

**Minutes of the Annual General Meeting of Strata Plan LMS4060
held on Monday, February 11, 2008 at 7:00 p.m. within unit
(Salon Boulanger)3030 West 41st Avenue, Vancouver B.C.**

Present from Warrington PCI Management: Edward Jang, Senior Property Manager

MEETING PROCEDURES:

The meeting was called to order at 7:00 p.m.

The Property Manager acted as Chairperson for the meeting.

The Property Manager reported that as a result of the roll taken at the door, 10 owners were present.

As the necessary quorum had been achieved, the meeting was duly constituted and authorized to proceed with the transaction of business at hand.

In concurrence with the requirements of the Strata Property Act, the following motions were made:

MOVED and SECONDED THAT the roll call be adopted as registered; certification of the proxies to the meeting be confirmed; and acknowledgement that the Notice of Meeting was sent to all owners at their address last known.

Motion Carried

ADOPTION OF PREVIOUS GENERAL MEETING MINUTES:

Property manager advises, since taking over the management of LMS4060, files and records are not up to date and did not contain any general meeting minutes. Therefore, no previous general meeting minutes were available for adoption.

REVIEW OF FINANCIAL STATEMENTS:

The Property Manager reviewed the financial statements ending November 30, 2007 (8 months). The strata corporation is operating with a surplus of \$22,929.14. The fiscal year end surplus will be transferred to the contingency reserve fund for 2008.

PROPOSED OPERATING BUDGET:

The Property Manager reviewed the proposed operating budget by each line item. The budget was prepared by the Property Manager and subject to any

minor changes at tonight's Annual General Meeting. The new proposed operating budget calls for no increase in monthly strata fees to be paid for 2008/2009.

An owner had expressed concern with the expense projected and budgeted for snow removal. The owner also expressed dis-satisfaction regarding the janitorial services.

After a brief review, the proposed operating budget was amended as follows:

Reducing annual snow removal and landscaping by \$500 each and increasing the annual janitorial expense by \$500 and inserting a new expense category of checking the sump pumps for annual cost of \$500.

MOVED and SECONDED to amend the proposed operating budget as presented.

Motion Carried

MOVED and SECONDED to adopt the proposed operating budget as amended.

Motion Carried

The proposed operating budget has been amended and approved with no increase in monthly strata fees.

If you pay your monthly fees by PAP (the automatic payment plan) then there is nothing you need to do, as we will continue your payments as usual on the first of each month.

REPORT ON INSURANCE:

The Property Manager briefly explained the insurance policy for the building as a copy of the insurance certificate was attached to the AGM notice/agenda.

Owners are advised to consult with their own insurance broker regarding improvements to their unit as the strata corporation insurance policy does not included any improvements to the unit.

ELECTION OF STRATA COUNCIL:

At this time, the Strata Council will retire and a new Strata Council elected. The Property Manager and the owners would like to thank all the Strata Council members for their volunteered time and efforts.

The following owners were nominated or volunteered for the Strata Council.

Louis Boulanger	3030 Retail
Russ Marshall	3032 Retail
Bruce McLeod	102
Margaret Duke	PH1


MOVED and SECONDED to cease nominations.

Motion Carried

The above owners were elected to the Strata Council by acclamation for the year 2008-2009.

There being no further business, it was MOVED to adjourn the meeting at 8:10 p.m.

Respectfully submitted,



Edward Jang, CPRPM
Warrington PCI Management
#1700 - 1030 W. Georgia Street
Vancouver, B.C. V6E 2Y3
Tel: (604) 602-1887, Fax: (604) 688-2328
Email : ejang@warringtonpci.com

SCHEDULE A

**STRATA PLAN LMS4060
OPERATING FUND BUDGET
FOR THE YEAR APRIL 1,2008 TO MARCH 31,2009**

REF		2007(2008) BUDGET	2008 PROJECTION	2009 BUDGET
	<u>OPERATING FUND REVENUES</u>			
3550	Strata Fees	\$58,830	\$58,830	\$58,830
3557	Fines	\$0	\$0	
3506	Interest	\$0	\$671	
3608	Miscellaneous Income	\$0	\$200	
	Prior Year Surplus (Deficit)	\$0	\$16,530	\$0
	TOTAL OPERATING FUND REVENUES	\$58,830	\$76,230	\$58,830
	<u>OPERATING FUND EXPENSES</u>			
6005	Bank Charges		\$40	
6007	Management Fee	\$6,000	\$5,724	\$6,300
6009	Office expenses	\$400	\$220	\$400
6015	Telephone (elevator)	\$600	\$994	\$1,000
6019	Other expenses	\$800	\$0	\$400
6102	Fire alarm & Fire system maintenance	\$3,700	\$718	\$1,000
6104.1	Security - Monitoring	\$1,000	\$978	\$1,000
6203	Gas	\$6,500	\$9,686	\$10,000
6204	Electricity	\$7,500	\$8,566	\$8,700
6208	Water & Sewer	\$3,650	\$4,824	\$5,000
6304	Janitorial	\$3,300	\$3,361	\$4,000
6306	Scavenging/Recycling	\$2,000	\$2,953	\$3,000
6401	Suppliers	\$400	\$142	\$180
6406	Landscaping	\$1,500	\$1,500	\$1,000
6411	Carpet cleaning	\$200	\$0	\$0
6412	Snow removal	\$100	\$1,500	\$500
6426	Draignage	\$4,500	\$4,500	\$0
6428	Elevator	\$1,880	\$1,942	\$2,000
6450	Repairs & Maintenance General	\$800	\$2,688	\$3,000
6480	Parking lot maintenance	\$450	\$0	\$0
6608	Insurance	\$7,000	\$5,464	\$5,500
6608.2	Insurance Appraisals	\$1,200	\$0	\$0
6451	Sump Pump Maintenance			\$500
	TOTAL OPERATING FUND EXPENSES	\$53,480	\$55,759	\$53,480
	NET BEFORE OTHER FUND TRANSFERs	\$5,350	\$20,471	\$5,350
6460	Contingency Reserve Fund Transfer	\$5,350	\$5,350	\$5,350
	TOTAL OTHER FUNDS	\$5,350	\$5,350	\$5,350
	OPERATING FUND SURPLUS (LOSS)	\$0	\$15,081	\$0
	TRANSFER PROJECTED OPERATING FUND SURPLUS TO CRF	\$0	(\$15,081)	\$0
	OPERATING FUND - END OF PERIOD	\$0	\$0	\$0
	PROJECTED INCREASE IN STRATA FEES			0.00%

STRATA PLAN LMS4060
STRATA FEE SCHEDULE
FOR THE YEAR APRIL 1,2008 TO MARCH 31,2009

S/L	UNIT	UNIT ENTITLEMENT	MONTHLY OPERATING FUND	MONTHLY CONTINGENCY FUND	MONTHLY TOTAL	UNIT	S/L
1	3030	375	\$ 125.52	\$ 12.56	\$ 138.07	3030	1
2	3032	648	\$ 216.89	\$ 21.70	\$ 238.59	3032	2
3	3036	900	\$ 301.24	\$ 30.14	\$ 331.37	3036	3
4	3038	898	\$ 300.57	\$ 30.07	\$ 330.64	3038	4
5	3048	641	\$ 214.55	\$ 21.46	\$ 236.01	3048	5
6	3050	629	\$ 210.53	\$ 21.06	\$ 231.59	3050	6
7	105	599	\$ 200.49	\$ 20.06	\$ 220.55	105	7
8	103	964	\$ 322.66	\$ 32.28	\$ 354.94	103	8
9	102	952	\$ 318.64	\$ 31.88	\$ 350.52	102	9
10	101	975	\$ 326.34	\$ 32.65	\$ 358.99	101	10
11	PH2	914	\$ 305.93	\$ 30.60	\$ 336.53	PH2	11
12	PH3	582	\$ 194.80	\$ 19.49	\$ 214.29	PH3	12
13	PH6	580	\$ 194.13	\$ 19.42	\$ 213.55	PH6	13
14	PH7	844	\$ 282.50	\$ 28.26	\$ 310.76	PH7	14
15	PH8	852	\$ 285.17	\$ 28.53	\$ 313.70	PH8	15
16	PH5	1,050	\$ 351.45	\$ 35.16	\$ 386.60	PH5	16
17	PH1	912	\$ 305.26	\$ 30.54	\$ 335.79	PH1	17

MONTHLY TOTALS	13,315	\$	4,456.67	\$	445.86	\$	4,902.49
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ANNUAL TOTALS		\$	53,480.04	\$	5,350.32	\$	58,829.88
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CONTROL TOTAL	13,315	\$	53,480	\$	5,350	\$	58,830
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January 15, 2008

Owners of Strata Plan LMS4060, The Crofton
3028 West 41st Avenue, Vancouver, B.C.

Dear Owner(s):

RE: NOTICE OF ANNUAL GENERAL MEETING, STRATA PLAN LMS4060

On behalf of your Strata Council and as your managing agents, we are pleased to enclose the formal notice of the Annual General Meeting of the Owners of Strata Plan LMS4060. **The meeting has been called for on Monday, February 11, 2008 at 7:00 p.m. within Salon Boulanger, 3030 West 41st Avenue, Vancouver, B.C.**

Registration starts at 6:45 p.m. and we respectfully request your early attendance so that the meeting may commence on time.

Should you be unable to attend this meeting, a proxy form has been included for an alternate representative to attend and vote on your behalf. Any person is eligible to be appointed as your agent including another owner.

Please note that in accordance with the Strata Corporation bylaws and the Strata Property Act, an owner is not entitled to vote at the Annual General Meeting unless all contributions payable for his strata lot(s) have been paid.

We request that you review the attached information and should you have any questions, please do not hesitate to contact the undersigned. We look forward to meeting with you on the evening of February 11, 2008.

Yours truly,

Warrington PCI Management
Agents for the Owners

Edward Jang, CPRPM
Senior Property Manager

Encl.
/dc

**NOTICE OF ANNUAL GENERAL MEETING
STRATA PLAN LMS4060
THE CROFTON**

DATE: January 15, 2008

TO: THE OWNERS, STRATA PLAN LMS4060

FROM: WARRINGTON PCI MANAGEMENT
EDWARD JANG, PROPERTY MANAGER

PLEASE TAKE NOTICE THAT THE ANNUAL GENERAL MEETING OF STRATA PLAN LMS4060 (The Crofton) WILL BE HELD AS FOLLOWS:

DATE: Monday, February 11, 2008

TIME: Registration: 6:45 pm
Meeting: 7:00 pm

LOCATION: Salon Boulanger, 3030 West 41st Avenue, Vancouver, B.C.

The Agenda for the Meeting and supporting documents are enclosed with this Notice. Please read this material prior to the Meeting and bring it with you for reference. It is important that strata lot owners attend, because the business discussed is to be decided by the owners.

- PURPOSE:** The purpose of the Annual General Meeting is to receive the Strata Council report; to approve the 2008/09 fiscal operating budget, and to elect a Strata Council.
- QUORUM:** In order to conduct the business of the Annual General Meeting, at least one-third (1/3) of the persons entitled to vote must be present in person or by proxy. Failure to reach a quorum will result in the meeting standing down for 30 minutes. Those owners present will then constitute a quorum and the meeting shall be called to order.
- VOTING:** In accordance with the provisions of the Strata Property Act, an owner may not vote if in arrears with respect to all contributions payable against his strata lot. If you require knowing the status of your account, please contact the accountant Stella Liao at Warrington PCI Management at (604) 602-1887.
- BUDGET:** In order to pass, a budget must be approved by simple majority (51%) of all persons entitled to vote who are present (either in person or by proxy).
- PROXY:** A form used to acknowledge attendance and a vote (if unable to attend) as registered owner of a strata lot. A proxy shall be in writing and signed by the appointer or his attorney, and may be either general or for a particular meeting. A spouse not registered on title must submit a proxy to vote. Each strata lot is entitled to one vote.

AGENDA

THE OWNERS, STRATA PLAN LMS4060 ANNUAL GENERAL MEETING Monday, February 11, 2008

1. CALL TO ORDER
2. CALLING OF THE ROLL AND CERTIFICATION OF PROXIES.
3. FILING OF PROOF OF NOTICE OF MEETING AND ACKNOWLEDGEMENT OF RECEIPT OF FINANCIAL STATEMENTS (ATTACHED).
4. APPROVAL OF THE MINUTES OF THE LAST ANNUAL GENERAL MEETING
5. REPORT ON INSURANCE
6. APPROVAL OF THE PROPOSED OPERATING BUDGET (attached).
7. ELECTION OF COUNCIL
8. GENERAL DISCUSSION
9. ADJOURNMENT



RESIDENTIAL STRATA PROGRAM Certificate of Insurance

Name of Insured & Mailing Address:

The Owners of Strata Plan LMS4060
c/o Warrington PCI Management
1700-1030 West Georgia Street
Vancouver, BC V6E 2Y3

Name of Broker & Mailing Address:

CMW Insurance Services Ltd.
700-1901 Rosser Avenue
Burnaby, BC V5C 6R6

Location of Risk: 3028 West 41st Avenue, Vancouver, BC V6N 3C9

Period of Insurance: August 28, 2007 to August 28, 2008
Both dated to 12:01 am Standard Time at the address of the Insured.

Total Premium: \$5,295.

Coverage provided under this certificate is only for those coverages specified below and is subject to all terms, conditions, provisions, limitations and exclusions as set out in the Master Policies identified herein.

A. PROPERTY

Master Policy No. CDN 1932
Insurance Company:
Waiver of Subrogation:

Premium (Section A): \$4,200.

Certificate No. RCP01054
As per Schedule of Subscribing Insurers attached
The Insurers rights of subrogation are waived against
Warrington PCI Management

Section	Sum Insured	Description of Coverages
A1	\$3,000,000.	Property of Every Description
A1	Not Covered	Business Interruption – 12 Months Indemnity
A2	Insured	Blanket Glass

Conditions:

All Risks of direct physical loss or damage to property described at Location of Risk shown above.
Basis of Loss Settlement – Replacement Cost including By-Laws.
Guaranteed Replacement Cost subject to an appraisal being filed with the Insurers and dated within 12 months prior to the effective date of the policy. Failing to do so, the policy shall be subject to Stated Amount Co-insurance.

Special Conditions:

Property additions, alterations and repairs are subject to a limit of 10% of the Sum Insured, with a maximum of \$500,000. Coverage is not provided for any additions, alterations or repairs which are in excess of this sub-limit unless reported to and specifically agreed to by Insurer(s) prior to the commencement date.

Deductibles:

All Losses \$1,000. except: Water Damage \$2,500.; Sewer Back-up \$2,500.; Residential Glass Breakage \$100.; Commercial Glass Breakage \$250.; Master Key \$250.; Earthquake 10% of the value of the building(s) involved in the loss (minimum \$100,000.); Flood \$10,000.; Loss or damage caused by Illegal Drug Activity as defined under Standard Conditions \$1,000.

Loss Payable:

To the Condominium Corporation (Subject to the Strata Property Act or similar statute in the province of jurisdiction)

In consideration of the premium specified herein and subject to the terms and conditions of Master Policy CDN 1932 and endorsement(s) attached thereto and hereto, insurance is provided to the NAMED INSURED to an amount not exceeding the SUM INSURED specified in this Certificate or in any endorsement(s) attached hereto, but in no event to exceed Fifty Million Dollars (\$50,000,000.) in any one loss or occurrence.

B. BOILER & MACHINERY

Master Policy No. CDN 1932BM
Insurance Company:

Deductible (Section B):
Loss Payable:

Waiver of Subrogation:

Premium (Section B): \$150.

Certificate No. RCP01054BM
Commonwealth Insurance Company
1500-595 Burrard Street, Box 49115, Bentall Tower III,
Vancouver, BC V7X 1G4
\$500.

To the Condominium Corporation (Subject to the Strata Property Act or similar statute in the province of jurisdiction)

The Insurers rights of subrogation are waived against
Warrington PCI Management

Section	Limits of Liability	Description of Coverages
B	\$3,000,000.	Comprehensive Boiler & Machinery, Including By-laws.
B	Not Covered	Gross Rents – 12 Months Indemnity (24 hours waiting period)
B	Included	\$50,000. Extra Expense

C. LIABILITY PROTECTION

Master Policy No. CMWLIA03/06
Insurance Company:

Deductibles (Section C):

Additional Named Insured:

Premium (Section C): \$345.

Certificate No. CMW C2134
St. Paul Fire & Marine Insurance Company
2500-650 West Georgia Street, PO Box 11542,
Vancouver, BC V6B 4N7

\$1,000. Bodily Injury and Property Damage Each Event

\$10,000. Limited Pollution Liability

Warrington PCI Management

for their management of Strata Plan LMS4060.

Section	Limits of Liability	Description of Coverages
C	\$5,000,000.	General Total Limit
C	\$5,000,000.	Aggregate, General Total Limit
C	\$5,000,000.	Non-Owned Automobile Liability
C	\$5,000,000.	Personal Injury and Advertising Injury Total Limit
C	\$5,000,000.	Products and Completed Work Total Limit
C	\$5,000,000.	Each Event Limit
C	\$10,000.	Medical Expense Limit
C	\$250,000.	Tenant Liability Limit
C	\$5,000,000.	Personal Injury Liability Limit
C	\$5,000,000.	Advertising Injury Liability Limit
C	\$1,000,000.	Limited Pollution Liability Limit
C	\$300,000.	Employers' Liability Limit
C	\$50,000.	Volunteer Accident Principal Sum (2/3 Weekly Gross Wages subject to maximum of \$500)
C	\$300,000.	Employee Benefits – Total Limit
C	\$300,000.	Employee Benefits – Each Wrongful Act Limit

D. PROFESSIONAL LIABILITY

Master Policy No. 501148987 (Section D1):
Master Policy No. 501148986 (Section D2):
Insurance Company:

Deductible (Section D1):
Deductible (Section D2):
Name of Insured (Section D2):

Premium (Section D): \$600.
Certificate No. CMW D1159
Certificate No. CMW E1159
ING Insurance Company of Canada
400-2955 Virtual Way, Vancouver, BC V5M 4X6
Nil
\$1,000.
Warrington PCI Management

Section	Limits of Liability	Description of Coverages
D1	\$2,000,000.	Directors & Officers Liability (Errors & Omissions) Per Wrongful Act and Annual Aggregate
D1	Not Covered	Discrimination Defense Costs Per Unsuccessful Action or Complaint
D1	Not Covered	Discrimination Defense Costs - Annual Aggregate
D2	\$1,000,000.	Errors & Omissions Liability Per Wrongful Act and Annual Aggregate

E. CRIME PROTECTION

Master Policy No. CMWLIA03/06
Insurance Company:

Deductible (Section E):

Premium (Section E): Not Covered
Certificate No. CMW C2134
St. Paul Fire & Marine Insurance Company
2500-650 West Georgia Street, PO Box 11542,
Vancouver, BC V6B 4N7
Not Applicable

Section	Limit of Liability	Description of Coverages
E	Not Covered	Broad Form Money and Securities
E	Not Covered	Employee Dishonesty Coverage - Form A, Comprehensive Dishonesty, Disappearance & Destruction Rider

The insurance provided by this individual Certificate is subject to all terms, conditions, provisions, limitations and exclusions of Master Policy Number CDN1932, CDN1932BM, CMWLIA03/06, 501148987 and 501148986 and may be canceled by the Insurers by registered mail with thirty days notice or as provided by the Master Policy.

In the event of loss or damage or any change in risk, immediate notice must be given to the insurers or to the broker.

SUBSCRIBING INSURERS**Section A. PROPERTY**

Master Policy No. CDN 1932 Certificate No. RCP01054

The interest of each insurer hereunder is individual and not joint, and wherever any right or privilege is retained by the insurers, such right or privilege may be exercised by each insurer independently. The liability of each of the Insurer(s) shall be limited to that proportion of the loss which the percentage of liability set against the name of the individual Insurer bears to the total amount insured hereunder.

Insurers	Section	Interest	Premium
Commonwealth Insurance Company	A1	50%	\$2,100.
St. Paul Fire & Marine Insurance Company	A1	50%	\$2,100.
St. Paul Fire & Marine Insurance Company	A2	100%	Included \$4,200.

September 1, 2007

E&OE/ LMS4060/GOR/LR/RevSept1806

CMW Insurance Services Ltd.

