

APR 05 RECD

## Application of the New Rental Restriction Bylaw at LMS 851 – “The Lexington / The Madison”

At the Annual General Meeting of March 07<sup>th</sup>, 2006 the Owners of LMS 851 voted by  $\frac{3}{4}$  vote in favor of including a Rental Restriction Bylaw in the registered bylaws for the Corporation. The result of the passage of this Bylaw means that pursuant the original Developer's Disclosure Statement and the implementation on January 01, 2006 of the *Strata Property Act* Regulation pertaining to Rental Restrictions all Owners will be affected with respect of this matter.

### IF YOU ARE THE ORIGINAL PURCHASER (AN OWNER WHO PURCHASED FROM THE DEVELOPER)

You are grandfathered under the Act and the Regulation effective January 01, 2006 and may continue to rent your Unit as LONG AS YOU OWN THE UNIT. Upon the sale of your Unit, it must be sold to an Owner who intends to live in the Unit.

### IF YOU ARE A SECOND, THIRD OR LATER PURCHASER (AN OWNER WHO PURCHASED FROM AN OWNER WHO PURCHASED FROM THE DEVELOPER)

You are NOT grandfathered under the Act and may only continue to rent your Unit for one year past the date of passage of the Bylaw IF THE TENANT WHO IS OCCUPYING THE UNIT IS NOT THE TENANT WHO WAS OCCUPYING THE UNIT WHEN THE BYLAW WAS PASSED. This means you will only be able to rent the Unit until March 07, 2007.

IF THE TENANT WHO IS CURRENTLY OCCUPYING THE UNIT IS THE SAME TENANT WHO WAS OCCUPYING THE UNIT AT THE TIME THE BYLAW PASSED ON MARCH 7, 2006, THEN YOU WILL BE ABLE TO CONTINUE TO RENT UNTIL THAT TENANT ENDS THE TENANCY AND THEN YOU WILL HAVE ONE ADDITIONAL YEAR BEYOND THAT DATE TO BE ABLE TO RENT YOUR UNIT.

In either case, upon the deadline specified above, you will be required to either live in the Unit yourself or will be required to sell the Unit to an Owner who intends to live in the Unit.

## LMS 851 – “The Lexington/ The Madison” 新出租限制法案的申请

在 2006 年 3 月 7 号的年例会上，LMS851 的房主们以 3/4 的票数赞成，在现有的法人登记法案中加入出租限制条例。这项法案意味着，依照最初的发展商公布声明和在 2006 年 1 月 1 号公布的出租限制条例的附属法令-建筑财产法令，所有的业主都应该尊重这项条例。

**如果您是一手房主(从发展商直接买房子的业主)：**

您可以遵从 2006 年 1 月 1 号生效的外祖父法案，继续出租您的现有单位，只要您还是出租单位的业主。如果您卖掉您的出租单位，您只可以卖给在 LMS851 有居住倾向的业主。

**如果您是二手，三手买主（从一手房主买房的业主）：**

您不享有外祖父法案的权益。*如果您的租客不是在法案通过时居住在您单位的租客*，您只可以，从通过这项法案的日期起，继续出租您的单位一年。这就是说，您只可以出租您的单位到 2007 年 3 月 7 号为止。

*如果您的租客是在本法案通过时（2006 年 3 月 7 号）居住的租客*，你可以一直出租给现有租客，直到租约截至。在租约截至后，您还可以继续出租您的单位 1 年。

不管是以上的哪种情况，在以上指定的截至日期后，您只可以自己居住在您的单位，或者，您可以把您的单位卖给在此有居住倾向的业主。

如果有任何疑问, 请一切以英文版本为准

# MINUTES OF COUNCIL MEETING STRATA CORPORATION LMS 851

## The Lexington / The Madison

**This notice contains important information which may affect you. Please ask someone to translate it for you.**

**此通告刊載有可能影響閣下的重要資料。請找人為你翻譯。  
ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ  
ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।**

**Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vị. Xin nhờ người phiên dịch hộ.**

**Este aviso contiene información importante que puede afectarle personalmente. Pídale a alguien que se lo traduzca.**

**Ce document contient des renseignements importants qui pourraient vous concerner. Veuillez demander à quelqu'un de vous le traduire.**

**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION LMS 851  
“THE LEXINGTON” / “THE MADISON”**

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**HELD:** Thursday, March 16<sup>th</sup>, 2006 at 7:00 PM in the Meeting Room, Level P1 of  
“The Madison” at 4689 Hazel Street, Burnaby, BC

**PRESENT:** Harb Doad (President) Unit 1205L  
Abdul Osman (Vice President) Unit 905M  
Claire Kao (Treasurer) (Landscaping) (Departed 8:40 PM) Unit 606M  
John Mao Unit 1607L

Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**REGRETS:** He Tian Unit 1502M  
Jun Zhu Unit 503M

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**GUESTS:** A guest from Unit 904M was in attendance.

**CALL TO ORDER:**

With a quorum of Council Members present, the Meeting was called to order at 7:15 PM by Ernest Neumann, Property Manager of Bayside Property Services Ltd.

**GUESTS BUSINESS:**

There was no Guest Business since the Guest in attendance had no specific concerns to bring forward to Council. The guest simply wished to meet the new Council members and wished to observe the early proceedings of the Meeting..

**PREVIOUS MINUTES:**

After review, it was moved, seconded [(1607L)/(606M)] to adopt the Minutes of the Thursday, January 12<sup>th</sup>, 2006 Council Meeting, as previously circulated. **Carried by majority vote.**

**NEW COUNCIL POSITIONS:**

Following discussion, Council agreed by consensus that the following Council Members would assume the following positions:

Harb Doad (President)	Unit 1205L
Abdul Osman (Vice President)	Unit 905M
Claire Kao (Treasurer) (Landscaping)	Unit 606M



**BUSINESS ARISING FROM MINUTES:**

1. **Maintenance Issues Progress Report:** Council reviewed maintenance issues and received a report from the Council President concerning mechanical and other maintenance matters addressed since the last Council Meeting:

**Completed Maintenance Issues**

- **Milani Preventative Maintenance Report:** A hot water re-circulating valve failed in the Lexington. Ten floors of the building were affected and Milani under the direction of the Council President attended to the problem. Repair was carried out however the broken valve disk fell in the pipe and it is impossible to determine where this disk might now be located. The situation will be monitored closely

**In Progress Maintenance Issues**

- **Repairs to Units:** Council noted that re-caulking of problem areas in some Units brought to Council's attention is continuing as weather permits. Council also noted that a list of deficiencies is being compiled and will be addressed when completed.

**DEFICIENCIES IN UNITS**

**PLEASE NOTE:** Owners/Residents are asked to please inform Mr. Gong, the Resident Manager as well as Council and Bayside Property Services of any deficiencies (for example such as water leakage where caulking around windows has deteriorated) so that a list can be compiled in order that Council may address these issues when the list is complete. Similar concerns brought forward by Owners at the Annual General Meeting during discussion should also be included to ensure they are noted in the compilation. Council thanks the Owners for their input and assistance in this regard.

- **City of Burnaby Annual Testing of Backflow Assembly:** Notification has been received from the City of Burnaby concerning the Annual Testing of the Backflow Assembly. The Council President is continuing with the follow up of this matter.
- **Emergency Generator Refueling:** Bayside advised Council that a company has been contracted to complete the refueling process. The refueling was to have taken place before the Meeting however it has been re-scheduled to accommodate the contractor's schedule.

- **Madison Pump Room Intake Supply Line Pump:** This matter is still being investigated with the Council President and Milani in order to ensure the best and most cost effective solution.
- **Painting of Madison Underground Garage Visitor Parking:** Provincial Painting has been instructed to commence with re-painting of the P1 Visitor parking area of the garage in the Madison since the Lexington painting project has been completed to Council's satisfaction. The painting will commence shortly.
- **Painting of Madison Hallways:** The painting of the Madison hallways will commence with Provincial Painting after the painting of the P1 Visitor parking in the Madison is completed to Council's satisfaction.

#### **Other Maintenance Issues:**

- **Window Washing Safety Anchor System Inspection:** Solicitation material has been received from a company wishing to provide this service. The Council President indicated that the equipment has been checked and the services of this company would not be a necessary expense to undertake.
- **Annual Fire Alarm and Safety Inspection:** The Council President will review quotes for the Annual Testing of the fire alarm equipment and the testing will commence as soon as Council chooses the contractor best able to accommodate the requirements at LMS 851. Notice will be provided to Owners/Residents concerning the scheduling of the testing of the common areas as well as the in-suite devices.
- **Garbage Collection at the Lexington:** Council briefly discussed the option of changing to the City of Burnaby for collection at the Lexington. Since logistical problems have to be first addressed concerning gate and door access in the Lexington building, further discussion of the matter was tabled for discussion to early summer.
- **Driveway Cracks in Front of Lexington and Madison Buildings:** Council discussed the large cracks and uneven pavement which have recurred in front of the Lexington and Madison buildings. Bayside was directed to obtain quotes for repairs and discussion of the matter was tabled to a Meeting at which time the quotes can be reviewed.

#### **Landscaping Maintenance Issues:**

- **Gardening Volunteers:** Council discussed some matters concerning pruning and landscaping which the landscaper will be directed to address. It was also decided that Council Member Claire Kao would co-ordinate landscaping matters related to LMS 851 with the landscaper and would meet with the contractor to outline some pruning/gardening

matters Council would like to have addressed. Council also discussed the suggestion brought to Council about planting some bedding plants so that a floral display can enhance the gardens during the summer. Council agreed that some bedding plants could be purchased and that Claire Kao would co-ordinate with the landscaper which plants would be best suited for different areas around the buildings.

### GARDENING VOLUNTEERS

**PLEASE NOTE: Owners/Residents are asked to please inform Council Member Claire Kao if they would be interested in volunteering to assist with gardening and taking care of some floral displays which would be coordinated with the landscaper and under the direction of Ms. Kao. This would provide the opportunity for some Owners/Residents to enjoy the hobby of gardening, provide some volunteer service to the LMS 851 community and provide enjoyment for everyone with a beautifully enhanced garden display.**

2. Supreme Court Claim Update: A meeting with the Plaintiffs, the Plaintiff's legal counsel, some Council Members, the Strata Corporation's legal counsel, the Resident Manager and Bayside was held in the Plaintiff's Units on Friday afternoon, March 3rd. Council indicated that remedial work is continuing to complete re-caulking of the affected windows in the Units as weather permits. Council continued to reiterate through the Strata's legal counsel that the caulking repairs are the appropriate fiscally responsible first course of action to alleviate the leakage problems in the Units. Council assured the Plaintiffs and their legal counsel that the work will continue as weather permits.
3. Human Rights Tribunal Complaint: Bayside reported that documentation was supposed to have been received from the claimant by February 28<sup>th</sup> and that nothing had been received. Bayside also noted for Council that the Respondent's [the Strata Corporation] documentation is due on March 31<sup>st</sup>. Following review of the documentation which will be forwarded from the Strata Corporation, a Hearing may proceed which has tentatively been scheduled for June.
4. Unit 601L Update: Following discussion Council instructed Bayside to inform the Owner of Unit 601L that the Owner must remove the improperly installed hard surface floor and that the floor can only be re-installed properly using the approved 64 IIC insulation over top of plastic vapor barrier before the hard surface flooring is re-installed. The Owners will also be required to register the required Special Privilege Document with the Strata Corporation in order to permit the hard surface floor to be installed. No such document was undertaken at the time the Owners installed the floor in the Unit without permission. Council further advised that should the Owners not remove the floor as directed, the Strata Corporation will engage in legal proceedings to ensure the above process is adhered to.

## **FINANCIAL MATTERS**

1. Financial Reports: Following discussion, it was moved, seconded [(905M)/(606M)] that the Financial Reports for October, November and December, 2005 which had been previously tabled in absence of the Treasurer be accepted as presented and prepared by Bayside. **Carried by majority vote.**
2. Financial Reports: Following discussion, it was moved, seconded [(905M)/(1607L)] that the Financial Reports for January and February, 2006 be accepted as presented and prepared by Bayside. **Carried by majority vote.**
3. Accounts Receivable: Bayside reported the Accounts Receivable total as of March 16<sup>th</sup>, 2006 at \$5271.25. It was also noted that this figure actually represents some Owners who are not really in arrears since the adjustment for the increase in assessment retroactive to December 01, 2005 would be withdrawn from the accounts of those Owners on the PAC system on April 1, 2006. Following discussion, Council instructed Bayside to effect collection of outstanding amounts as necessary.
4. Accounts Payable: The Council President is still reviewing and negotiating a couple of outstanding invoices with Milani before payment is authorized.
5. Trust Accounts Interest Rate Information: Following a query from new Council Members, Bayside advised Council that the trust accounts (BOTH the Operating and Reserve) held for the Strata Corporation are receiving a return of Prime minus 1.75% calculated daily and applied monthly to the accounts. Bayside noted that this is an excellent return for the corporation's funds.
6. Petty Cash Fund: Following discussion Council agreed that the Treasurer would be authorized to oversee a \$300 Petty Cash fund and that Council Member Mao would audit the expense claims charged to Petty Cash. Bayside was directed to forward a cheque to the Treasurer for the Petty Cash fund.

## **COMMUNICATIONS**

Council reviewed items of communication which were received prior to the Meeting.

1. 1806M Communications: Council reviewed two fax communications received from the Owner of the Unit noting some suggestions and items of concern. Council discussed the matters outlined and noted that the concerns were either already being addressed or will be addressed in the near future.
2. 702M: Council reviewed a fax letter that was received concerning some leakage in the Unit. Council noted that the re-caulking has been undertaken to address the concern and that the contractor will complete the repairs as weather conditions permit.

**NEW BUSINESS:**

1. 1606L: Council discussed the matter of a negligent bathtub overflow from the Unit which caused damage in the hallway. Council directed Bayside to advise the Owner that repairs to the damage in the common area would be charged back to the Unit Owner.

**BATHTUBS / LAUNDRY / SINK OVERFLOWS**

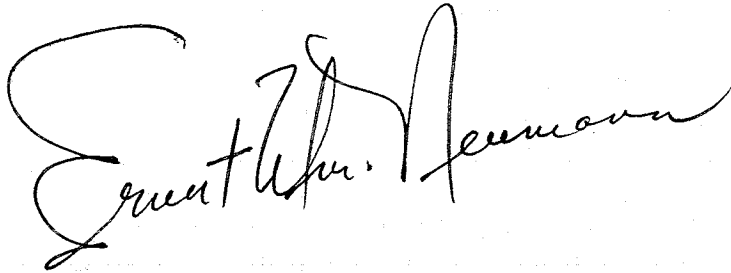
**PLEASE NOTE: Owners/Residents are asked to please be attentive to the potential of resultant damage to lower Units and Common Property from negligent overflows within their Units from sinks, bathtubs and laundry equipment. Any damage caused in these situations will be charged back to the Unit and will have to be recovered through the Unit Owners' own Condominium Owner's insurance policy. Please note that the Strata Corporation's insurance policy does not cover the Unit Owners own contents and liability from within the Unit. Each Owner/Resident must carry their own Contents/Betterments and Improvements policy.**

2. Insurance Appraisal Update: Bayside provided Council with the updated Appraisal for Insurance Purposes (Year 2 of 3). Bayside also noted that the corporation's insurance is scheduled for renewal June 01, 2006. A committee of Council will review quotations for the renewal.
3. Shaw Bulk Cable Plan: Bayside provided Council with information about a bulk plan which could benefit Owners/Residents of LMS 851 for Shaw cable purchase. The Council President will review the information provided and will report whether or not this would be practical for the Lexington and the Madison.
4. Real Estate Activity Report: Bayside provided Council with the most recent Real Estate Activity Report for Strata LMS 851.
5. Management Contract Update: Bayside provided Council for Council's signature the addendum to the management contract reflecting the increase authorized in the budget approved at the Annual General Meeting.
6. New Bylaw Amendment: Bayside and Council discussed that in the week following the Annual General Meeting several questions came from Non-Resident Owners concerning their situation as a result of the passage of the Rental Restriction Bylaw. Council directed Bayside to enclose a Notice with these Minutes which clearly outlines the situation for all Owners concerning the rental of their respective Unit as a result of the new Bylaw. Please review the enclosed Notice outlining this information.

## TERMINATION

There being no further business to discuss, the Meeting was terminated at 9:18 PM on a motion by (905M).

The next Council Meeting for LMS 851 is tentatively scheduled to be held **Wednesday, May 03, 2006 commencing 7:00 PM** at "The Madison" in the Level P1 Meeting Room.



Ernest Neumann  
Bayside Property Services Ltd.  
Suite #100 – 6400 Roberts Street  
Burnaby, BC V5G 4C9  
Tel: 604-432-7774 (24 hrs – after office hours, emergencies only please)  
*Direct Line: 604-629-8755*  
Fax: 604-430-2698  
Email: [eneumann@baysideproperty.com](mailto:eneumann@baysideproperty.com)

**N.B. Recent recommendations to the Real Estate Regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to payment of a fee.**

### Weekend / Holiday / Evening Service Call Instructions

**Should you encounter a situation requiring emergency attention, please contact Bayside's office at 604-432-7774 and advise the operator of the situation giving as many details as possible. Ensure that you state it is an emergency and leave your name and telephone. Your call will be returned promptly by the on-call property manager so please keep your telephone line free in order that the emergency may be addressed. Your cooperation in this regard is appreciated.**

Madison



**BAYSIDE**  
PROPERTY SERVICES LTD.

## Memo:

*Owners of:*

*LMS 851 - The Lexington / The Madison*

Enclosed you will find the newly registered Bylaw #149 -  
Renting and Renting Restrictions.

Please attach the registered bylaw to your bylaw package  
to ensure that it is up-to-date.

Thank you,

Ernest Neumann, Property Manager  
Bayside Property Services Ltd.

Email: [eneumann@baysideproperty.com](mailto:eneumann@baysideproperty.com)

Direct: 604-629-8755





*Strata Property Act*  
FORM I  
AMENDMENT TO BYLAWS  
(Section 128)

The Owners, Strata Plan LMS 851 certify that the following or attached amendments to the bylaws of the strata corporation were approved by a resolution passed in accordance with section 128 of the *Strata Property Act* at an annual or special general meeting held on March 7, 2006.

**BE IT RESOLVED THAT** The Owners, Strata Plan LMS 851, hereby approve replacement of the wording of Section 149 of the Bylaws "Renting and Renting Restrictions" for LMS 851 with the following wording:

**149 Renting and Renting Restrictions**

1. The number of strata lots within the strata corporation that may be leased at any one time is limited to 10% (22 Units).
2. An owner wishing to lease a strata lot must apply in writing to the council for permission to rent before entering into a tenancy agreement.
3. If the number of strata lots leased at the time an owner applies for permission to lease has reached the limit stated in bylaw 1, excluding exempt strata lots pursuant to sections 143 and 144 of the Act and section 17.15 of the Regulations, the council must refuse permission and notify the owner of the same in writing, as soon as possible stating that the limit has been reached or exceeded, as the case may be, and place the owner of the strata lot on a waiting list to be administered by the council based upon the date of the request for permission to rent.
4. If the limit stated in bylaw 1 has not been reached at the time the owner applies for permission to lease a strata lot, excluding exempt strata lots pursuant to sections 143 and 144 of the Act and section 17.15 of the Regulations, the council shall grant permission and notify the owner of the same in writing as soon as possible.

5. An owner receiving permission to lease a strata lot must exercise the permission to lease within 90 days from the date that the council granted same, otherwise the permission expires. During the 90 days immediately following the grant of permission, the strata lot shall be deemed leased for the purposes of the limit stated in bylaw 1.
6. Prior to possession of a strata lot by a tenant, an owner must deliver to the tenant the current bylaws and rules of the strata corporation and a Notice of Tenant's Responsibilities in Form K.
7. Within two weeks of renting a strata lot, the landlord must give the strata corporation a copy of the Form K - Notice of Tenant's Responsibilities signed by the tenant, in accordance with section 146 of the Act.

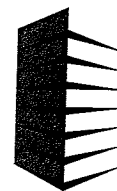
Where an owner leases a strata lot in contravention of bylaws 1, 2 or 3, the owner shall be subject to a fine of \$500.00 (which may be applied as frequently as every seven (7) days) and the strata corporation shall take all necessary steps to terminate the lease or tenancy, including, but not limited to, seeking a declaration or Court injunction to enforce the bylaw. Any legal costs incurred by the strata corporation in enforcing the rental restriction bylaws shall be the responsibility of the contravening owner and shall be recoverable from the owner on a solicitor and own client basis by the strata corporation.

