financial Statements**

It was,

**MOVED, SECONDED AND CARRIED UNANIMOUSLY**

To adopt the October 2007 financial statements as presented.

**b) Owners Arrears**

Council reviewed the owner's arrears report and noted that all of the owners are up to date with their Strata fee payments. The Strata Council would like to thank the owners for keeping their accounts up to date.

**6. BUSINESS ARISING:****a) Second Phase Building Repair**

Don Phillips reported that Scott Venn and he had met with Andrew Creighton of BC Building Sciences, on Friday, November 9, 2007 to discuss the initiation of the Phase II building repair. Minutes of that meeting were circulated to Council. The Council voted on two issues regarding the repair. First, based on general satisfaction with BC Building Science's engineering management of Phase 1, Council voted unanimously to continue with BCBS as our engineering consultant/ manager for the Phase 2 repair.

Secondly, the question arose whether to go through a bidding process on Phase 2, or whether to instruct BCBS to ask Edenvale for a bid with the intent of their continuing as the contractor for the next phase. After detailed discussion concerning various issues that arose during the Phase 1 repair, it was unanimously decided by all present to request an Edenvale bid, and not to solicit multiple bids on the project. Key considerations in this decision were: first, that multiple bids would require BCBS to prepare drawings and documentation that would take an additional 6 to 8 weeks. These are not necessary for an Edenvale bid. Secondly, our engineer, Andrew Creighton of BCBS, and members of council expressed general satisfaction with Edenvale's work on phase one, with some concerns noted regarding scaffolding and painting. Andrew Creighton is confident these aspects can be managed much more effectively in the next phase, especially as BCBS will be involved from the start. Thirdly, Andrew Creighton stated that Edenvale is agreeable to working under a Guaranteed Maximum Pricing contract, guaranteeing the fixed costs of the project.

Should any owner have any questions or comments regarding these Council decisions, they are asked to forward them by email to Council through our agent, Jarvie Way, at [jarvie.way@century21pel.com](mailto:jarvie.way@century21pel.com)

Andrew Creighton estimates that an Edenvale bid will be forwarded to Council in mid to late December. An SGM could then be called for late January or early February to raise necessary funds, with the project commencing in Spring 2008.

**b) Exterior Painting**

The Strata Council discussed having the rest of the complex, as not part of the building repair, be painted at the same time as the building repair. It was agreed to obtain three bids for the painting project and the Strata Agent will follow up to see if General Paint still offers a management program and Robyn McDowell has volunteered to be the on site liaison for the painting project.

**c) Parking Garage Door**

The Strata Council advised the Agent that there still appears to be a problem with the visitor parking garage door and ask again that JK Garage Doors return to repair the door properly so no further repairs are required by December 15 otherwise, Council will look at filing a complaint with the Better Business Bureau.

**d) Trees**

The Strata Council discussed the removal of two Katsura trees located in the 657 courtyard in

front of units 208 and 205. Cost of the removal of trees and stump, including permit, is \$955.00 + GST. It was agreed to have Bartlett Trees remove the trees. In the meantime, Robyn McDowell will meet with other owners in the courtyard to look at possible options for replacement of the Katsura trees, which will be planted in spring 2008.

**e) Mail Box Security**

Donna Ashman advised Council that there had been no further response from Lockrite Security and suggested that they look at the option of the bars similar to the ones at the neighbouring complex, The Fountains. Moreen Cobb advised Council that she would follow up further to see about getting a quote.

**f) Cedar Hedging – 669 Courtyard**

This item is deferred to the next Council meeting.

**g) Parkade Mirror**

Agendum Services will be on site this week to install the parkade mirrors.

**h) Deck Repair**

The Strata Council has received a quote from On Side Restoration to repair a deck at a cost of \$3,000.00 + GST. Donna Ashman will also ask Agendum Services for an estimate on this repair. Another upper deck that requires a vinyl flooring repair was not included in the quote, and Moreen Cobb advised she would follow with a vinyl decking company to have the deck patched as required.

**i) Landscaping**

The Strata Council directed the Agent to advise Silent Gardener that as of December 31, 2007 their contract would be terminated. In the meantime, both the Strata Council and Agent are working at getting new proposals for landscaping services.

**7. CORRESPONDENCE**

None

**8. NEW BUSINESS**

**a) Front Door Corner Units**

The Strata Council asks owners with lower corner units to inspect their front door and frame to see if they require repair. Please advise the Strata Council in writing through our agent. Donna Ashman will follow up with Agendum Services regarding repair.

**b) Lattices**

Donna Ashman reported Agendum Services will be repairing and painting all lattices in the Spring of 2008.

**c) Caretaker Job Description**

The changing scope of the Caretaker's duties was briefly discussed, and it was noted that the responsibilities of this position have expanded considerably since the job description was created. This item was tabled for a future discussion.

**d) Management Contract**

The Strata Agent will forward the new Century 21 Management Agreement to Council for their review prior to the next Council meeting.

**9. NEXT COUNCIL MEETING:**

The next Council Meeting has been scheduled for **Monday January 14, 2008** at 6:45 pm in unit 210 665 W. 7<sup>th</sup> Avenue, Vancouver, BC.

**10. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 9:00 PM.

Respectfully Submitted

Jarvie Way, Property Agent

CENTURY 21 PRUDENTIAL ESTATES (RMD) LTD.

PROPERTY MANAGEMENT DIVISION

Administrative Assistant: Donna Bossert

Service Department: Greg Dunphy

Telephone 604-273-1745 (9:00 a.m. to 5:00 p.m. & 24 Hour Emergency)

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IT HAS BECOME A STANDARD PRACTICE IN THE REAL ESTATE INDUSTRY THAT OWNERS PROVIDE TWO (2) YEARS OF COUNCIL AND GENERAL MEETING MINUTES TO POTENTIAL PURCHASERS. PLEASE RETAIN YOUR MINUTES FOR TWO YEARS AS THERE IS A FEE TO OWNERS WHO REQUIRE ADDITIONAL COPIES OF THE MINUTES.

UNDER THE STRATA PROPERTY ACT, PROPERTY MANAGERS WORK FOR THE OWNERS OF THE STRATA CORPORATION. UNDER THE STRATA PROPERTY ACT AND THE PRIVACY ACT, WHEN SELLING YOUR UNIT THE PROPERTY MANAGER MAY ONLY COMMUNICATE WITH THE OWNER OR THE SELLER'S AGENT UPON PRESENTATION OF THE WRITTEN VERIFICATION OF SUCH A RELATIONSHIP. THE PROPERTY MANAGER CAN NOT COMMUNICATE INFORMATION ABOUT THE STRATA CORPORATION OR YOUR STRATA LOT WITH PURCHASERS OR THE AGENT FOR THE PURCHASER WITHOUT WRITTEN AUTHORIZATION FROM THE OWNER. ALL QUESTIONS OR CONCERNS SHOULD BE DIRECTED TO THE OWNER OF THE UNIT OR THE OWNER'S AGENT.

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