(Authorized Representative)

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Strata Plan LMS4060 (The Crofton)
Statement of Operating Funds

(0229)

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As at November 30, 2007
Divisions: The Crofton

Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Operating Fund Revenues					
0.00	0.00	0.00	200.00	0.00	200.00
4,902.48	4,902.50	(0.02)	39,219.84	39,220.00	(0.16)
0.00	0.00	0.00	16,529.55	0.00	16,529.55
61.88	0.00	61.88	426.69	0.00	426.69
4,964.36	4,902.50	61.86	56,376.08	39,220.00	17,156.08
Operating Fund Expenses					
0.00	0.00	0.00	40.00	0.00	40.00
147.81	156.67	(8.86)	1,350.40	1,253.36	97.04
0.00	16.67	(16.67)	0.00	133.36	(133.36)
0.00	8.33	(8.33)	0.00	66.64	(66.64)
0.00	125.00	(125.00)	0.00	1,000.00	(1,000.00)
0.00	625.00	(625.00)	5,710.79	5,000.00	710.79
442.82	541.67	(98.85)	6,457.29	4,333.36	2,123.93
500.00	275.00	225.00	2,240.65	2,200.00	40.65
477.00	500.00	(23.00)	3,816.00	4,000.00	(184.00)
0.00	66.67	(66.67)	0.00	533.36	(533.36)
0.00	37.50	(37.50)	0.00	300.00	(300.00)
0.00	66.67	(66.67)	1,358.98	533.36	825.62
0.00	375.00	(375.00)	0.00	3,000.00	(3,000.00)
173.52	166.67	6.85	1,968.39	1,333.36	635.03
0.00	308.33	(308.33)	478.69	2,466.64	(1,987.95)
0.00	83.33	(83.33)	651.90	666.64	(14.74)
0.00	33.33	(33.33)	41.86	266.64	(224.78)
19.68	33.33	(13.65)	146.35	266.64	(120.29)
49.76	50.00	(0.24)	662.42	400.00	262.42
1,152.61	304.17	848.44	4,824.47	2,433.36	2,391.11
441.25	583.33	(142.08)	3,698.75	4,666.64	(967.89)
0.00	0.00	0.00	0.00	1,200.00	(1,200.00)
3,404.45	4,356.67	(952.22)	33,446.94	36,053.36	(2,606.42)
1,559.91	545.83	1,014.08	22,929.14	3,166.64	19,762.50
Total Operating Fund Expenses					
Operating Fund Before Other					

Continued on next page...

Strata Plan LMS4060 (The Crofton)
Statement of Operating Funds

(0229)

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3:53PM stella

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As at November 30, 2007
Divisions: The Crofton

Current Month Actual	Current Month Budget	Current Month Variance	Other Expenses	Year to Date Actual	Year to Date Budget	Year to Date Variance
445.83	445.83	0.00	Tsf to (from) contingency Reserve	3,566.68	3,566.64	0.04
445.83	445.83	0.00	Total Other Expenses	3,566.68	3,566.64	0.04
1,114.08	100.00	1,014.08	Operating Surplus (Deficit)	19,362.46	(400.00)	19,762.46

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End of Financial Statement

Strata Plan LMS4060 (The Crofton)
Period Ending 11/30/2007
Total Company
Balance Sheet

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Description	Current Month	Year to Date

ASSETS		
Current Assets		
HSBC Strata Trust	3,095.73	17,053.09
HSBC Trust Savings	577.59	35,563.77
Accounts Receivable - Owners	(1,102.51)	801.32
Prepaid Insurance	(441.25)	3,971.25
	-----	-----
Current Assets	2,129.56	57,389.43
	-----	-----
TOTAL ASSETS	2,129.56	57,389.43
	-----	-----
LIABILITIES AND OWNERS FUNDS		
LIABILITIES		
Current Liabilities		
Accounts Payable - Suppliers	437.89	2,463.20
	-----	-----
Current Liabilities	437.89	2,463.20
	-----	-----
TOTAL LIABILITIES	437.89	2,463.20
	-----	-----
OWNERS FUNDS		
Operating Fund, current year	1,114.08	19,362.46
CRF, Closing Balance	577.59	35,563.77
	-----	-----
TOTAL OWNERS FUNDS	1,691.67	54,926.23
	-----	-----
TOTAL LIABILITIES & FUNDS	2,129.56	57,389.43
	-----	-----

End of Financial Statement

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Strata Plan LMS4060 (The Crofton)
Period Ending 11/30/2007
Total Company
Balance Sheet - Schedule

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3:53PM stella

Description	Current Month	Year to Date
Contingency Reserve Fund		
CRF, Opening Balance	0.00	31,306.01
CRF, Contributions	445.83	3,566.68
CRF, Interest	131.76	691.08
CRF, Closing Balance	577.59	35,563.77

End of Financial Statement

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SCHEDULE A

**STRATA PLAN LMS4060
OPERATING FUND BUDGET
FOR THE YEAR APRIL 1,2006 TO MARCH 31,2007**

REF		2007(2008) BUDGET	2008 PROJECTION	2009 BUDGET
	<u>OPERATING FUND REVENUES</u>			
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3608	Miscellaneous Income	\$0	\$200	
	Prior Year Surplus (Deficit)	\$0	\$16,530	\$0
	TOTAL OPERATING FUND REVENUES	\$58,830	\$76,230	\$58,830
	<u>OPERATING FUND EXPENSES</u>			
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6306	Scavenging/Recycling	\$2,000	\$2,953	\$3,000
6401	Suppliers	\$400	\$142	\$180
6406	Landscaping	\$1,500	\$1,500	\$1,500
6411	Carpet cleaning	\$200	\$0	\$0
6412	Snow removal	\$100	\$1,500	\$1,000
6426	Draignage	\$4,500	\$4,500	\$0
6428	Elevator	\$1,880	\$1,942	\$2,000
6450	Repairs & Maintenance General	\$800	\$2,688	\$3,000
6480	Parking lot maintenance	\$450	\$0	\$0
6608	Insurance	\$7,000	\$5,464	\$5,500
6608.2	Insurance Appraisals	\$1,200	\$0	\$0
	TOTAL OPERATING FUND EXPENSES	\$53,480	\$55,759	\$53,480
	NET BEFORE OTHER FUND TRANSFERs	\$5,350	\$20,471	\$5,350
6460	Contingency Reserve Fund Transfer	\$5,350	\$5,350	\$5,350
	TOTAL OTHER FUNDS	\$5,350	\$5,350	\$5,350
	OPERATING FUND SURPLUS (LOSS)	\$0	\$15,081	\$0
TRANSFER PROJECTED OPERATING FUND SURPLUS TO CRF		\$0	(\$15,081)	\$0
	OPERATING FUND - END OF PERIOD	\$0	\$0	\$0
	PROJECTED INCREASE IN STRATA FEES			0.00%

(11)

**STRATA PLAN LMS4060
STRATA FEE SCHEDULE
FOR THE YEAR APRIL 1,2006 TO MARCH 31,2007**

S/L	UNIT	UNIT ENTITLEMENT	MONTHLY OPERATING FUND	MONTHLY CONTINGENCY FUND	MONTHLY TOTAL	UNIT	S/L
1	3030	375	\$ 125.52	\$ 12.56	\$ 138.07	3030	1
2	3032	648	\$ 216.89	\$ 21.70	\$ 238.59	3032	2
3	3036	900	\$ 301.24	\$ 30.14	\$ 331.37	3036	3
4	3038	898	\$ 300.57	\$ 30.07	\$ 330.64	3038	4
5	3048	641	\$ 214.55	\$ 21.46	\$ 236.01	3048	5
6	3050	629	\$ 210.53	\$ 21.06	\$ 231.59	3050	6
7	105	599	\$ 200.49	\$ 20.06	\$ 220.55	105	7
8	103	964	\$ 322.66	\$ 32.28	\$ 354.94	103	8
9	102	952	\$ 318.64	\$ 31.88	\$ 350.52	102	9
10	101	975	\$ 326.34	\$ 32.65	\$ 358.99	101	10
11	PH2	914	\$ 305.93	\$ 30.60	\$ 336.53	PH2	11
12	PH3	582	\$ 194.80	\$ 19.49	\$ 214.29	PH3	12
13	PH6	580	\$ 194.13	\$ 19.42	\$ 213.55	PH6	13
14	PH7	844	\$ 282.50	\$ 28.26	\$ 310.76	PH7	14
15	PH8	852	\$ 285.17	\$ 28.53	\$ 313.70	PH8	15
16	PH5	1,050	\$ 351.45	\$ 35.16	\$ 386.60	PH5	16
17	PH1	912	\$ 305.26	\$ 30.54	\$ 335.79	PH1	17

MONTHLY TOTALS	13,315	\$	4,456.67	\$	445.86	\$	4,902.49
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ANNUAL TOTALS		\$	53,480.04	\$	5,350.32	\$	58,829.88
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CONTROL TOTAL	13,315	\$	53,480	\$	5,350	\$	58,830
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**STRATA PLAN LMS4060
PROXY FORM**

This document may be signed by a strata lot owner if appointing another person to vote on his/her behalf. It may be mailed or faxed to Warrington PCI Management; delivered to a council member or fellow owner; or brought to the Meeting.

The undersigned owner of Strata Corporation LMS4060 hereby appoints the following person,

_____, or failing
him/her,

as proxy to attend and vote at the Meeting to be held **February 11, 2008** and/or at any adjournment thereof, in the same manner, to the same extent and with the same powers as if the undersigned were present at the said Meeting or any adjournment thereof. Discretionary authority is conferred on the proxy with respect to such proposals or matters which may properly come before the Meeting. Specific voting instructions (if any) are printed on the reverse.

THE UNDERSIGNED acknowledges receipt of the information circular for the Meeting and hereby revokes any proxy previously given.

Signature

Unit #

Date



MEMORANDUM

TO: All Owners/Tenants of LMS4060

FROM: Edward Jang, Senior Property Manager

DATE: December 17, 2007

RE: **STRATA PLAN LMS4060 THE CROFTON
GAS SMELL**

On December 14, 2007 there was a very strong gas smell in the building, but when Terasen Gas technicians came to do the inspection, they were unable to locate the source of the gas smell. Therefore, we would like to remind all owners/tenants to pay special attention to the functioning/maintenance of all your gas appliances.

Should you smell gas or hear the flow of escaping gas, please report **immediately** to

Terasen Gas Call 24 hours:
Toll-free: 1-800-663-9911

And

WARRINGTON PCI MANAGEMENT
604-602-1887.

In addition, if you smell gas or hear the flow of escaping gas, follow these steps immediately:

- Don't smoke, light matches, operate electrical switches, use either cell or telephones, or create any other source of ignition.
- Leave the building immediately; leaving the door open and any windows that may already be open.
- Turn your gas off at the meter, if you know how.
- Get to a nearby phone and call the Terasen Gas 24-hour Emergency Line at 1-800-663-9911, or 911 or the fire department emergency number.

Thank you for your attention.



本大樓在 2007 年 12 月 14 日曾發生懷疑洩漏煤氣事故,但經煤氣公司技術人員檢查,一切正常.但無法找出事故來源.

特以此備忘錄提醒各住戶,小心留意家居煤氣用具保養及操作,如發現有洩漏煤氣氣味,請立刻致電

**TERASEN GAS Call 24 hours:
Toll-free: 1-800-663-9911**

及

**WARRINGTON PCI MANAGEMENT
604-602-1887.**

另外,如果您嗅到氣體或聽見逃脫的氣體流程,立刻跟隨這些步驟:

- 不要抽煙,不要點燃火柴,不要操作電子開關,不要使用手提電話或家庭電話,也不要創造燃燒的其他來源。
- 立刻離開大廈; 打開門戶和所有窗口。
- 如果您知道您的氣體 METER 位置,請關閉它。
- 找一個附近的電話, **致電 Terasen 氣體 24 小時緊急情況熱線 1-800-663-9911 或者 911 消防隊緊急情況熱線。**

謝謝合作!

(註: 本文件為中文譯本,一切以英文原本為準)

Issues and duties for the building of LMS 4060

- Collect fees and chase delinquent accounts
- Pay bills ex. Gas, Electricity, Garbage, Elevator, Insurance, Taxes, Maintenance Contract, Property Management etc... monthly, annually or a one time charge.
- Prepare a budget and hold one Annual General Meeting and Special General Meetings if necessary and send out minutes
- Keep records i.e. bank statements and canceled checks and do year-end accounting
- Collect mail and respond
- Have the fire system tested once a year, attend to any yearly maintenance and have the building appraised every 3 years
- Oversee repairs
- Council meetings

A Property Management Company (PM) will: (short version of a standard contract)

- 1 Supervise and give advice in general
- 2 Collect fees to their PM account and chase delinquent payments
- 3 Notify owners and have a fire inspection annually, prepare annual budget, maintain books and records, attend one Annual Meeting and 4 Council Meetings and send out minutes (anything more is an extra charge)
- 4 Enforce bylaws
- 5 Pay bills
- 6 "Oversee repairs or alterations or where Agent see necessary" make decisions and pay without Strata Council input or approval "up to \$500 or \$1000" (depending on contract) "on any one item or series of items" including "extra fees paid to the Agent" and in the case that the Agent deems a situation to be an emergency there is no restriction on spending limits
- 7 Make contracts on behalf of the Strata Corporation
- 8 Oversee maintenance such as annual sump inspection (Note it is an "extra charge" and "the Agent not liable")

The PM contracts range from \$450 to \$600 per month and \$50 to \$100 per hour for extras. Contracts can be difficult for the Strata Corporation to cancel and everything concerning the business of the building should be done by and through the PM Agent. The advantage of having a PM Agent is that we "the owners" don't have to do anything and any owner with a conflicts, problems or complaints just has to call the PM Agent who acts as an intermediary.

Concerning Self Management

Self-management requires participants to take an active role in the affairs of the building, which requires some work and time for mostly the Strata Council. The benefits are we will save money and have greater control over decisions affecting the building.

A major concern with self-management for owner and rightfully so is control of the finances. Currently the facts are that the Strata Corporation (SC) has two accounts at TD

on W 41st Ave, one is a Contingency Reserve Fund (CRF), which has the bulk of the Strata Corporations' money (about \$24,000.00), and the other is a general account (GA) or operating account, which has about \$5,000. Every month the strata fees are deposited into the GA and the bills are paid from there and a certain amount is added to the CRF account (about \$500).

It is important to note that the CRF can only be used by passing a resolution by a $\frac{3}{4}$ vote at an AGM or SGM meeting (a meeting which involves all the owners) and the money can be used only for the reason specified in the resolution.

Payments and checks from the GA must be signed by 2 signing officers who currently are the President, Vice President, Secretary and Treasure. All invoices, bank statements and canceled checks should be made available to every owner by email, fax or mail.

As opposed to a PM contract there is no contract with self-management. Currently the Council can enter into an agreement with a PM by majority vote of the Council. Although for the SC to adopt self-management a resolution must pass by a $\frac{3}{4}$ margin at a SGM, which Council will call sometime after Labor Day.

A wide range of resolutions can be adopted by the SC such as the Council can enter into an agreement with a PM at any time or placing restrictions as to what type of agreement can be entered into and/or under what conditions etc...

Another major issue is building maintenance and repair. Some things are easy for example if the elevator isn't working then Council calls the repair people or change a lock which Council can do it's self. Other things like a sinking foundation may require Council to obtain professional advice. Currently the building is sound and these issues can be dealt with on case-by-case bases. It should be noted that larger issues would involve Council even under a PM and the PM contract exempts him from liability.

Concerning the book keeping and year-end, Council would keep the invoices, bank statements and canceled checks and a professional accountant should do the year-end, which should cost under \$1000 as we have less than 10 transactions per month.

Legal issues again can be dealt with on case-by-case bases. The SC currently has none however a relationship with a Strata Lawyer may be expedient.

Lower strata fee are a factor in the value and resale of condominium units

It should be noted that the previous property manager did not give us all the records, for example nothing in electronic format and no invoices and if we want copies he is charging us 25 cents per page. He also would not cooperate by providing us with the documents necessary to open the bank accounts. The point is once a PM has all aspects of the building under their control it can be very difficult to take it back.

THE CROFTON
Strata Corporation LMS4060

September 04, 2006

Dear Owners

RE: CANCELATION AND NEW NOTICE OF SPECIAL GENERAL MEETING

Because October 9 2006 is the Thanksgivings Holiday, the Special General Meeting to be held on that day has been **canceled** and a **new meeting** date has been set and described below. The proxy sent out for the October 9 2006 meeting will be accepted for the new meeting.

In accordance with section 42 of Strata Property Act, we are pleased to give formal notice of a Special General Meeting of Strata Corporation LMS 4060 as follows:

Date:	Monday October 23, 2006
Registration:	6:45 PM
Commencement:	7:00 PM
Place:	3032 West 41 st Avenue, Vancouver, BC

The purpose of this meeting is to review and vote on the management of the Strata Corporation, and unfinished business from the Annual General Meetings and other businesses, if any.

We strongly urge all owners to attend in person. However, should you be unable to, due to any personal or business reasons, a proxy form has been included for your kind appointment. In accordance to the legislation, "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."

On behalf of the Strata Council LMS0460

Russ Marshall
Secretary

THE CROFTON
Strata Corporation LMS4060
Council Meeting Minutes

Date: May 29, 2006

Location: 3032 West 41st Avenue, Vancouver, BC

Present: 102 Bruce McLeod
3030 Louis Boulanger
3032 680926 BC Ltd. (Russ Marshall)
101 Katherine Shen
PH 1 Margaret Duke
3038 Mr. Wang

Absent: 3036 Mr. Lee

In Attendance:

Call to order

The Meeting was called to order at 7:15 PM by 102

- | | |
|---------------|---|
| 2006-05-29-01 | Council elected a new President being PH 1 Margaret Duke and elected 102 Bruce McLeod as Vice President. 101 Katherine Shen was elected Treasure and 3032 Russ Marshall was elected Secretary. All were elected unanimously. |
| 2006-05-29-02 | 3032 suggested putting a lock on the roof hatch, which passed unanimously. |
| 2006-05-29-03 | 3032 recommended power washing and carpet cleaning and that he could hire a contractor to do both for under \$500.00, which passed unanimously. |
| 2006-05-29-04 | 3030 suggested doing something about the awning at the front of the building. It was agreed to try a test cleaning at the time of power washing and that another meeting would be held to decide how to proceed on the issue. Passed unanimously. |
| 2006-05-29-05 | The new Council again agreed unanimously to keep a key for the cable/hydro/telephone room and the mechanical room with the Manager at 3032 so that owners can inform utility companies for access. |

- 2006-05-29-06 3030 will have a cleaning contractor contact PH 1 to meet and establish a quote for work. The current contract is \$250.00 per month. Passed unanimously.
- 2006-05-29-07 Spare light bulbs will be purchased and 102 and PH 1 have volunteered to replace burnt out bulbs. Passed unanimously.
- 2006-05-29-08 Council will work together to compile 3 property management contracts to be voted on at the Special General Meeting to be held on Monday July 10 2006 at 3032 West 41st Avenue, Vancouver, BC. Passed unanimously
- 2006-05-29-09 3032 will take control of the building and its records from Robert Ku and Kings Real Estate and Associates and set up new bank accounts at TD Canada Trust as Mr. Ku presently holds the Strata Corporations money in his company trust account. Passed unanimously.
- 2006-05-29-10 Council discussed the bad behavior of the boys smoking and spitting outside and inside the building. PH1 will talk to the parents.
- 2006-05-29-11 Adjournment 8:30 PM

Schedule B										
S.L.	Unit Entitlement	Total Expenses	Residential	Comm	Total Monthly	Current Monthly	Monthly Variance	% Variance		
1	375	1,656.87		138.07	138.07	136.72	1.35	0.99		
2	648	2,863.07		238.59	238.59	236.25	2.34	0.99		
3	900	3,976.49		331.37	331.37	328.12	3.25	0.99		
4	898	3,967.66		330.64	330.64	327.39	3.25	0.99		
5	641	2,832.15		236.01	236.01	233.70	2.31	0.99		
6	629	2,779.13		231.59	231.59	229.32	2.27	0.99		
7	599	2,646.58	220.55		220.55	218.38	2.17	0.99		
8	964	4,259.27	354.94		354.94	351.45	3.49	0.99		
9	952	4,206.25	350.52		350.52	347.08	3.44	0.99		
10	975	4,307.87	358.99		358.99	355.46	3.53	0.99		
11	914	4,038.35	336.53		336.53	333.23	3.30	0.99		
12	582	2,571.47	214.29		214.29	212.19	2.10	0.99		
13	580	2,562.63	213.55		213.55	211.46	2.09	0.99		
14	844	3,729.07	310.76		310.76	307.70	3.06	0.99		
15	852	3,764.41	313.70		313.70	310.62	3.08	0.99		
16	1,050	4,639.24	386.60		386.60	382.81	3.79	0.99		
17	912	4,029.51	335.79		335.79	332.50	3.29	0.99		
	13,315	58,830.00	3,396.22	1,506.28	4,902.50	4,854.38	48.12			

[illegible]