Harb Doan (HARB DOAN)

Signature of Council Member

John Mao (JOHN MAO)

Signature of Second Council Member (not required if council consists of one member)



**BAYSIDE**  
PROPERTY SERVICES LTD.

April 1, 2008

**PLEASE BRING  
THIS NOTICE  
TO THE MEETING!**

**AGENDA**

**NOTICE OF ANNUAL GENERAL MEETING  
STRATA CORPORATION LMS 851  
"THE LEXINGTON" & "THE MADISON"**

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**NOTICE:** An Annual General Meeting of the Owners, Strata Plan LMS 851 will be held on **Monday April 21, 2008** at 7:00 p.m. in **Salon B** at the **Holiday Inn Express Metrotown**, 4405 Central Boulevard, Burnaby, BC.

(Registration to commence at 6:30 p.m.)

**PURPOSE OF MEETING:**

1. To Discuss/vote on the proposed 2008/09 Operating Budget;
2. To elect the Strata Council for the upcoming year.

**2008-2009 OPERATING BUDGET**

To discuss/vote on the proposed 2008-2009 Operating Budget: The Operating Budget is reflecting a proposed **approximately** 3% increase for the monthly maintenance assessment. A copy of the Proposed Budget is enclosed along with a monthly Maintenance Assessment schedule. Additional details will be provided at the Meeting.

**OWNERS PLEASE BE ADVISED that the previous budget and the "Estimated to Year End" figures represent a 16 month period as a result of the change to**

**a new Year End approved by the Owners at the 2007 AGM. The current proposed budget is for a standard 12 month period.**

**VOTING:**

Depending on the Bylaws of the Strata Corporation, in order to vote an Owner may have to be paid up in all arrears of maintenance fees, fines or other charges (including chargebacks) owing to the Strata Corporation. If you are uncertain of the status of your account, please call our Accounting Department at 604-432-7774 between 9:00 a.m. and 4:00 p.m. Owners may be represented by proxies – a blank proxy is provided for your convenience. A spouse who is not registered on title MUST have a proxy authorization to vote.

**QUORUM:**

No business shall be transacted at any general meeting unless a quorum is present at the time when the meeting proceeds to business. A quorum requires that eligible voters holding 1/3 of the strata corporation's votes be present in person or by proxy.

**PROXY:**

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

**VOTING PROCEDURES:**

At any general meeting, a resolution by the vote of the meeting shall be decided on a show of voting cards, unless a precise count is demanded by any eligible voter present in person or by proxy. Unless a precise count is so demanded, a declaration by the Chair that a resolution has, on a show of voting cards been carried, is conclusive evidence of the fact without proof of the number or proportion of votes recorded in favour of or against the resolution. A demand for a precise count may be withdrawn.

In case of equality in the votes, whether on a show of voting cards or on a poll, the president, or, if the president is absent or unable or unwilling to vote, the vice president of the Strata Council is entitled to a casting vote in addition to his/her original vote. On the show of voting cards, each strata lot shall have one vote. On a show of voting cards or a precise count, votes may be given either personally or by proxy.

**ORDER OF BUSINESS**

- 1) Registration, certifying the proxies and corporate representatives and issue voting ballots for each strata lot represented at the Meeting;
- 2) Determine that there is a quorum;
- 3) Electing a Chair of the Meeting, if necessary;
- 4) Approval of Agenda;
- 5) Approving the Notice of Meeting dated April 1, 2008;
- 6) Approval of the Minutes of the previous Annual General Meeting (Thursday, March 8, 2007);
- 7) Report on Insurance;
- 8) Strata Council Report;
- 9) Discussion/Voting on the Proposed 2008/09 Operating Budget;
- 10) Elect the Strata Council for the coming year;
- 11) Termination of the Meeting.



**STRATA CORPORATION LMS 851**  
**2008-09 Operating Budget Proposal**

**Year End March 31st**

RECEIPTS	ACTUAL Year to Date (Feb 29/08)	ESTIMATED To Year End (Mar 31/08)	BUDGET 2006-08	PROPOSED BUDGET 2008-09
101 Owners' Contributions	645,281.62	688,600.67	690,106.41	533,105.00
102 Fireplace Assessments	16,800.00	17,920.00	17,920.00	13,440.00
103 Interest Income	3,275.28	3,499.37	6,666.67	
105 Rental Income/Security Dep	10,200.00	10,880.00	10,880.00	8,160.00
107 Sundry Income	1,133.57	1,133.57	2,000.00	
108 Move Fees	6,000.00	6,200.00		
109 Key Income	1,500.00	1,500.00		
111 Late Payment Penalty	1,175.00	1,225.00		
112 Transfer Prior Year Surplus	57,402.08	57,402.08	57,402.08	59,795.00
<b>TOTAL RECEIPTS</b>	<b>742,767.55</b>	<b>788,360.69</b>	<b>784,975.16</b>	<b>614,500.00</b>

DISBURSEMENTS				
300 Gas	150,961.40	183,859.57	173,333.33	150,000.00
310 Electricity	62,312.72	72,223.44	73,333.33	65,000.00
320 Management Fees	43,905.32	46,770.53	46,280.00	40,000.00
330 Insurance	48,872.00	48,872.00	68,000.00	50,000.00
340 Wages/Janitorial	10,342.29	10,342.29	16,000.00	25,000.00
345 Building Manager	58,909.29	62,246.44	60,000.00	50,000.00
346 Overtime Wages	739.23	1,533.78	2,666.67	5,000.00
360 Audit			2,666.67	2,500.00
370 Legal	4,542.34	4,542.34	10,000.00	5,000.00
380 Appraisal		787.50	1,000.00	1,000.00
390 Mortgage (Corporate Suite)	16,500.00	17,600.00	17,600.00	12,500.00
391 Property Tax (Corporate Suite)	1,307.58	1,307.58	2,000.00	1,500.00
392 Mtnce Fee (Corporate Suite)	2,886.90	3,079.36	3,333.33	2,500.00
398 Petty Cash			666.67	1,500.00
395 Sundry	7,757.46	8,138.53	9,333.33	8,500.00
405 Water/Sewer	719.06	719.06	466.67	500.00
415 Scavenging/Recycling	2,167.17	2,167.17	13,333.33	3,000.00
425 Equipment/Supplies	9,770.01	10,175.47	20,000.00	10,000.00
435 Repairs/Maintenance	84,438.36	88,355.81	93,333.33	85,000.00
445 Landscaping	17,689.03	18,927.50	20,000.00	18,000.00
465 Telephone/Paging	4,593.26	4,906.26	5,333.33	4,000.00
475 Elevator	29,604.34	32,426.74	33,333.33	27,000.00
485 Alarm/Security/Monitoring	1,787.14	1,787.14	4,000.00	2,000.00
710 Contingency Reserve	49,651.65	52,961.76	52,961.83	20,000.00
715 Repiping Reserve	52,500.00	56,000.00	56,000.00	25,000.00
<b>TOTAL DISBURSEMENTS</b>	<b>661,956.55</b>	<b>729,730.27</b>	<b>784,975.15</b>	<b>614,500.00</b>

Surplus (Deficit)	80,811.00	58,630.42		
Opening VanCity Operating	(14,350.52)	(14,350.52)		
Estimated Ending VanCity Operating	66,460.48	44,279.90		
Operating CIBC GIC	104,050.00	104,050.00		
Estimated Ending Operating	170,510.48	148,329.90		

**Contingency Reserve Fund**

Owners' Contributions	49,651.65	52,961.76		
Interest Earned	2,873.41	3,126.09		
Opening VanCity CRF	27,630.30	27,630.30		
Estimated Ending VanCity CRF	80,155.36	83,718.15		
CIBC GIC	543,310.00	543,310.00		
Estimated Ending CRF	623,465.36	627,028.15		

**Repiping Fund**

Owners' Contributions	52,500.00	56,000.00		
Interest Earned	3,713.21	4,019.44		
Opening RF	41,439.40	41,439.40		
Estimated Ending RF	97,652.61	101,458.84		





**STRATA PLAN LMS 851**  
**2008-09 PROPOSED MAINTENANCE SCHEDULE**  
**April 1, 2008 - March 31, 2009**

SUITE	Unit Entitlement	Operating	CRF	Monthly Total	Gas Charge	Monthly Total
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**THE LEXINGTON-4657 Hazel St**

101	826	190.79	7.44	198.23		198.23
102	646	149.21	5.82	155.03		155.03
201	961	221.98	8.65	230.63	8.00	238.63
202	654	151.06	5.89	156.95		156.95
203	714	164.92	6.43	171.35	8.00	179.35
204	646	149.21	5.82	155.03		155.03
205	715	165.15	6.44	171.59	8.00	179.59
206	653	150.83	5.88	156.71		156.71
207	888	205.11	8.00	213.11	8.00	221.11
301	961	221.98	8.65	230.63	8.00	238.63
302	654	151.06	5.89	156.95		156.95
303	714	164.92	6.43	171.35	8.00	179.35
304	646	149.21	5.82	155.03		155.03
305	715	165.15	6.44	171.59	8.00	179.59
306	653	150.83	5.88	156.71		156.71
307	888	205.11	8.00	213.11	8.00	221.11
401	961	221.98	8.65	230.63	8.00	238.63
402	654	151.06	5.89	156.95		156.95
403	714	164.92	6.43	171.35	8.00	179.35
404	646	149.21	5.82	155.03		155.03
405	715	165.15	6.44	171.59	8.00	179.59
406	653	150.83	5.88	156.71		156.71
407	888	205.11	8.00	213.11	8.00	221.11
501	961	221.98	8.65	230.63	8.00	238.63
502	654	151.06	5.89	156.95		156.95
503	714	164.92	6.43	171.35	8.00	179.35
504	646	149.21	5.82	155.03		155.03
505	715	165.15	6.44	171.59	8.00	179.59
506	653	150.83	5.88	156.71		156.71
507	888	205.11	8.00	213.11	8.00	221.11
601	961	221.98	8.65	230.63	8.00	238.63
602	654	151.06	5.89	156.95		156.95
603	714	164.92	6.43	171.35	8.00	179.35
604	646	149.21	5.82	155.03		155.03
605	715	165.15	6.44	171.59	8.00	179.59
606	653	150.83	5.88	156.71		156.71
607	888	205.11	8.00	213.11	8.00	221.11
701	961	221.98	8.65	230.63	8.00	238.63
702	654	151.06	5.89	156.95		156.95
703	714	164.92	6.43	171.35	8.00	179.35
704	646	149.21	5.82	155.03		155.03
705	715	165.15	6.44	171.59	8.00	179.59
706	653	150.83	5.88	156.71		156.71
707	888	205.11	8.00	213.11	8.00	221.11
801	961	221.98	8.65	230.63	8.00	238.63
802	654	151.06	5.89	156.95		156.95
803	714	164.92	6.43	171.35	8.00	179.35
804	646	149.21	5.82	155.03		155.03
805	715	165.15	6.44	171.59	8.00	179.59
806	653	150.83	5.88	156.71		156.71
807	888	205.11	8.00	213.11	8.00	221.11
901	961	221.98	8.65	230.63	8.00	238.63
902	654	151.06	5.89	156.95		156.95
903	714	164.92	6.43	171.35	8.00	179.35
904	646	149.21	5.82	155.03		155.03
905	715	165.15	6.44	171.59	8.00	179.59
906	653	150.83	5.88	156.71		156.71

**STRATA PLAN LMS 851**  
**2008-09 PROPOSED MAINTENANCE SCHEDULE**  
**April 1, 2008 - March 31, 2009**

<b>SUITE</b>	<b>Unit Entitlement</b>	<b>Operating</b>	<b>CRF</b>	<b>Monthly Total</b>	<b>Gas Charge</b>	<b>Monthly Total</b>
907	888	205.11	8.00	213.11	8.00	221.11
1001	961	221.98	8.65	230.63	8.00	238.63
1002	654	151.06	5.89	156.95		156.95
1003	714	164.92	6.43	171.35	8.00	179.35
1004	646	149.21	5.82	155.03		155.03
1005	715	165.15	6.44	171.59	8.00	179.59
1006	653	150.83	5.88	156.71		156.71
1007	888	205.11	8.00	213.11	8.00	221.11
1101	961	221.98	8.65	230.63	8.00	238.63
1102	654	151.06	5.89	156.95		156.95
1103	714	164.92	6.43	171.35	8.00	179.35
1104	646	149.21	5.82	155.03		155.03
1105	715	165.15	6.44	171.59	8.00	179.59
1106	653	150.83	5.88	156.71		156.71
1107	888	205.11	8.00	213.11	8.00	221.11
1201	961	221.98	8.65	230.63	8.00	238.63
1202	654	151.06	5.89	156.95		156.95
1203	714	164.92	6.43	171.35	8.00	179.35
1204	646	149.21	5.82	155.03		155.03
1205	715	165.15	6.44	171.59	8.00	179.59
1206	653	150.83	5.88	156.71		156.71
1207	888	205.11	8.00	213.11	8.00	221.11
1301	961	221.98	8.65	230.63	8.00	238.63
1302	654	151.06	5.89	156.95		156.95
1303	714	164.92	6.43	171.35	8.00	179.35
1304	646	149.21	5.82	155.03		155.03
1305	715	165.15	6.44	171.59	8.00	179.59
1306	653	150.83	5.88	156.71		156.71
1307	888	205.11	8.00	213.11	8.00	221.11
1401	961	221.98	8.65	230.63	8.00	238.63
1402	654	151.06	5.89	156.95		156.95
1403	714	164.92	6.43	171.35	8.00	179.35
1404	646	149.21	5.82	155.03		155.03
1405	715	165.15	6.44	171.59	8.00	179.59
1406	653	150.83	5.88	156.71		156.71
1407	888	205.11	8.00	213.11	8.00	221.11
1501	961	221.98	8.65	230.63	8.00	238.63
1502	654	151.06	5.89	156.95		156.95
1503	714	164.92	6.43	171.35	8.00	179.35
1504	646	149.21	5.82	155.03		155.03
1505	715	165.15	6.44	171.59	8.00	179.59
1506	653	150.83	5.88	156.71		156.71
1507	888	205.11	8.00	213.11	8.00	221.11
1601	961	221.98	8.65	230.63	8.00	238.63
1602	654	151.06	5.89	156.95		156.95
1603	714	164.92	6.43	171.35	8.00	179.35
1604	646	149.21	5.82	155.03		155.03
1605	715	165.15	6.44	171.59	8.00	179.59
1606	653	150.83	5.88	156.71		156.71
1607	888	205.11	8.00	213.11	8.00	221.11
1701	1089	251.55	9.80	261.35	8.00	269.35
1702	1122	259.17	10.10	269.27	8.00	277.27
1703	1125	259.86	10.13	269.99	8.00	277.99
1704	1056	243.92	9.51	253.43	8.00	261.43
1801	1555	359.18	14.00	373.18	8.00	381.18
1802	1555	359.18	14.00	373.18	8.00	381.18

**STRATA PLAN LMS 851**  
**2008-09 PROPOSED MAINTENANCE SCHEDULE**  
**April 1, 2008 - March 31, 2009**

SUITE	Unit Entitlement	Operating	CRF	Monthly Total	Gas Charge	Monthly Total
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**THE MADISON - 4689 Hazel St**

101	870	200.96	7.83	208.79		208.79
102	644	148.75	5.80	154.55		154.55
201	954	220.36	8.59	228.95	8.00	236.95
202	651	150.37	5.86	156.23		156.23
203	845	195.18	7.61	202.79	8.00	210.79
204	1233	284.81	11.10	295.91	8.00	303.91
205	650	150.14	5.85	155.99		155.99
206	886	204.65	7.98	212.63	8.00	220.63
301	954	220.36	8.59	228.95	8.00	236.95
302	651	150.37	5.86	156.23		156.23
303	845	195.18	7.61	202.79	8.00	210.79
304	1233	284.81	11.10	295.91	8.00	303.91
305	650	150.14	5.85	155.99		155.99
306	886	204.65	7.98	212.63	8.00	220.63
401	954	220.36	8.59	228.95	8.00	236.95
402	651	150.37	5.86	156.23		156.23
403	845	195.18	7.61	202.79	8.00	210.79
404	1233	284.81	11.10	295.91	8.00	303.91
405	650	150.14	5.85	155.99		155.99
406	886	204.65	7.98	212.63	8.00	220.63
501	954	220.36	8.59	228.95	8.00	236.95
502	651	150.37	5.86	156.23		156.23
503	845	195.18	7.61	202.79	8.00	210.79
504	1233	284.81	11.10	295.91	8.00	303.91
505	650	150.14	5.85	155.99		155.99
506	886	204.65	7.98	212.63	8.00	220.63
601	954	220.36	8.59	228.95	8.00	236.95
602	651	150.37	5.86	156.23		156.23
603	845	195.18	7.61	202.79	8.00	210.79
604	1233	284.81	11.10	295.91	8.00	303.91
605	650	150.14	5.85	155.99		155.99
606	886	204.65	7.98	212.63	8.00	220.63
701	954	220.36	8.59	228.95	8.00	236.95
702	651	150.37	5.86	156.23		156.23
703	845	195.18	7.61	202.79	8.00	210.79
704	1234	285.04	11.11	296.15	8.00	304.15
705	650	150.14	5.85	155.99		155.99
706	886	204.65	7.98	212.63	8.00	220.63
801	954	220.36	8.59	228.95	8.00	236.95
802	651	150.37	5.86	156.23		156.23
803	845	195.18	7.61	202.79	8.00	210.79
804	1231	284.35	11.08	295.43	8.00	303.43
805	650	150.14	5.85	155.99		155.99
806	886	204.65	7.98	212.63	8.00	220.63
901	954	220.36	8.59	228.95	8.00	236.95
902	651	150.37	5.86	156.23		156.23
903	845	195.18	7.61	202.79	8.00	210.79
904	1233	284.81	11.10	295.91	8.00	303.91
905	650	150.14	5.85	155.99		155.99
906	886	204.65	7.98	212.63	8.00	220.63
1001	954	220.36	8.59	228.95	8.00	236.95
1002	651	150.37	5.86	156.23		156.23
1003	845	195.18	7.61	202.79	8.00	210.79
1004	1229	283.88	11.07	294.95	8.00	302.95

**STRATA PLAN LMS 851**  
**2008-09 PROPOSED MAINTENANCE SCHEDULE**  
**April 1, 2008 - March 31, 2009**

SUITE	Unit Entitlement	Operating	CRF	Monthly Total	Gas Charge	Monthly Total
1005	650	150.14	5.85	155.99		155.99
1006	886	204.65	7.98	212.63	8.00	220.63
1101	954	220.36	8.59	228.95	8.00	236.95
1102	651	150.37	5.86	156.23		156.23
1103	845	195.18	7.61	202.79	8.00	210.79
1104	1230	284.12	11.07	295.19	8.00	303.19
1105	650	150.14	5.85	155.99		155.99
1106	886	204.65	7.98	212.63	8.00	220.63
1201	954	220.36	8.59	228.95	8.00	236.95
1202	651	150.37	5.86	156.23		156.23
1203	845	195.18	7.61	202.79	8.00	210.79
1204	1228	283.65	11.06	294.71	8.00	302.71
1205	650	150.14	5.85	155.99		155.99
1206	886	204.65	7.98	212.63	8.00	220.63
1301	954	220.36	8.59	228.95	8.00	236.95
1302	651	150.37	5.86	156.23		156.23
1303	845	195.18	7.61	202.79	8.00	210.79
1304	1230	284.12	11.07	295.19	8.00	303.19
1305	650	150.14	5.85	155.99		155.99
1306	886	204.65	7.98	212.63	8.00	220.63
1401	954	220.36	8.59	228.95	8.00	236.95
1402	651	150.37	5.86	156.23		156.23
1403	845	195.18	7.61	202.79	8.00	210.79
1404	1230	284.12	11.07	295.19	8.00	303.19
1405	650	150.14	5.85	155.99		155.99
1406	886	204.65	7.98	212.63	8.00	220.63
1501	954	220.36	8.59	228.95	8.00	236.95
1502	651	150.37	5.86	156.23		156.23
1503	845	195.18	7.61	202.79	8.00	210.79
1504	1233	284.81	11.10	295.91	8.00	303.91
1505	650	150.14	5.85	155.99		155.99
1506	886	204.65	7.98	212.63	8.00	220.63
1601	954	220.36	8.59	228.95	8.00	236.95
1602	651	150.37	5.86	156.23		156.23
1603	845	195.18	7.61	202.79	8.00	210.79
1604	1230	284.12	11.07	295.19	8.00	303.19
1605	650	150.14	5.85	155.99		155.99
1606	886	204.65	7.98	212.63	8.00	220.63
1701	954	220.36	8.59	228.95	8.00	236.95
1702	651	150.37	5.86	156.23		156.23
1703	845	195.18	7.61	202.79	8.00	210.79
1704	1231	284.35	11.08	295.43	8.00	303.43
1705	650	150.14	5.85	155.99		155.99
1706	886	204.65	7.98	212.63	8.00	220.63
1801	954	220.36	8.59	228.95	8.00	236.95
1802	651	150.37	5.86	156.23		156.23
1803	845	195.18	7.61	202.79	8.00	210.79
1804	1231	284.35	11.08	295.43	8.00	303.43
1805	650	150.14	5.85	155.99		155.99
1806	886	204.65	7.98	212.63	8.00	220.63
1901	1085	250.62	9.77	260.39	8.00	268.39
1902	1118	258.24	10.07	268.31	8.00	276.31
1903	1117	258.01	10.06	268.07	8.00	276.07
1904	1054	243.46	9.49	252.95	8.00	260.95
2001	1548	357.56	13.94	371.50	8.00	379.50
2002	1543	356.41	13.89	370.30	8.00	378.30

TOTALS 42758.44 1666.89 44425.33 1120.00 45545.33

**PROXY**

I/We \_\_\_\_\_ being the registered Owner(s) of Unit # \_\_\_\_\_, \_\_\_\_\_ Hazel Street, Burnaby, BC, "The Lexington / The Madison", Strata Plan LMS 851 hereby appoint \_\_\_\_\_ to be my/our authorized Proxy Representative at the Annual General Meeting of The Owners, Strata Plan LMS 851, Monday April 21, 2008, in Salon B at the Holiday Inn Express Metrotown, 4405 Central Boulevard, Burnaby, BC. and at any adjournment thereof.