大樓委員會會議記錄
(中文譯本)

日期：五月二十九日
出席：102室，3030及3032及101及PH1及3038業主
缺席：3036室及管理公司

會議細節

會議於七時十五分在102室開始。

- 2006-05-29-01 委員會一致推選PH1為主席，102為副主席，101為財政，3032為秘書。
- 2006-05-29-02 3032建議於通往屋頂之門門加鎖，委員會一致通過。
- 2006-05-29-03 3032建議他可以於低於\$500找人強力清洗及清洗地毯，委員會一致通過。
- 2006-05-29-04 3030建議整理大廈前的布篷，委員會一致通過於強力清洗時嘗試清潔，於日後的會議上再討論如何進行此項工程。
- 2006-05-29-05 委員會一致通過存放電視／電話／電力及電梯房的鑰匙於3032室的經理處，以方便日後維修。
- 2006-05-29-06 3030將會安排清潔工人與PH1接頭，以商討工資。現在的清潔工人的月費是\$250。委員會一致通過。
- 2006-05-29-07 大廈會購買後備燈泡，101及PH1自願更換壞了的燈泡。
- 2006-05-29-08 委員會一致通過，委員會會編譯新的管理合約，並會於七月十日的特別會議上，投票選出新的管理公司。
- 2006-05-29-09 委員會一致通過，3032將會操控大廈及從顧先生處接收全部大廈記錄，並且會如顧先生一樣，於TD Canada Trust設立新的信託帳戶。
- 2006-05-29-10 經委員會商量關於大廈內外有青少年吐口水及吸煙的問題後，PH1會與其父母親談論此事。
- 2006-05-29-11 晚上8:30休會。

業主協會週年大會
會議記錄(中文簡譯本)

日期：五月一日
出席：十四人加一票代理[權]共十五
缺席：二人

議程

會議由 102 正式召開。

- 66 確認出席人數為十四及代理[權]一票，共十五票。
- 67 投票卡分發。
- 68 會議法定人數確認為十七份之十五。
- 69 102 動議 3032 和議及全體通過週年大會通知書是如法則規定時限收到。
- 70 102 動議 3032 和議及全體通過更改週年大會議程，將項目 77 提前到 72 項目後。
- 71 102 動議 3032 和議及全體通過去年大會會議記錄。
- 72 102 投訴顧先生於去年保險到期時，催促委員會盡快續約。後經 102 另找其他保險公司報價，可節省約\$1,000。雖然顧先生其後亦提供了比這報價更低\$100，但委員會決定將保險交給別的公司。委員會覺得顧先生是保險從業員，會有利益上的衝突，所以有這決定。
- 3032 投訴顧先生於修理水井水泵的工程上（雖然顧先生已經通知 102 關於這維修問題），但顧先生卻於事件發生後五星期，才報告在這項目上已支付了\$5,700，仍需要大約\$2,200 方才完成維修工程。102 稱如果顧先生能通知委員會在先，3030 及 3032 可免費代泵水井出後巷，可節省大約\$4,000。
- 72a PH6 動議 103 和議刪除動議 2006-05-01-03 前段的字句，取消“自我管理”，大會一致通過。
- 72b 3038 動議?和議通過“自我管理”的議案。這動議於 12 票反對 3 票贊成下被否決。
- 73 — 76
- 77 103 動議?和議通過議案 2006-05-01-03，這議案需要 3/4 票數才能通過。最終以 8 票贊成 6 票反對被否決。
- 經各方長時間討論後，發覺如果顧先生繼續留任，將連附例所需最少三人的委員會，都沒有任何人願意承擔。就算有三個提名，都將不會獲得大會接受及通過。
- 77a 最後，3050 動議?和議，再將議案 2006-05-01-03 重新投票，於五月一日中斷與顧先生的管理合約。議案於 13 票贊成 2 票反對下通過。
- 80 3030 動議 PH1 和議進行委員會選舉。以下是被提名者：
- 102 / 101 / PH1 / 3038 / 3036 / 3030 / 3032 所有被提名人都接受出任委員，新委員會即時生效。
- 80a 3030 動議 3032 和議，請 3032 物識新的管理公司，並於七月再舉行“特別會議”，討論新管理公司及這次尚未完成的議案，包括新的預算案。
- 休會。在沒有其他討論的事項下，會議於晚上九時十五分結束。

按：業主協會委員會，業主立案法團，委員會等都是相同的組織，只是中文名稱有別而矣。

Ms. Doris Dyke
103 - 3028 W. 41st Avenue
Vancouver, BC
V6N 3C9

THE CROFTON
Strata Corporation LMS4060
Council Meeting Minutes

Date: July 25, 2006

Location: 3032 West 41st Avenue, Vancouver, BC

Present:

3030 Louis Boulanger
3032 680926 BC Ltd. (Russ Marshall)
101 Katherine Shen
PH 1 Margaret Duke
3038 Dr. Wang

Absent: 3036 Mr. Lee
102 Bruce McLeod

In Attendance:

Call to order

The Meeting was called to order at 7:05 PM by PH1

- 2006-07-25-01 COUNCIL REMINDS OWNERS TO SUBMIT POST DATED CHECKS FROM AUGUST TO THE END OF DECEMBER IN THE AMOUNT OF THEIR STRATA FEE TO 3032 W 41ST AVE VANCOUVER BC. MADE PAYABLE TO STRATA CORPORATION LMS 4060. Please note that post dated checks will save the Strata Corporation \$2,400 this year as opposed to direct deposit. 3040, 3050, PH2, PH3 and PH5 still need to pay their July Strata Fees.
- 2006-07-25-02 Dr. Wang, Katherine and Margaret will contact owners concerning Strata fee collection.
- 2006-07-25-03 It was determined that our vendors are BFI (garbage), Acme Pro (fire alarm monitoring), Richmond Elevator, Terasen Gas, BC Hydro, City of Vancouver and Telus (elevator telephone) which may be paid through on line banking. Only the cleaning company PBM so far requires a check every month.
- 2006-07-25-04 Council wrote 2 checks: one for the power washing and carpet cleaning (\$525) and the other was for sprinkler equipment and the new lock on the bike room door (\$150), which is keyed to the front door.

- 2006-07-25-05 Russ will look into the backup sump repair, the building appraisal by Normac Appraisal Inc. and the fire maintenance and inspection. Margaret will look into the necessity of building envelope inspection.
- 2006-07-25-06 Council voted to clean the awning for \$600 in about a month. Passed unanimously.
- 2006-07-25-07 GNK is the insurance provider for the Strata Corporation however Council reminds owners that they should have their own insurance policy to cover the inside their unit, belongings, liabilities etc.
- 2006-07-25-08 The adoption of May 29 2006 Minutes passed unanimously.
- 2006-07-25-09 Louis will purchase and install 3 security cameras
- 2006-07-25-10 Meeting adjourned at 8:10 PM
-

**THE CROFTON
Strata Corporation LMS4060
Special General Meeting Minutes**

Date: July 10 2006

Location: 3032 W 41st Avenue, Vancouver BC

Present: 3032 680926 BC Ltd Russ Marshall
3036 Lee Wen Neng
3038 Dr. Wang
101 Shen Xiao Hong Catherine S
102 Bruce McLeod
103 Doris Dyke
105 Cheng Li Xian *Lillian*
PH 2 James Liu
PH 8 Li Leslie

Proxy: 3030 Louis Boulanger
PH 6 Lynne Connell

Absent: 3048 Cata Investments Dr. Du
3050 Cata Investments Dr. Du
PH 3 Weng Carol
PH 5 Sun Lak Bong Chen
PH 7 Sun Yi C / Wang Chun Chun

Call to order

The President PH 1 Margaret Dyke called the meeting to order at 7:05

- 81 It was confirmed there were 10 owners present with 2 proxy totaling 12 votes
- 82 A quorum was confirmed 12 of 17 present
- 83 It was moved by 102 and seconded by 3032 that Notice of Special General Meeting (SGM) was properly served passed unanimously.
- 84 The president Margaret Duke called the meeting to order and described the status of the building as being satisfactorily kept and without neglect during the transition away from Robert's management. The kids behavior has improved to where no more problems have been reported.

Margaret reported 2 proposals and 1 contract had been obtained by the Council but could not be recommended by Council for a vote because

of concerns about the details of the contracts by individual Councilors. Some Councilors are still recommending self-management and Council feels that that issue should be revisited at another SGM meeting. She proposed putting off the vote until the owners can be informed of all the details of property management vs. self-management in an information package. The motion passed unanimously.

- 85 102 commented that the carpets have been cleaned and look fabulous and the front has been power washed and the awnings will be cleaned.
- 86 103 Doris moved that the Strata Council continue to collect the strata fees by post-dated checks to the end of December 2006. Everyone's strata fee will remain the same and all post dated checks are to be dropped at off at or mailed to 3032 West 41st Avenue, Vancouver BC V6N 3C9 by August 1 2006. The checks are to be made payable to Strata Corporation LMS 4060. The Council will meet to discuss the interim management of the building. The motion passed unanimously.
- 87 Because bicycles have been stolen from the bicycle room a lock will be placed on the bicycle door, which can be opened with the same key that opens the front door of the building
- 88 The meeting was adjourned at 8:15 pm

After the meeting closed the Council set the date of Tuesday July 25 2006 at 7 pm to hold a Council meeting at 3032 W 41st Ave and hereby invites all the owners to attend and discuss the management situation of the building. Also attached with the Minutes of the SGM will be sent a information package of the issues and duties involved in managing the Strata Corporation LMS 4060.

THE CROFTON
Strata Corporation LMS4060
Annual General Meeting Minutes

Date: May 1 2006
Location: 3032 W 41st Avenue, Vancouver BC

Present: 3030 Louis Boulanger
3032 680926 BC Ltd Russ Marshall
3036 Lee Wen Neng
3038 Wang Dr. Wang
3048 Cata Investments Dr. Du
3050 Cata Investments Dr. Du
101 Shen Xiao Hong
102 Bruce McLeod
103 Doris Dyke
105 Chen
PH 1 Margaret Dyke
PH 5 Sun Lak Bong Chen
PH 6 Lynne Connell
PH 8 Li Rong

Proxy:
PH 7 Sun Yi Chin Proxy was Shen Xiao Hong 101

Absent:
PH 2 Fannie Lin
PH 3 Weng Carol

Call to order

The Chairman Bruce McLeod called the meeting to order.

- 66 It was confirmed there were 14 owners present with 1 proxy totaling 15 votes
- 67 Voting cards were issued
- 68 A quorum was confirmed 15 of 17 present
- 69 It was moved by 102 and seconded by 3032 that Notice of Annual General Meeting (AGM) was properly served passed unanimously.
- 70 It was moved by 102 and seconded by 3032 to revise the agenda to move up 77 being the vote on Resolution 2006-05-01-03 to after 72 and accept the new agenda. The motion passed unanimously
- 71 It was moved by 102 and seconded by 3032 to approve the Minutes of the AGM 2004. The motion passed unanimously.
- 72 Bruce reported that about \$1000 was saved on insurance cost simply by changing insurance providers. He complained that Robert was pressuring the Council for a renewal at the higher cost when there remained a month to look around. He said that after 1 phone call he found a policy for \$1000 less and after that Robert found a policy for \$100 less than that. He said Robert is an insurance broker and receives commission on policies he sells pointing out that it could be a conflict of interest. It was asked and determined that GNK was the new insurance provider.

Russ complained that the sump issue was not reported to the council (except Bruce was told by Robert that he would look into it and report back) until after over 5 weeks had passed and Robert had already spent \$5,700 and reported that a further

\$2,200 is still necessary to replace the burned out sump. Russ also said that about \$4,000 could have been saved if Robert would have informed Council as Louis and Russ could have pumped out the water for free.

(72a)After much discussion it was motioned by Lynne and 2nd by Doris that the words "For the purpose of self management" be dropped from resolution 2006 05 01 03. The motion passed unanimously.

(72b)Dr. Wang motioned to vote on a resolution for self-management. The motion was 2nd and the vote to self manage was defeated 12 to 3.

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76
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Doris motioned to vote on resolution 2006 05 01 03 which was 2nd and passed unanimously. The vote was defeated 8 for and 6 against termination of contract. A $\frac{3}{4}$ vote was required to pass this resolution.

After much discussion it was determined that with Kings Real Estate & Associates as property manager there were not 3 people willing to serve on council (3 is the minimum required to form a new council according to the LMS 4060 Bylaws) and that even if 3 people could be nominated that that council would not be elected by a majority.

(77a)After more discussion 3050 motioned to vote again on resolution 2006 05 01 03 terminating Kings Real Estate & Associates contract on May 1 2006. The vote passed 13 for and 2 against. The Resolution was passed within the $\frac{3}{4}$ vote required.

80. Louis Motioned to elect council Margaret 2nd and the nominations were:

Bruce McLeod	102
Mrs. Shen	101
Margaret Duke	PH1
Dr. Wang	3038
Mr. Lee	3036
Louis Boulanger	3030
Russ Marshall	3032

The nominated agreed to sit on council. Council was elected unanimously.

(80a)Louis motioned that Russ would look for a new property manager and a Special General Meeting would be held in July to vote on a new budget, Management, and the rest of the May 1 2006 agenda. It was 2nd by Russ and passed unanimously.

Adjournment

With no further discussion the meeting was adjourned at 9:15 PM



The Owners, Strata Corporation LMS 4060
3028 West 41st Avenue
Vancouver, B.C. V6N 3C9

April 6, 2006

Ms. Doris Dyke
103 - 3028 W. 41st Avenue
Vancouver, BC V6N 3C9

Dear Owners,

Re: **NOTICE OF ANNUAL GENERAL MEETING**

In accordance with Strata Property Act, we are pleased to give formal notice to Annual General Meeting of Strata Corporation LMS 4060 as follows:

Date:	Monday, May 1, 2006
Registration:	6:45 PM
Commencement:	7:00 PM
Place:	3032 West 41st Avenue Vancouver, B.C.

The purpose of this meeting is to review the operation of the property both financially and physically and to vote on next year's Operation Budget, Special Resolutions, and other matters stated in the enclosed Agenda of the meeting as attached.

We strongly urge all owners to attend in person. However, should you be unable to, due to any personal or business reasons, a proxy form has been included for your kind appointment. In accordance to the legislation, **"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."**

Quorum. In accordance to Section 48(2)(a) of the Act, the minimum quorum for this meeting is 1/3 of eligible voters present in person or by proxy. For our particular building, this means a presence of 6 votes either in person or by proxies. Failing such quorum, the meeting will proceed in accordance under Section 48(3) of the Act.

Please take special note to **Resolution 2006-05-01-03** which clearly requires **"3/4 votes"** of the total ownership in order to have this resolution passed.

*The common property of Strata Corporation is managed by
Kings' Real Estate & Associates of #263-13986 Cambie Road, Richmond, BC V6V 2K3.
Tel: 604-290-8020 Fax: 604-247-1028 or 604-879-6863*



The Owners, Strata Corporation LMS 4060
3028 West 41st Avenue
Vancouver, B.C. V6N 3C9

It is of utmost urgency and need that each owner should try their best to attend. Or, at least, have the proxy given to someone who can attend. For owners who will make the effort to attend, please kindly seek to have as many proxies as possible from owners *you know* probably that cannot make to the meeting.

KINGS' REAL ESTATE & ASSOCIATES

Robert Ku, Strata Manager (Email: Kingsrea@telus.net)
o/b STRATA CORPORATION LMS 4060

Encl.

PS Kings Real Estate & Associates wish to notify all owners of our absence due to prior engagement and apologize for any inconvenience caused.

* * * * *

業主立案法團 LMS4060 週年大會通知

會議日期：五月一日（星期一）
會議時間：晚上六時四十五召集／七時開始
會議地點：3032 West 41st Avenue（即理髮廳內）

會議項目將如英文版本。需要注意事項是議案 2006-05-01-03 項，必須要有 3/4 票數同意方才算通過。

現將議案項目簡單翻譯，以供業主們參考。

- 01—以眾數（即 51%）通過接受年度財政報告（三月三十一日截止）
- 02—以眾數通過接受 2006-2007 年度新財政預算案
- 03—以 3/4 票數通過終止管理公司合約，大廈改變為“自己管理”。

一切以英語版本為準。

請注意： 管理公司由於有其他先前已經固定的事務，雖經與委員會商量更改日期及時間，唯未經接納，因此本公司不能出席此次會議。不便之處，尚祈見諒。

The common property of Strata Corporation is managed by
Kings' Real Estate & Associates of #263-13986 Cambie Road, Richmond, BC V6V 2K3.
Tel: 604-290-8020 Fax: 604-247-1028 or 604-879-6863

The Crofton
Strata Corporation LMS 4060
(Unaudited)

Balance Sheet (Comparing Purpose)			
For The Period Ending March 31, 2006			
		2005	2004
Current Assets			
1060	TD Canada Trust - 5206662	\$ 2,912.57	\$ 7,670.29
1065	CRF - Account	23,161.88	4,337.80
	Total Cash	26,074.45	12,008.09
1080	Visa		
1083	MasterCard		
	Total Credit Cards Receivable	0.00	0.00
1100	Accounts Receivable	10.00	376.28
1105	Allowance for Doubtful Account		
1110	Owners Receivable		
1120	Tenant Receivable		
1200	Investments		
1210	Property Managers Receivable		
	Total Receivable	10.00	376.28
1300	Prepaid Expense		757.12
1305	Prepaid Deposits		
	Total Prepays	0.00	757.12
1401	Management Fees Receivable		
1402	Commissions Receivable		
	Total Current Assets	26,084.45	13,141.49
	Total Assets	\$ 26,084.45	\$ 13,141.49
Current Liabilities			
2110	Accounts Payable	\$ 30.22	\$
2120	Security Deposit Liability		
2130	Prepaid Strata Fee Liability		
2170	Vacation Payable		
2180	EI Payable		
2185	CPP Payable		
2190	Federal Taxes Payable		
2195	Receiver General Payable		
2230	WCB Payable		
2240	Car Allowance Payable		
	Total Current liabilities	30.22	0.00
Contingency Reserve			
3010	Contingency Reserve	23,121.00	16,012.12
3030	Contingency Reserve - Interest	40.88	40.88
3100	CRF Summary	23,161.88	16,053.00
Retained Earnings			
3560	Retained Earnings - Previous Year	-658.49	-3,723.82
3600	Current Earnings	3,540.84	812.31
3690	Total Retained Earnings	2,882.35	-2,911.51
	Total Equity	26,044.23	13,141.49
	Liabilities & Equity	\$ 26,074.45	\$ 13,141.49

The Crofton
Strata Corporation LMS 4060
(Unaudited)

Operating Statement
For The Period Ending March 31, 2006

		Month	Y-T-D	Y-T-D	Budget
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>
Sales Revenue					
4010	Strata Fees - Res	\$ 3,362.88	\$ 40,354.56	\$ 40,354.56	\$ 0.00
4015	Strata Fees - Non Res	1,491.50	17,898.00	17,897.88	0.00
4020	Special Assessment - Res		0.00		0.00
4025	Special Assessment - Non Res		0.00		0.00
4050	Bylaw Fines		250.00		0.00
4100	Bylaw Income	100.00	500.00		0.00
4200	Electricity Utility Income		0.00		0.00
4400	Gas Utility Income		0.00		0.00
4405	Interest Income - Acct		0.00		0.00
4410	Interest Income - GIC		0.00		0.00
4420	Late Fee Income		0.00		0.00
4430	Late Strata Fee Interest		0.00		0.00
4431	Maintenance & Repairs Income		0.00		0.00
4432	NSF Fee Income		0.00		0.00
4433	Other Income		190.50		0.00
4460	Water Utility Income		0.00		0.00
	Total Revenue	4,954.38	59,193.06	58,252.44	0.00
Management Expense					
5005	Management Fees	440.20	5,282.40	5,282.40	0.00
	Total Management Expense	440.20	5,282.40	5,282.40	0.00
Operating Expense					
5205	Advertising		0.00		0.00
5210	Alarm License		0.00	100.00	0.00
5211	Alarm Monitoring		658.06	1,447.73	0.00
5212	City - Annual Fire Line		340.00		0.00
5220	City - Meter		200.46	235.20	0.00
5225	City - Sewer		982.42	1,182.43	0.00
5230	City - Water		1,758.41	1,858.48	0.00
5235	Contingency Reserve	520.11	6,241.32	6,241.33	0.00
5236	Electricity - Common		7,594.19	8,246.22	0.00
5237	Electricity - Strata		0.00		0.00
5238	Elevator License		163.00	176.00	0.00
5240	Enetrphone Leasing		0.00		0.00
5244	Garbage Collection	154.62	1,795.16	1,785.92	0.00
5245	LTO Registration		407.00		0.00
5250	Other Operating Expenses		0.00		0.00
5255	Recycle		109.00	122.10	0.00
5265	RTO - Arbitration		0.00		0.00
5275	RTO - Judgement		0.00		0.00
5280	Safety		0.00		0.00
5281	Telephone (Elevator)	49.01	537.85	600.00	0.00
5282	Teresan Gas	568.44	5,445.59	6,090.93	0.00
5283	Title Search		76.97		0.00
5284	Travel & Entertainment		0.00		0.00
	Total Operating Expense	1,292.18	26,309.43	28,086.34	0.00
Maintenance Expenses					
5300	Building Supplies		37.17	240.00	0.00
5301	Carpet Cleaning		0.00		0.00
5302	Elevator		1,469.30	1,608.67	0.00
5303	Fire Inspection		0.00	2,763.81	0.00

The Crofton
Strata Corporation LMS 4060
(Unaudited)

5304	Fire System Maintenance		2,408.69	2,607.01	0.00
5306	Gutter Cleaning		80.25	500.00	0.00
5307	Janitorial	250.00	3,000.00	3,150.00	0.00
5308	Landscaping		1,498.00	2,000.00	0.00
53096	Light Fixtures		283.57	360.00	0.00
5311	Maintenance General		214.00		0.00
5312	Painting - Common		0.00		0.00
5313	Painting - Outside		0.00		0.00
5315	Pest Control		0.00	480.00	0.00
5335	Security	30.22	137.22	480.00	0.00
5336	Snow Removal		53.50	400.00	0.00
	Total Maintenance Expesne	280.22	9,181.70	14,589.49	0.00
Repairs					
5401	Central Ventilation		0.00		0.00
5402	Doors - Common		0.00		0.00
5403	Doors - Suite		0.00		0.00
5404	Drainage	2,235.87	5,141.52		0.00
5405	Electrical - Common		0.00	120.00	0.00
5406	Electrical - Suite		0.00		0.00
5407	Elevator		0.00		0.00
5408	Fire Alarm	329.03	658.06		0.00
5409	Garage Door		0.00		0.00
5410	Glass		0.00		0.00
5411	Heating - Common		0.00		0.00
5412	Locks		8.56		0.00
5413	Locks - Remote		220.69		0.00
5414	Other In Suite				
5415	Parking Area - Common		272.85		0.00
5416	Parking Area - Secured		0.00		0.00
5417	Plumbing - Boiler		0.00	300.00	0.00
5418	Plumbing - Pipes		0.00		0.00
5419	Roof		0.00	1,200.00	0.00
5420	Structural		0.00		0.00
5425	Windows - Common		0.00		0.00
5450	Windows - Suite		0.00		0.00
	Total Repairs Expnese	2,564.90	6,301.68	1,620.00	0.00
General & Administrative Expenses					
5601	Bank Charges		0.00		0.00
5602	Bank Recon Adjustment		-0.02		0.00
5605	Data Processing	51.95	617.65	757.55	0.00
5610	Fees & Permits		0.00		0.00
5615	Insurance		7,519.44	7,676.66	0.00
5620	Insurance Appraisal		0.00		0.00
5625	Legal; & Accounting		0.00		0.00
5630	Mortgage Interest		0.00		0.00
5635	Other Administrative Expenses		80.25		0.00
5640	Other Interests		0.00		0.00
5644	Property Taxes		0.00		0.00
5645	Strata Copies		274.30	120.00	0.00
5650	Strata Postage & Delivery	3.27	85.39	120.00	0.00
	Total Administrative Expenses	55.22	8,577.01	8,674.21	0.00
	Total Expenses	4,632.72	55,652.22	58,252.44	0.00
	Net Operating Income (-Deficit)	\$ 321.66	\$ 3,540.84	\$ 0.00	\$ 0.00

THE CROFTON
Strata Corporation LMS4060
Council Meeting Minutes

Date: March 13, 2006
Location: 3032 West 41st Avenue, Vancouver, BC
Present: 102 Bruce McLeod (Chairperson)
3030 Louis Boulanger (Vice President)
3032 680926 BC Ltd. (Russ Marshall) Secretary – Treasurer 604 970 0459

Absent:

In Attendance:

Call to order

The Meeting was called to order at 7:00 PM by 102

- 2006-03-13-01 Mr. Ku reported to Council today that there was an attempt to break into the residential parking area through the small door. Councilor Bruce closed the gap in the bars, which were bent by the thief, trying to reach through and open the door.
Councilor Russ has volunteered to install a barrier around the door handle to deter another break in attempt. Of course the Council continues to advise that valuables and key fobs not be left in vehicles.
Councilor Louis has volunteered to look at the video surveillance system to see if it can be repaired.
- 2006-03-13-02 It has been determined that over \$5,700.00 of Strata Corporation money has been spent on the sump repair by Robert Ku and Kings Real Estate and Associates over a five week period without consultation with Council. A further \$2,200 plus GST is presently required for the actual replacement of the damaged back up sump pump. Mr. Ku has informed Council that he interprets his contract to handle such incidents in this way.
The Council must play a greater roll in overseeing the business of the Strata Corporation therefore; it has been resolved, to change the procedure for expenditures in the case of an emergency to the following.
1. The Manager must now notify all of the Council members by email and telephone of all emergencies as soon as possible.
 2. The Manager must obtain approval from Council where over \$500 is needed for an emergency repair. Only if the emergency cannot wait or the Manager is unable to obtain a response from the Council members is the Manager then free to spend over \$500 dollars of the Strata corporations' funds on any single emergency issue.
 3. In the event that there is an emergency expenditure without prior approval of council; The Manager must at the first possible opportunity notify council members.
 4. The Manager must obtain Council approval for all non-emergency repairs over \$200.00
- 2006-03-13-03 Council has passed a resolution that the Strata Corporation is to have ownership of its own bank accounts as opposed to the property Manager Kings Real Estate and Associates holding the Strata Corporations finances in trust.
- 2006-03-13-04 Council has passed a resolution that all checks are to require two signatures for oversight purposes.
- 2006-03-13-05 The Council would like the Strata Corporation to "self manage" the building. The building has only 17 units and does not required constant attention. Approximately 50% of the Strata Corporation's in BC are self-managed. Self-management would require a little

more work by the Council; but would save the Strata Corporation about \$6000.00 a year in management fees. This money would initially be used to increase the contingency reserve to a predetermined level and then strata fees will be reduced. The balance of the contingency reserve is now about \$22,000.00 and has recently reached its minimum recommended by the regulatory body. Council has passed a resolution to hold a vote at the Annual General Meeting to terminate the strata management contract with Mr. Ku and Kings Real Estate and Associates for the purpose of self-management.

2006-03-13-06 Adjournment

大廈委員會會議記錄
(中文譯本)

日期：三月十三日

出席：102室，3030室及3032業主

未被邀請：管理公司

會議細節

- 2006-03-13-01 顧先生通知委員會今天有人試圖從小鐵門闖入停車庫。102室委員已經把扭曲的鐵支扭正。3032室委員自願在鐵門上安裝了障屏，以起阻斷下次發生同樣事件的機會。委員會提醒各住戶仍需要小心財物，更勿把遙控器遺留於汽車內。3030委員則會跟進停車庫內的視像監察系統。
- 2006-03-13-02 委員會發現管理公司及顧先生在修理水井水泵時，未經知會委員會前，已經支付\$5,700修理費。現在尚需要\$2,200去完成這項修理工程。顧先生解釋這是他的管理合約上所授與的工序。委員會覺得需要在這方面增加他們管理的角色，因此需要在緊急事件上的支出時，作出以下的安排：
1. 於緊急事件發生時，管理公司必須儘快地以電話及電子郵件通知所有委員會。
 2. 除了因為委員會未能及時授權管理公司進行此項修理工程外，管理公司均不得支出\$500或以上的緊急事件修理。
 3. 如果管理公司於緊急事件發生時，真的未能先獲得委員會預先授權進行，則管理公司必須儘快地於事後通知委員會。
 4. 於其他非緊急事件上，任何支出超過\$200或以上，管理公司則必須先得委員會批准，纔能支付。
- 2006-03-13-03 委員會一致通過本大廈需要有自己的財務上有所有權。
- 2006-03-13-04 委員會一致通過本大廈的支票必須有兩個簽名，方可支付。
- 2006-03-13-05 委員會一致通過本大廈喜歡“自己管理”。大廈只有17戶業主故無需要其他人的管理，卑詩省有大約50%大廈都是“自己管理”的。這樣做，大廈可節省每年大約\$6,000管理費。這節省的錢將會先用作增加“緊急儲備金”，然後則逐漸減少每月的“大廈業主費(Strata Fee)”。現在的“緊急儲備金”大約是\$22,000，剛達到有關政府管理部門所訂下“最小”的水平。委員會一致通過本大廈將於“週年會議”上，動議“終止與管理公司”的合約。
- 2006-03-13-06 會議休會。

THE CROFTON
Strata Corporation LMS4060
Council Meeting Minutes

Date: February 20, 2006

Location: 3032 West 41st Avenue, Vancouver, BC

Present: 102 Bruce McLeod (Chairperson)
3030 Louis Boulanger (Vice President)
3032 680926 BC Ltd. (Russ Marshall) Secretary - Treasurer

Absent:

In Attendance:

Call to order

The Meeting was called to order at 7:00 PM by 102

2006-02-20-01 The council voted unanimously to rescind the letter dated June 24, 2005

2006-02-20-02 The council voted unanimously to pass a resolution directing Robert Ku to issue two full sets of keys for the buildings utility rooms.

One set to be left at 3032 to allow utility companies easy and timely access for work purposes. The second set will be kept with the President for emergency purposes only.

Owners should note that if utilities such as cable and telephone need access they will have to show the proper identification to the manager of 3032 for the key and must return it back to 3032 before they leave. This is a common practice with utilities, and it works quite well.

2006-02-20-03 The council voted unanimously to pass a resolution that all correspondence by Robert Ku, on behalf of, or concerning the Strata Corporation, is to be vetted by Council before being sent out.

2006-02-20-04 The backup sump is working so Council has decided to take some more time to consider the issue.

2006-02-20-05 Meeting Adjourned 8:30 PM

大樓委員會會議記錄
(中文譯本)

日期： 二月二十日
出席： 102 室，3030 及 3032 業主

未被邀請： 管理公司

會議細節

- 2006-02-20-01 委員會一致通過推翻六月四日信函。
- 2006-02-20-02 委員會一致通過要求管理公司顧先生，拷貝大廈全部公共設施的鑰匙，包括電房，電話房，電梯房，大廈正門，警鐘房，大廈信箱，水源總房等鑰匙兩套。一套交與 3032 室為方便電力及電話公司等工人操作。第二套則交與委員會主席為緊急時所需。所有業主請注意，如果電力及電話公司等工人需要進入這些房間工作，必須先向 3032 室的經理出示工作証，方可取得鑰匙。工作完成後亦需交回方可。這是一般做法，亦無不好。
- 2006-02-20-03 委員會一致通過法案，從今起，所有管理公司顧先生發出之本大廈來往通訊，必須先經委員會審查，方可寄出或發放。
- 2006-02-20-04 後備之沙井水泵現在正常運作，故委員會決定需要時間考慮這維修問題。
- 2006-02-20-05 晚上 8:30 休會。

THE CROFTON
Strata Corporation LMS4060
Council Meeting Minutes

Date: August 22, 2005
Location: 3032 West 41st Avenue, Vancouver, BC

Present:

3032	680926 BC Ltd. (Russ Marshall)	604-970-0459	(Disclosed voluntarily)
3030	Louis Boulanger		
102	Bruce McLeod		
PH8	Jason Wong		

Absent:

PH2 Fannie Lin

In Attendance:

PH7 Sunny Wang

Robert Ku for Kings' Real Estate & Associates ("Kings") (Phone #: 604-247-1028).

Call to Order

The meeting was called to order at around 7:30 PM by 102.

2005-08-22-01 PH6 Renovation proposal

Council members all inspected the proposed installation of plexi-glass panel as proposed by PH6 from street level. They were discussions between the occupant (Mary) and Council. After further discussions, it was by unanimous vote to disapprove PH6's written proposal because of precedent case of rejection to other units' proposals to alter the exterior of the building in any way or fashion.

2005-08-22-02 Election of Council position

It was nominated and accepted by all Council members attending:

1. Chairperson – Bruce McLeod, 102
2. Vice Chairperson – Louis Boulanger, 3030
3. Secretary-Treasurer – Russ Marshall, 3032

It was also by unanimous vote to set up a Finance Committee to review the finances of the property consisting of Bruce McLeod (102); Louis Boulanger (3030); and Russ Marshall (3032).

2005-08-22-03 Insurance Matters

Council has received several quotations for this year's building insurance renewal. It was by unanimous vote to accept the quotation by GNK Insurance Services Inc. Owners will be notified of the new insurance company once documents have been received. Owners should inform your mortgage company of this change.

2005-08-22-04 New Business

- i. Finance Committee has delegated 3032 to do physical inspection of the books of Kings with respect to strata records on August 30, 2005 at 9:30 AM in Kings' office.

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- ii. There is a piece of unknown metal dumped at parking stall #12. This metal piece will be discarded by 3032 should no one claims ownership by Friday, August 26, 2005. Owners are reminded that no equipments or furniture should be stored or left unattended at parking stalls as it is dangerous and could be a fire hazard for the building.
- iii. Council had instructed Kings to draft additional bylaw to deal with furniture (and alike) left unattended at parking stalls and common area. Council shall discuss on the draft bylaw before presenting to owners for general approval.

2005-08-22-05

Adjournment

With no other businesses, meeting adjourned at around 9:30 PM. Next Council meeting is scheduled on (to be announced).

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業主協會委員會
會議記錄(中文簡譯本)

日期： 八月二十二日
出席： PH8, 102, 3030, 3032—四人及管理公司 (Kings)
缺席： PH2 – Fannie Lin

議程

會議在七時三十分正式召開。

- 2005-08-22-01 PH6 加建提案
經委員會商議後，基於先例及其可能影響大廈的外型，一致同意否決 PH6 之提案。
- 2005-08-22-02 委員會內部選舉
經提名及接受提名後，選出
主席：Bruce McLeod (102)
副主席：Louis Boluanger (3030)
秘書財務：Russ Marshall (3032)
委員會亦同時成立財政委員會(財委)，作用是為監察大樓之財政運作。成員有 Bruce McLeod (102); Louis Boulanger (3030) 及 Russ Marshall (3032)。
- 2005-08-22-03 保險事宜
經委員會一致通過，接受 GNK Insurance Services Inc.之報價。待收到保險公司的詳細資料後，會盡快通知各業主。各業主需通知自己的保險公司及按揭銀行。
- 2005-08-22-04 新事務
i. 財委授權 3032 於八月三十日上午九時半，到 Kings 視察大樓財務記錄。
ii. 有一金屬物件被棄置於停車位 12 號上，如在八月二十六日仍無人認領，該物件將被丟棄。各業主需謹記切勿將家俱及雜物，存儲或棄置於停車位上，容易引起火警危險。
iii. 為此理由，委員會指示 Kings 草擬新附例，如何防止及處理同樣事件，提交委員會商量，備案於週年大會上提出，讓業主商量及通過。
- 2005-08-22-05 散會
委員會於晚上九時三十分完結，未定下次開會日期。

請注意，管理公司日間電話：604-247-1028。(星期一至星期五上午八時半至下午五時) 週末及晚上緊急事件電話：604-290-8020。

It is strongly recommended that owners retain their copies of all minutes for their own future reference and, upon listing their strata lot for sale, for use by Realtors and prospective purchasers from whom such requests are increasing. Please note there is a charges for photocopying and providing back issues of minutes and/or financial statements.

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Strata Corporation LMS4060

Balance Sheet As at Aug 19, 2005

ASSETS**Current Assets**

TD Canada Trust - 5999034	12,307.19	
Bank - Contingency Reserve	<u>7,805.91</u>	
Total Cash		20,113.10
Total Credit Cards Receivable		0.00
Accounts Receivable	<u>885.68</u>	
Total Receivable		885.68
Prepaid Expense		<u>757.12</u>
Total Assets		<u><u>21,755.90</u></u>

TOTAL ASSETS	<u><u>21,755.90</u></u>
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LIABILITIES**Current Liabilities**

Receiver General Payable	0.00
GST Owing (Refund)	<u>0.00</u>
Total Current liabilities	<u>0.00</u>

TOTAL LIABILITIES	<u>0.00</u>
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EQUITY**Contingency Reserves**

Contingency Reserve	19,480.23
Contingency Reserve Interest	<u>40.88</u>
Contingency Reserve Total	<u>19,521.11</u>

Retained Earnings

Retained Earnings - Previous Year	-690.65
Current Earnings	<u>2,925.44</u>
Total Retained Earnings	<u>2,234.79</u>

TOTAL EQUITY	<u>21,755.90</u>
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LIABILITIES AND EQUITY	<u><u>21,755.90</u></u>
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Strata Corporation LMS4060

Income Statement Comparison of Actual to Budget April to August for Fiscal End 2006

	Actual to Aug 31, 2005	Budget
REVENUE		
Sales Revenue		
Strata Fees - Res	16,814.40	16,814.40
Strata Fees - Non Res	7,457.50	7,457.45
Special Assessments - Res	0.00	
Special Assessments - Non Res	0.00	
Rent	0.00	
Late Strata Fee Interest	0.00	
Late Fee Income	0.00	
Bylaw Fines	0.00	
Bylaw Incomes	0.00	
NSF Fee Income	0.00	
Maintenance & Repairs Income	0.00	
Electricity Utility Income	0.00	
Water Utility Income	0.00	
Gas Utility Income	0.00	
Other Income	107.00	
Interest Earned - Acct	0.00	
Interest Earned - GIC	0.00	
Total Interest Earned	0.00	0.00
Total Other Revenue	24,378.90	24,271.85
TOTAL REVENUE	24,378.90	24,271.85
EXPENSE		
Management Expenses		
Management Fees	2,201.00	2,201.00
Total Management Expenses	2,201.00	2,201.00
Operating Expense		
RTO - Arbitration Fee	0.00	
RTO - Judgement	0.00	
LTO Registration	277.00	
Title Search	53.80	
Advertising	0.00	
Telephone (Elevator)	194.73	250.00
Alarm License	0.00	0.00
Alarm Monitoring	329.03	603.20
Elevator License	0.00	0.00
Electricity - Common	3,191.96	3,435.90
Electricity - Strata	0.00	
Terasen Gas	1,970.80	2,537.85
City - Meter	113.46	97.95
City - Water	1,233.36	774.35
City - Sewer	691.83	492.65
City - Annual Fire Line	340.00	
Garbage Collection	711.46	744.10
Recycle Collection	109.00	122.10
Travel & Entertainment	0.00	
Other Operating Expenses	0.00	
Contingency Reserve	2,600.55	2,600.55
Total Operating Expenses	11,816.98	11,658.65
Maintenance Expenses		
Fire System Maintenance	957.65	1,086.25
Fire Inspection	0.00	1,151.55
Security	0.00	200.00
Elevator	665.06	670.25
Janitorial	1,250.00	1,312.50
Landscaping	1,358.90	833.30
Painting - Common	0.00	
Painting - Outside	0.00	
Gutter Cleaning	80.25	500.00
Pest Control	0.00	200.00
Light Fixtures	0.00	150.00
Building Supplies	0.00	100.00
Snow Removal	0.00	0.00
Carpet Cleaning	0.00	

Strata Corporation LMS4060

Income Statement Comparison of Actual to Budget April to August for Fiscal End 2006

	Actual to Aug 31, 2005	Budget
Maintenance - General	214.00	
Total Maintenance Expenses	4,525.86	6,203.85
Repairs		
Drainage	0.00	
Garage Door	0.00	
Plumbing - Pipes	0.00	
Plumbing - Boiler	0.00	125.00
Heating - Common	0.00	
Central Ventilation	0.00	
Structural	0.00	
Glass	0.00	
Locks	0.00	
Locks - Remote	220.69	
Electrical - Common	0.00	50.00
Electrical - In Suite	0.00	
Parking Area - Common	0.00	
Parking Area - Secured	0.00	
Doors - Common	0.00	
Doors - Suite	0.00	
Windows - Common	0.00	
Windows - Suite	0.00	
Elevator	0.00	
Fire Alarm	0.00	
Roof	0.00	500.00
Other In Suite	0.00	
Total Repair Expenses	220.69	675.00
General & Administrative Expenses		
Strata Copies	239.15	50.00
Strata Postage	44.90	50.00
Bank Charges	0.00	
Bank Recon Adjustment	-0.02	
Mortgage Interest	0.00	
Other Interest	0.00	
Legal & Accounting	0.00	
Data Processing	252.25	315.60
Property Taxes	0.00	
Fees & Permits	0.00	
Insurance Appraisal	0.00	
Insurance	2,755.76	3,198.60
Other Administrative Expenses	0.00	
Total Admin Expenses	3,292.04	3,614.20
TOTAL EXPENSE	22,056.57	24,352.70
NET INCOME	2,322.33	-80.85

THE CROFTON
Strata Corporation LMS4060
Council Meeting Minutes

Date: June 22, 2005
Location: MacDonald Restaurant @2095 West 41st Avenue, Vancouver, BC

Present:

3032	680926 BC Ltd. (Russ Marshall)
3030	Louie Boulanger
102	Bruce McLeod
PH8	Jason Wong

Absent:

PH2	Fannie Lin
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Robert Ku for Kings' Real Estate & Associates (Phone #: 604-247-1028).