Discretionary authority is conferred on the Proxy with respect to such proposals or matters, which may properly come before the Meeting and at any adjournment thereof

SIGNED THIS \_\_\_\_\_ day of \_\_\_\_\_ 2008.

\_\_\_\_\_  
Owner(s)

**\*\*PLEASE NOTE\*\***

The Strata Corporation will need to retain a copy of this form for their records. Please bring a photocopy to the meeting if you wish to retain a copy for your records.



# MINUTES OF COUNCIL MEETING STRATA CORPORATION LMS 851

The Lexington / The Madison  
January 14, 2008

**This notice contains important information which may affect you. Please ask someone to translate it for you.**

此通告刊載有可能影響閣下的重要資料。請找人為你翻譯。  
ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ  
ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

**Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vị. Xin  
nhờ người phiên dịch hộ.**

**Este aviso contiene información importante que puede afectarle personalmente. Pídale  
a alguien que se lo traduzca.**

**Ce document contient des renseignements importants qui pourraient vous concerner.  
Veuillez demander à quelqu'un de vous le traduire.**

**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION LMS 851  
"THE LEXINGTON" / "THE MADISON"**

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**HELD:** Monday, January 14, 2008 at 6:30 PM in the Meeting Room, Level P1 of "The Madison" at 4689 Hazel Street, Burnaby, BC

**PRESENT:** Harb Doad (President) (Maintenance) (*Departed 8 :31 p.m.*) Unit 1205L  
Abdul Osman (Vice President) Unit 905M  
Claire Kao (Treasurer) (Landscaping) (*Arrived 8 :24 p.m.*) Unit 606M  
Ling Ling Ding (Housekeeping) Unit 601L  
He Tian Unit 1502M

Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUESTS:** Guests were in attendance from Units 904M, 102L, 501L, and 804L.

**CALL TO ORDER:**

With a quorum of Council Members present, the Meeting was called to order at 6:36 PM by Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUEST BUSINESS:**

**Unit 804L** requested Council review the charge-back to the Owner of the Unit for a plumbing issue within the Unit wherein the Owners had attempted a repair themselves, of slow bathtub drainage causing damage to the drain system.

**Following discussion, it was moved (905M), seconded (1502M) that the Owners of Unit 804L be responsible for 50% of the invoiced costs for repairs to the bathtub drain in the Unit. Carried by majority vote. (One Abstention [1205L])**

**Unit 501L** discussed the matter of Council's consideration of hiring an additional caretaker for Strata LMS 851.

**Unit 102L** discussed several matters with Council including the patio planter outside of the Unit. Council advised that the caretaker would be responsible for the cleaning of debris and that the Owner could proceed with some new plantings in the bed at the Strata's expense within reason and prior approval. Council advised that the replacement of the burned out patio bulb was part of the Resident Manager's duty to address. The Owner questioned about the recent leak in the hallway and Council advised that it was the result of a pressure gauge leak which has since been repaired. The Owner also requested that Council consider a new treadmill and second bicycle for the Lexington Exercise Room. Council advised that they would consider the matter.

**Unit 904M** requested that Council check an issue of insufficient heat in the hallways of the Madison building. The Owner also brought to Council's attention the fact that two large slabs of concrete at the entrance to the Madison have dropped and may cause a



tripping hazard. This is also the case with the main City sidewalk and the walk up to the Madison front entrance. Council noted that it would be the City responsibility to repair that problem. The Owner also noted for Council that the old bolts from the compactor in the concrete floor of the Madison Garbage Room, require removal in order to prevent a tripping hazard. The constant sound of running water emanating from upper floors was also a concern mentioned by the Owner. Council will investigate this matter further.

**PLEASE NOTE:**

**Council advises that NO GUESTS will be able to make a presentation to Council at Council Meetings unless they have previously advised Council and Bayside that they wish to attend the Meeting to make a presentation. Guests will also be permitted a MAXIMUM of TEN minutes only to make their presentation.**

**PREVIOUS MINUTES:**

After review, it was moved (905M), seconded (1205L) to adopt the Minutes of the Monday, November 26, 2007 Council Meeting as previously circulated. *Carried by majority vote.*

**BUSINESS ARISING FROM MINUTES:**

1. Maintenance Issues Progress Report: Council reviewed a verbal report from the Council President concerning mechanical and maintenance matters which have been evaluated and/or addressed since the last Council Meeting:

**Completed/Addressed Maintenance Issues**

- **1304/1305M:** Repairs have been completed following the report of a water leak on the carpet.

**In Progress Maintenance Issues**

- **Anchor System and Anchor Point Testing:** The Council President is checking with Work Safe BC to see if they can provide formal guidelines and a qualified inspector.
- **New Mechanical Maintenance Agreement:** This matter is still being negotiated. Council has approved the use of three plumbing companies for LMS 851. Council advised that the Resident Manager will provide information as to the approved companies.
- **Units 703L, 1103L:** These two Units require re-caulking which has been postponed until the weather improves.
- **Madison/Lexington Penthouse Units:** Some window leakage is recurring following the repairs made in the late summer. The repairs completed by Vitosh Maintenance included a three year warranty and the contractor is being called back to investigate and correct accordingly.

### **Other Maintenance Issues:**

- **Window Washing:** Council requested Bayside seek three quotes for window washing to be completed in later May or June.
  - **Landscaping Contract:** The new cycle begins in February and Council determined they would continue with the current contractor, Costa Landscaping. Bayside was directed to contact Costa to set up the new Agreement.
2. **Small Claims Court Claim Update:** Bayside advised Council that the day of the Meeting word had come from the Strata Corporation's legal counsel that the judge had handed down a Decision from the March 6 trial. **Council put a great deal of time and effort into this issue and was pleased with the judge's Decision in that the case launched by Northwest Waste Systems against the Strata Corporation was dismissed.** Owners may see a copy of the judge's Decision from any Council Member.
  3. **Insurance Appraisal Renewal:** Bayside advised that new authorization was required from Council for the next three year appraisal package for insurance purposes and would have to be completed before the insurance renewal since the previous three year package has expired.

**Following discussion, it was moved (1205L), seconded (601L) to engage Normac Appraisals Ltd. for a new three year appraisal package term. Carried by majority vote.**

4. **Christmas Party Report and Thank You's:** Council discussed this year's Annual Christmas Party and noted that the turn-out for the party was excellent. Owners seemed to enjoy the party and the fact that it was held in the Madison this year. Council expressed thanks to all of those Owners as well as Mr. Gong who helped organize and assist with the party.
5. **Visitor Parking Gates:** A meeting with the Director of Planning, the Council President and the Property Manager is still being arranged to fit the schedules of those concerned in order to determine exactly what the City requires the strata to submit as part of PPA process. There is a concern that the City will insist that two new additional enterphone panels will be required at the entrance to each gate which will substantially increase the cost beyond what Owners have previously authorized for this project. It may be necessary to bring forward an additional Resolution to the Owners at the AGM.

### **FINANCIAL MATTERS**

1. **Financial Reports:** Since Claire Kao now has a different schedule, she has agreed to take back the duties of Treasurer. Since the Treasurer has not had a chance to review the tabled July, 2007 Financial Statement as well as the current November, 2007, both Statements were tabled to the next Meeting.

2. Accounts Receivable: Bayside reported the outstanding Accounts Receivable total as of January 14, 2008 is at \$6989.90 between the two buildings. The Receivables have increased since the last Meeting and Council directed Bayside to undertake collection as necessary.
3. Audit: Council determined it would be more prudent to engage in the audit following the end of this current Fiscal Year which is a longer period than before since the Fiscal Year End was extended at the last AGM.
4. Budget for 2008-2009 Fiscal Year: The Budget Committee worked on a draft of a budget to present to the Owners for their approval at the AGM in March.

**Following discussion, it was moved (905M), seconded (1205L) to approve the draft budget for the fiscal year 2008-2009 for presentation to the Owners at the AGM for their approval. Carried by majority vote.**

### **COMMUNICATIONS**

Council reviewed items of communication which were received prior to the Meeting.

1. 1607L: Communication concerning hiring of a second caretaker.

### **NEW BUSINESS:**

1. AGM Resolutions: Council discussed possible Resolutions to be put forward in the Notice of Meeting for the upcoming AGM in March.
2. Metro Vancouver (old GVRD) Solid Waste Management Initiative: Bayside provided Council with the new regulations to be posted (effective January 1, 2008) concerning the disposal of solid waste and recyclable materials within the Metro Vancouver area.
3. Rentals and Rental Waiting List: Council discussed the possibility of having a Rental Waiting List. It was noted that it would be necessary to have rules established around the operation of a Rental Waiting List if Council determined they would set one up. Following discussion, Council established that a Rental Waiting List would be set up for the Lexington/Madison and it would operate under certain conditions. The guidelines for the operation of the Rental Waiting List will be formulated into a Bylaw amendment to be brought to the Owners for approval at the Annual General Meeting.

**Following discussion, it was moved (606M), seconded (601L) to establish a set of Regulations for the operation and conditions surrounding a Rental Waiting List which would be set out in a Bylaw amendment to be brought to the Owners for their approval at the upcoming Annual General Meeting. Carried by majority vote.**

4. Owners List: Bayside advised Council would receive a new updated version of the Owners List which would include the updates from Mr. Gong concerning non-resident Units.

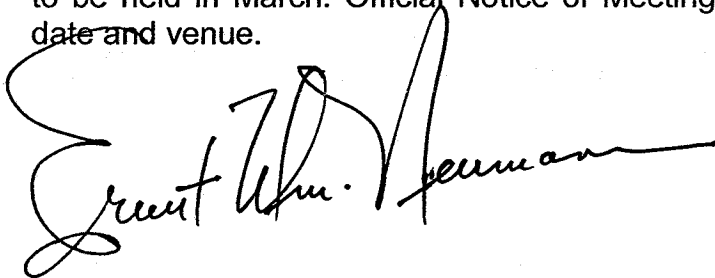
5. Real Estate Activity Report: Bayside provided Council with the most recent Real Estate Activity Report for Strata LMS 851.

### **TERMINATION**

There being no further business to discuss, the Meeting was terminated at 9:11 p.m. on a motion by (904M).

### **NEXT MEETING:**

The next Meeting for LMS 851 will be the **Annual General Meeting** tentatively planned to be held in March. Official Notice of Meeting will be sent to the Owners advising of date and venue.



Ernest Neumann  
Bayside Property Services Ltd.  
Suite #100 – 6400 Roberts Street  
Burnaby, BC V5G 4C9  
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**Direct Line: 604-629-8755**  
Fax: 604-430-2698  
Email: [eneumann@baysideproperty.com](mailto:eneumann@baysideproperty.com)

**N.B. Recent recommendations to the Real Estate Regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to payment of a fee.**

### **Weekend / Holiday / Evening Service Call Instructions**

**Should you encounter a situation requiring emergency attention, please contact Bayside's office at 604-432-7774 and advise the operator of the situation giving as many details as possible. Ensure that you state it is an emergency and leave your name and telephone. Your call will be returned promptly by the on-call property manager so please keep your telephone line free in order that the emergency may be addressed. Your cooperation in this regard is appreciated.**

## NOTICES

### **METRO VANCOUVER SOLID WASTE INITIATIVE**

**PLEASE NOTE: ALL OWNERS AND RESIDENTS ARE REQUESTED TO BECOME AWARE OF THE REGULATIONS EFFECTIVE JANUARY 1, 2008 PERTAINING TO THE DISPOSAL OF SOLID WASTE IN THE DUMPSTERS AND RECYCLING BINS IN THE BUILDINGS. PLEASE BE AWARE OF WHAT ITEMS CAN NO LONGER BE TOSSED OUT IN HOUSEHOLD GARBAGE.**

Please note that batteries can be disposed of at IKEA and many recycle materials not allowed in the dumpsters can be brought to the Still Creek Recycle Depot on Still Creek Avenue in Burnaby.

### **大溫地區垃圾回收行動正式啟動**

請注意: 2008年1月1日起, 大溫地區開始全面推行大樓垃圾回收制度. 所有大樓住戶皆應知曉, 學習垃圾分類. 請在家中先將垃圾分類, 再棄置 P1 垃圾房. 為了保護我們珍貴的地球, 留給下一代更美好的環境, 請全體住戶全力配合.

使用過的電池絕對不可以丟入一般垃圾桶中. IKEA 傢俱店可回收電池.

許多不被容許扔進一般垃圾桶中的可回收物品, 可送往 STILL CREEK 回收站. 該站位於本拿比 Still Creek 路.

### **RECYCLE MATERIALS**

**PLEASE NOTE: ALL OWNERS AND RESIDENTS ARE REQUESTED TO USE THE CORRECT CONTAINERS FOR THE DISPOSAL OF RECYCLE MATERIALS. THE BLUE BOXES ARE FOR NEWSPAPERS, THE BLACK BOXES ARE FOR MIXED CONTAINERS AND THE YELLOW BOXES ARE FOR MIXED PAPER. ALL LARGE PIECES OF CARDBOARD ARE TO BE PLACED IN THE CARDBOARD BINS IN THE GARBAGE AREAS.**

### **有關回收物品**

請注意: 所有住戶在丟棄應回收垃圾時, 請使用正確的回收桶.

藍色桶: 報紙 (勿將塑膠袋扔入)

黑色桶: 除了報紙以外的所有紙制品

黃色桶: 各式各樣瓶瓶罐罐

各式大型硬紙板應扔進普通垃圾箱區中的硬紙板丟棄箱. 丟棄之前, 請將其平折, 減少空間佔據



# MINUTES OF COUNCIL MEETING STRATA CORPORATION LMS 851

## The Lexington / The Madison November 26, 2007

**This notice contains important information which may affect you. Please ask someone to translate it for you.**

此通告刊載有可能影響閣下的重要資料。請找人為你翻譯。  
ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ  
ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

**Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vj. Xin  
nhờ người phiên dịch hộ.**

**Este aviso contiene información importante que puede afectarle personalmente. Pídale  
a alguien que se lo traduzca.**

**Ce document contient des renseignements importants qui pourraient vous concerner.  
Veuillez demander à quelqu'un de vous le traduire.**

**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION LMS 851  
"THE LEXINGTON" / "THE MADISON"**

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**HELD:** Monday, November 26, 2007 at 6:30 PM in the Meeting Room, Level P1 of "The Madison" at 4689 Hazel Street, Burnaby, BC

**PRESENT:**

Harb Doad (President) (Maintenance)	Unit 1205L
Abdul Osman (Vice President)	Unit 905M
Claire Kao (Landscaping) ( <i>Departed 9:06 p.m.</i> )	Unit 606M
Ling Ling Ding (Housekeeping)	Unit 601L
He Tian (Treasurer)	Unit 1502M

Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUESTS:** Guests were in attendance from Units 804L, 506L, 203M, 1505M, 903M, 1602M, and 1702M.

**COUNCIL MEMBER RESIGNATION:**

Council received a letter from Council Member Jun Zhu (503M) tendering his resignation as a result of a changed work schedule, effective immediately. Council accepted his resignation with regret.

**CALL TO ORDER:**

With a quorum of Council Members present, the Meeting was called to order at 6:38 PM by Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUEST BUSINESS:**

**Unit 804L** requested permission to install hard surface flooring in the Unit. The Owner had already visited Galaflex, however the Coquitlam store instead of Richmond. Council advised that permission would be granted if the Richmond store was used since they are familiar with the Guidelines for LMS 851 and also of benefit to the Owner, will provide the Strata LMS 851 discount to "Lexington" and "Madison" residents. The Owner was also informed that installation could not commence until after the Special Privilege documents had been signed and completed.

**Unit 506L** requested permission to install hard surface flooring in the Unit. Council advised that permission would be granted if Galaflex Flooring (Richmond) are used since they are familiar with the Guidelines for LMS 851. The Owner was also informed that installation could not commence until after the Special Privilege documents had been signed and completed.

**Unit 203M** requested permission to install hard surface (engineered) flooring in the Unit. Since the Owner works for a hard wood flooring company, the request was for Council



to grant approval for installation by another company other than Galaflex. It was noted the Unit does not have any other Units below.

**Following discussion, it was moved (905M), seconded (1502M) to allow the Owners of Units 804L and 506L to install hard surface flooring in the Units as long as Galaflex Flooring in Richmond is used and the Special Privilege Documents are completed before installation. Carried by majority vote.**

**Following discussion, it was moved (905M), seconded (1502M) to allow the Owner of Unit 203M to install hard surface flooring in the Unit using a supplier other than Galaflex Flooring in Richmond with the conditions that: 1) a Special Privilege Document be completed before installation, 2) the Owner ensures the proper vapour barrier is installed and 3) a \$200 damage deposit be provided to the Strata Corporation prior to installation. Carried by majority vote.**

**Unit 1505M** requested that Council address replacement of the broken exercise equipment in the Madison.

**Unit 903M** requested information about extra keys. It was determined through translation this is a new Owner who has just taken possession of the Unit, and who was requesting another common door key. Council decided that any other questions the Owner had would be answered by the Council Vice President, who is able to speak Cantonese. Council addressed concern about the breach of security in the transfer of keys from Owners selling their Units. Council will ensure old key codes are removed from the system for any keys unaccounted for.

**Unit 1702M and Unit 1602M** brought forward the issue of the piano playing for Council's final decision. Later in the Meeting after the Guests had departed, the Owner of Unit 1602M returned and requested Council to visit the Unit to hear the piano playing which had again resumed. Council Members visited the Unit and determined that regulations would be formulated and would be binding on the two parties involved.

**Following discussion, it was moved (905M), seconded (606M) to enforce the following Regulations for the use of the piano in Unit 1702M which would be binding for both Units 1702M and 1602M. The Owner of Unit 1702M may play the piano between the hours of 3:00 PM and 7:30 PM Monday through Saturday. The playing must NOT be continuous beyond one hour and there must be a minimum one hour break in between sessions. There is NO playing permitted on Sundays and Statutory Holidays. Carried by majority vote. (3 Affirmative, 1 Negative [1502M], 1 Abstention [1205L])**

**PLEASE NOTE:**

**Council advises that NO GUESTS will be able to make a presentation to Council at Council Meetings unless they have previously advised Council and Bayside that they wish to attend the Meeting to make a presentation. Guests will also be permitted a MAXIMUM of TEN minutes only to make their presentation.**

**PREVIOUS MINUTES:**

After review, it was moved (905M), seconded (606M) to adopt the Minutes of the Monday, September 17, 2007 Council Meeting as previously circulated. *Carried by majority vote.*

**BUSINESS ARISING FROM MINUTES:**

1. **Maintenance Issues Progress Report:** Council reviewed a verbal report from the Council President concerning mechanical and maintenance matters which have been evaluated and/or addressed since the last complete Council Meeting:

**Completed/Addressed Maintenance Issues**

- **Equipment Repairs:** Repairs have been completed to the strata corporation's snowblower in preparation for the winter. The pressure washer has also been repaired.
- **Emergency Generators Servicing:** The emergency generators in both buildings have been serviced and inspected.
- **Madison Air Heater:** The air heater in the Madison building has been repaired by a different contractor for substantially less cost. Milani technicians initially investigated the problem and provided incorrect information as to a faulty controller being the cause of the problem. The controller (which was a new one earlier installed by Milani) in fact was not the problem but how it had been wired when Milani installed it was the problem. Council determined that Milani would not service any more equipment at LMS 851.
- **Unit 804L Plumbing Repairs:** Repairs have been completed to the bathtub drain system that had been damaged with inappropriate snaking of the drain by the Owner of the Unit. Council determined that the cost of the repairs will be a chargeback to the Owner's Strata Lot Account.