Call to Order

The meeting was called to order at around 7:35 PM by Mr. Robert Ku.

2005-06-22-01 Establishing Council Quorum

With 4 members present, the quorum is present.

2005-06-22-02 Approval of Last Council Minutes

With one typing error of the year, it was moved by 102 and 2nd by 3030 to approve and adopt the last council minutes of May 5, 2004.

2005-06-22-03 Approval of Financial Statements

Council requested financial statement should be distributed to members before meeting. Manager acknowledged. It was then moved by PH8 and 2nd by 102 to accept financial statements as presented.

2005-06-22-04 Report on current issues

- i. Patio drain clogged at PH7 due to paper covering drain hole underneath the floor tiles.
- ii. Owner of unit 3038 alerted council on June 9, 2005 his wife had tripped over the newly installed black lawn edging at the flower beds and fell. The manager had immediately advised Mr. Wang to bring Mrs. Wang to their family doctor and have her physically checked. Mr. Wang expressed his utmost concern should this happen to one of their elderly patients. Manager had recorded this on file and advised council to consider possible solutions.

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- iii. PH3 had called on June 18 to inform of water ingress problem at her suite. The unit was inspected on June 21, 2005 at the presence of the owner, a general contractor, the sales representative and the manager. It was concluded that water could be entering the suite via door casings, adjacent wall sidings, flashings, or a combination of all of the above. Generally speaking, it must be a deficiency in workmanship rather than material break down. With this problem being "unintended water" entering the strata lot, it should fall within the 2-5-10 Home Warranty issue. The manager had notified Leeda 41 Development Ltd. (Mr. Edwin Lee) of this immediately. As of meeting time, there was no response received. Mr. Ku will follow up.
- iv. Annual fire prevention and alarm inspection has just finished. There are few minor items needed attention and will be fixed shortly.
- v. The manager reported that owner of 3032 had revoked his verbal agreement to allow temporary parking allowance to other owners after hours. Other details to be reported below.

2005-06-22-05

Maintenance issue

- i. After discussions, the annual carpet steam cleaning will be conducted around September hoping all tenancy movements would be settled.
- ii. Instead of power washing, it was decided that all the store front windows facing West 41st Avenue will be cleansed.
- iii. Council had instructed manager to obtain quotes for replacing existing awnings since the stains cannot be cleansed. Manager to report later.
- iv. Owner of 3032 volunteered to pesticide the weeds along the common walkway in front of commercial units and the side yard.
- v. The roof had been inspected recently and the following maintenance are recommended:
 - a. Ventilation caps (breather) to be replaced.
 - b. The ventilation filter to be replaced. (Currently missing)
 - c. Roof top drain needs to be cleaned of debris.
 - d. Skylights to be cleansed.
 - e. The inside hallway vent outlets to be cleansed.

Owner of 3032 volunteered to inspect again and provide with quote for maintenance.

2005-06-22-06

Other issues

- i. Mr. Ku reported receiving a lawyer letter from Adrienne Murray, representing owner of 3032 demanding the council to revoke the recent resolutions passed at Special General Meeting held in May 21, 2005 within 10 days from date of letter and to compensate the owner of 3032 for all the legal expenses incurred. Mr. Marshall explained his position and the lawyer's advice as to why this letter was issued. After some lengthy discussions, council requested Mr. Marshall to request his attorney to allow council to have at least 40 days to study and review the situation at hand prior to responding.
- ii. For the sake of improving security, council had asked the manager to get quotation for upgrading the front door key. Manager to report later.

2005-06-22-07

Adjournment

With no other businesses, meeting adjourned at around 9:30 PM.

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業主協會委員會
會議記錄(中文簡譯本)

日期： 六月二十二日
出席： PH8, 102, 3030, 3032—五人
缺席： PH2 – Fannie Lin

議程

會議在七時三十五分由顧先生正式召開。

- 2005-06-22-01 確認法定人數
委員會有四人出席，法定人數確認。
- 2005-06-22-02 通過上次會議記錄
經 102 動議 3030 和議，通過 2004 年五月五日委員會會議記錄。
- 2005-06-22-03 財務報告
經 PH8 動議 102 和議，通過截至 2005 年六月二十一日的財務報告。有委員建議往後之財務報告，應該要在會議前預先交到委員會，顧先生承諾。
- 2005-06-22-04 現況報告
i. PH7 單位陽臺積水，皆因有紙阻塞下水道，經已清理。
ii. 3038 業主通知委員會，他的太太早上在店前花園勾到新安裝黑色的橡膠邊跌倒。他關注到其他人士尤其是長者，會做成更多意外。顧先生感謝他的通知，並請他盡快帶太太去見醫生備案，並與我們保持聯絡。
iii. PH3 日前通知單位有漏水跡象。顧先生偕同業主，業主代表及判頭視察情況。判頭指出水源極大可能由門檻，門楣，外牆，壁爐或其組合，因建造時粗心引起。因為漏水應當是大廈現存的 2-5-10 年保證期內，因此顧先生已經去函發展商 (Edwin Lee)，請他介入。截至會議時仍未收到回復。會繼續跟進。
iv. 每年的例行消防系統檢查剛舉行過，有些少維修需要進行。
v. 顧先生報告 3032 業主已經書面撤銷先前口頭同意讓其他業主於六時後，可暫時停泊。另有其他相關的事宜，容後報告。
- 2005-06-22-05 維修報告
i. 於委員會商量後，每年的地毯清洗將會在九月前後進行。希望那時所有住戶的變動都已經安頓下來。
ii. 所有面向 41 街之店面櫥窗，將會被清潔，不會動力沖洗。
iii. 由於現在的布篷是佈滿油漬，未必能清洗。委員會要求顧先生尋求更換新布篷的價錢，容後報告。
iv. 3032 業主自願噴灑專門藥水，清除前門步道的雜草。
v. 屋頂維修
a. 活栓的蓋由於硬化，需要更換，以防漏水。
b. 通風過濾器的塵隔失落，需要安裝新的。
c. 屋頂排水口需要清理，以防堵塞。

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- d. 屋頂上的天窗需要清潔。
- e. 走廊的通風口亦需要清潔。

3032 業主自願重新檢查以上事項，並提供報價。

2005-06-22-06

其他事項

- i. 顧先生報告收到 3032 業主的代表律師信，通知委員會及大廈所有業主，必須在十日內撤回特別大會所有通過的議案，並賠償這業主的律師費用。3032 業主再次嘗試解釋他的行動的目的。經委員會討論後，眾委員要求 3032 業主連絡他的律師，延長十日的限期，最小亦要有四十日。3032 業主口頭同意。
- ii. 為提高大廈的保安，委員會指示顧先生取得高科技門鎖的報價，容後報告。

2005-06-22-07

散會

委員會於晚上九時三十分完結，未定下次開會日期。

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請注意，管理公司日間電話：604-247-1028。（星期一至星期五上午八時半至下午五時）週末及晚上緊急事件電話：604-290-8020。

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Strata Corporation LMS4060

Balance Sheet As at Jun 21, 2005

ASSETS**Current Assets**

TD Canada Trust - 5999034	11,020.27	
Bank - Contingency Reserve	<u>6,765.69</u>	
Total Cash		17,785.96
Total Credit Cards Receivable		0.00
Accounts Receivable	<u>6.53</u>	
Total Receivable		6.53
Prepaid Expense		<u>757.12</u>
Total Assets		<u>18,549.61</u>

TOTAL ASSETS	<u>18,549.61</u>
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LIABILITIES**Current Liabilities**

Receiver General Payable	0.00
GST Owing (Refund)	<u>0.00</u>
Total Current liabilities	<u>0.00</u>

TOTAL LIABILITIES	<u>0.00</u>
--------------------------	--------------------

EQUITY**Contingency Reserves**

Contingency Reserve	18,440.01
Contingency Reserve Interest	<u>40.88</u>
Contingency Reserve Total	<u>18,480.89</u>

Retained Earnings

Retained Earnings - Previous Year	-690.65
Current Earnings	<u>759.37</u>
Total Retained Earnings	<u>68.72</u>

TOTAL EQUITY	<u>18,549.61</u>
---------------------	-------------------------

LIABILITIES AND EQUITY	<u>18,549.61</u>
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Strata Corporation LMS4060					
Income Statement					
For the One Months Ending June 21, 2005					
		Month		Y-T-D	
		Actual		Actual	
				Budget	Budget
					Remaining
INCOME					
	Strata Fees - Res	\$ 3,362.88	\$	10,088.64	\$ 30,265.92
	Strata Fees - Non Res	1,491.50		4,474.50	13,423.41
	Bylaw Fines			0.00	0.00
	Bylaw Incomes			0.00	0.00
	Electricity Utility Income			0.00	0.00
	Gas Utility Income			0.00	0.00
	Interest Earned - Acct			0.00	0.00
	Interest Earned - GIC			0.00	0.00
	Late Fee Income			0.00	0.00
	Late Strata Fee Interest			0.00	0.00
	Maintenance & repairs Income			0.00	0.00
	NSF Fee Income			0.00	0.00
	Other Income			0.00	0.00
	Special Assessment - Non Res			0.00	0.00
	Special Assessment - Res			0.00	0.00
	Water Utility Income			0.00	0.00
	TOTAL REVENUE	4,854.38		14,563.14	43,689.33
EXPENSE					
	Management Expenses				
	Management Fees	440.20		1,320.60	3,961.80
	Total Management Expenses	440.20		1,320.60	3,961.80
	Operating Expense				
	Advertising			0.00	0.00
	Alarm License			0.00	100.00
	Alarm Monitoring	329.03		329.03	1,085.81
	City - Annual Fire Line			340.00	0.00
	City - Meter			56.46	176.43
	City - Sewer			321.85	886.84
	City - Water			564.85	1,393.87
	Contingency Reserve	520.11		1,560.33	4,681.00
	Electricity - Common	1,047.15		2,363.57	6,184.68
	Elevator License			0.00	176.00
	Garbage Collection	141.74		425.22	1,339.46
	LTO Registration	170.00		277.00	0.00
	Other Operating Expenses			0.00	0.00
	Recycle Collection			0.00	122.10
	RTO Arbitration Fee			0.00	0.00
	RTO - Judgement			0.00	0.00
	Safety			0.00	0.00
	Telephone	47.93		95.86	450.00
	Terasen Gas	413.33		1,342.98	4,568.22
	Title Searches			0.00	0.00
	Travel & Entertainment			0.00	0.00
	Total Operating Expenses	2,669.29		7,677.15	21,164.41
	Maintenance Expenses				
	Building Supplies	\$	\$	0.00	\$ 180.00
	Elevator	134.04		396.98	1,206.52

	Fie Inspection		0.00	690.93	2,072.88
	Fire System Maintenance	90.95	957.65	651.75	1,955.26
	Gutter Cleaning		0.00	500.00	0.00
	Janitorial	250.00	750.00	787.50	2,362.50
	Landscaping	1,198.40	1,198.40	499.98	1,500.02
	Light Fixtures		0.00	90.00	270.00
	Maintenance - General		80.25	0.00	0.00
	Painting - Common		0.00	0.00	0.00
	Painting - Outside		0.00	0.00	0.00
	Pest Control		0.00	120.00	360.00
	Security		0.00	120.00	360.00
	Snow Removal			0.00	
	Total Maintenance Expenses	1,673.39	3,383.28	3,922.31	10,267.18
	Repairs				
	Central Ventilation		0.00	0.00	0.00
	Doors - Common		0.00	0.00	0.00
	Doors - Suite		0.00	0.00	0.00
	Drainage		0.00	0.00	0.00
	Electrical - Common		0.00	30.00	90.00
	Electrical - Suite		0.00	0.00	0.00
	Elevator		0.00	0.00	0.00
	Fire Alarm		0.00	0.00	0.00
	Garage Door		0.00	0.00	0.00
	Glass		0.00	0.00	0.00
	Heating - Common		0.00	0.00	0.00
	Locks		0.00	0.00	0.00
	Locks - Remote		0.00	0.00	0.00
	Other In Site		0.00	0.00	0.00
	Parking Area - Common		0.00	0.00	0.00
	Parking Area - Secured		0.00	0.00	0.00
	Plumbing - Boiler		0.00	75.00	225.00
	Repairs - Exterior Walls		0.00	0.00	0.00
	Repairs - Gutters / Pipes		0.00	0.00	0.00
	Repairs - In Suite		0.00	0.00	0.00
	Repairs - Roof		0.00	300.00	900.00
	Structural		0.00	0.00	0.00
	Total Repair Expenses	0.00	0.00	405.00	1,215.00
	General & Administrative Expenses				
	Bank Charges		0.00	0.00	0.00
	Bank Recon Adjustment		(0.02)	0.00	0.00
	Data Processing		99.40	189.36	568.19
	Fees & Permits		0.00	0.00	0.00
	Insurance		1,102.29	1,919.16	5,757.50
	Insurance Appraisal		0.00	0.00	0.00
	Legal & Accounting		0.00	0.00	0.00
	Mortgage Interest		0.00	0.00	0.00
	Other Administrative Expenses		0.00	0.00	0.00
	Other Interests		0.00	0.00	0.00
	Property Taxes		0.00	0.00	0.00
	Strata Copies	12.52	198.06	30.00	90.00
	Strata Postage	6.42	23.01	30.00	90.00
	Total Admin Expenses	18.94	1,422.74	2,168.52	6,505.69
	TOTAL EXPENSE	4,801.82	13,803.77	14,738.36	43,114.08
	NET INCOME	\$ 52.56	\$ 759.37	\$ (175.25)	\$ 575.25

OWNERS OF STRATA CORPORATION LMS 4060
THE CROFTONS
SPECIAL GENERAL MEETING
Saturday, May 21, 2005
PH7, 3028 West 41st Avenue, Vancouver, B.C.

AGENDA

Call to order: 9:45 AM

69. Certification of Proxies and corporate representatives
70. Issuance of Voting cards
71. Quorum certification
72. Filing proof of Notice of Meeting
73. Approve this agenda
74. Approve Minutes of Annual General Meeting 2005
75. Approve Minutes of Special General Meeting 2003
76. Council report.
77. **Resolution 2005-05-21-01:**
"Be it resolved that Strata Corporation LMS4060 hereby supersede all Parking Stall Lease and Storage Lease as stated in the original Disclosure Statement and in accordance to Section 7.03 and Section 6.02 of the said leases by a majority vote."
78. **Resolution 2005-05-21-02**
"Be it resolved that all parking stalls and storage area be designated as Limited Common Property and such amendment be filed accordingly at the Land Title Office in accordance with Section 74 of the Act by $\frac{3}{4}$ of residential votes and $\frac{3}{4}$ of non-residential votes as the new bylaws for Strata Corporation LMS 4060."
79. Other business
80. Adjournment

PARKING STALL ASSIGNMENT SCHEDULE
As of May 21, 2005

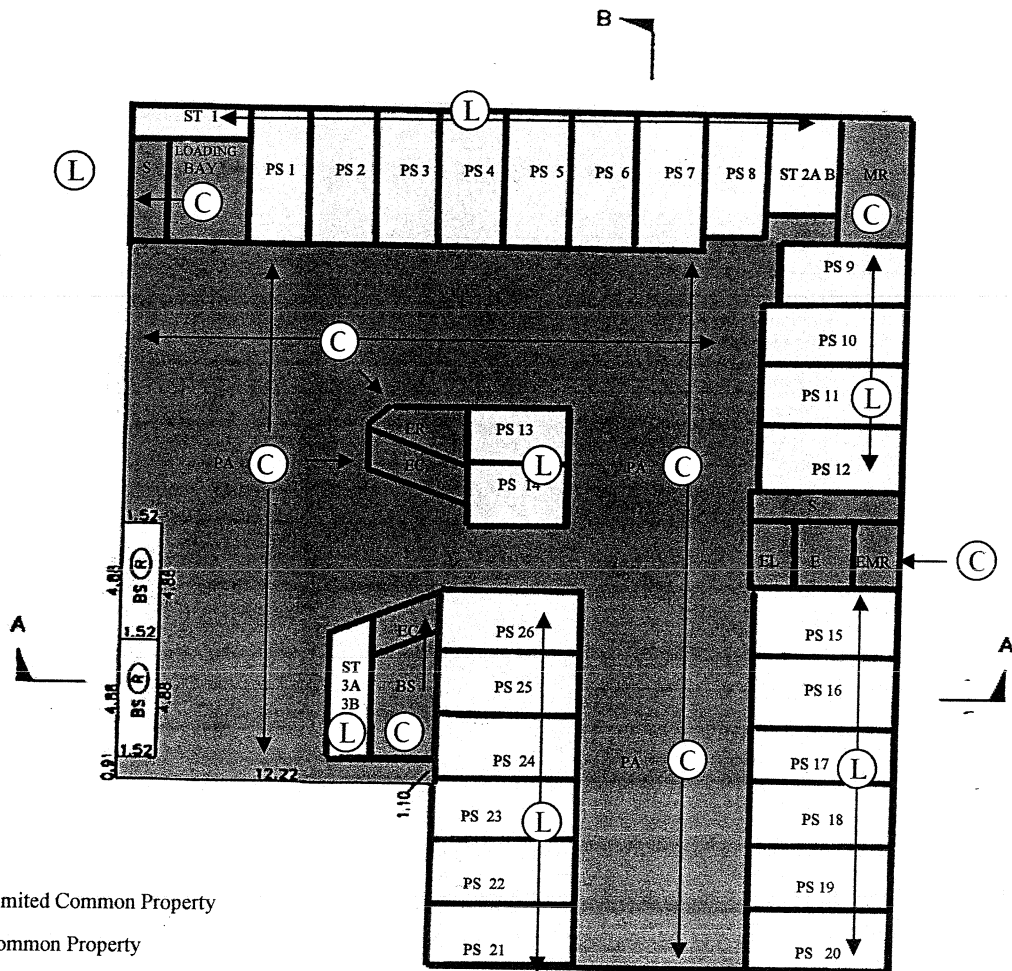
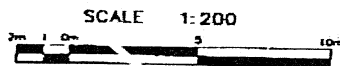
Parking Stall No.	S L	Suite	Registered Name	
1	2	3032	680926 B.C. Ltd.	
2	3	3036	Lee Wen-Neng	
3	3	3036	Lee Wen-Neng	
4	2	3032	680926 B.C. Ltd.	
5	5	3048	Cata Investments Inc.	
6	5	3048	Cata Investments Inc.	
7	6	3050	Cata Investments Inc.	
8	2	3032	680926 B.C. Ltd.	
9	1	3030	Maureen Boulanger	
10	4	3038	Wang Cai-Chen	
11	4	3038	Wang Cai-Chen	
12	2	3032	680926 B.C. Ltd.	
13	2	3032	680926 B.C. Ltd.	
14	2	3032	680926 B.C. Ltd.	
15	16	PH5	Sung Lak Bong	
16	16	PH5	Sung Lak Bong	
17	10	101	Shen Xiao Hong	
18	9	102	Hua Jian Guo Bruce McLeod + Gail	
19	8	103	Dyke Doris	
20	7	105	Cheng Xian Li	
21	13	PH6	Weng Steven	
22	12	PH3	Weng Carol	
23	17	PH1	Duke Margaret	
24	11	PH2	Fannie Lin	
25	14	PH7	Wang Chun Chun	
26	15	PH8	Wong Jason	

STORAGE LOCKER ASSIGNMENT SCHEDULE
As of May 21, 2005

Storage Area No.	S L	Suite	Registered Name	
1	2	3032	680926 B.C Ltd.	
2A	16	PH5	Sung Lak-Bong	
2B	16	PH5	Sung Lak-Bong	
3A	2	3032	680926 B.C Ltd.	
3B	2	3032	680926 B.C Ltd.	

PARKING LEVEL

Strata Plan LMS 4060 Amendment per Section 257



Legend

- (L) Denotes Limited Common Property
- (C) Denotes Common Property
- PS Denotes Parking Stalls
- S Denotes Stairs
- ST Denotes Storage Area
- MR Denotes Mechanical Room
- EC/ER Denotes Electrical Room
- E/EL Denotes Elevator
- EMR Denotes Elevator Mechanical Room
- BS Bicycle Room

Resolution 2005-05-21-02:

"Be it resolved that all parking stalls and storage area be designated as Limited Common Property and such amendment be filed at the Land Title Office in accordance with Section 74 of the Act by $\frac{3}{4}$ of residential votes and $\frac{3}{4}$ of non-residential votes as the new bylaws for Strata Corporation LMS4060."



KINGS REAL ESTATE & ASSOCIATES



#263 - 13985 Cambie Road, Richmond, BC V6V 2K3

Tel: 604-247-1028 Fax: 604-247-1028

April 26, 2005

Ms. Doris Dyke
103 - 3028 W. 41st Avenue
Vancouver, BC V6N 3C9

Dear Owners,

Re: **NOTICE OF SPECIAL GENERAL MEETING**

In accordance with section 42 of Strata Property Act, we are pleased to give formal notice to Special General Meeting of Strata Corporation LMS 4060 as follows:

Date: Saturday, May 21, 2005
Registration: 9:45 AM
Commencement: 10:00 AM
Place: PH7 - 3028 West 41st Avenue
Vancouver, B.C.

The purpose of this meeting is to re-visit the remaining issue of parking and storage space re-classification. This was item 67(a) of the 2005 Annual General Meeting. Owners will be asked to vote on the enclosed motions and other businesses, if any.

We strongly urge all owners to attend in person. However, should you be unable to, due to any personal or business reasons, a proxy form has been included for your kind appointment. In accordance to the legislation, **"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."**

Quorum. In accordance to Section 48(2)(a) of the Act, the minimum quorum for this meeting is 1/3 of eligible voters present in person or by proxy. For our particular building, this means a presence of 6 votes either in person or by proxies. Failing such quorum, the meeting will proceed in accordance under Section 48(3) of the Act.

KINGS' REAL ESTATE & ASSOCIATES

Robert Ku, Strata Manager
o/b STRATA CORPORATION LMS 4060



Name: _____ (Owners' Name)

Suite: _____ (Unit number)

Strata Property Act
FORM A
PROXY APPOINTMENT
(OPTIONAL FORM)

(Section 56)

Re: Strata Lot [strata lot number as shown on strata plan] of Strata Plan
LMS4060 [the registration number of the strata plan]

[Check only one box]

1 ☐ General proxy

I/We, _____, Owner of
the strata lot described above, appoint [name of
appointee] to act as my/our proxy beginning until
.....

2 ☒ Proxy for a specific meeting

I/We, _____, Owner of
the strata lot described above, appoint [name of
appointee] to act as my/our proxy at the annual or special general meeting to be held on
May 21, 2005.....

3 ☐ Proxy for a specific resolution

I/We, _____, Owner of
the strata lot described above, appoint [name of
appointee] to act as my/our proxy with respect to the following resolution at the annual general
meeting to be held on April 2, 2005

2005-05-21-01 Yes / No

2005-05-21-02 Yes / No

Date:

.....
Signature of Owner/Tenant/Mortgagee

.....
Signature of Owner/Tenant/Mortgagee



The Owners, Strata Corporation LMS 4060
3028 West 41st Avenue
Vancouver, B.C. V6N 3C9

April 5, 2005

Ms. Doris Dyke
103 - 3028 W. 41st Avenue
Vancouver, BC
V6N 3C9

Dear Owners,

Re: Annual General Meeting Minutes & Strata Fees

Enclosed please find copies of AGM minutes for the past meeting on April 2, 2005. As usual, we have enclosed Chinese version copy for your reference.

We have also enclosed copy of approved Operating Budget and each unit's payment schedule. For those owners who are on EFT (Electronic Fund Transfer) you do not need to do anything. The changes in payment amounts have been automatically updated. For the owners that are paying with cheques, please kindly forward 12 cheques made payable to: Strata Corporation LMS4060" and mail to our attention.

We have also enclosed the updated Standard Bylaws approved at the recent AGM for your kind reference.

Thank you for your kind attention.

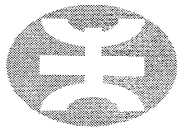
Best regards.

Yours truly,
KINGS' REAL ESTATE & ASSOCIATES



Robert Ku, Strata Manager
o/b Strata Corporation LMS 4060

*The common property of Strata Corporation is managed by
Kings' Real Estate & Associates of #263-13986 Cambie Road, Richmond, BC V6V 2K3.
Tel: 604-290-8020 Fax: 604-247-1028 or 604-879-6863*



THE CROFTON
Strata Corporation LMS4060
Annual General Meeting Minutes

Date: April 2, 2005
Location: PH7 - 3028 West 41st Avenue, Vancouver, B.C.

Present:

3032		680926 BC Ltd.
3028	PH1	Margaret Duke
	PH2	Pan Shiue-Jiun / Fannie Lin
	PH6	Lynne Connell
	PH7	Sun Yi C / Wang Chun Chun
	PH8	Wong Jason / Li Leona

Absent:

3036		Lee Wen-Neng / Lai Chi-Hsiu
3038		Cai-Chen Wang, J.C. Jin & Amy Wang
3048		Cata Investment Inc.
3050		Cata Investment Inc.
PH3		Weng Carol
PH5		Sung Lak Bong

Proxy:

3030		Boulanger Maureen by PH1
3028	101	Shen Xiao Hong / Wang Shau-Ru by Wang Jie Si
	102	Bruce McLeod by PH8
	103	Doris Dyke by PH1
	105	Cheng Lixian / Shouyan Zhu by 101

Robert Ku for Kings' Real Estate & Associates (Phone #: 604-247-1028).

Call to Order

The meeting was called to order at around 10:15 AM by Mr. Robert Ku.

Mr. Ku welcomed all owners and proceed with the mechanism of the meeting.

- 50 It was confirmed there were 6 owners present with 5 proxies total eligible votes of 11.
- 51 Due to the higher number of resolutions this year, voting papers will be distributed at voting time.
- 52 There are 17 strata unit in total, the quorum is 1/3 or 6 minimum, quorum for this meeting is confirmed.
- 53 It was moved by PH8, 2nd by PH7 that Notice of AGM was properly served.
- 54 It was moved by PH1, 2nd by PH7 and approved unanimously to accept the current agenda.

It is strongly recommended that owners retain their copies of all minutes for their own future reference and, upon listing their strata lot for sale, for use by Realtors and prospective purchasers from whom such requests are increasing. Please note there is a charges for photocopying and providing back issues of minutes and/or financial statements.

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55 Acceptance of Last AGM Minutes

After brief refresh of 2004 AGM meeting minutes, it was moved by PH1 and 2nd by PH8 to adopt the minutes as reported. CARRIED.

56 Council Report

Chairperson reported since the final unit had been sold, it is reasonable to have the standard bylaws and regulations reviewed. Throughout the past years, he is happy to see the financial position of the strata is building up steadily and the budget target has been maintained closely. Overall situation is satisfactory under the current management of Kings' Real Estate & Associates.

57 Financial Report

Mr. Ku distributed the financial reports dated March 31, 2005 (subject to final adjustments) for owners' discussions and review. The savings of \$3,666.45 have been a summary savings of items and the extraordinary replacement of the central boiler. Although the financials are positive, there is still a minor cash deficiency of approximately \$1,000 being the carry forward from years before.

After some discussions, it was generally agreed among owners present to let this deficiency cover itself through this year's budget.

58 Motion: 2005-04-02-01

It was moved by PH1, 2nd by PH7 to adopt Motion 2005-04-02-01 which stated "Be it resolved that Financial Statements dated March 31, 2005 be approved by majority of eligible votes." All in favour. Motion CARRIED.

- i. There were some discussions on the garden arrangements. Mr. Russ Marshall (3032) had volunteered to look after the landscaping with a spending in line with the budget (to be voted).

59 Presentation of 2005 – 2006 Operating Budget

Mr. Ku presented the Budget and explained this year's budget is:

- i. Easier to read with non-recurring items deleted.
- ii. Including a raise of management fee by 10% (all owners present approved)
- iii. Mr. Ku presented 3 scenarios with respect to Contingency Reserve build up.

60 Motion: 2005-04-02-02

After discussions and clarifications, It was moved by PH1, 2nd by PH7 to adopt Motion 2005-04-02-02 with modification which stated "Be it resolved that the 2005-2006 Budget for Strata Corporation LMS4060 be approved and adopted as amended with 12% Contingency Reserve." All in favour. Motion CARRIED.

61 Motion: 2005-04-02-03

Mr. Ku explained to all owners present the purposes for proposing and adopting this and the subsequent motion are for:

- i. Liability – According to the current wordings of the "Head Lease" the liability of the parking spots and storage areas are the responsibility of Strata Corporation. However, Strata Corporation does not have any access nor title over these properties.
- ii. Maintenance – For the same reason, there is conflicting issue as to whether the "assignee" (the current user of the parking spots) or the Strata Corporation should be responsible to maintain the safety and condition of these areas.
- iii. By revoking the current Head Lease, changing the designation of these areas from Common Property to Limited Common Property does not change any benefits enjoyed by current owners. It will resolve the above issues and be more "strata-sensible" in future real estate trading of these areas by owners.

It is strongly recommended that owners retain their copies of all minutes for their own future reference and, upon listing their strata lot for sale, for use by Realtors and prospective purchasers from whom such requests are increasing. Please note there is a charge for photocopying and providing back issues of minutes and/or financial statements.

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After much discussions and suggestions, with one owner requesting this motion to be tabled till he received his legal opinion, it was moved by PH6, 2nd by PH7 to adopt Motion 2005-04-02-03 which stated "Be it resolved that the Strata corporation LMS4060 hereby supersede all Parking Stall Lease and Storage Lease as stated in the original Disclosure Statement and in accordance to Section 7.03 and Section 6.02 of the said leases by a majority vote." With voting results of 8 "Yes" and 3 "No". Motion CARRIED.

62 Motion: 2005-04-02-04

With extension of the same explanation as above, it was moved by PH1, 2nd by PH8 to adopt motion 2005-04-02-04 which stated "Be it resolved that all parking stalls and storage area be designated as Limited Common Property and such amendment be filed accordingly at the Land Title Office in accordance with Section 74 of the Act by $\frac{3}{4}$ of residential votes and $\frac{3}{4}$ of non-residential votes as the new bylaws for Strata Corporation LMS4060." Voting results were 9 "Yes" and 1 "No". This "No" vote is from non-residential which caused the defeat of $\frac{3}{4}$ votes for non-residential. Therefore, motion DEFEATED.

63 Presentation of Amended Bylaws and Regulations

Mr. Ku presented the proposed amendments and explained the reason for updating:

- i. More court decisions affecting the proper setup of bylaws.
- ii. More insurance claims resulting in more precise dedication and definition of proper dates.
- iii. More insurance issues regarding vehicles parked in parkade and visitor parking, etc.
- iv. More clear and precise procedures for any actions to be taken should incidents happen.

64 General Discussions

65 Modifications – Section 41.1: the date inserted be April 2, 2005.

66 Motion: 2005-04-02-05

After much clarification and discussions, it was moved by PH6, 2nd by PH1 to adopt Motion 2005-04-02-05 as stated "Be it resolved that the amended Schedule of Standard Bylaws be adopted by $\frac{3}{4}$ votes of residential votes and $\frac{3}{4}$ votes of non-residential votes as the new bylaws for Strata Corporation LMS4060." Voting results was unanimous. Motion CARRIED.

67 Election of Council

Mr. Ku sincerely thanked the generous effort and support by the past council and look forward to working with the incoming council. Nominations were invited with:

1. Jason Wong (PH8)
2. Russ Marshall (3032)
3. Louie Boulanger (3030)
4. Bruce McLeod (102)
5. Fannie Lin (PH2)

With Louie and Bruce being absent, the manager will consult with them prior to this minute publishing.

As of reporting, both Louie and Bruce have expressed their willingness to accept the nomination.

Welcome all council members.

67 a. New Business

Since motion 2005-04-02-04 was defeated rendering the motion 2005-04-02-03 meaningless, it was moved by 3032 and 2nd by PH1 to adopt the motion 2005-04-02-06 which stated "Be it resolved that motion 2005-04-02-06 be rescinded pending on a Special General Meeting to be dated no later than June 2, 2005." Voting was unanimous. Motion CARRIED.

68 Adjournment

With no further discussions, meeting was adjourned at approximately 1:45 PM.

It is strongly recommended that owners retain their copies of all minutes for their own future reference and, upon listing their strata lot for sale, for use by Realtors and prospective purchasers from whom such requests are increasing. Please note there is a charges for photocopying and providing back issues of minutes and/or financial statements.

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Strata Corporation LS4060
Operating Budget
For April 1, 2005 - March 31, 2006

	April	May	June	July	August	September	October	November	December	January	February	March	Total
Alarm License													100.00
Alarm Monitoring	120.64	120.64	120.64	120.64	120.64	120.64	120.64	120.64	120.64	120.64	120.64	120.64	1,447.73
City	19.60	19.60	19.60	19.60	19.60	19.60	19.60	19.60	19.60	19.60	19.60	19.60	235.20
Meter	98.54	98.54	98.54	98.54	98.54	98.54	98.54	98.54	98.54	98.54	98.54	98.54	1,182.43
Sewer	154.87	154.87	154.87	154.87	154.87	154.87	154.87	154.87	154.87	154.87	154.87	154.87	1,858.48
Water				122.10									122.10
Recycling													
Elevator													
License													
Maintenance	134.06	134.06	134.06	134.06	134.06	134.06	134.06	134.06	134.06	134.06	134.06	134.06	1,608.67
Inspection	230.32	230.32	230.32	230.32	230.32	230.32	230.32	230.32	230.32	230.32	230.32	230.32	2,763.81
Maintenance	217.25	217.25	217.25	217.25	217.25	217.25	217.25	217.25	217.25	217.25	217.25	217.25	2,607.01
Garbage collection	148.83	148.83	148.83	148.83	148.83	148.83	148.83	148.83	148.83	148.83	148.83	148.83	1,785.92
Insurance	639.72	639.72	639.72	639.72	639.72	639.72	639.72	639.72	639.72	639.72	639.72	639.72	7,676.66
Landitorial	262.50	262.50	262.50	262.50	262.50	262.50	262.50	262.50	262.50	262.50	262.50	262.50	3,150.00
Landscaping	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	2,000.00
Management Fes	440.20	440.20	440.20	440.20	440.20	440.20	440.20	440.20	440.20	440.20	440.20	440.20	5,282.40
Office	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	120.00
Copies	63.13	63.13	63.13	63.13	63.13	63.13	63.13	63.13	63.13	63.13	63.13	63.13	757.55
HFT Charges	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	120.00
Postage													
Repairs & Maintenance													
Electrical	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	120.00
Gutter Cleaning	500.00												500.00
Light fixtures	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	360.00
Pest Control	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	480.00
Plumbing	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	300.00
Roof	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Security	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	480.00
Snow Removal													
Supplies	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	240.00
Telephone (Elevator)	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	600.00
Utilities - Common Area													
Electricity	687.18	687.18	687.18	687.18	687.18	687.18	687.18	687.18	687.18	687.18	687.18	687.18	8,246.22
Gas	507.58	507.58	507.58	507.58	507.58	507.58	507.58	507.58	507.58	507.58	507.58	507.58	6,090.93
Sub-Total	4,726.08	4,226.08	4,226.08	4,348.18	4,226.08	4,226.08	4,226.08	4,226.08	4,226.08	4,426.08	4,702.08	4,226.09	52,011.12
Contingency Reserve	520.11	520.11	520.11	520.11	520.11	520.11	520.11	520.11	520.11	520.11	520.11	520.11	6,241.33
Total	5,246.20	4,746.20	4,746.20	4,868.30	4,746.20	4,746.20	4,746.20	4,746.20	4,746.20	4,946.20	5,222.20	4,746.20	58,252.45

Strata Corporation LS4060
Operating Budget
For April 1, 2005 - March 31, 2006

Schedule B

S.I.	Unit Entitlement	Total Expenses	Residential		Comm	Total		Current Monthly	Monthly Variance	% Variance
						Monthly	Monthly			
1	375	1,640.61			136.72	136.72	134.38	2.34	1.74	
2	648	2,834.97			236.25	236.25	232.22	4.03	1.73	
3	900	3,937.45			328.12	328.12	322.52	5.60	1.74	
4	898	3,928.70			327.39	327.39	321.81	5.58	1.73	
5	641	2,804.34			233.70	233.70	229.71	3.99	1.73	
6	629	2,751.84			229.32	229.32	225.41	3.91	1.73	
7	599	2,620.59			218.38	218.38	214.66	3.72	1.73	
8	964	4,217.45			351.45	351.45	345.46	5.99	1.74	
9	952	4,164.95			347.08	347.08	341.16	5.92	1.74	
10	975	4,265.58			355.46	355.46	349.40	6.06	1.74	
11	914	3,998.70			333.23	333.23	327.54	5.69	1.74	
12	582	2,546.22			212.19	212.19	208.56	3.63	1.74	
13	580	2,537.47			211.46	211.46	207.85	3.60	1.73	
14	844	3,692.46			307.70	307.70	302.45	5.25	1.74	
15	852	3,727.46			310.62	310.62	305.32	5.30	1.74	
16	1,050	4,593.70			382.81	382.81	376.28	6.53	1.73	
17	912	3,989.95			332.50	332.50	326.82	5.68	1.74	
	13,315	58,252.45	3,362.88	1,491.49	4,854.37	4,771.55	82.82			

Approved by:

Chairperson

Council Member



KINGS REAL ESTATE & ASSOCIATES



#263 - 13986 Cambie Road, Richmond, BC V6V 2K3

Tel: 604-247-1028 Fax: 604-247-1028

March 4, 2005

Ms. Doris Dyke
103 - 3028 W. 41st Avenue
Vancouver, BC V6N 3C9

Dear Owners,

Re: **NOTICE OF ANNUAL GENERAL MEETING**

In accordance with Strata Property Act, we are pleased to give formal notice to Annual General Meeting of Strata Corporation LMS 4060 as follows:

Date: Saturday, April 2, 200~~4~~5
Registration: 9:45 AM
Commencement: 10:00 AM
Place: PH7 - 3028 West 41st Avenue
Vancouver, B.C.

The purpose of this meeting is to review the operation of the property both financially and physically and to vote on next year's Operation Budget, Special Resolutions, and other matters stated in the enclosed Agenda of the meeting as attached.

We strongly urge all owners to attend in person. However, should you be unable to, due to any personal or business reasons, a proxy form has been included for your kind appointment. In accordance to the legislation, **"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."**

Quorum. In accordance to Section 48(2)(a) of the Act, the minimum quorum for this meeting is 1/3 of eligible voters present in person or by proxy. For our particular building, this means a presence of 6 votes either in person or by proxies. Failing such quorum, the meeting will proceed in accordance under Section 48(3) of the Act.

KINGS' REAL ESTATE & ASSOCIATES

Robert Ku, Strata Manager
o/b STRATA CORPORATION LMS 4060



OWNERS OF STRATA CORPORATION LMS 4060
THE CROFTONS
ANNUAL GENERAL MEETING
Saturday, April 2, 2005
PH7, 3028 West 41st Avenue, Vancouver, B.C.

AGENDA

Call to order: 9:45 AM

50. Certification of Proxies and corporate representatives
51. Issuance of Voting cards
52. Quorum certification
53. Filing proof of Notice of Meeting
54. Approve this agenda
55. Approve Minutes of Annual General Meeting 2004
56. Council report of past year activities
57. Financial Report
58. **Motion 2005-04-02-01:**
 "Be it resolved that Financial Statements dated March 31, 2005 be approved by majority of eligible votes."
59. Presentation of 2005 – 2006 Budget.
60. **Resolution 2005-04-02-02:**
 "Be it resolved that the 2005-2006 Budget for Strata Corporation LMS 4060 be approved and adopted as presented." Section 103(1) and 104(1)
61. **Resolution 2005-04-02-03**
 "Be it resolved that Strata Corporation LMS4060 hereby supersede all Parking Stall Lease and Storage Lease as stated in the original Disclosure Statement and in accordance to Section 7.03 and Section 6.02 of the said leases by a majority vote."
62. **Resolution 2005-04-02-04**
 "Be it resolved that all parking stalls and storage area be designated as Limited Common Property and such amendment be filed accordingly at the Land Title Office in accordance with Section 74 of the Act by ¾ of residential votes and ¾ of non-residential votes as the new bylaws for Strata Corporation LMS 4060."
63. Presentation of Amended Bylaws and Rules and Regulations.
64. General Discussions
65. Modifications, if any.
66. **Resolution 2005-04-02-05:**
 "Be it resolved that the amended Schedule of Standard Bylaws (attached to this Agenda) be adopted by ¾ of residential votes and ¾ of non-residential votes as the new bylaws for Strata Corporation LMS 4060." Section 128(1)(c)
67. Election of council
68. Adjournment



The Owners, Strata Corporation LMS 4060
3028 West 41st Avenue
Vancouver, B.C. V6N 3C9

March 7, 2005

Explanation of Proposed Resolutions

The first two proposed resolutions need no further detailed explanations since they are standard and quite self-explanatory. The details of the figures (expenses) will be discussed and voted on during the meeting.