Following discussion, it was moved (905M), seconded (601L) to chargeback the cost of repairs to the drain system in Unit 804L to the Owner's Strata Lot Account. *Carried by majority vote. (4 Affirmative, 1 Abstention [1205L])*

- **Unit 805L Flooring Restoration Repairs:** The flooring restoration repairs in the Unit have been completed to the Owner's satisfaction.
- **BC Safety Authority Elevator Operating Permits:** Bayside provided Council with the new copies of the Elevator Operating Permits received from the BC Safety Authority.
- **BC Safety Authority Boiler Pressure Valve Operating Permits:** Bayside provided Council with the new copies of the Boiler Pressure Valve Operating Permits received from the BC Safety Authority.

### **In Progress Maintenance Issues**

- **Pumps Servicing:** Council has engaged another firm to complete the servicing of the pumps in both buildings. Some pump work has been completed however the Lexington pumps are still being serviced.

### **Other Maintenance Issues:**

- **Anchor System and Anchor Point Testing:** Further discussion of this matter was tabled to a future Meeting.
  - **Mechanical Maintenance Agreement:** Milani forwarded correspondence to the Strata Corporation confirming that they would no longer provide service for LMS 851. Council determined that all future plumbing related matters for the interim would be handled by Roto-Rooter. Quotes are being obtained for a new contractor to provide mechanical maintenance at LMS 851. Bayside has contacted Ashton Mechanical who will meet with the Council President as well as a couple of other contractors which are also being arranged for interview purposes and possible provision of service.
2. **Small Claims Court Claim Update:** Bayside advised that still no ruling has been received from the judge pertaining to the March 6 trial.
  3. **Visitor Parking Gates:** A meeting with the Director of Planning, the Council President and the Property Manager is being scheduled to determine exactly what the City requires the strata to submit as part of PPA process. It is hoped that drawings and extensive plans of the proposed installations will not be necessary since contractors are not as willing to submit plans to be included as part of the PPA unless they are assured of gaining the contract.

### **FINANCIAL MATTERS**

1. **Financial Reports:** Council reviewed Financial Reports for "The Lexington/The Madison." Acceptance of the Financial Report for July, 2007 was again tabled pending further review of the Terasen gas bills by the Treasurer.

**Following discussion, it was moved (905M), seconded (606M) that the Financial Reports for June, August, September and October, 2007 be accepted as presented and prepared by Bayside. Carried by majority vote.**

2. **Accounts Receivable:** Bayside reported the outstanding Accounts Receivable total as of November 26, 2007 is at \$5135.31 between the two buildings. Although the Receivables has been further reduced since the last Meeting, Council noted that several Owners are still in arrears and some for large amounts. Council directed Bayside to undertake collection as necessary.
3. **Audit:** Discussion of this matter was tabled to a later meeting.

## **COMMUNICATIONS**

Council reviewed items of communication which were received prior to the Meeting.

1. 1101L: Communication concerning rental restrictions.
2. 1801/1802L: Communication confirming window work was completed satisfactorily.
3. 1702M/1602M: Communication pertaining to the piano playing issue. (*See Guest Business*)
4. 607L: Communication pertaining to rental status.
5. 1207L: Communication pertaining to the strata lot account.

## **NEW BUSINESS:**

1. Annual Christmas Party: Council discussed plans for the Annual Christmas Party. A committee which consists of Council Member Claire Kao, and Owners Bob Laidlaw and John Mao was established to take care of the arrangements. It was determined the party will take place on Friday, December 7 commencing at 6:30 PM. All Owners and Residents of LMS 851 are invited to attend.

**Following discussion, it was moved (1205L), seconded (1502M) to approve a cash float of \$2000 for refreshment expenses for the party. Carried by majority vote.**

2. Insurance Appraisal Renewal: Bayside advised that the current appraisal firm Normac, is requesting the Strata Corporation enter into a renewal of a three-year appraisal agreement. The current appraisal and two year update has just concluded. Council determined that some other appraisal companies should be contacted and the Council President in conjunction with the Property Manager will co-ordinate further.
3. Work Safe BC Coverage: Bayside provided Council with documentation confirming that the Strata Corporation is covered for another year.
4. Metro Vancouver (old GVRD) Solid Waste Management Initiative: Bayside provided Council with the new regulations to be posted (effective January 1, 2008) concerning the disposal of solid waste and recyclable materials within the Metro Vancouver area.
5. Management Contract: Bayside again advised Council that pursuant the new regulations from the Real Estate Council and the *Real Estate Services Act*, it will no longer be possible beyond December 31, 2007 for Bayside as the Agent to function without a signed contract. Following discussion, Council advised that the Strata Corporation is not willing to sign a contract, however will sign a letter which can be filed with the Real Estate Council indicating that Bayside is to continue to provide management services without a contract in place.

6. Resident Manager Holidays: Bayside advised Council that the Resident Manager has requested salary in lieu of holidays for this year. Bayside further advised that Labor Standards does not permit salary in lieu of holidays and that the Strata Corporation would have to provide a letter directing Bayside to provide the Resident Manager with salary for his holiday time. Council directed that the Resident Manager should receive one week vacation and one week salary in lieu of holidays. Bayside noted that as of early 2008, the Resident Manager will have completed five years work for the Strata Corporation and will be entitled to three weeks vacation time.
7. Relief Janitor Salary Compensation: Following the increase in salary compensation for the Resident Manager, there was a question from some Owners about additional compensation for the relief janitor.

**Following discussion, it was moved (1205L), seconded (1502M) to approve a salary increase for the relief janitor retroactive to August 1, 2007 of 50 cents per hour. Carried by majority vote. [3 Affirmative, 1 Abstention (905M) (1 Council Member had previously departed the Meeting)]**

8. Assistant Caretaker: Council discussed again the necessity of hiring of an Assistant Caretaker. It was noted that Mr. Gong has an excessive amount of work between two buildings and that the surrounding strata corporations have one person for one building. It was also noted that when Mr. Gong takes holidays or is ill, it will create a great difficulty for the strata corporation not having anyone experienced to cover for him. Council wishes to investigate this matter further since it is in the best interest of the strata corporation and the Resident Manager to have a second experienced person also working for LMS 851.
9. Christmas Bonuses: Council discussed the matter of Christmas bonuses for the service staff at LMS 851.

**Following discussion, it was moved (1205L), seconded (905M) to approve Christmas Bonuses in the form of Gift Certificates for the Resident Manager (\$500) and the Relief Janitor (\$100). Carried by majority vote. [Unanimous].**

10. Exercise Equipment Madison Building: Council discussed the matter of exercise equipment requirements in the Madison building.

**Following discussion, it was moved (905M), seconded (1502M) to approve the purchase of a new treadmill to a maximum of \$2000 and a new exercise bicycle to a maximum of \$500 for the Madison building Exercise Room. Carried by majority vote.**

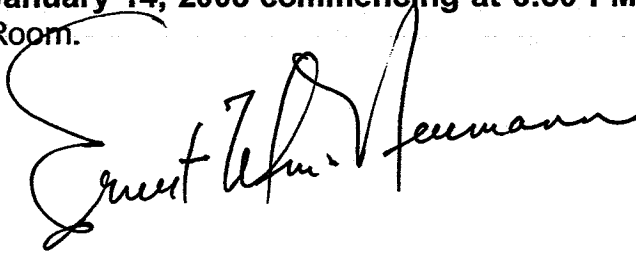
11. Real Estate Activity Report: Bayside provided Council with the most recent Real Estate Activity Report for Strata LMS 851.

## **TERMINATION**

There being no further business to discuss, the Meeting was terminated at 9:49 PM on a motion by (1205L).

**NEXT MEETING:**

The next Council Meeting for LMS 851 is **tentatively** scheduled to be held on **Monday, January 14, 2008 commencing at 6:30 PM** at "The Madison" in the Level P1 Meeting Room.



Ernest Neumann  
Bayside Property Services Ltd.  
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Burnaby, BC V5G 4C9  
Tel: 604-432-7774 (24 hrs – after office hours, emergencies only please)  
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## **NOTICES**

### **GARAGE DOOR SECURITY**

**PLEASE NOTE:** Owners/Residents are reminded to be vigilant and aware of security not only around the common areas of the buildings, but in particular with the garage gates. Please take a moment when entering or exiting the garages to observe whether the gate has come completely down to rest and to ensure that no one has slipped in while the gate is closing. **NEVER LET ANYONE YOU DO NOT KNOW INTO ANY COMMON AREAS OF THE BUILDING.** Council will be reconciling the key code registry and any keys which have not been accounted for will be deactivated.

### **PROPER USE OF DRAINS IN UNITS**

**PLEASE NOTE:** Owners/Residents are reminded to please **NOT FLUSH NOODLES, RICE AND GREASE** down the toilets or to please **NOT PUSH RICE, NOODLES AND GREASE DOWN THE KITCHEN DRAINS.** Rice, noodles and excess grease **MUST** be disposed of by placing the materials in garbage bags and bringing the bags down to the garbage dumpsters in the garbage rooms. **GREASE MUST NEVER BE PUT IN ANY DRAINS OR IN THE TOILETS.** Any hard waste like nut shells and bones or fibrous waste like corn cobs, pineapple cores and skins or mango seeds should **NEVER** be put in the sink's garbage disposal unit under any circumstances and should be disposed of with the garbage going to the dumpster.

**BATHROOM DRAINS** should be equipped with a strainer to catch hair which clogs the drain traps. Owners should install a strainer which can be cleaned regularly, in the bathtub, shower and lavatory drains to prevent them from clogging with hair.

### **Madison Building Water Pressure**

Some Owners/Residents in the Madison building have indicated that water pressure seems low at times. It has been noted that in these Units, often the problem is related to dirty strainers in the aerators on the faucets. Owners/Residents should be sure that the strainers in the aerators are clean and free of silt and grit from the turbidity of the Metro Vancouver water system. Mr. Gong can assist with the cleaning of the aerators in any Units where the Owners are unsure of how to clean them themselves. Owners who do clean the aerators themselves must ensure the aerator is put back together correctly to avoid incorrect water spray. Madison building Owners/Residents should also be aware that a recent power failure caused air to collect in the domestic hot water system while the pumps were down. This in turn caused the banging and sputtering from some faucets while the air was discharged.

## **Madison Building Security Camera Viewing**

**Owners/Residents in the Madison building should be aware that the recent inability in the Madison to view the security cameras on television in the Units is a problem related to Shaw Cable. Shaw Cable has been informed and will be correcting the situation.**

**ALSO, PLEASE NOTE THAT SHAW HAS AGAIN CHANGED THE CHANNEL LINE-UP for cable reception in the Vancouver area. The new line-up of channels to view the security cameras is now as follows:**

**DIGITAL TV – Channel 399  
ANALOGUE TV – Channel 116**

## **ANNUAL CHRISTMAS PARTY**

**PLEASE NOTE: ALL OWNERS AND RESIDENTS OF “THE LEXINGTON” AND “THE MADISON” ARE INVITED TO THE ANNUAL CHRISTMAS PARTY HOSTED BY LMS 851 IN THE LOBBY OF THE MADISON BUILDING. THE PARTY WILL TAKE PLACE ON FRIDAY, DECEMBER 7<sup>th</sup> COMMENCING AT 6:30 PM. REFRESHMENTS WILL BE PROVIDED.**

## **METRO VANCOUVER SOLID WASTE INITIATIVE**

**PLEASE NOTE: ALL OWNERS AND RESIDENTS ARE REQUESTED TO BECOME AWARE OF THE ATTACHED REGULATIONS EFFECTIVE JANUARY 1, 2008 PERTAINING TO THE DISPOSAL OF SOLID WASTE IN THE DUMPSTERS AND RECYCLING BINS IN THE BUILDINGS. PLEASE BE AWARE OF WHAT ITEMS CAN NO LONGER BE TOSSED OUT IN HOUSEHOLD GARBAGE.**



OCT 15 11:00

# MINUTES OF COUNCIL MEETING STRATA CORPORATION LMS 851

## The Lexington / The Madison September 17, 2007

This notice contains important information which may affect you. Please ask someone to translate it for you.

此通告刊載有可能影響閣下的重要資料。請找人為你翻譯。  
ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ  
ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vị. Xin nhờ người phiên dịch họ.

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**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION LMS 851  
"THE LEXINGTON" / "THE MADISON"**

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**HELD:** Monday, September 17, 2007 at 6:30 PM in the Meeting Room, Level P1 of "The Madison" at 4689 Hazel Street, Burnaby, BC

**PRESENT:** Harb Doad (President) (Maintenance) Unit 1205L  
Abdul Osman (Vice President) (Left 7 :39 p.m.) Unit 905M  
Claire Kao (Landscaping) (Arrived 7 :16 p.m.) Unit 606M  
Ling Ling Ding (Housekeeping) Unit 601L

Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**REGRETS:** He Tian (Treasurer) Unit 1502M  
Jun Zhu Unit 503M

**GUESTS:** A guest was in attendance from Unit 1602M.

**CALL TO ORDER:**

A quorum for the Meeting was not present at the scheduled time. When a quorum was present, the Meeting was called to order at 7:18 PM by Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUEST BUSINESS:**

**Unit 1602M** discussed the issue of the usage of gym equipment by small children and related safety concerns. Council advised that the signage would be corrected to prohibit the usage of gym equipment by ANY children under a certain age whether or not they are supervised.

**PREVIOUS MINUTES:**

After review, it was moved (1205L), seconded (606M) to adopt the Minutes of the Monday, July 16, 2007 Council Meeting as previously circulated. *Carried by majority vote.*

**BUSINESS ARISING FROM MINUTES:**

1. **Maintenance Issues Progress Report:** Council reviewed a verbal report from the Council President concerning mechanical and maintenance matters which have been evaluated and/or addressed since the last complete Council Meeting:

**Completed/Addressed Maintenance Issues**

- **Annual Fire Alarm Re-Inspection:** The annual Fire Alarm Inspection took place in late August for the Units which did not provide access for

testing of the in-suite devices in the initial test. Following the re-testing it was noted that some Units still had not provided access for the re-test. Council advised Bayside to forward letters with fines to the Owners involved so that a final re-testing can be scheduled as soon as the contractor is available.

- **Window Repairs 1801/1802L:** Entire Building Services Ltd. has completed the repairs to the windows in the Units. Council is awaiting a written statement from the Owners of the Units that all repairs have been completed to their satisfaction.
- **Backflow Prevention Assembly Annual Testing:** Fairlane Fire Prevention completed the annual backflow prevention assembly testing in conjunction with the Annual Fire Alarm Testing.
- **Equipment Repairs:** Repairs have been completed to the strata corporation's pressure washer and in preparation for the winter, the snowblower has been sent out for repair.

#### **In Progress Maintenance Issues**

- **Annual Window Cleaning:** Council discussed the annual window cleaning which was postponed due to the swing stage and work required in late August to the windows in the Lexington penthouse units. Council decided that given it is now the start of the rainy season, it will be more prudent to schedule the cleaning for the Spring.
- **Anchor System and Anchor Point Testing:** Further discussion of this matter was tabled since the window washing has been postponed until the Spring.

#### **Other Maintenance Issues:**

- **Restoration Repairs Unit 805L:** Council is awaiting further direction from the Owner of the Unit with respect to the completion of the restorations.
  - **Dryer Vent Cleaning:** Further discussion of this matter was tabled to a future Meeting.
2. Small Claims Court Claim Update: Bayside advised that a letter had been received from Gerald K. Martin of Lim & Company, the Strata Corporation's legal counsel regarding the ruling/decision from the judge from the Tuesday, March 6 trial. It was noted that it is not abnormal for it to take a lengthy period of time to receive a ruling from this judge and that some similar trials have had a wait time of in excess of one year before a ruling came down. The legal counsel will advise as soon as a ruling is made by the judge.
  3. Table Tennis Room Usage Rules: Council reviewed the draft of the Rules for the

usage of the Table Tennis Room. It was decided the Rules were fine as drafted however that the hours of operation should be changed. It was decided that there would be no use of the Table Tennis Room beyond 10:00 p.m. A copy of the new Table Tennis Room Usage Rules is attached to these Minutes.

**Following discussion, it was moved (905M), seconded (606M) to immediately enforce the Table Tennis Room Usage Rules as outlined in the draft with the change of no use beyond 10:00 p.m. Carried by majority vote.**

4. Visitor Parking Gates: The Council President along with some other Owners appeared as a delegation before City Council to discuss the installation of gates at the entrances to the Visitors Parking. The Planning and Building Department of the City has insisted that the process of a PPA (Preliminary Plan Approval) is necessary as opposed to simply a Building Permit. Following the City Council Meeting, City Council has indicated that a PPA is necessary and the Director of Planning has indicated willingness to meet with the Council President, and the Property Manager to facilitate the process which will require drawings (plans) of the proposed installations. Council is seeking quotations and contractors willing to submit plans to be included as part of the PPA.
5. Assistant Caretaker: Council discussed further the matter of hiring of an Assistant Caretaker and determined that further consideration would be necessary before making a decision. Owners are invited to communicate their thoughts and concerns on the subject to Council in writing (please forward communication to Bayside). In order for Council to receive as much feedback as possible, the current caretakers will be invited to meet with Council.

### **FINANCIAL MATTERS**

1. Financial Reports: Approval of the financial reports for June and July, 2007 was tabled until Council has had a chance to complete the review.
2. Accounts Receivable: Bayside reported the outstanding Accounts Receivable total as of September 17, 2007 is at \$5407.66 between the two buildings. Although the Receivables had been reduced since the last Meeting, Council noted that several Owners were still in arrears and some for large amounts. Council directed Bayside to undertake collection as necessary.
3. CIBC Investment Funds: Bayside earlier advised Council that CIBC had automatically renewed the terms for the investment funds at a lower rate than had been given during the previous year. The Council President and a committee met with CIBC and were able to negotiate a new rate for the funds for this year's term. Bayside advised that CIBC had forwarded the new documentation indicating the funds were now to receive a rate of 4.85% for the second term.
4. Audit: Discussion of this matter was tabled to a later meeting.

## COMMUNICATIONS

Council reviewed items of communication which were received prior to the Meeting.

1. 1607L: Communication concerning the hiring of an Assistant Caretaker.
2. 402L (3 Letters); 1102M; 805M: Communication pertaining to the Annual Fire Inspection.
3. 1301M: Communication pertaining to a lock box. Council reviewed the communication and advised that no lock boxes of any sort are permitted at LMS851. Bayside was instructed to advise accordingly.
4. 201L: Communication pertaining to a hard surface flooring request.
5. 704L: Communication pertaining to a patio door. Council advised this matter has been attended to.

## NEW BUSINESS:

1. Management Contract: Bayside advised that pursuant the new regulations from the Real Estate Council and the *Real Estate Services Act*, it will no longer be possible beyond December 31, 2007 for Bayside as the Agent to function without a signed contract. It will either be necessary for the Strata Corporation to sign a contract in the new RESA format or to provide a letter indicating the Strata is willing for Bayside to provide management services without a contract in place which can be filed with the Real Estate Council. Council tabled further discussion of this matter until the next Meeting.
2. Hard Surface Flooring Requests: Given the logistics and urgency of moves, Council approved in principle two requests for hard surface flooring before this Meeting. It was necessary at this Meeting for Council to ratify the decision with a formal motion.

Following discussion, it was moved (1205L), seconded (606M) to approve the installation of hard surface flooring in Unit 1102L and Unit 201L. *Carried by majority vote.*

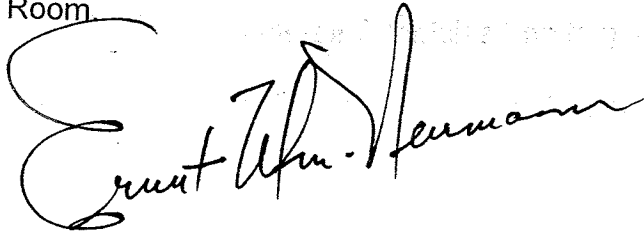
3. Real Estate Activity Report: Bayside provided Council with the most recent Real Estate Activity Report for Strata LMS 851. Council noted that the information for the Lexington building was not included. Bayside will provide an update for the Lexington.

## TERMINATION

There being no further business to discuss, the Meeting was terminated at 8:08 PM on a motion by (606M).

**NEXT MEETING:**

The next Council Meeting for LMS 851 is **tentatively** scheduled to be held on **Monday, November 26, 2007 commencing 6:30 PM** at "The Madison" in the Level P1 Meeting Room.