The 3rd, 4th and 5th resolutions, however, demands some briefing and explanations prior for their existence.

Resolution 2005-04-02-03

In accordance with the Disclosure Statements offered to each of the owner when you first bought in the strata units, all assignments of lease on parking stalls and storage spaces have been fully completed. In accordance to Section 7.03 of the Parking Stall Lease, and Sec 6.02 of the Storage Lease, Strata Corporation can exercise its right to suppress the existing lease agreements once all the units have been fully assigned.

The main reason for this action is to ensure that neither Leeda 41 Developments Corp. – the original “Transferor” and Athena Investments Ltd. – the “Transferee” are both extinct from the normal operation of the Strata Corporation.

By changing this does not change any current situation each owner, or assignee, of the assignment. Leaving this trail of “assignment” of leases, however, would present a potential liability should Leeda or Athena be involved in any litigation in the future.

At studying the details of the “assignments”, the rights and responsibilities to look after these spaces are confusing, the least, if not conflicting for the Corporation, and thus the Council operating it.

Resolution 2005-04-02-04

In accordance with the prevailing Strata Property Act and the Land Title Act, no *Common Property* can be associated with any strata lot sale. The right to the, say, parking stall, at best during any real estate buy-and-sell is subject to challenge by any other owners or incoming buyers.

In order to make this more workable and fulfilling the legality of any subsequent sale, it is best to designate those *Common Properties* as *Limited Common Properties*. By doing so, according to Section 74 of the Act, the term “Limited Common Property” now tags a right to the exclusive use by the registered strata lot owner.

Therefore, the sole purpose of this resolution is to protect the interest of each owner against future challenges and legal hassles during any potential sale of their strata unit.

*The common property of Strata Corporation is managed by
Kings' Real Estate & Associates of #263-13986 Cambie Road, Richmond, BC V6V 2K3.
Tel: 604-290-8020 Fax: 604-247-1028 or 604-879-6863*



The Owners, Strata Corporation LMS 4060
3028 West 41st Avenue
Vancouver, B.C. V6N 3C9

Resolution 2005-04-02-05

With the introduction of the Strata Property Act early in 2001, the Act and its regulations have been subject to court challenges throughout the past years. With the court outcomes, the industry has been continually updating itself through each building's own strata bylaws because most of court decisions and awards were based on the awareness and preparedness of the strata corporation through its own regulations.

The proposed changes in this version of bylaws include the following major areas:

1. Re-arranging the paragraphs to better serve the relevant sections and offer clear guidance.
2. Clarify any ambiguity of rulings, such as fines.
3. Build in more simple and systematic mechanism in dealing with different situations such as repeat offences and application of funds collected.
4. To remove irrelevant paragraphs, such as "display suite".
5. To explicitly declare the "Declaration Value" day for the purpose of insurance purpose.
6. To more expressly advice all owners on their own risk exposures and their possible remedies.

The Strata Council and the manager declares neither the council members, he nor his firm are legally qualified to offer any legal opinion on these issues stated above. Each owner are advised to seek his/her own legal advice prior to casting your vote at the Annual General Meeting, if one feels needed.

The purpose of these proposed changes is solely to serve and protect all owners within the strata corporation and set proper proceedings when issues or incidents do arise.

Because of the importance of these issues, all owners are urged to study the enclosed package carefully and be informed when coming to the AGM.

Best regards.

Yours truly,

Robert Ku, Strata Manager
o/b Strata Corporation LMS 4060

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Tel: 604-290-8020 Fax: 604-247-1028 or 604-879-6863*

DRAFT

THE OWNERS OF STRATA CORPORATION LMS4060
SCHEDULE OF STANDARD BYLAWS

DIVISION 1 – DUTIES OF OWNERS, TENANTS, OCCUPANTS AND VISITORS

1. **Payment of strata fees**
 - 1.1. An owner must pay strata fees on or before the first day of the month to which the strata fees relate.
2. **Repair and maintenance of property by owner**
 - 2.1. An owner must repair and maintain the owner's strata lot, except for repair and maintenance that is the responsibility of the strata corporation under these bylaws.
 - 2.2. An owner who has the use of limited common property must repair and maintain it, except for repair and maintenance that is the responsibility of the strata corporation under these bylaws.
3. **Use of property**
 - 3.1. An owner, tenant, occupant or visitor must not use a strata lot, the common property or common assets in a way that
 - 3.1.1. causes a nuisance or hazard to another person,
 - 3.1.2. causes unreasonable noise,
 - 3.1.3. unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot,
 - 3.1.4. is illegal, or
 - 3.1.5. is contrary to a purpose for which the strata lot or common property is intended as shown expressly or by necessary implication on or by the strata plan.
 - 3.2. An owner, tenant, occupant or visitor must not cause damage, other than reasonable wear and tear, to the common property, common assets or those parts of a strata lot which the strata corporation must repair and maintain under these bylaws or insure under section 149 of the Act.
 - 3.3. An owner, tenant, occupant or visitor must ensure that all animals are leashed or otherwise secured when on the common property or on land that is a common asset.
 - 3.4. Pets must be under control at all times. An owner, tenants or occupant must not keep any pets on a strata lot other than one or more of the following:
 - 3.4.1. a reasonable number of fish or other small aquarium animals;
 - 3.4.2. a reasonable number of small caged animals;
 - 3.4.3. up to 2 caged birds;
 - 3.4.4. one dog or one cat.
4. **Inform strata corporation**
 - 4.1. Within 2 weeks of becoming an owner, an owner must inform the strata corporation of the owner's name, strata lot number and mailing address outside the strata plan, if any.
 - 4.2. On request by the strata corporation, a tenant must inform the strata corporation of his or her name.
5. **Obtain approval before altering a strata lot**
 - 5.1. An owner must obtain the written approval of the strata corporation before making an alteration to a strata lot that involves any of the following:
 - 5.1.1. the structure of a building;
 - 5.1.2. the exterior of a building;
 - 5.1.3. chimneys, stairs, balconies or other things attached to the exterior of a building;
 - 5.1.4. doors, windows or skylights on the exterior of a building, or that front on the common property;
 - 5.1.5. fences, railings or similar structures that enclose a patio, balcony or yard;
 - 5.1.6. common property located within the boundaries of a strata lot;
 - 5.1.7. those parts of the strata lot which the strata corporation must insure under section 149 of the Act.
 - 5.2. The strata corporation must not unreasonably withhold its approval under subsection (5.1), but may require as a condition of its approval that the owner agree, in writing, to take responsibility for any expenses relating to the alteration.

- 5.3. This section does not apply to a strata lot in a bare land strata plan.
6. **Obtain approval before altering common property**
- 6.1. An owner must obtain the written approval of the strata corporation before making an alteration to common property, including limited common property, or common assets.
- 6.2. The strata corporation may require as a condition of its approval that the owner agree, in writing, to take responsibility for any expenses relating to the alteration.
7. **Permit entry to strata lot**
- 7.1. An owner, tenant, occupant or visitor must allow a person authorized by the strata corporation to enter the strata lot
- 7.1.1. in an emergency, without notice, to ensure safety or prevent significant loss or damage, and
- 7.1.2. at a reasonable time, on 48 hours' written notice, to inspect, repair or maintain common property, common assets and any portions of a strata lot that are the responsibility of the strata corporation to repair and maintain under these bylaws or insure under section 149 of the Act.
- 7.2. The notice referred to in subsection (7.1.2) must include the date and approximate time of entry, and the reason for entry.

DIVISION 2 – POWERS AND DUTIES OF STRATA CORPORATION

8. **Repair and maintenance of property by strata corporation**
- 8.1. The strata corporation must repair and maintain all of the following:
- 8.1.1. common assets of the strata corporation;
- 8.1.2. common property that has not been designated as limited common property;
- 8.1.3. limited common property, but the duty to repair and maintain it is restricted to
- 8.1.3.1. repair and maintenance that in the ordinary course of events occurs less often than once a year, and
- 8.1.3.2. the following, no matter how often the repair or maintenance ordinarily occurs:
- 8.1.3.2.1. the structure of a building;
- 8.1.3.2.2. the exterior of a building;
- 8.1.3.2.3. chimneys, stairs, balconies and other things attached to the exterior of a building;
- 8.1.3.2.4. doors, windows and skylights on the exterior of a building or that front on the common property;
- 8.1.3.2.5. fences, railings and similar structures that enclose patios, balconies and yards;
- 8.1.4. a strata lot in a strata plan that is not a bare land strata plan, but the duty to repair and maintain it is restricted to
- 8.1.4.1. the structure of a building,
- 8.1.4.2. the exterior of a building,
- 8.1.4.3. chimneys, stairs, balconies and other things attached to the exterior of a building,
- 8.1.4.4. doors, windows and skylights on the exterior of a building or that front on the common property, and
- 8.1.4.5. fences, railings and similar structures that enclose patios, balconies and yards.

DIVISION 3 – COUNCIL

9. **Council size**
- 9.1. Subject to subsection (9.2), the council must have at least 3 and not more than 7 members.
- 9.2. If the strata plan has fewer than 4 strata lots or the strata corporation has fewer than 4 owners, all the owners are on the council.

10. **Council members' terms**

- 10.1. The term of office of a council member ends at the end of the annual general meeting at which the new council is elected.
- 10.2. A person whose term as council member is ending is eligible for reelection.

11. **Removing council member**

- 11.1. Unless all the owners are on the council, the strata corporation may, by a resolution passed by a majority vote at an annual or special general meeting, remove one or more council members.
- 11.2. After removing a council member, the strata corporation must hold an election at the same annual or special general meeting to replace the council member for the remainder of the term.

12. **Replacing council member**

- 12.1. If a council member resigns or is unwilling or unable to act for a period of 2 or more months, the remaining members of the council may appoint a replacement council member for the remainder of the term.
- 12.2. A replacement council member may be appointed from any person eligible to sit on the council.
- 12.3. The council may appoint a council member under this section even if the absence of the member being replaced leaves the council without a quorum.
- 12.4. If all the members of the council resign or are unwilling or unable to act for a period of 2 or more months, persons holding at least 25% of the strata corporation's votes may hold a special general meeting to elect a new council by complying with the provisions of the Act, the regulations and the bylaws respecting the calling and holding of meetings.

13. **Officers**

- 13.1. At the first meeting of the council held after each annual general meeting of the strata corporation, the council must elect, from among its members, a president, a vice president, a secretary and a treasurer.
- 13.2. A person may hold more than one office at a time, other than the offices of president and vice president.
- 13.3. The vice president has the powers and duties of the president
 - 13.3.1. while the president is absent or is unwilling or unable to act, or
 - 13.3.2. for the remainder of the president's term if the president ceases to hold office.
- 13.4. If an officer other than the president is unwilling or unable to act for a period of 2 or more months, the council members may appoint a replacement officer from among themselves for the remainder of the term.

14. **Calling council meetings**

- 14.1. Any council member may call a council meeting by giving the other council members at least one week's notice of the meeting, specifying the reason for calling the meeting.
- 14.2. The notice does not have to be in writing.
- 14.3. A council meeting may be held on less than one week's notice if
 - 14.3.1. all council members consent in advance of the meeting, or
 - 14.3.2. the meeting is required to deal with an emergency situation, and all council members either
 - 14.3.2.1. consent in advance of the meeting, or
 - 14.3.2.2. are unavailable to provide consent after reasonable attempts to contact them.
- 14.4. The council must inform owners about a council meeting as soon as feasible after the meeting has been called.

15. **Requisition of council hearing**

- 15.1. By application in writing, stating the reason for the request, an owner or tenant may request a hearing at a council meeting.
- 15.2. If a hearing is requested under subsection (15.1), the council must hold a meeting to hear the applicant within one month of the request.
- 15.3. If the purpose of the hearing is to seek a decision of the council, the council must give the applicant a written decision within one week of the hearing.

16. **Quorum of council**

- 16.1. A quorum of the council is
 - 16.1.1. 1, if the council consists of one member,
 - 16.1.2. 2, if the council consists of 2, 3 or 4 members,
 - 16.1.3. 3, if the council consists of 5 or 6 members, and

- 16.1.4. 4, if the council consists of 7 members.
- 16.2. Council members must be present in person at the council meeting to be counted in establishing quorum.
- 17. Council meetings**
- 17.1. At the option of the council, council meetings may be held by electronic means, so long as all council members and other participants can communicate with each other.
- 17.2. If a council meeting is held by electronic means, council members are deemed to be present in person.
- 17.3. Owners may attend council meetings as observers.
- 17.4. Despite subsection (17.3), no observers may attend those portions of council meetings that deal with any of the following:
- 17.4.1. bylaw contravention hearings under section 135 of the Act;
- 17.4.2. rental restriction bylaw exemption hearings under section 144 of the Act;
- 17.4.3. any other matters if the presence of observers would, in the council's opinion, unreasonably interfere with an individual's privacy.
- 18. Voting at council meetings**
- 18.1. At council meetings, decisions must be made by a majority of council members present in person at the meeting.
- 18.2. Unless there are only 2 strata lots in the strata plan, if there is a tie vote at a council meeting, the president may break the tie by casting a second, deciding vote.
- 18.3. The results of all votes at a council meeting must be recorded in the council meeting minutes.
- 19. Council to inform owners of minutes**
- 19.1. The council must inform owners of the minutes of all council meetings within 2 weeks of the meeting, whether or not the minutes have been approved.
- 20. Delegation of council's powers and duties**
- 20.1. Subject to subsections (20.2) to (20.4), the council may delegate some or all of its powers and duties to one or more council members or persons who are not members of the council, and may revoke the delegation.
- 20.2. The council may delegate its spending powers or duties, but only by a resolution that
- 20.2.1. delegates the authority to make an expenditure of a specific amount for a specific purpose, or
- 20.2.2. delegates the general authority to make expenditures in accordance with subsection (20.3).
- 20.3. A delegation of a general authority to make expenditures must
- 20.3.1. set a maximum amount that may be spent, and
- 20.3.2. indicate the purposes for which, or the conditions under which, the money may be spent.
- 20.4. The council may not delegate its powers to determine, based on the facts of a particular case,
- 20.4.1. whether a person has contravened a bylaw or rule,
- 20.4.2. whether a person should be fined, and the amount of the fine, or
- 20.4.3. whether a person should be denied access to a recreational facility.
- 21. Spending restrictions**
- 21.1. A person may not spend the strata corporation's money unless the person has been delegated the power to do so in accordance with these bylaws.
- 21.2. Despite subsection (21.1), a council member may spend the strata corporation's money to repair or replace common property or common assets if the repair or replacement is immediately required to ensure safety or prevent significant loss or damage.
- 22. Limitation on liability of council member**
- 22.1. A council member who acts honestly and in good faith is not personally liable because of anything done or omitted in the exercise or intended exercise of any power or the performance or intended performance of any duty of the council.
- 22.2. Subsection (22.1) does not affect a council member's liability, as an owner, for a judgment against the strata corporation.

23. **Maximum Fine** [Deleted – 2003-03-06]
24. **Continuing Contravention** [Deleted – 2003-03-06]
25. **Infractions of The Bylaws and Rules and Regulations**
 - 25.1. Any payment for strata fees, special assessments, levies, charges or penalties, dishonoured by financial institutions regardless of reason will be levied a service charge of \$50 per time.
 - 25.2. Except as otherwise provided, each owner or resident breaching a bylaw will be warned once, then in accordance with the Strata Property Act, the owner or resident will be fined a maximum of \$100 for each infraction of the Bylaws and Rules and Regulations. Repeat violations of a bylaw will result in the owner or resident being fined weekly the additional sum of \$50 without further warning.
 - 25.3. All penalties or fines not settled within 45 days will be assessed to the owner or resident of the strata lot in addition to the monthly strata fees.
26. **Maximum fine**
 - 26.1. The Strata Corporation may fine an owner or tenant a maximum of
 - 26.1.1. \$100 for each contravention of a bylaw, and
 - 26.1.2. \$50 for each contravention of a rule.
27. **Continuing contravention**
 - 27.1. If an activity or lack of activity that constitutes a contravention of a bylaw or rule continues, without interruption, for longer than 7 days, a fine may be imposed every 7 days.
 - 27.2. **Application of Funds Collect**
 - 27.2.1. Upon receipt of any and all funds received from an owner or a tenant regardless of reason shall apply first to all fines outstanding and remaining funds, if any, then apply to outstanding fees owing.
28. **Collection Procedures**
 - 28.1. The Strata Corporation must give at least 2 weeks' written notice to an owner or tenant in default demanding payment via registered mail.
 - 28.2. The demand letter must indicate the Strata Corporation may register a Certificate of Lien against the title of the property in default and sue the owner or tenant in default in court.
 - 28.3. The Strata Corporation upon non-payment within the 2 weeks' notice period may proceed to register a Certificate of Lien against the title of the property in default; and
 - 28.4. Apply to court as the prevailing Strata Property Act or any other acts or legislations shall deem fit at the time for an order for sale of the property in default; and
 - 28.5. Upon sale of the property in default in accordance to the terms and conditions of the court order for sale to recover the monies outstanding including all other allowable charges and costs associated with the legal procedures.
29. **Authorization to Proceed**
 - 29.1. The Strata Corporation may proceed under the *Small Claims Act* without further authorization by the owners to recover from an owner or tenant by an action in debt in Small Claims Court monies owing to the Strata Corporation including monies owing as administration fees, bank charges, fines, penalties, interests or costs, including legal costs, of remedying a contravention of the bylaws or rules and to recover monies which the Strata Corporation is required to expend as a result of the owner's or tenant's act, omission, negligence or carelessness or that of an owner's or tenant's visitors, occupants, guests, employees, agents, tenants or a member of the owner's family.

DIVISION 5 – ANNUAL AND SPECIAL GENERAL MEETINGS

30. **Quorum**
 - 30.1. If the time appointed for a general meeting, special general meeting, or extra-ordinary general meetin, a quorum is not present, the meeting shall stand adjourned for a period of thirty minutes whereupon the adjourned meeting shall be reconvened at the same place and the persons present in person or by proxy and entitled to vote, shall constitute a quorum.

31. **Person to chair meeting**

- 31.1. Annual and special general meetings must be chaired by the president of the council.
- 31.2. If the president of the council is unwilling or unable to act, the meeting must be chaired by the vice president of the council.
- 31.3. If neither the president nor the vice president of the council chairs the meeting, a chair must be elected by the eligible voters present in person or by proxy from among those persons who are present at the meeting.

32. **Participation by other than eligible voters**

- 32.1. Tenants and occupants may attend annual and special general meetings, whether or not they are eligible to vote.
- 32.2. Persons who are not eligible to vote, including tenants and occupants, may participate in the discussion at the meeting, but only if permitted to do so by the chair of the meeting.
- 32.3. Persons who are not eligible to vote, including tenants and occupants, must leave the meeting if requested to do so by a resolution passed by a majority vote at the meeting.

33. **Voting**

- 33.1. At an annual or special general meeting, voting cards must be issued to eligible voters.
- 33.2. At an annual or special general meeting a vote is decided on a show of voting cards, unless an eligible voter requests a precise count.
- 33.3. If a precise count is requested, the chair must decide whether it will be by show of voting cards or by roll call, secret ballot or some other method.
- 33.4. The outcome of each vote, including the number of votes for and against the resolution if a precise count is requested, must be announced by the chair and recorded in the minutes of the meeting.
- 33.5. If there is a tie vote at an annual or special general meeting, the president, or, if the president is absent or unable or unwilling to vote, the vice president, may break the tie by casting a second, deciding vote.
- 33.6. If there are only 2 strata lots in the strata plan, subsection (27.5) does not apply.
- 33.7. Despite anything in this section, an election of council or any other vote must be held by secret ballot, if the secret ballot is requested by an eligible voter.
- 33.8. In accordance with Section 53(2) and (3), no owners with unpaid or outstanding fees, penalties or fines may exercise his/her right to vote, including matters requiring unanimous vote.