Ernest Neumann  
Bayside Property Services Ltd.  
Suite #100 – 6400 Roberts Street  
Burnaby, BC V5G 4C9  
Tel: 604-432-7774 (24 hrs – after office hours, emergencies only please)  
**Direct Line: 604-629-8755**  
Fax: 604-430-2698  
Email: [eneumann@baysideproperty.com](mailto:eneumann@baysideproperty.com)

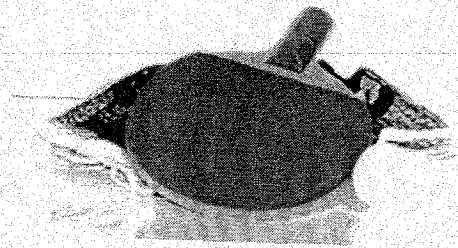
**N.B. Recent recommendations to the Real Estate Regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to payment of a fee.**

**Weekend / Holiday / Evening Service Call Instructions**

**Should you encounter a situation requiring emergency attention, please contact Bayside's office at 604-432-7774 and advise the operator of the situation giving as many details as possible. Ensure that you state it is an emergency and leave your name and telephone. Your call will be returned promptly by the on-call property manager so please keep your telephone line free in order that the emergency may be addressed. Your cooperation in this regard is appreciated.**







## LMS 851 USAGE GUIDELINES FOR THE TABLE TENNIS ROOM

*Those Owners and Residents wishing to use the Table Tennis Room and equipment provided are asked to be co-operative at all times in maintaining cleanliness and tidiness in the Table Tennis Room in consideration of other Owners/Residents of LMS 851.*

### Opening Hours:

8:00 am – 10:00 pm \*

*\* No playing or access to the Table Tennis Room will be permitted after 10:00 pm. and the door will be locked by an administrator.*

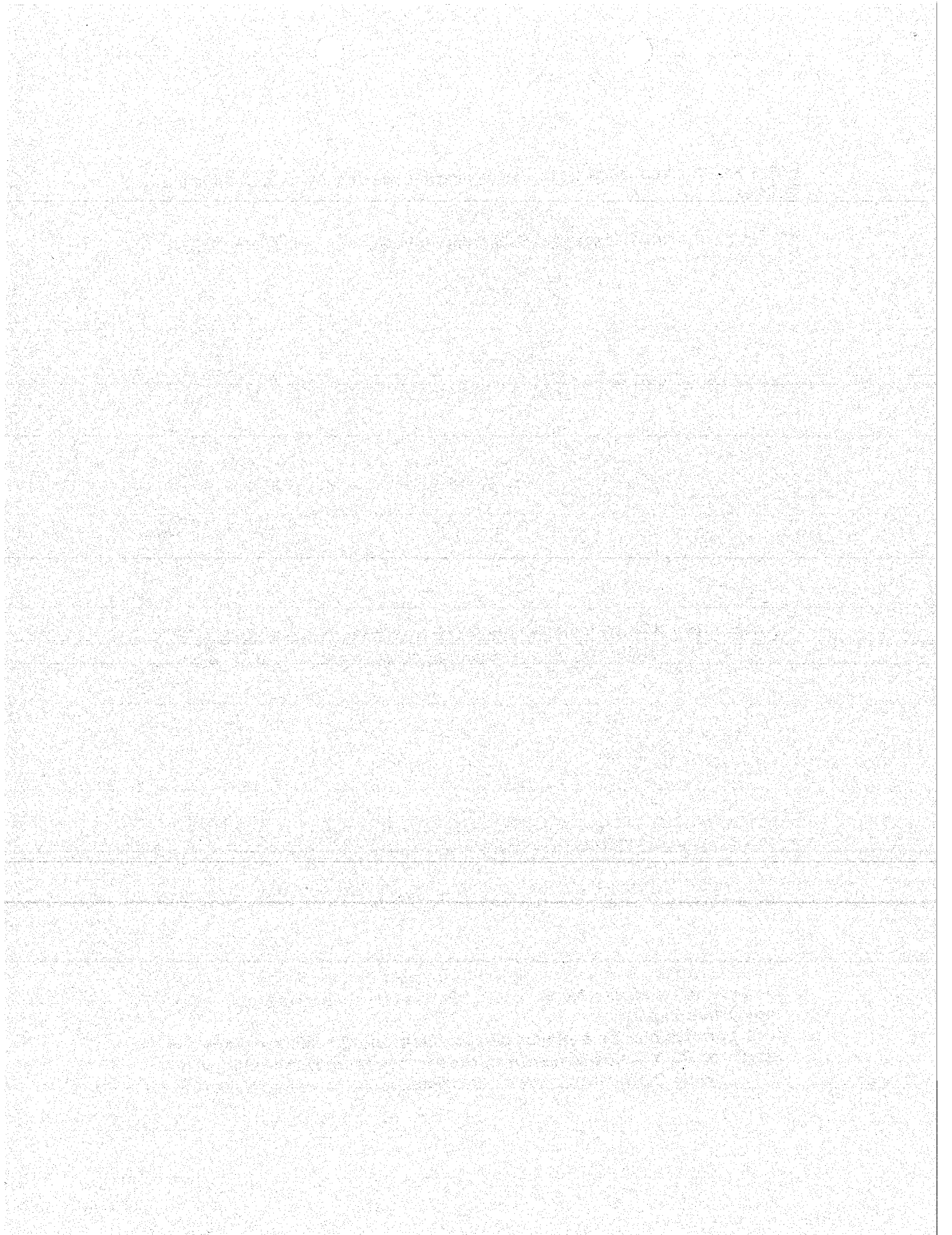
### Eligible Users:

- a. Owners
- b. Eligible Tenants
- c. Children of Above (16 and under)

**NOTE:** *Children 16 and under may not use the Table Tennis Room unsupervised. For a safer and happier environment, children below the age of 16 must be accompanied by an Owner or Resident adult when using the facilities. Proof of age may be requested by Council when and as necessary.*

### d. Guests:

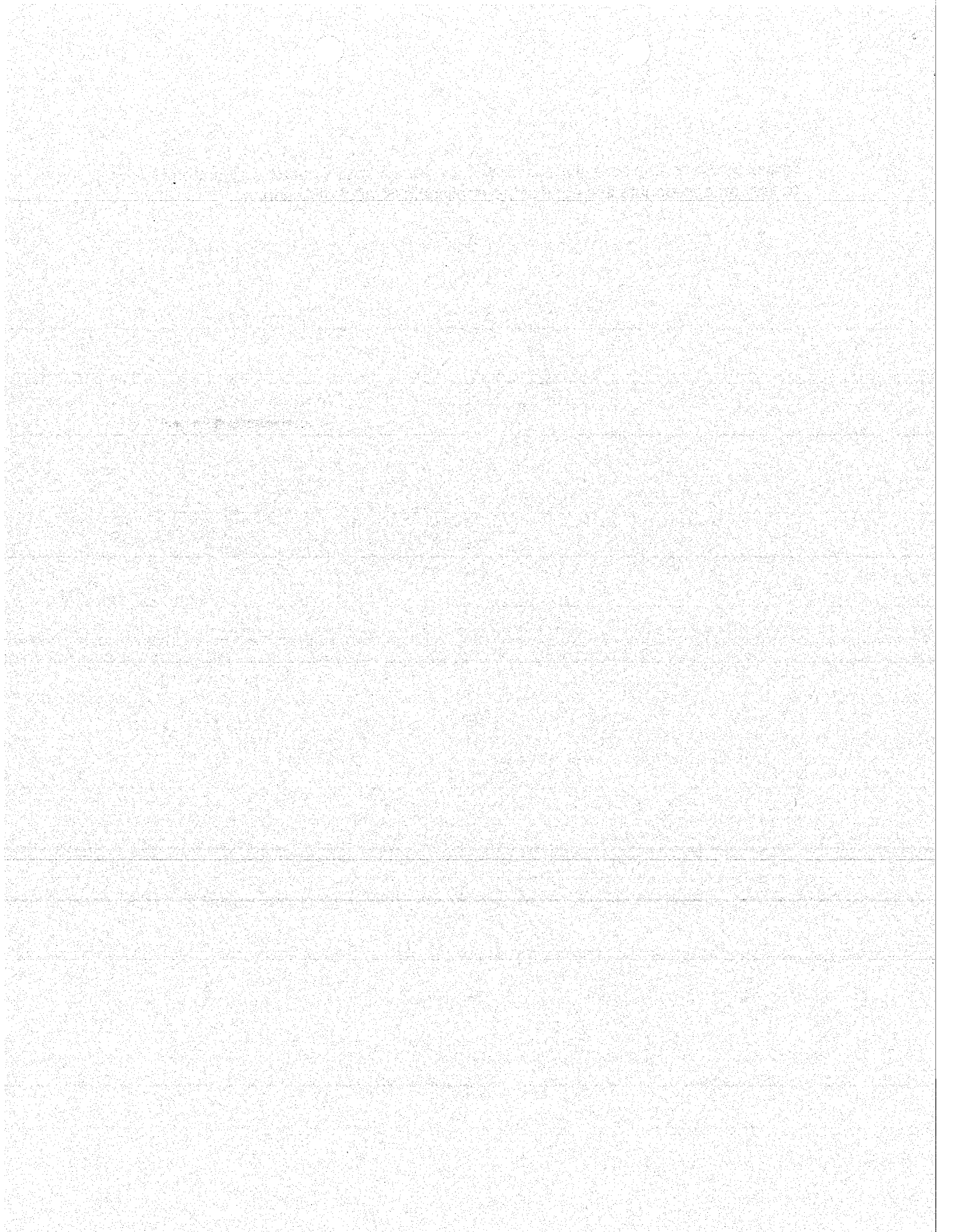
- Guests must be accompanied by an Eligible User [(a) or (b) above] when using the room.
- Owners/Eligible Tenants have privilege of use if there is a conflict between Owners/Eligible Tenants and guests.



### **General Usage Guidelines:**

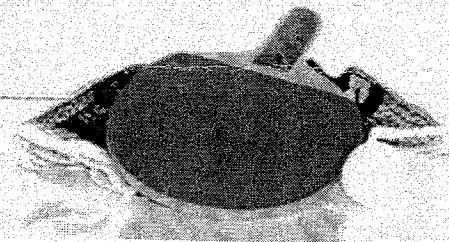
- Users are required to assist in maintaining the cleanliness of the changing facilities.
- **No food or drinks (except water) is/are allowed in the Table Tennis Room at any time.**
- Users are advised not to leave valuables and personal belongings unattended in the Table Tennis Room. The Strata Corporation is not responsible for any loss.
- Sport shoes are the recommended footwear for use by players in the Table Tennis Room.
- Users will be held responsible for any willful damage caused to any Strata Corporation common property (including walls, door, furnishings flooring, etc.) as well as to any equipment in the room (including table, nets, paddles, etc.). For the safety and enjoyment of other players, any previous damage observed or identification of any attempted damage should be reported to the administrator immediately. **Users must be careful not to break the equipment.**
  - **Absolutely NO sitting, standing, leaning, or laying on the table.**
  - **Absolutely NO books, bags, purses, or other items to be placed on the table.**
- Users must maintain a low level of noise at all times in order to not create a disturbance for other Owners/Residents of LMS 851. **Foul language is not permitted in the Table Tennis Room.**
- Users participate in Table Tennis activities at their own risk and neither the Strata Corporation nor the administrators will accept any responsibility or liability arising from the use of the Table Tennis Room.
- Users must sign in on the Reservation Sheet when they start to play. "First come, First served" basis will apply for reservations.

***Only 1 block at a time may be reserved per player pair.  
Player pairs must always sign in for the next available whole 30 minutes for a single block or 60 minutes for a double block when they arrive to play.  
It is permissible for a player pair to book one 30 minute block for single or 60 minutes block for double in advance. If the players do not show up for their reservation, the time slot becomes open again.***



- If anyone is found ignoring the aforementioned Rules or is otherwise acting inappropriately in the Table Tennis Room, the administrators reserve the right to ask violators to please leave the room and the Strata Council may choose to levy an appropriate fine against the applicable Strata Lot Account.

LMS851 Strata Council  
September, 2007







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# MINUTES OF COUNCIL MEETING STRATA CORPORATION LMS 851

The Lexington / The Madison  
July 16<sup>th</sup>, 2007

**This notice contains important information which may affect you. Please ask someone to translate it for you.**

此通告刊載有可能影響閣下的重要資料。請找人為你翻譯。  
ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ  
ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

**Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vị. Xin nhờ người phiên dịch hộ.**

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**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION LMS 851  
"THE LEXINGTON" / "THE MADISON"**

---

**HELD:** Monday, July 16<sup>th</sup>, 2007 at 6:30 PM in the Meeting Room, Level P1 of "The Madison" at 4689 Hazel Street, Burnaby, BC

**PRESENT:**

Harb Doad (President) (Maintenance)	Unit 1205L
Abdul Osman (Vice President)	Unit 905M
He Tian (Treasurer) (Arrived 7:01 PM)	Unit 1502M
Claire Kao (Landscaping)	Unit 606M
Ling Ling Ding (Housekeeping)	Unit 601L
Jun Zhu	Unit 503M

Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUESTS:** Guests were in attendance from Units 101M, 501L, and 904M.

**CALL TO ORDER:**

With a quorum present, the Meeting was called to order at 6:43 PM by Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUEST BUSINESS:**

**Unit 101M** discussed further with Council the fines and penalties for late payment charged to the Owner's account for missed fire alarm testing and a previous decision concerning the matter made by Council at the January Meeting.

**Following discussion, it was moved (1502M), seconded (1205L) that the Owner must still pay \$200 of the \$275 outstanding on the account (representing the fines and penalties charged to the account) however that \$75 for late payment be removed. Carried by majority vote.**

**Unit 501L** provided updated information for Council's review concerning current budget estimate figures for carpet replacement. Samples of grades of carpet and quality as well as durability from tests with wine spillage, etc. were also discussed with Council. Council expressed appreciation for the investigative work undertaken by the Owner and determined that the next phase would involve outlining specifications for quotations. The matter then would come forward to the Owners as a Resolution at the next AGM in the spring.

**Unit 904M** was attending as an observer.

**PREVIOUS MINUTES:**

After review, it was moved (1205L), seconded (606M) to adopt the Minutes of the Monday, May 28<sup>th</sup>, 2007 Council Meeting as previously circulated. *Carried by majority vote.*

**BUSINESS ARISING FROM MINUTES:**

1. Maintenance Issues Progress Report: Council reviewed a verbal report from the Council President concerning mechanical and maintenance matters which have been evaluated and/or addressed since the last complete Council Meeting:

**Completed/Addressed Maintenance Issues**

- **Irrigation System**: Some heads were repaired and replaced and the height of heads in some locations was raised to accommodate the landscaping.
- **Lexington Emergency Generator**: This generator has now been repaired.
- **Annual Fire Alarm Inspection**: The annual Fire Alarm Inspection took place in early July for both the common areas and in-suite devices. Council noted that 21 Units in the Madison and 3 Units in the Lexington did not provide access. Council advised Bayside to forward letters with fines to the Owners involved and the re-testing will be scheduled as soon as the contractor is available.
- **Lexington Elevators Operating Permits**: The inspections have been completed and the new Operating Permits for the Lexington elevators have been received.
- **Water in Elevator Pit**: The Council President advised that this matter has been resolved with the elevator contractor.
- **Unit 407L Flood**: In late June, the Owner of the Unit attempted to do some plumbing work in the Unit and caused a flood which affected the common areas near the Exercise Room as well as Units below down to the first floor. It was necessary to shut the water down in the building and to do a slow pressure-up to restore water in the building notwithstanding the damage created. Resultant damage and service call-outs are being charged back to the Unit Owner's account.
- **Pump Maintenance**: The Council President advised that a new contractor has been engaged for maintenance of the pumps at a cost savings to the corporation. Milani will still address all plumbing related issues in the buildings as well as other mechanical maintenance matters.

### In Progress Maintenance Issues

- **Backflow Prevention Assembly Annual Testing:** The previous fire and sprinkler service contractor, Voltech did not complete the testing. The new contractor which provided annual alarm testing, Fairlane Fire Prevention, is scheduled to complete the annual backflow prevention assembly testing on July 17 and file the test reports with the City of Burnaby.
- **Window Repairs 1801/1802L:** Entire Building Services Ltd. will complete the window repairs later in the summer, following the contractor's return from his vacation.
- **Anchor System and Anchor Point Testing:** As noted at the last Council Meeting, the testing will be coordinated in conjunction with the window repairs to the Lexington penthouses during the set up of the swing stages.
- **Annual Window Cleaning:** The annual window cleaning will be completed as the final step, following the anchor system testing, swing staging and window repairs noted above.

### Other Maintenance Issues:

- **Restorations from Plumbing Leak 805L:** Since the last Meeting and correspondence that was forwarded to the Owner, no further word has been received from the Owner of the Unit.
- **Snowblower Repair/Replacement:** Given that it is the off-season for such equipment, Council discussed replacement or repair of the strata corporation's snowblower which is currently in-operable. The Council President will have the mechanical engineer check over the machine and determine if it is worthwhile to repair or if replacement is necessary.
- **Dryer Vent Cleaning:** Council reviewed communication forwarded from one of the Owners concerning the issue of dryer vent cleaning for all Units. Bayside advised that lack of cleaning can be a fire hazard. It is apparent that several Owners have not maintained the vents as outlined in the Minutes of May, 2005.
- **Housekeeping Liaison:** Council determined that Council Member Ling Ling Ding would be the Council liaison for housekeeping matters and would co-ordinate with the Resident Manager relating to housekeeping and cleaning issues.
- **Security Camera Upgrades:** The Council President provided one quote which had been received for camera upgrades to the security

system. It was decided a final decision would be made following review of additional quotes.

**Following discussion, it was moved (606M), seconded (905M) to review quotes for cleaning all of the dryer vents in the two buildings and then to proceed with cleaning after selecting a contractor which can complete the job. Carried by majority vote.**

2. Small Claims Court Claim Update: Bayside advised that still no word has come from the Court Registry or from Gerald K. Martin of Lim & Company, the Strata Corporation's legal counsel regarding the ruling/decision from the judge from the Tuesday, March 6 trial. It is probable that with so many other cases in the court system filed by Northwest Waste Systems Inc. (in excess of 100), the judge wishes to fully research all similar cases before making the ruling.

### FINANCIAL MATTERS

1. Financial Reports: Council reviewed Financial Reports for "The Lexington/The Madison."

**Following discussion, it was moved (503M), seconded (905M) that the Financial Reports for April and May, 2007 be accepted as presented and prepared by Bayside. Carried by majority vote.**

2. New Treasurer Appointment: Due to work schedule, Claire Kao indicated that it would be impossible for her to continue to act as Treasurer for the corporation for the foreseeable future. Following discussion, it was agreed that He Tian would fill the position of Treasurer for the interim.
3. Accounts Receivable: Bayside reported the outstanding Accounts Receivable total as of July 16<sup>th</sup>, 2007 is at \$6216.37 between the two buildings. Council noted several Owners were in arrears and some for large amounts. Council directed Bayside to undertake collection as necessary.

### COMMUNICATIONS

Council reviewed items of communication which were received prior to the Meeting.

1. 1107L: Communication concerning a charge-back to the Owner. Council again discussed the matter and reviewed the communication which had been received from the Owner. Council advised that in consideration of the lack of reporting of the oil spill incident by the Owner and the resultant damage in the garage, notwithstanding the difficulty of trades people being available through the weekend and the required WCB and liability regulations, the chargeback would remain on the Owner's account.
2. 1406L: Communication pertaining to dryer vent cleaning.

3. 306M: Communication pertaining to illegal parking. Council noted that the existing signs are reflecting Mundies Towing which is no longer the name of the contractor. Council directed Bayside to contact North Burnaby Towing to provide new signs since they are the correct contractor now with the amalgamation of the two companies.
4. 402L: Communication pertaining to carpet cleaning. Council discussed the Owner's communication and advised that the Resident Manager does complete shampooing on a regular basis and also that Council will be bringing the matter of carpet replacement as a Resolution to the Owners at the Annual General Meeting.

### **NEW BUSINESS:**

1. Table Tennis Rules: Rules are still being established for usage of the Table Tennis equipment and the Meeting Room where the equipment is located pertaining to hours of opening, etc. Council will post the Rules as soon as they are completed so that the room will be available for the usage of Owners who wish to play table tennis.
2. Unit Betterments/Improvements and Insurance: Council discussed the matter of upgrades having been made in so many Units—especially with respect to hard surface flooring and the aspect of insurance.

**Owners who have upgraded their flooring as well as/or other items, must be sure to include this/these upgrades as part of the coverage under the betterments and improvements clause with their own Condominium Home Owners Policy. The strata corporation's policy is based on replacement to the standards of original construction per the developer which is carpet and NOT hard surface flooring. This would also apply for upgraded appliances, kitchen cabinets, window coverings, bathroom fixtures, etc. within the Unit.**

3. Resident Manager's Compensation: Council reviewed the matter of the Resident Manager's compensation and work load. It was noted that the work load for the Resident Manager is very heavy given two buildings require maintaining. Council decided a Search Committee would be established to look for a second Caretaker who would be able to relieve Mr. Gong on the weekends and work with him for three days during the week. Abdul Osman and Claire Kao will form the committee and commence with the search for a suitable candidate who would have a mechanical aptitude, janitorial experience and would have a reasonable command of English. The remuneration would be based on 35 to 40 hours per week.

**Following discussion, it was moved (601L), seconded (905M) to provide the Resident Manager with a \$1.00 per hour salary increase effective August 1, 2007. Carried by majority vote.**

4. Updated Owners List: Again, it was noted that several Non-Resident Owners have not provided updated information to Bayside and the Strata Corporation in the form of a new Form K. **Owners are subject to fines when such documentation is not provided.** The Resident Caretaker will be verifying the occupancy of Units and

updating the current records in order to update the strata corporation's records at Bayside.

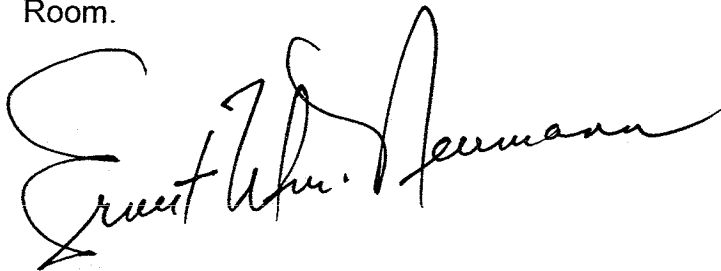
5. Real Estate Activity Report: Bayside provided Council with the most recent Real Estate Activity Report for Strata LMS 851.

### TERMINATION

There being no further business to discuss, the Meeting was terminated at 9:19 PM on a motion by (905M).

### NEXT MEETING:

The next Council Meeting for LMS 851 is **tentatively** scheduled to be held on **Monday, September 17, 2007 commencing 6:30 PM** at "The Madison" in the Level P1 Meeting Room.



Ernest Neumann  
Bayside Property Services Ltd.  
Suite #100 – 6400 Roberts Street  
Burnaby, BC V5G 4C9  
Tel: 604-432-7774 (24 hrs – after office hours, emergencies only please)  
**Direct Line: 604-629-8755**  
Fax: 604-430-2698  
Email: enemann@baysideproperty.com

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## NOTICES

### IN SUITE-FIRE ALARM TESTING

**PLEASE NOTE:** Owners/Residents should note that the Fire Alarm Testing is an annual inspection and it usually happens in May, June or July. Please mark your calendars to watch for notice of this event, especially if you are away from your Unit for extended periods of time.

### BEHAVIOR OF CHILDREN IN COMMON AREAS

**PLEASE NOTE:** Owners/Residents who have children or have guests who visit the property with children should be sure that the children are behaving appropriately—especially in the elevators and common areas. It is very inappropriate behavior for children to push all the call buttons in the elevator cars. Several children have been spilling drinks and food in common areas and have been throwing trash in the elevator cars, parking garages and lobbies of the buildings. Children have also been vandalizing the interiors of the elevator cars. Owners should be aware that the security cameras monitor activity in the elevators, lobbies and parking garages. Owners whose children are behaving in such fashion and who are taped, will be levied fines accordingly.

### FRONT ENTRANCE SECURITY CAMERAS

**PLEASE NOTE:** Owners/Residents are reminded that any re-alignments of the channels on the Shaw cable system moves the channel to be able to view the security camera at the front entrance on your television to another location in the channel line up. Owners who have digital cable boxes will find the security camera images on a different location from those with standard cable in the channel line up. Please refer to the Notice in the lobbies of the buildings for the most up to date channel line up location for the security camera images.





# MINUTES OF COUNCIL MEETING STRATA CORPORATION LMS 851

The Lexington / The Madison  
May 28<sup>th</sup>, 2007

**This notice contains important information which may affect you. Please ask someone to translate it for you.**

此通告刊載有可能影響閣下的重要資料。請找人為你翻譯。  
ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ  
ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

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**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION LMS 851  
"THE LEXINGTON" / "THE MADISON"**

---

**HELD:** Wednesday, April 18<sup>th</sup>, 2007 at 6:30 PM in the Meeting Room, Level P1 of "The Madison" at 4689 Hazel Street, Burnaby, BC

**PRESENT:** Harb Doad (President) (Maintenance) Unit 1205L  
Ling Ling Ding Unit 601L  
He Tian Unit 1502M  
Jun Zhu Unit 503M

Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**REGRETS:** Abdul Osman (Vice President) Unit 905M  
Claire Kao (Treasurer) (Landscaping) Unit 606M

**GUESTS:** Guests were in attendance from Units 403L, 501L, 805L, 702M, 703M, 904M, 1602M, and 1702M.

**CALL TO ORDER:**

**It was not possible to begin the Meeting as scheduled since a quorum was not present at the scheduled time.** Since a quorum of Council Members was not present at the beginning of the Meeting, the Meeting began with addressing the first item of Guest Business until a quorum was present. When there was a quorum, the Meeting was called to order at 7:06 PM by Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUEST BUSINESS:**

**Unit 805L** advised that the involvement for the Strata Corporation in the Block Watch and Crime Free Multi Housing programs is still being investigated. The Owner voiced concern about fire safety near the dumpsters in the garages as well as the stability of the dumpsters on wheels. Council advised that the underground is protected with the sprinkler system and that wooden planks would be placed against the wheels of the dumpsters to ensure they do not roll. The Owner also voiced concern about the replacement of the carpet in the Unit following the burst water pipe. Council addressed this matter as indicated later in these Minutes.

**Unit 501L** provided information for Council's review concerning budget figures for carpet replacement reviewed by a previous Council as well as information concerning the decision made by the Council of the time in 2005 regarding a process to address carpet replacement in restoration circumstances.

**Unit 904M** was attending simply as an observer.

**Unit 403L** was attending simply as an observer.

**Unit 702M** was attending simply as an observer.

**Unit 703M** returned following the last Meeting to again meet with Council concerning a previous request to install hard surface flooring. The Owner met in the interim with Galaflex Flooring and provided samples of material from Galaflex for the proposed installation.

Following discussion, it was moved (1502M), seconded (503M) that the Owner of Unit 703M be allowed to proceed with the installation of hard surface flooring following the completion of the Special Privilege documentation. Carried unanimously.

**1602M** discussed a concern about the piano being relocated back to Unit 1702M and the resulting disruption to the Owner.

**1702M** discussed further concern about the piano and the choices which had been previously provided to the Owner to address the piano problem. The matter was addressed by Council during the in-camera portion of the Meeting and Council's decision is noted later in these Minutes.

#### **PREVIOUS MINUTES:**

After review, it was moved (503M), seconded (1205L) to adopt the Minutes of the Wednesday, April 18<sup>th</sup>, 2007 Council Meeting as previously circulated. Carried by majority vote.

#### **BUSINESS ARISING FROM MINUTES:**

1. **Maintenance Issues Progress Report:** Council reviewed a verbal report from the Council President concerning mechanical and maintenance matters which have been evaluated and/or addressed since the last complete Council Meeting:

##### **Completed/Addressed Maintenance Issues**

- **Boiler Safety Inspections:** Were completed and the Certificates have been received.
- **Madison Pumps:** Three pumps and two PRV's (Pressure Reducing Valves) have been overhauled in the Madison Pump Room. New mechanical seals have been installed as well as new gauges. The Council President was able to arrange for a substantial cost savings to the Strata Corporation to have this work completed with trades people and suppliers in his network as an instructor in mechanical engineering.
- **Lexington Gauges:** New gauges have been installed in the Lexington Pump Room.

- **Caulking and Window Repairs 2001M Penthouse Den:** The window repairs required in the den of the 2001M Penthouse Unit have been completed.
- **Backflow Prevention Assembly Annual Testing:** Has been completed by Voltech.
- **Lexington Emergency Generator:** Alarm problems with the Lexington generator encountered by Mr. Gong during regular testing have been resolved after it was discovered that the coolant (anti-freeze) level in the generator was too low.

#### **In Progress Maintenance Issues**

- **Window Repairs 1801/1802L:** Arrangements have been made between the Entire Building Services Ltd. and the Owners involved that the window repairs will be completed later in the summer, following the contractor's return from his summer vacation.
- **Water in Elevator Pit:** The Resident Manager coordinated with the elevator contractor the necessary remedial steps which need to be taken and Council will be advised when the problem has been corrected.
- **Anchor System and Anchor Point Testing:** Council decided the testing would be coordinated in conjunction with the window repairs to the Lexington penthouses since the anchor system will be required to set up the swing stage. Council suggested that the contractor involved may have a preferred choice for contractors to use for the anchor system testing in order to set up the swing stage.
- **Annual Window Cleaning:** This matter was tabled until after the anchor system testing has been completed.

#### **Other Maintenance Issues:**

**Restorations from Plumbing Leak 805L:** As noted under *Guest Business*, Council discussed the matter of carpet replacement as part of the restorations following the broken plumbing pipe in the Unit. The Property Manager suggested that since only three members of Council had seen the damage, it would be prudent for the remaining three Council Members to view the damage in order to make an informed decision. The Owner, the Property Manager and the three Council Members who had not seen the damage, went to view the Unit with the Owner during a recess in the Meeting.

Council discussed the matter at length and also considered the feedback of the two Council Members who were unable to attend the Meeting but had indicated their views regarding the matter.

Council also reviewed information brought forward to Council by other guest Owners, reminding them of the previous decisions made regarding carpet replacement in restoration circumstances as noted in records from the fourth year of the Strata Corporation's operation. The decision made by the Council of the time was that in instances wherein damage and/or additional damage created by workers mitigating further destruction in water/flood/emergency work circumstances or performing Strata duties happened in the first five years of carpet use in an Owner's Unit, then the maximum Strata Corporation responsibility for carpet replacement would be 90% for one year following installation; 80% for two years following installation; 70% for three years following installation; 60% for four years following installation and 50% for any carpet five or more years old. The replacement is to follow regulated conditions and would apply only in situations pertaining to flood damage with clean water. The replacement of carpet would be a total Strata Corporation expense wherein there was sewage back-up and/or a danger of foot traffic spreading intestinal bacteria to other suites.

The June, 2005 Minutes reflect the decision of Council to replace the water damaged carpet in 901M on a 50% cost-shared basis with the Owner following flood damage.

**Following discussion, it was moved (1502M), seconded (503M) that the Owner of Unit 805L be provided with a choice for carpet replacement based on either 1) a 50% shared cost with the Owner for replacement of the carpet in the entire Unit OR 2) a 100% cost to the Strata Corporation for replacement of ONLY the hallway and living room carpet based in both instances using a similar quality carpet to the existing 14 year old carpet and using a Strata Corporation chosen certified contractor. Carried unanimously.**

Council further determined that the Owner would have to agree that the Unit would be made available to the installers as their scheduling permits and with no interference on the part of the Owner. Council requested that Bayside provide written communication to the Owner outlining the final decision of Council with respect to this matter.

#### **Landscaping Issues:**

- **Landscaping Quotations:** Council noted that the landscaper had planted the new Japanese Maple trees, and had placed the new topsoil in the beds. Bayside advised that the landscaper noted that several of the new bedding plants which had been planted in the beds had been moved by unknown persons and that several had been removed entirely.
2. Small Claims Court Claim Update: Bayside advised that no word has yet come from the Court Registry or from Gerald K. Martin of Lim & Company, the Strata Corporation's legal counsel regarding the ruling/decision from the judge from the

Tuesday, March 6 trial. Bayside will advise Council as soon as any further information is available.

### **FINANCIAL MATTERS**

1. Financial Reports: Council reviewed Financial Reports for "The Lexington/The Madison."

**Following discussion, it was moved (1502M), seconded (503M) that the Financial Reports for December, 2006 as well as for January, February and March, 2007 be accepted as presented and prepared by Bayside. Carried by majority vote.**

2. Accounts Receivable: Bayside reported the outstanding Accounts Receivable total as of May 28<sup>th</sup>, 2007 is at \$4656.85 between the two buildings. It was noted that several Owners had not yet applied the increase in the Maintenance Fees to their accounts. Council directed Bayside to undertake collection as necessary.
3. Accounts Payable: Council reviewed and authorized payment of several invoices.
4. Audit: Bayside suggested that following the Annual General Meeting and the input from Owners, Council should consider the cost of having an audit completed. Council discussed undertaking an audit of the Corporation's financial records and agreed that approval for an audit would be undertaken before the end of the new current fiscal year (March 31).

### **COMMUNICATIONS**

Council reviewed items of communication which were received prior to the Meeting.

1. 1303M: Communication concerning restoration repairs which had already been addressed.
2. 1004L: Communication pertaining to the Owner's account.
3. 501L: Communication pertaining to carpet restorations.
4. 102L: Communication pertaining to motion sensors outside the Unit as well as landscaping in the garden ledge adjacent the Owner's patio. Council advised the Resident Manager will check the matter of the motion sensor and that the upkeep of the patio area is the Owner's responsibility.

### **NEW BUSINESS:**

1. Insurance Renewal: Council reviewed quotations for renewal of the Corporation's insurance on the common property and common assets of the Corporation. The Insurance Committee met to review the quotations received and to discuss the variables regarding deductible amounts and the annual costs for the policy premium.

Following discussion, it was moved (503M), seconded (1205L) that the Strata Corporation's insurance policy for coverage on the common property and the common assets be renewed with Pat Anderson Insurance Agencies under the premium reflecting the lower deductible amounts . Carried by majority vote.

2. Hard Surface Flooring/Strata Corporation Preferred Contractor Galaflex Flooring: Bayside reported that following a request from Council to have discussions with Galaflex Flooring to provide a preferred rate for Owners at LMS 851, the following arrangements have been negotiated:

***Any Owners who visit Galaflex Flooring in Richmond (Contact: Danny Tong) will be provided with a variable discount depending on the materials that they choose for their installation. The Owners must identify to Danny Tong that they are from LMS 851 Madison/Lexington on Hazel Street in Burnaby. Galaflex Flooring uses FINtech Hardwood Flooring (Contact Joshua Ng) for installations and it has been agreed that Owners who also identify to Joshua Ng the installer for Galaflex, that they are from LMS 851, a special rate will be provided of \$1.50 per square foot for installation versus the normal rate of \$1.75.***

3. Table Tennis and Use of Meeting Room for Piano by Unit 1702M: Following dialogue under *Guest Business* above from the two Owners affected, the matter of the piano relocation was discussed as well as the request from several Owners to now open and make available the Meeting Room where the table tennis has been set up. Council discussed that the Owner of 1702 seemed unwilling to compromise with the choices provided to resolve the matter and that Common Property could not be allocated for the specific use of an individual Owner.

Following discussion, it was moved (1502M), seconded (503M) that the Owner of 1702M be directed to move the piano back to the Owner's Unit by June 15, 2007. Carried by majority vote (One abstention).

It was further determined that following the relocation of the piano by June 15, there would be Rules established for usage of the Table Tennis equipment and the Meeting Room where the equipment is located pertaining to hours of opening, etc. Council will post the Rules later in June once the piano has been relocated and the room is available for the usage of Owners who wish to play table tennis.

4. Rental Restriction Bylaw Application Following One Year SPA Clause: Council noted that it is one year since the new Rental Restriction Bylaw came into force at the Annual General Meeting of 2006. Under the provisions within the *Strata Property Act* pursuant the application of Rental Restriction Bylaws following the January 1, 2006 Regulation, Council will now be fully enforcing the Strata Corporation's Bylaw. **Non-Resident Owners are reminded that they can no longer rent out their Units if they do NOT qualify under the provisions of the *Strata Property Act* and the current amended Bylaws of Strata Corporation LMS 851.** Further discussion of this matter was tabled to the next Meeting.

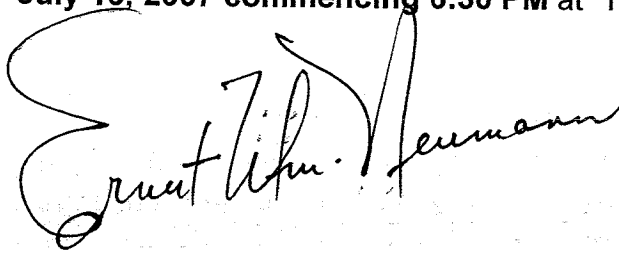
5. Updated Owners List: It was noted that several Non-Resident Owners have not provided updated information to Bayside and the Strata Corporation in the form of a new Form K. **Owners are subject to fines when such documentation is not provided.** The Resident Caretaker will be updating the records he has on file and then the files will be merged to update records at Bayside.
6. Real Estate Activity Report: Bayside provided Council with the most recent Real Estate Activity Report for Strata LMS 851.

### TERMINATION

There being no further business to discuss, the Meeting was terminated at 9:18 PM on a motion by (1205L).

### NEXT MEETING:

The next Council Meeting for LMS 851 is tentatively scheduled to be held on **Monday, July 16, 2007 commencing 6:30 PM** at "The Madison" in the Level P1 Meeting Room.



Ernest Neumann  
Bayside Property Services Ltd.  
Suite #100 – 6400 Roberts Street  
Burnaby, BC V5G 4C9  
Tel: 604-432-7774 (24 hrs – after office hours, emergencies only please)  
**Direct Line: 604-629-8755**  
Fax: 604-430-2698  
Email: enemann@baysideproperty.com

**N.B. Recent recommendations to the Real Estate Regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to payment of a fee.**

### Weekend / Holiday / Evening Service Call Instructions

Should you encounter a situation requiring emergency attention, please contact Bayside's office at 604-432-7774 and advise the operator of the situation giving as many details as possible. Ensure that you state it is an emergency and leave your name and telephone. Your call will be returned promptly by the on-call property manager so please keep your telephone line free in order that the emergency may be addressed. Your cooperation in this regard is appreciated.



## NOTICES

### SECURITY OF COMMON ENTRANCES

**PLEASE NOTE:** Owners/Residents are reminded to be vigilant with respect to providing access for unidentified and unknown persons into the garages and through the common entrances of the buildings. Council will be reviewing security camera tapes to identify Owners/Residents who are providing access for unidentified/unknown persons into the buildings. Contravention will not be tolerated and will result in fines being levied against the Unit Owners' account.

### SEWAGE DISPOSAL IN UNITS

**PLEASE NOTE:** Owners/Residents are AGAIN reminded to please NOT FLUSH NOODLES, RICE AND GREASE and OTHER INAPPROPRIATE MATTER DOWN THE TOILETS or DOWN THE KITCHEN DRAINS/GARBAGE DISPOSAL UNITS. Rice, noodles and excess grease MUST be disposed of by placing the materials in garbage bags and bringing the bags down to the garbage dumpsters in the garbage rooms. GREASE MUST NEVER BE PUT IN ANY DRAINS OR IN THE TOILETS. Any hard waste like nut shells and bones or fibrous waste like corn cobs, pineapple cores and skins or mango seeds should NEVER be put in the sink's garbage disposal unit under any circumstances and should be disposed of with the garbage going to the dumpster. Recent sewage back-up problems have revealed that some Owners have plugged the drains with newspapers, cardboard cereal boxes, bones, massive amounts of hair, Q-tips, pieces of plastic and plastic wrap, pieces of clothing, make-up boxes and expended make-up supplies, hair pins, hair combs and hair nets--none of which are appropriate materials for the drains or plumbing in the buildings and must be disposed of in the garbage. The toilets are NOT a means of disposing of garbage.

### WATER SHUT-OFF

**PLEASE NOTE:** Owners/Residents are reminded that when leaving your Unit for an extended period of time (for example while on vacation), it is very wise to turn off the water taps in the Unit in particular in the laundry and under the sinks. THIS SIMPLE ACTION COULD MITIGATE HUGE FLOOD PROBLEMS AND EXTREME DAMAGE TO A UNIT THAT IS VACANT SHOULD A WATER PROBLEM OCCUR DURING AN OWNER'S ABSENCE.

# 通知

## 公共入口的安全問題

請注意: 所有住戶和業主請提高警惕, 不要讓任何不認識的人從公共入口進入大廈車庫或公共場所. 委員會會定期回顧安全監錄像機, 以識別那些讓陌生人進入大廈的業主. 任何違反規定的業主將會被從業主的帳戶裡處以罰款.