34. **Order of business**

- 34.1. The order of business at annual and special general meetings is as follows:
 - 34.1.1. certify proxies and corporate representatives and issue voting cards;
 - 34.1.2. determine that there is a quorum;
 - 34.1.3. elect a person to chair the meeting, if necessary;
 - 34.1.4. present to the meeting proof of notice of meeting or waiver of notice;
 - 34.1.5. approve the agenda;
 - 34.1.6. approve minutes from the last annual or special general meeting;
 - 34.1.7. deal with unfinished business;
 - 34.1.8. receive reports of council activities and decisions since the previous annual general meeting, including reports of committees, if the meeting is an annual general meeting;
 - 34.1.9. ratify any new rules made by the strata corporation under section 125 of the Act;
 - 34.1.10. report on insurance coverage in accordance with section 154 of the Act, if the meeting is an annual general meeting;
 - 34.1.11. approve the budget for the coming year in accordance with section 103 of the Act, if the meeting is an annual general meeting;
 - 34.1.12. deal with new business, including any matters about which notice has been given under section 45 of the Act;
 - 34.1.13. elect a council, if the meeting is an annual general meeting;
 - 34.1.14. terminate the meeting.

DIVISION 6 – VOLUNTARY DISPUTE RESOLUTION35. Voluntary dispute resolution

- 35.1. A dispute among owners, tenants, the strata corporation or any combination of them may be referred to a dispute resolution committee by a party to the dispute if
 - 35.1.1. all the parties to the dispute consent, and
 - 35.1.2. the dispute involves the Act, the regulations, the bylaws or the rules.
- 35.2. A dispute resolution committee consists of
 - 35.2.1. one owner or tenant of the strata corporation nominated by each of the disputing parties and one owner or tenant chosen to chair the committee by the persons nominated by the disputing parties, or
 - 35.2.2. any number of persons consented to, or chosen by a method that is consented to, by all the disputing parties.
- 35.3. The dispute resolution committee must attempt to help the disputing parties to voluntarily end the dispute.

DIVISION 7 – OTHERS36. Vehicles Insuring and Licensing

- 36.1. Only vehicles with current registration and insurance in force shall be allowed in parking areas, except with special written permission of the Strata Council.
- 36.2. Parking of private vehicles, other than those of residents and their guests, is prohibited unless written consent is obtained from the Strata Council and such permission should be displayed on dash of the vehicle at all times while parked in parking areas.
- 36.3. Owners of unlicensed vehicles must display on the vehicle or provide to the Strata Corporation, or management company, proof of a minimum of \$1,000,000 current third party liability insurance coverage. Failure to provide such proof to the Strata Corporation or management company within 48 hours upon demand will result in the vehicle(s) being towed at the owner's expense and peril.

37. Parking Space Usage

- 37.1. Residents and their guests shall park their vehicles only in spaces assigned to them, unless written consent is obtained from the Strata Council.
- 37.2. No one shall park, or leave unattended, a vehicle in such a position that it interferes or infringes upon other parking spaces.
- 37.3. No vehicles shall be left in such a way that it blocks or infringes on access lane, "non parking" zones, or which impeded emergency vehicles.
- 37.4. No vehicles, boats, trailers, or equipments attached thereto, that constitute a fire hazard, in the opinion of the Strata Corporation, shall be permitted in the parking areas.

38. Visitor Parking

- 38.1. Visitor parking is for non-residents only and is available for a maximum of 72 hours, which period may be extended by written permission of the Strata Council only. Violation of this bylaw may result in the vehicle being towed at the owner's expenses and peril.
- 38.2. Commercial vehicles shall be permitted temporarily on common property only for the purpose of loading, unloading, delivery or providing a service.

39. Unauthorized Parking

- 39.1. Motor vehicles shall not be permitted to park in the common property driveways or any designated fire lanes of the Strata Corporation.
- 39.2. All vehicles parked in violation will be towed away at the owner's expenses and peril.

40. Vehicle Servicing

- 40.1. Vehicles may be washed only at the designate location and persons washing vehicles must hose down all dirt and remove excess water and suds resulting from the vehicle washing.
- 40.2. All vehicle repairs and/or tune ups or excessive engine running on site are prohibited.
- 40.3. Vehicles dripping excessive oil, gasoline or other fluids, will be prohibited from parking on site until repaired. Strata lot owners shall, upon notification, clean up all drippings within seven (7) days. Failure to do so will

result in the assessment of clean-up costs and a fine to the strata lot owner.

41. **Definition of Original Construction Date**

41.1. For strata building insurance purpose and for further clarification of definition of Original Construction date under Section 149(1)(d) of the Act and Section 9.1(1) of the Regulation the date of original installation shall be defined as from the date of

42. **Insurance Matters**

42.1. The Strata Corporation strongly recommends each and all owners of strata lots for the purpose of proper and incidental insurance coverage should obtain and maintain the following:

42.1.1. loss or damage to the owner's strata lot and fixtures not insured by the Strata Corporation (back up insurance if the Strata Corporation does not obtain the required insurance); and

42.1.2. fixtures in the owner's strata lot that were not built or installed by the owner developer as part of the original construction; and

42.1.3. improvement to fixtures built or installed on the strata lot by the owner developer as part of the original construction; and

42.1.4. loss of rental values of the owner's strata lot in excess of insurance obtained and maintained by the Strata Corporation; and

42.1.5. liability for property damage and bodily injury, whether occurring on the owner's strata lot or on common property.

(Section 43 ~ Section 60 Reserved For Future Use)

DIVISION 8 – RULES AND REGULATIONS

61. **Use of Strata Lots**

61.1. No owners or residents shall at any time or permit it to be used for any purpose other than full-time residential accommodation for the owner, members of the owner's immediate family and/or bona fide tenants of the owner.

62. **Building Appearance**

62.1. The outside appearance of the building may not be altered in any way. Painting any part of the exterior is prohibited. Nothing is permitted to be placed outside the window glass, placed against or attached to the window glass. The hanging or display of anything, including laundry, other than that provided by these Bylaws, is prohibited.

62.2. The inside appearance of the building may not be altered in any way. Applying, attaching or displaying anything in the hallway side of the strata lot door and hallways is prohibited unless otherwise approved by Council. Mats on hallway floors are not permitted. Defacement of any common property including carpets, walls, ceiling, tiles, doors and/or windows is forbidden.

63. **Hallways**

63.1. There is absolute no smoking of any kind allowed inside of this building including but not limiting to hallways, elevator, stairwell and secured parking area.

64. **Nuisance**

64.1. No person including owners and their respective invitees, visitors, guests, relatives and tenants are allowed to carry any type of fire-arms or weapons be it replica or not neither inside nor outside of this building. Any and all incidents will be reported to authorities with no exception.

64.2. No person including owners and their respective invitees, visitors, guests, relatives and tenants are allowed to perform any type of indecent exposures neither inside nor outside of this building. Any and all incidents will be both confronted by the council or the management company and reported to authorities with no exception.

64.3. Hallways are expressly designated as common property and all owners or residents shall not allow any personal belongings to be left in the hallway. Items left in the hallways may be removed and disposed of without notice.

65. **Balconies and Patios**

- 65.1. Only patio type furniture and plants are permitted on balconies.
- 65.2. Only certified electric barbeques may be used on the balconies.
- 65.3. The storage or keeping of materials including packing, appliances, bicycles, chemicals, etc. is prohibited.
- 65.4. As limited common property is expressly designated for use and enjoyment of an owner, the owner is responsible to care for and maintain that property carefully and in a clean manner. Any repair, or painting is the responsibility of the Corporation. Any use resulting in damage or misuse which results in contravention of the Bylaws and Rules and Regulations shall be repaired or corrected by the Corporation and the expense of such action will be charged to the owner. Upon notice the owner shall permit access for inspection, repair and correction. Failure to heed notice will result in the assessment of a penalty of \$100.
- 65.5. No deposited solids or fluids including wash water or excess plant watering shall be permitted to enter the balcony drain. The drain is provided for the discharge of natural precipitation only.
- 65.6. No food shall be left on balconies or any common property or given to birds or animals.
- 65.7. Enclosure of balconies is forbidden by covenant.

66. **Garbage Disposal**

- 66.1. The transport of garbage in hallways, elevators and other common property should be secured. Owners should clean up immediately if anything is dropped.
- 66.2. It is the owner's responsibility to dispose of items such as carpets, mattresses, furnitures, paint, construction debris or chemicals. The garbage bin may not be used.
- 66.3. Cardboard boxes shall be collapsed prior to placing in the recycling bins provided.
- 66.4. Owners violating these garbage disposal bylaws will be assessed a penalty of \$100 and all damage and clean up costs.

67. **Security of Building**

- 67.1. Security of this building cannot be maintained without the full cooperation and observance of the Bylaws and Rules and Regulations by all residents. All residents are responsible for the safe custody of RadioClik SuperHET RF Receiver (remote entrance control clicker).
- 67.2. No one shall leave open or unlocked any outside entrance or fire door unless they are in constant supervision of that entrance.
- 67.3. No one shall let another person into the building when entering or leaving unless that person is known to them. This particular applies to persons claiming to be trades people or delivery people, since there is no reason for them to enter the building unless the person they are calling is at home.
- 67.4. Residents are liable for any damage done to common property by their guests or visitors.
- 67.5. All keys to locks on common property may be made and issued by the Strata Council.
- 67.6. Additional keys may be obtained with Strata Council approval upon payment of a non-refundable charge to the Corporation. Such charge to be set from time to time.
- 67.7. All keys lost or stolen shall be reported to the Corporation. There will be a charge for obtaining a replacement key.
- 67.8. Any owners, residents, or guests are found using an unauthorized copy of a common property key, the said owner shall be assessed the minimum penalty of \$100 and may, if the breach appear serious enough, in the judgement of the Council, be assessed the cost of changing all locks.

68. **Safety & Cleanliness**

- 68.1. For safety reasons, liability exposure and peace and quiet enjoyment throughout the complex, common areas shall not be used for ball games such as basket ball, football, baseball etc., nor shall skating, skateboarding, riding scooters, or other games which may create noise or damage to common property, be permitted. Children playing on the common areas must be supervised by an adult at all times.
- 68.2. Only wheelchairs and baby carriages, furniture dollies and any others otherwise provided for in these Bylaws and Rules and Regulations are permitted in all hallways and elevator. All other wheeled vehicles and means of conveyance are not permitted.
- 68.3. No cleated shoes, golf shoes nor golf carts are permitted in hallways and elevator.
- 68.4. No spitting or nasal discharge is permitted in common areas by order of Vancouver Health Department.
- 68.5. An owner or resident shall not allow his/her strata lot to become unsanitary.

69. **Bicycles**

- 69.1. Owners-cyclists shall carry their bicycles while transporting to and from their strata lots. Wheeling or pushing of bicycles in the hallways is prohibited.
- 69.2. Any contravention of this Bylaw may result in a \$100 penalty..

70. **Noise**

- 70.1. An owner or resident shall not permit any occupant of his strata lot or any guest to make undue noise in or about any strata lot or common property, or to do anything which will interfere unreasonably with any other owners or residents.
- 70.2. Sound reproduction shall be restricted so as not to disturb other owners or residents. If the sound or noise can be heard outside any strata lot, it shall be deemed as being too loud.

71. **Renting and Renting Restrictions**

- 71.1. Notwithstanding subsection 71.3 this specific bylaw applies and enforceable on residential units only.
- 71.2. There is a rental restriction of no more than 4 units.
- 71.3. Before an owner leases his/her strata lot, he/she will give the Strata Corporation the prescribed Form K – Notice of Tenants' Responsibilities" under the Strata Property Act duly signed by the tenant, undertaking to comply with all the Bylaws and Rules and Regulations prescribed by the Council.

72. **Move In or Out**

- 72.1. A non-refundable assessment of \$100 will be levied to the owner of any unit on any move in and move within of the building to defray the costs to the Strata Corporation, which includes, but not limited to, inspection of the common areas before and after moving and administration. This applies only to new residents moving in.
- 72.2. The moving party will be responsible for any damage to common areas. Damage costs not recovered from the moving party shall be assessed to the owner.
- 72.3. Violation of this Bylaw and Rules and Regulations will result in a penalty of \$200 to the Strata Lot owner.
- 72.4. Move in or out includes moving of large furniture or major appliances from or to the strata lot.
- 72.5. Carton boxes, cardboards and crates of alike used for the purpose of moving in or out must be discarded by the owner or resident. No such items should be left behind unattended or dumped at the parking area, garbage bin or recycle bins. These bins are not designed to handle such big items.

73. **Re-Sale of Strata Lots**

- 73.1. An owner, resident or agent of an owner may only display a "For Sale" sign at the designated area along West 41st Avenue as the Council may so designate from time to time.
- 73.2. No owner, resident or agent of an owner shall leave open or unlocked any entrance door to the building for the purpose of "Open House" selling.

PLEASE TAKE NOTE THAT ALL UNDERLINED PARAGRAPHS ARE THOSE PARAGRAPHS BEING ALTERED, ADDED, CHANGED OR AMENDED AND ARE SUBJECT TO VOTE AT THE UPCOMING ANNUAL GENERAL MEETING.

Strata Corporation LS4060
Operating Budget
For April 1, 2005 - March 31, 2006

DRAFT

	April	May	June	July	August	September	October	November	December	January	February	March	Total
Alarm License											100.00		100.00
Alarm Monitoring	120.64	120.64	120.64	120.64	120.64	120.64	120.64	120.64	120.64	120.64	120.64	120.64	1,447.73
City	19.60	19.60	19.60	19.60	19.60	19.60	19.60	19.60	19.60	19.60	19.60	19.60	235.20
Sewer	98.54	98.54	98.54	98.54	98.54	98.54	98.54	98.54	98.54	98.54	98.54	98.54	1,182.43
Water	154.87	154.87	154.87	154.87	154.87	154.87	154.87	154.87	154.87	154.87	154.87	154.87	1,858.48
Recycling													122.10
Elevator													176.00
License													176.00
Maintenance	134.06	134.06	134.06	134.06	134.06	134.06	134.06	134.06	134.06	134.06	134.06	134.06	1,608.67
Inspection	230.32	230.32	230.32	230.32	230.32	230.32	230.32	230.32	230.32	230.32	230.32	230.32	2,763.81
Fire													
Maintenance	217.25	217.25	217.25	217.25	217.25	217.25	217.25	217.25	217.25	217.25	217.25	217.25	2,607.01
Garbage collection	148.83	148.83	148.83	148.83	148.83	148.83	148.83	148.83	148.83	148.83	148.83	148.83	1,785.92
Insurance	639.72	639.72	639.72	639.72	639.72	639.72	639.72	639.72	639.72	639.72	639.72	639.72	7,676.66
Janitorial	262.50	262.50	262.50	262.50	262.50	262.50	262.50	262.50	262.50	262.50	262.50	262.50	3,150.00
Landscaping	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	2,000.00
Management Fes	440.20	440.20	440.20	440.20	440.20	440.20	440.20	440.20	440.20	440.20	440.20	440.20	5,282.40
Office	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	120.00
Copies	63.13	63.13	63.13	63.13	63.13	63.13	63.13	63.13	63.13	63.13	63.13	63.13	757.55
EIT Chagres	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	120.00
Postage													0.00
Repairs & Maintenance													0.00
Electrical	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	120.00
Gutter Cleaning	500.00												500.00
Light fixtures	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	360.00
Pest Control	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	480.00
Plumbing	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	300.00
Roof	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Security	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	480.00
Snow Removal													400.00
Supplies	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	240.00
Telephone (Elevator)	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	600.00
Utilities - Common Area													0.00
Electricity	687.18	687.18	687.18	687.18	687.18	687.18	687.18	687.18	687.18	687.18	687.18	687.18	8,246.22
Gas	507.58	507.58	507.58	507.58	507.58	507.58	507.58	507.58	507.58	507.58	507.58	507.58	6,090.93
Sub-Total	4,726.08	4,226.08	4,226.08	4,348.18	4,226.08	4,226.08	4,226.08	4,226.08	4,226.08	4,426.08	4,702.08	4,226.09	52,011.12
Contingency Reserve	433.43	433.43	433.43	433.43	433.43	433.43	433.43	433.43	433.43	433.43	433.43	433.43	5,201.11
Total	5,159.51	4,659.51	4,659.51	4,781.61	4,659.51	4,659.51	4,659.51	4,659.51	4,659.51	4,859.51	5,135.51	4,659.51	57,212.23

Strata Corporation LS4060
Operating Budget
For April 1, 2005 - March 31, 2006

Schedule B

S.L.	Unit Entitlement	Total Expenses	Residential		Comm	Total		Current Monthly	Monthly Variance	% Variance
						Monthly	Monthly			
1	375	1,611.54			134.30	134.30	134.38	-0.08	-0.06	
2	648	2,784.74			232.06	232.06	232.22	-0.16	-0.07	
3	900	3,867.70			322.31	322.31	322.52	-0.21	-0.07	
4	898	3,859.11			321.59	321.59	321.81	-0.22	-0.07	
5	641	2,754.66			229.56	229.56	229.71	-0.15	-0.07	
6	629	2,703.09			225.26	225.26	225.41	-0.15	-0.07	
7	599	2,574.17		214.51		214.51	214.66	-0.15	-0.07	
8	964	4,142.74		345.23		345.23	345.46	-0.23	-0.07	
9	952	4,091.17		340.93		340.93	341.16	-0.23	-0.07	
10	975	4,190.01		349.17		349.17	349.40	-0.23	-0.07	
11	914	3,927.86		327.32		327.32	327.54	-0.22	-0.07	
12	582	2,501.11		208.43		208.43	208.56	-0.13	-0.06	
13	580	2,492.52		207.71		207.71	207.85	-0.14	-0.07	
14	844	3,627.04		302.25		302.25	302.45	-0.20	-0.06	
15	852	3,661.42		305.12		305.12	305.32	-0.20	-0.07	
16	1,050	4,512.32		376.03		376.03	376.28	-0.25	-0.07	
17	912	3,919.27		326.61		326.61	326.82	-0.21	-0.07	
	13,315	57,220.48		3,303.30	1,465.07	4,768.37	4,771.55	-3.18		

Approved by:

Chairperson

Council Member

Notes to Operating Budget 2005 - 2006

There are a few improvements to this year's budget presentation. Efforts to make as accurate prediction to future expenses, based on past performances, have always been the main target.

This year, the presentation format has also been updated to resemble the financial statement and group expenses together in the light of better reflect the purpose of the expenditures.

Even with these changes, additional explanations are still necessary.

1. Alarm Monitoring This is the fire alarm monitoring.
2. City expenses City's charges practically comes on a quarterly basis, with the exception of *Recycling* which is being billed by July every year.
3. Fire Inspection and Maintenance Fire equipments are being checked and maintained on a regular basis two to three times a year. The actual maintenance or repair expense depends mainly on the situation found, such as how many batteries need replacement, etc.
4. Insurance The budgeted premium for 2004 – 2005 was \$7,852 and the actual is \$6,734 which included optional glass policy with \$50 deductible (versus blanket policy deductible of \$1,000). With the industry experiencing minor fluctuation, this year's budget has reflected a lower projection.
5. Landscaping A landscaping company, Green Paradise Garden Services, has been contacted and agreed to submit suggestions as to what needs to be done and a quotation for both the front yard and the back alley.
6. Management Fee The management company is requesting an increase of 10% in fees. There was no fee adjustment since January of 2001.
7. Gutter Cleaning Most of the down-pipes of this building is "built-in" inside the walls. It is pertinent to properly clean out and flush down these pipes to prevent any clogging and debris build up. Any clogging causing backflow of drain water, such as rain, will cause water to overflow inside the walls and will lead to leaking into the units.
8. Roof The building is approaching its sixth year and maintenance of the roof membrane should be more cautious.
9. Electricity and Gas With the experience of a milder winter past, but with news of electricity hike coming, both utility projections have been adjusted accordingly.
10. Overall Changes The overall budget have very minor changes in monetary values. There are some major differences that need clarifications:
 - a. Enterphone Leasing Since the enterphone system has been paid off, there is a saving of \$4,646 per last year's budget.
 - b. Application of Savings Majority of the above savings have been applied to the incremental projection for fire maintenance expense due the aging of the current system (increase of budget by \$3,600). The balance of \$1,200 approximately had been applied to the projection of roof maintenance charges.

Recommendation With the current balance of Contingency Reserve at \$17,000 approximately by the end of March 2005, the projected reserve at the end of 2010 would only be \$42,000. It is highly recommended to accelerate this amount of reserve by increasing yearly reserve of 10% to at least 12%, if not 15%. When the reserve reaches \$50,000 level, which is a comfortable level for a building of this size, the monthly assessment could then be lowered and would be a relief for all owners.

The incremental difference of monthly contribution from 10% to 12% and 15% ranges from \$2.34 to \$16.84 per unit per month.