## 單位內的排水系統

請注意: 所有住戶和業主請再次注意, 請不要將面條, 米飯和油脂倒在廁所馬桶或廚房的下水管道內. 米飯, 面條和多余的油脂必須放置在垃圾袋內, 然後丟棄在垃圾房的垃圾箱內. 任何油脂都不可以倒在廁所或者廚房的下水管道內. 並且, 任何的硬的垃圾物, 例如堅果殼, 骨頭, 或纖維性的垃圾, 例如, 玉米棒, 菠蘿皮, 和芒果核在任何情況下都不允許放在水池內. 這些垃圾應該被丟棄到垃圾房的垃圾箱內. 近期的排水系統檢查發現有一些業主將報紙, 紙盒, 骨頭, 頭髮, 棉簽, 塑料薄膜, 碎布, 化妝用品, 發卡, 發網丟入排水系統, 將排水系統堵塞. 這些物品都是禁止被丟入排水系統的物品, 他們必需丟置到垃圾

## 關閉供水閥門

請注意: 任何業主如果要離開您的居住單位很長時間(例如外出旅行), 請記得將您的居住單元的供水閥門關閉-特別要留意洗衣房和水池下的閥門. 這個簡單的舉動將會避免您不在家時單位被水淹的隱患, 也會減輕單位被水淹所帶來的巨大損失.

APR 03 REC'D

# MINUTES OF COUNCIL MEETING STRATA CORPORATION LMS 851

The Lexington / The Madison  
March 26, 2007  
(Special Meeting)

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ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

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**MINUTES OF SPECIAL COUNCIL MEETING  
STRATA CORPORATION LMS 851  
"THE LEXINGTON" / "THE MADISON"**

---

**HELD:** Thursday, March 26<sup>th</sup>, 2007 at 5:30 PM in the Meeting Room, Level P1 of "The Madison" at 4689 Hazel Street, Burnaby, BC

**PRESENT:**

Harb Doad (President) (Maintenance)	Unit 1205L
Abdul Osman (Vice President)	Unit 905M
Claire Kao (Treasurer) (Landscaping)	Unit 606M
Winnie Sit	Unit 1307L
He Tian	Unit 1502M

**REGRETS:**

Jun Zhu	Unit 503M
Ling Ling Ding	Unit 601L

Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**CALL TO ORDER:**

With a quorum of Council Members present, the Meeting was called to order at 5:32 PM by Council President, Harb Doad.

**PURPOSE OF THE SPECIAL MEETING :**

The purpose for the Special Council Meeting was explained by the Council President to the other Council Members; the purpose being a request from the Owner of Unit 607 Lexington to be granted exemption from the Bylaws of Strata Corporation LMS 851 to rent their Unit under hardship provisions in the *Strata Property Act*.

The Vice President reminded Council Members that the information in the request is confidential and cannot be disclosed beyond discussion in Council. Before discussion took place, correspondence from/to the Owner of 607 Lexington pertaining to the request was distributed to each Council Member for their information.

After each Council Member had fully understood the reason for calling of the Special Council Meeting and had had time to read the relevant correspondence, Council Members were invited to voice their opinions and make comments.

Following discussion, it was moved (905M), seconded (1205L) to take a vote on the Owner's request for exemption. **Carried by majority vote.**

Following further discussion, a poll vote was taken on whether or not to accept the Owner's request for exemption and grant permission to rent the Unit under hardship provisions in the *Strata Property Act*.

The results of the poll vote were that ALL Council Members present (5) were opposed to granting permission. **The request to rent the Unit under the provisions of hardship in the *Strata Property Act* was denied by majority vote.**

**TERMINATION**

There being no further business to discuss, the Meeting was terminated at 6:54 PM on a motion by (606M).



Abdul Osman (Vice President)  
(Minutes Recorder for the Meeting)

**\*\*Recent recommendations to the Real Estate Regulations require a vendor to provide purchasers with copies of Minutes. Please retain these Minutes provided to you, at no cost, as replacement Minutes will be subject to payment of a fee.**



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# MINUTES OF ANNUAL GENERAL MEETING STRATA CORPORATION LMS 851

## The Lexington / The Madison March 8, 2007

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ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

**Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vị. Xin nhờ người phiên dịch hộ.**

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**MINUTES OF ANNUAL GENERAL MEETING**  
**STRATA CORPORATION LMS 851**

**HELD:** Thursday, March 08<sup>th</sup>, 2007 at 7 p.m. in Salon B of the Holiday Inn Express Metrotown, 4405 Central Boulevard, Burnaby, BC

**PRESENT:** The Owners, Strata Plan LMS 851, as per Registration Sheet

Ernest Neumann - Bayside Property Services Ltd.  
Sorina Timonea - Bayside Property Services Ltd.

**REGISTRATION, CERTIFICATION OF PROXIES AND ISSUING OF BALLOTS:**

Strata Corporation LMS 851 has two hundred and twenty-three (223) eligible votes thereby requiring that seventy-five (75) votes be present either in person or by proxy to represent a quorum. Proxies were certified and ballots were issued at the time of registration.

The Owners in attendance were advised at 7:43 PM that a quorum of Owners was present which represented one hundred and fifteen (115) Strata Lots in total [thirty one (31) in person and eighty four (84) by Proxy].

**CALL TO ORDER:**

After it had been determined that a quorum of Owners was present, the Meeting was officially called to order at 7:46 p.m. by Ernest Neumann, Bayside Property Services Ltd.

**ELECTION OF PERSON TO CHAIR MEETING:**

It was moved, seconded [(501L)/(904M)] that Ernest Neumann Chair the Meeting. **Carried by majority vote.**

**APPROVAL OF THE AGENDA:**

The Owners were asked to approve the Agenda as presented for the Meeting in the Notice of Meeting package. The Chair advised that one correction needed to be addressed. The *Notice of Meeting* read under *Order of Business* item 6 the "approval of the Minutes of the previous Annual General Meeting (March 7, 2006)" and should have read "approval of the Minutes of the previous General Meeting (Special General Meeting, November 2, 2006)."

It was moved, seconded [(501L)/(904M)] to approve the amended Agenda presented for the Meeting. **Carried by majority vote.**



**NOTICE OF MEETING:**

It was moved, seconded [(501L)/(2002M)] to file Proof of Notice of Meeting dated February 16<sup>th</sup>, 2006. **Carried by majority vote.**

**PREVIOUS GENERAL MEETING MINUTES:**

It was moved, seconded [(501L)/(606M)] to adopt the Minutes of the previous General Meeting, the Special General Meeting held November 2<sup>nd</sup>, 2006 as previously circulated by Bayside. **Carried by majority vote.**

**REPORT ON INSURANCE COVERAGE:**

Bayside drew the Owners' attention to the Insurance Cover Note/Declaration (Summary of Insurance Coverage) which was included with the Notice of Meeting supporting that the Corporation is currently covered with insurance for the corporate assets until June 01, 2007.

**Owners should note that the Strata Corporation insurance coverage does not cover the Unit Owners' own personal contents or any betterments and improvements to their Units and Owners must obtain their own Condominium Home Owners Package to cover their personal contents and any betterments and improvements made to their Units.**

**STRATA COUNCIL REPORT:**

Council President, Harb Doad on behalf of Council, gave a verbal report to the Owners highlighting several of Council's accomplishments over the last year. The President provided Owners with an overview of notable projects and maintenance issues over the past several months that were achieved by Council to improve the property at "The Lexington / The Madison." *A bulleted summary of highlights from the President's Report is attached.*

Following the President's Report, the Chair opened the floor for discussion and questions. The Owner of Unit 805L requested that the new incoming Council address some matters which included: 1) establishing an emergency escape protocol for the buildings; 2) engaging in an audit; 3) ensuring that Notices are placed on the bulletin boards and in the elevators of scheduled Council Meetings; 4) reviewing the *Block Watch Program* for application at LMS 851; and 5) addressing the issue of fluid leakages (oil, etc.) from vehicles in the parking spaces wherein carpet and cardboard are being utilized for absorption.

**SPECIAL RESOLUTIONS:**

The Owners were presented with two Special Resolutions which were outlined in the Notice of Meeting. The Chair presented background information for Council's rationale in bringing the Resolutions forward for the vote of the Owners of LMS 851. The Chair read each Resolution to the Owners and following the motion for each Resolution, the floor was opened for discussion and questions. The Chair further noted for the Owners present that eighty seven (87) affirmative votes would be required for the Special Resolutions to pass by  $\frac{3}{4}$  vote.

**SCRUTINEERS:**

Following a request from the Chair, the Owner of 805L and the Owner of 1102M agreed to act as tellers to assist Bayside in the counting and tabulation of the ballots for all votes.

**SPECIAL RESOLUTION #1** by  $\frac{3}{4}$  vote:

**BE IT RESOLVED THAT** The Owners, Strata Plan LMS 851, hereby agree by  $\frac{3}{4}$  vote to change the Fiscal Year End of the Strata Corporation from November 30 to March 31.

It was moved, seconded [(501L)/(203L)] to approve Special Resolution #1 as outlined above. **Carried by the required 3/4 vote. (96 Affirmative, 19 Opposed).**

**SPECIAL RESOLUTION #2** by  $\frac{3}{4}$  vote:

**BE IT RESOLVED THAT** The Owners, Strata Plan LMS 851, hereby approve to expense up to \$25,000 for the installation of two new garage gates at the entrances of the Visitor's Parking at the Lexington and the Madison buildings. Funding to be provided from the Contingency Reserve Fund. Any remaining funds following completion of work will be transferred back into the Contingency Reserve Fund.

It was moved, seconded [(501L)/(2002M)] to approve Special Resolution #2 as outlined above. **Carried by the required 3/4 vote. (94 Affirmative, 18 Opposed, 3 Abstentions).**

**2006-2007(2008) OPERATING BUDGET**

The Chair advised that while the *Notice of Meeting* Package had included two options for the Owners to approve as a Budget, only Option No. 1 (which reflects a period that takes into account the new Fiscal Year End of March 31 and covers the period from December 01, 2006 to March 31, 2008) would be proposed given that Special Resolution #1 had

Members. It was also explained that EACH Council Member would **need to be elected by majority vote and that no Owner was compelled to fill in all seven places on the ballots or vote for every person nominated.**

The Chair also briefly outlined the duties and responsibilities of the Strata Council members. Each Council Member must volunteer to serve on behalf of ALL of the Owners of the Strata Corporation and for the common good of the corporation. Elected Strata Council Members will be required to read and sign off that they have read and understood what their duties and obligations entail as a Member of the Strata Council of VR 145. The two documents include the Superintendent of Real Estate FIC (Financial Institutions Commission) *Instruction Guide No. 4 for the Strata Property Act of British Columbia – "The Role and Responsibilities of the Strata Council"* as well as the guide from the legal firm of Clark Wilson entitled *Protection of Personal Information Guidelines for Strata Corporations.*

The floor was then opened for nominations with the following Owners agreeing to let their names stand for election:

Kao, Claire (H. J.)	606M
Osman, Abdul	905M
Sit, Suk Winnie	1307L
Doad, Harb	1205L
Ding, Ling Ling	601L
Tian, He	1502M
Zhu, Jun	502M

The Chair called for additional nominations three times and no further nominations were presented by the Owners. The candidates who had agreed to stand for election identified themselves for the Owners.

Since no further Owners were nominated to stand for Council election, the Owners were advised to cast their votes on the ballots provided. The tellers collected and tabulated the ballots. The chair advised that the following nominees were elected by majority vote and would serve as the new Council for LMS 851 for the coming year:

Doad, Harb	1205L
Ding, Ling Ling	601L
Kao, Claire (H. J.)	606M
Osman, Abdul	905M
Sit, Suk Winnie	1307L
Tian, He	1502M
Zhu, Jun	502M

successfully passed with the required  $\frac{3}{4}$  vote. This proposed Operating Budget reflected a proposed 2.5% increase for the monthly maintenance assessment and the Chair advised that should the Owners approve this budget, then the Assessments would remain static for a 16 month period versus a 12 month period had Special Resolution #1 failed.

After discussion and answers to questions from Owners regarding the proposed 2006-2008 Operating Budget, it was moved, seconded [(501L)(904M)] to approve the 2006-2008 Operating Budget as proposed in Option No. 1. **Carried by majority vote. (104 Affirmative, 10 Opposed, 1 Abstention).**

**PLEASE NOTE THAT MAINTENANCE FEES HAVE INCREASED AS PER THE APPROVED BUDGET AND MAINTENANCE FEE SCHEDULE ATTACHED.**

**OWNERS ON PAC WILL HAVE THE INCREASE AUTOMATICALLY ADJUSTED, ON APRIL 1<sup>ST</sup> RETROACTIVE TO DECEMBER 1<sup>ST</sup>, 2006. PLEASE ALLOW FOR THE ADDITIONAL FUNDS TO BE WITHDRAWN FROM YOUR ACCOUNT FOR THE APRIL PAYMENT. ALL SUBSEQUENT PAYMENTS WILL BE IN THE AMOUNT SHOWN ON THE MAINTENANCE FEE SCHEDULE.**

**OWNERS WHO ISSUE CHEQUES WILL NEED TO FORWARD AN ADDITIONAL PAYMENT TO COVER THE DIFFERENCE RETROACTIVE TO DECEMBER 1<sup>st</sup>, 2006.**

All Owners are reminded that the monthly maintenance assessments are due and payable on the first day of each and every month, in advance. Please note that late or non-payment will result in penalty assessment in accordance with Strata Corporation LMS 851 Bylaws. Post-dated cheques are welcome and those wishing to do so may arrange for pre-authorized withdrawals from their bank, *which is the preferred method of payment*. Interested Owners may obtain a Pre-authorized Withdrawal Form from Bayside to be filled out and returned to Bayside along with a void cheque. A PDF Downloadable version of the form is available online in the "Resource Section" of the Bayside Website: [www.baysideproperty.com](http://www.baysideproperty.com)

**Alternatively, Owners may forward a series of twelve (12) post-dated cheques to the BAYSIDE office located at Sperling Plaza, Suite 100 - 6400 Roberts Street, Burnaby, BC V5G 4C9. Please note the following when making out your cheques:**

- Your cheques should be dated for the FIRST of each month;
- Cheques are to be made payable to "Strata Plan LMS 851";
- Your Unit Number is to be noted on your cheques, if not already imprinted.

### **STRATA COUNCIL ELECTION**

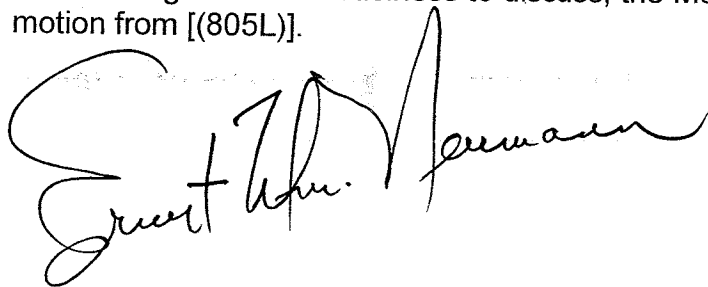
The Chair explained to the Owners that, Pursuant the *Strata Property Act of British Columbia*, all Council Members must resign, however they may each stand for re-election. As per the *Strata Property Act*, the standard Bylaws state that Council must consist of as few as THREE Council Members, however not more than SEVEN Council

**THANK YOU TO PREVIOUS COUNCIL**

Bayside expressed thanks on behalf of the Owners to the outgoing (previous) Council for their dedication and volunteer efforts in assisting in the administration of "The Lexington and The Madison."

**TERMINATION:**

There being no further business to discuss, the Meeting was terminated at 9:39 p.m. on a motion from [(805L)].



Ernest Neumann  
Bayside Property Services Ltd.  
Suite #100 – 6400 Roberts Street  
Burnaby, BC V5G 4C9  
Direct Line 604-629-8755  
Tel: 604-432-7774 (24 hrs – after office hours, emergencies only please)  
Fax: 604-430-2698  
Email: [eneumann@baysideproperty.com](mailto:eneumann@baysideproperty.com)

**N.B. \*\*Recent recommendations to the Real Estate Regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to payment of a fee.**

**Weekend / Holiday / Evening Service Call Instructions**

Should you encounter a situation requiring emergency attention, please contact Bayside's office at 604-432-7774 and advise the operator of the situation giving as many details as possible. Ensure that you state it is an emergency and leave your name and telephone. Your call will be returned promptly by the on-call property manager so please keep your telephone line free in order that the emergency may be addressed. Your cooperation in this regard is appreciated.

## **LMS 851 Strata Council Accomplishments 2006 (President's Report AGM 2007)**

Your Strata Council was happy to have been able to serve all of the Owners of LMS 851 and would like to share some of the following highlights of accomplishments they achieved during the past Fiscal Year in maintaining the common assets of the Corporation:

- **The contracting out of our waste disposal services** to the City of Burnaby is saving our strata approximately \$7,000 to \$8,000 each year compared with previous costs to North West Waste Services. Our Garbage Compactor was breaking down more often due to large trash items being thrown in and causing this Compactor to clog. Mr. Gong, the Resident Manager was spending numerous hours clearing clogged trash from the Compactor. Now Mr. Gong has more time to attend to other issues around the buildings rather than spending time on clearing the Compactor.
- **Installation of capacitors** at a total cost of \$1900.00 on our electric pump and fan motors has eliminated the BC Hydro penalty for inefficient energy usage that was being charged to our Strata approximately amounting to between \$8,000 and \$10,000 per year. These are the savings that will continue for a very long time. This in turn will keep our monthly maintenance costs reasonable.
- Replaced one **new hot water heater** (which was bought in year 1997 and was sitting in the stairwell all these years) in Lexington and removed two old hot water heaters which were not removed back in year 1997 when two new hot water heaters were put in place by helicopter. Removal of old hot water heaters was a very labour intensive and expensive operation. Now we can continue to have a steady supply of hot water for a number of more years before we have to replace the existing hot water heaters with **hot water boilers** (as we did in the Madison tower few years back) which are very energy efficient in comparison to hot water heaters.
- Installed a **new air compressor for the Fire Protection System** in the Madison tower and **upgraded the Fire Protection piping** to minimize false alarms and enhance Fire Safety. This new system will give us at least ten years trouble free service in the Madison tower for the Fire Protection System.
- The **Madison tower garage gate has been upgraded with a new gear drive** to provide trouble free service. The previous garage gate drive was breaking down quite frequently, costing more in repairs and was causing more problems for our Resident Manager, Mr. Gong.
- The **air heater in the Lexington** has been repaired and will give us an additional service of two to three more years before we have to replace it at a very high cost. This air heater supplies comfortable warm air to all common areas of the Lexington.
- Both **emergency diesel generators** which supply electricity when the BC Hydro system is interrupted (in the Lexington and Madison buildings) have been serviced and inspected.
- Council agreed to spend about **\$2500 for more plants and flowers in front of the Madison and Lexington towers to improve the landscaping and gardening**. Council member Claire Kao (Council Treasurer) will supervise this work with the landscaping contractor.

**STRATA CORPORATION LMS 851  
2006-08 Operating Budget**

**Year End March 31st**

**RECEIPTS**

**APPROVED  
BUDGET  
2006-08  
(Dec 1/06 to  
Mar 31/08)**

101 Owners' Contributions	690,106.41
102 Fireplace Assessments	17,920.00
103 Interest Income	6,666.67
105 Rental Income/Security Dep	10,880.00
107 Sundry Income	2,000.00
112 Transfer Prior Year Surplus	57,402.08

**TOTAL RECEIPTS 784,975.16**

**DISBURSEMENTS**

300 Gas	173,333.33
310 Electricity	73,333.33
320 Management Fees	46,280.00
330 Insurance	68,000.00
340 Wages/Janitorial	16,000.00
345 Building Manager	60,000.00
346 Overtime Wages	2,666.67
360 Audit	2,666.67
370 Legal	10,000.00
380 Appraisal	1,000.00
390 Mortgage (Corporate Suite)	17,600.00
391 Property Tax (Corporate Suite)	2,000.00
392 Mtnc Fee (Corporate Suite)	3,333.33
398 Petty Cash	666.67
395 Sundry	9,333.33
405 Water/Sewer	466.67
415 Scavenging/Recycling	13,333.33
425 Equipment/Supplies	20,000.00
435 Repairs/Maintenance	93,333.33
445 Landscaping	20,000.00
465 Telephone/Paging	5,333.33
475 Elevator	33,333.33
485 Alarm/Security/Monitoring	4,000.00
710 Contingency Reserve	52,961.83
715 Repiping Reserve	56,000.00

**TOTAL DISBURSEMENTS 784,975.16**

**STRATA PLAN LMS 851**  
**2006-08 APPROVED MAINTENANCE SCHEDULE**  
**December 1, 2006 – March 31, 2008**

SUITE	Unit Entitlement	Operating	CRF	Monthly Total	Gas Charge	Monthly Total
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**THE LEXINGTON-4657 Hazel St**

101	826	177.69	14.77	192.46		192.46
102	646	138.97	11.55	150.52		150.52
201	961	206.73	17.18	223.91	8.00	231.91
202	654	140.69	11.69	152.38		152.38
203	714	153.59	12.77	166.36	8.00	174.36
204	646	138.97	11.55	150.52		150.52
205	715	153.80	12.79	166.59	8.00	174.59
206	653	140.47	11.68	152.15		152.15
207	888	191.02	15.88	206.90	8.00	214.90
301	961	206.73	17.18	223.91	8.00	231.91
302	654	140.69	11.69	152.38		152.38
303	714	153.59	12.77	166.36	8.00	174.36
304	646	138.97	11.55	150.52		150.52
305	715	153.80	12.79	166.59	8.00	174.59
306	653	140.47	11.68	152.15		152.15
307	888	191.02	15.88	206.90	8.00	214.90
401	961	206.73	17.18	223.91	8.00	231.91
402	654	140.69	11.69	152.38		152.38
403	714	153.59	12.77	166.36	8.00	174.36
404	646	138.97	11.55	150.52		150.52
405	715	153.80	12.79	166.59	8.00	174.59
406	653	140.47	11.68	152.15		152.15
407	888	191.02	15.88	206.90	8.00	214.90
501	961	206.73	17.18	223.91	8.00	231.91
502	654	140.69	11.69	152.38		152.38
503	714	153.59	12.77	166.36	8.00	174.36
504	646	138.97	11.55	150.52		150.52
505	715	153.80	12.79	166.59	8.00	174.59
506	653	140.47	11.68	152.15		152.15
507	888	191.02	15.88	206.90	8.00	214.90
601	961	206.73	17.18	223.91	8.00	231.91
602	654	140.69	11.69	152.38		152.38
603	714	153.59	12.77	166.36	8.00	174.36
604	646	138.97	11.55	150.52		150.52
605	715	153.80	12.79	166.59	8.00	174.59
606	653	140.47	11.68	152.15		152.15
607	888	191.02	15.88	206.90	8.00	214.90
701	961	206.73	17.18	223.91	8.00	231.91
702	654	140.69	11.69	152.38		152.38
703	714	153.59	12.77	166.36	8.00	174.36
704	646	138.97	11.55	150.52		150.52
705	715	153.80	12.79	166.59	8.00	174.59
706	653	140.47	11.68	152.15		152.15
707	888	191.02	15.88	206.90	8.00	214.90
801	961	206.73	17.18	223.91	8.00	231.91
802	654	140.69	11.69	152.38		152.38
803	714	153.59	12.77	166.36	8.00	174.36
804	646	138.97	11.55	150.52		150.52
805	715	153.80	12.79	166.59	8.00	174.59
806	653	140.47	11.68	152.15		152.15
807	888	191.02	15.88	206.90	8.00	214.90
901	961	206.73	17.18	223.91	8.00	231.91
902	654	140.69	11.69	152.38		152.38
903	714	153.59	12.77	166.36	8.00	174.36
904	646	138.97	11.55	150.52		150.52
905	715	153.80	12.79	166.59	8.00	174.59
906	653	140.47	11.68	152.15		152.15



**STRATA PLAN LMS 851**  
**2006-08 APPROVED MAINTENANCE SCHEDULE**  
**December 1, 2006 - March 31, 2008**

SUITE	Unit Entitlement	Operating	CRF	Monthly Total	Gas Charge	Monthly Total
907	888	191.02	15.88	206.90	8.00	214.90
1001	961	206.73	17.18	223.91	8.00	231.91
1002	654	140.69	11.69	152.38		152.38
1003	714	153.59	12.77	166.36	8.00	174.36
1004	646	138.97	11.55	150.52		150.52
1005	715	153.80	12.79	166.59	8.00	174.59
1006	653	140.47	11.68	152.15		152.15
1007	888	191.02	15.88	206.90	8.00	214.90
1101	961	206.73	17.18	223.91	8.00	231.91
1102	654	140.69	11.69	152.38		152.38
1103	714	153.59	12.77	166.36	8.00	174.36
1104	646	138.97	11.55	150.52		150.52
1105	715	153.80	12.79	166.59	8.00	174.59
1106	653	140.47	11.68	152.15		152.15
1107	888	191.02	15.88	206.90	8.00	214.90
1201	961	206.73	17.18	223.91	8.00	231.91
1202	654	140.69	11.69	152.38		152.38
1203	714	153.59	12.77	166.36	8.00	174.36
1204	646	138.97	11.55	150.52		150.52
1205	715	153.80	12.79	166.59	8.00	174.59
1206	653	140.47	11.68	152.15		152.15
1207	888	191.02	15.88	206.90	8.00	214.90
1301	961	206.73	17.18	223.91	8.00	231.91
1302	654	140.69	11.69	152.38		152.38
1303	714	153.59	12.77	166.36	8.00	174.36
1304	646	138.97	11.55	150.52		150.52
1305	715	153.80	12.79	166.59	8.00	174.59
1306	653	140.47	11.68	152.15		152.15
1307	888	191.02	15.88	206.90	8.00	214.90
1401	961	206.73	17.18	223.91	8.00	231.91
1402	654	140.69	11.69	152.38		152.38
1403	714	153.59	12.77	166.36	8.00	174.36
1404	646	138.97	11.55	150.52		150.52
1405	715	153.80	12.79	166.59	8.00	174.59
1406	653	140.47	11.68	152.15		152.15
1407	888	191.02	15.88	206.90	8.00	214.90
1501	961	206.73	17.18	223.91	8.00	231.91
1502	654	140.69	11.69	152.38		152.38
1503	714	153.59	12.77	166.36	8.00	174.36
1504	646	138.97	11.55	150.52		150.52
1505	715	153.80	12.79	166.59	8.00	174.59
1506	653	140.47	11.68	152.15		152.15
1507	888	191.02	15.88	206.90	8.00	214.90
1601	961	206.73	17.18	223.91	8.00	231.91
1602	654	140.69	11.69	152.38		152.38
1603	714	153.59	12.77	166.36	8.00	174.36
1604	646	138.97	11.55	150.52		150.52
1605	715	153.80	12.79	166.59	8.00	174.59
1606	653	140.47	11.68	152.15		152.15
1607	888	191.02	15.88	206.90	8.00	214.90
1701	1089	234.27	19.47	253.74	8.00	261.74
1702	1122	241.37	20.06	261.43	8.00	269.43
1703	1125	242.00	20.12	262.12	8.00	270.12
1704	1056	227.17	18.88	246.05	8.00	254.05
1801	1555	334.50	27.81	362.31	8.00	370.31
1802	1555	334.50	27.81	362.31	8.00	370.31

**STRATA PLAN LMS 851**  
**2006-08 APPROVED MAINTENANCE SCHEDULE**  
**December 1, 2006 – March 31, 2008**

SUITE	Unit Entitlement	Operating	CRF	Monthly Total	Gas Charge	Monthly Total
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**THE MADISON – 4689 Hazel St**

101	870	187.15	15.56	202.71		202.71
102	644	138.53	11.52	150.05		150.05
201	954	205.22	17.06	222.28	8.00	230.28
202	651	140.04	11.64	151.68		151.68
203	845	181.77	15.11	196.88	8.00	204.88
204	1233	265.24	22.05	287.29	8.00	295.29
205	650	139.83	11.62	151.45		151.45
206	886	190.60	15.84	206.44	8.00	214.44
301	954	205.22	17.06	222.28	8.00	230.28
302	651	140.04	11.64	151.68		151.68
303	845	181.77	15.11	196.88	8.00	204.88
304	1233	265.24	22.05	287.29	8.00	295.29
305	650	139.83	11.62	151.45		151.45
306	886	190.60	15.84	206.44	8.00	214.44
401	954	205.22	17.06	222.28	8.00	230.28
402	651	140.04	11.64	151.68		151.68
403	845	181.77	15.11	196.88	8.00	204.88
404	1233	265.24	22.05	287.29	8.00	295.29
405	650	139.83	11.62	151.45		151.45
406	886	190.60	15.84	206.44	8.00	214.44
501	954	205.22	17.06	222.28	8.00	230.28
502	651	140.04	11.64	151.68		151.68
503	845	181.77	15.11	196.88	8.00	204.88
504	1233	265.24	22.05	287.29	8.00	295.29
505	650	139.83	11.62	151.45		151.45
506	886	190.60	15.84	206.44	8.00	214.44
601	954	205.22	17.06	222.28	8.00	230.28
602	651	140.04	11.64	151.68		151.68
603	845	181.77	15.11	196.88	8.00	204.88
604	1233	265.24	22.05	287.29	8.00	295.29
605	650	139.83	11.62	151.45		151.45
606	886	190.60	15.84	206.44	8.00	214.44
701	954	205.22	17.06	222.28	8.00	230.28
702	651	140.04	11.64	151.68		151.68
703	845	181.77	15.11	196.88	8.00	204.88
704	1234	265.45	22.07	287.52	8.00	295.52
705	650	139.83	11.62	151.45		151.45
706	886	190.60	15.84	206.44	8.00	214.44
801	954	205.22	17.06	222.28	8.00	230.28
802	651	140.04	11.64	151.68		151.68
803	845	181.77	15.11	196.88	8.00	204.88
804	1231	264.81	22.01	286.82	8.00	294.82
805	650	139.83	11.62	151.45		151.45
806	886	190.60	15.84	206.44	8.00	214.44
901	954	205.22	17.06	222.28	8.00	230.28
902	651	140.04	11.64	151.68		151.68
903	845	181.77	15.11	196.88	8.00	204.88
904	1233	265.24	22.05	287.29	8.00	295.29
905	650	139.83	11.62	151.45		151.45
906	886	190.60	15.84	206.44	8.00	214.44
1001	954	205.22	17.06	222.28	8.00	230.28
1002	651	140.04	11.64	151.68		151.68
1003	845	181.77	15.11	196.88	8.00	204.88
1004	1229	264.38	21.98	286.36	8.00	294.36

**STRATA PLAN LMS 851**  
**2006-08 APPROVED MAINTENANCE SCHEDULE**  
 December 1, 2006 – March 31, 2008

SUITE	Unit Entitlement	Operating	CRF	Monthly Total	Gas Charge	Monthly Total
1005	650	139.83	11.62	151.45		151.45
1006	886	190.60	15.84	206.44	8.00	214.44
1101	954	205.22	17.06	222.28	8.00	230.28
1102	651	140.04	11.64	151.68		151.68
1103	845	181.77	15.11	196.88	8.00	204.88
1104	1230	264.60	21.99	286.59	8.00	294.59
1105	650	139.83	11.62	151.45		151.45
1106	886	190.60	15.84	206.44	8.00	214.44
1201	954	205.22	17.06	222.28	8.00	230.28
1202	651	140.04	11.64	151.68		151.68
1203	845	181.77	15.11	196.88	8.00	204.88
1204	1228	264.16	21.96	286.12	8.00	294.12
1205	650	139.83	11.62	151.45		151.45
1206	886	190.60	15.84	206.44	8.00	214.44
1301	954	205.22	17.06	222.28	8.00	230.28
1302	651	140.04	11.64	151.68		151.68
1303	845	181.77	15.11	196.88	8.00	204.88
1304	1230	264.60	21.99	286.59	8.00	294.59
1305	650	139.83	11.62	151.45		151.45
1306	886	190.60	15.84	206.44	8.00	214.44
1401	954	205.22	17.06	222.28	8.00	230.28
1402	651	140.04	11.64	151.68		151.68
1403	845	181.77	15.11	196.88	8.00	204.88
1404	1230	264.60	21.99	286.59	8.00	294.59
1405	650	139.83	11.62	151.45		151.45
1406	886	190.60	15.84	206.44	8.00	214.44
1501	954	205.22	17.06	222.28	8.00	230.28
1502	651	140.04	11.64	151.68		151.68
1503	845	181.77	15.11	196.88	8.00	204.88
1504	1233	265.24	22.05	287.29	8.00	295.29
1505	650	139.83	11.62	151.45		151.45
1506	886	190.60	15.84	206.44	8.00	214.44
1601	954	205.22	17.06	222.28	8.00	230.28
1602	651	140.04	11.64	151.68		151.68
1603	845	181.77	15.11	196.88	8.00	204.88
1604	1230	264.60	21.99	286.59	8.00	294.59
1605	650	139.83	11.62	151.45		151.45
1606	886	190.60	15.84	206.44	8.00	214.44
1701	954	205.22	17.06	222.28	8.00	230.28
1702	651	140.04	11.64	151.68		151.68
1703	845	181.77	15.11	196.88	8.00	204.88
1704	1231	264.81	22.01	286.82	8.00	294.82
1705	650	139.83	11.62	151.45		151.45
1706	886	190.60	15.84	206.44	8.00	214.44
1801	954	205.22	17.06	222.28	8.00	230.28
1802	651	140.04	11.64	151.68		151.68
1803	845	181.77	15.11	196.88	8.00	204.88
1804	1231	264.81	22.01	286.82	8.00	294.82
1805	650	139.83	11.62	151.45		151.45
1806	886	190.60	15.84	206.44	8.00	214.44
1901	1085	233.40	19.40	252.80	8.00	260.80
1902	1118	240.50	19.99	260.49	8.00	268.49
1903	1117	240.29	19.97	260.26	8.00	268.26
1904	1054	226.73	18.85	245.58	8.00	253.58
2001	1548	333.00	27.68	360.68	8.00	368.68
2002	1543	331.93	27.59	359.52	8.00	367.52

TOTALS                      39821.37      3310.07      43131.44      1120.00      44251.44



# MINUTES OF COUNCIL MEETING STRATA CORPORATION LMS 851

The Lexington / The Madison  
March 8, 2007  
(Following the Annual General Meeting)

**This notice contains important information which may affect you. Please ask someone to translate it for you.**

此通告刊載有可能影響閣下的重要資料。請找人為你翻譯。  
ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ  
ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

**Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vị. Xin nhờ người phiên dịch hộ.**

**Este aviso contiene información importante que puede afectarle personalmente. Pídale a alguien que se lo traduzca.**

**Ce document contient des renseignements importants qui pourraient vous concerner. Veuillez demander à quelqu'un de vous le traduire.**

**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION LMS 851  
“THE LEXINGTON” / “THE MADISON”**

---

**HELD:** Thursday, March 08<sup>th</sup>, 2007 following the Annual General Meeting in Salon B of the Holiday Inn Express Metrotown, 4405 Central Boulevard, Burnaby, BC

**PRESENT:** Harb Doad (President) (Maintenance) Unit 1205L  
Ling Ling Ding Unit 601L  
Claire Kao (Treasurer) (Landscaping) Unit 606M  
He Tian Unit 1502M  
Winnie Suk Sit Unit 1307L

Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**REGRETS:** Abdul Osman (Vice President) Unit 905M  
Jun Zhu Unit 503M

**CALL TO ORDER:**

With a quorum of Council Members present, the Meeting was called to order at 9:48 PM by Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**COUNCIL POSITIONS:**

Council discussed the assignment of Council positions and agreed on the following assignments.

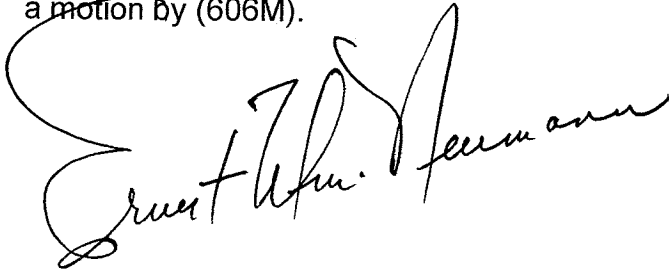
Doad, Harb (President) (Maintenance)	1205L
Osman, Abdul (Vice President)	905M
Kao, Claire (H. J.) (Treasurer) (Landscaping)	606M
Ding, Ling Ling	601L
Sit, Suk Winnie	1307L
Tian, He	1502M
Zhu, Jun	502M

**NEXT MEETING:**

The next Council Meeting for LMS 851 is **tentatively** scheduled to be held **Wednesday, April 18, 2007 commencing 6:30 PM** at “The Madison” in the Level P1 Meeting Room.

## TERMINATION

There being no further business to discuss, the Meeting was terminated at 9:59 PM on a motion by (606M).



Ernest Neumann

Bayside Property Services Ltd.  
Suite #100 – 6400 Roberts Street  
Burnaby, BC V5G 4C9

**Direct: 604-629-8755**

Tel: 604-432-7774 (24 hrs – after office hours, emergencies only please)

Fax: 604-430-2698

Email: [eneumann@baysideproperty.com](mailto:eneumann@baysideproperty.com)

**\*\*Recent recommendations to the Real Estate Regulations require a vendor to provide purchasers with copies of Minutes. Please retain these Minutes provided to you, at no cost, as replacement Minutes will be subject to payment of a fee.**

## **LMS 851 Strata Council Accomplishments 2006 (President's Report AGM 2007)**

Your Strata Council is happy to have been able to serve all of the Owners of LMS 851 and would like to share some highlights of accomplishments during the Fiscal Year 2006-2007 which follow:

- The **contracting out of our waste disposal services** to the City of Burnaby is saving our strata approximately \$7,000 to \$8,000 each year compared with previous costs to North West Waste Services. Our Garbage Compactor was breaking down more often due to large trash items being thrown in and causing this Compactor to clog. Mr. Gong, the Resident Manager was spending numerous hours clearing clogged trash from the Compactor. Now Mr. Gong has more time to attend to other issues around the buildings rather than spending time on clearing the Compactor.
- **Installation of capacitors** at a total cost of \$1900.00 on our electric pump and fan motors has eliminated the BC Hydro penalty for inefficient energy usage that was being charged to our Strata approximately amounting to between \$8,000 and \$10,000 per year. These are the savings that will continue for a very long time. This in turn will keep our monthly maintenance costs reasonable.
- Replaced one **new hot water heater** (which was bought in year 1997 and was sitting in the stairwell all these years) in Lexington and removed two old hot water heaters which were not removed back in year 1997 when two new hot water heaters were put in place by helicopter. Removal of old hot water heaters was a very labour intensive and expensive operation. Now we can continue to have a steady supply of hot water for a number of more years before we have to replace the existing hot water heaters with **hot water boilers** (as we did in the Madison tower few years back) which are very energy efficient in comparison to hot water heaters.
- Installed a **new air compressor for the Fire Protection System** in the Madison tower and **upgraded the Fire Protection piping** to minimize false alarms and enhance Fire Safety. This new system will give us at least ten years trouble free service in the Madison tower for the Fire Protection System.
- The **Madison tower garage gate has been upgraded with a new gear drive** to provide trouble free service. The previous garage gate drive was breaking down quite frequently, costing more in repairs and was causing more problems for our Resident Manager, Mr. Gong.
- The **air heater in the Lexington** has been repaired and will give us an additional service of two to three more years before we have to replace it at a very high cost. This Air Heater supply comfortable warm air to all common areas of Lexington.
- Both Emergency Diesel Generators which supply electricity when BC Hydro system is interrupted (in Lexington & Madison) are serviced & inspected.
- Council agreed to spend about \$2500 for more plants and flowers in front of Madison and Lexington towers to improve landscaping & Gardening and Claire Kao (Council Treasurer) will supervise this work with our Gardener.



# MINUTES OF COUNCIL MEETING STRATA CORPORATION LMS 851

The Lexington / The Madison  
February 6<sup>th</sup>, 2007

This notice contains important information which may affect you. Please ask someone to translate it for you.

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ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vị. Xin  
nhờ người phiên dịch hộ.

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a alguien que se lo traduzca.

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Veuillez demander à quelqu'un de vous le traduire.



THE UNIVERSITY OF CHICAGO  
DEPARTMENT OF CHEMISTRY

REPORT OF THE COMMITTEE ON THE  
PROGRESS OF THE DEPARTMENT OF CHEMISTRY  
FOR THE YEAR 1967-68

Presented to the Board of Trustees  
at the meeting held on May 15, 1968

By the Department of Chemistry  
Committee on the Progress of the Department  
of Chemistry

CHICAGO, ILLINOIS  
MAY 15, 1968

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Presented to the Board of Trustees  
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CHICAGO, ILLINOIS  
MAY 15, 1968

**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION LMS 851  
"THE LEXINGTON" / "THE MADISON"**

---

**HELD:** Tuesday, February 6, 2007 at 6:30 PM in the Meeting Room, Level P1 of "The Madison" at 4689 Hazel Street, Burnaby, BC

**PRESENT:** Harb Doad (President) (Maintenance) Unit 1205L  
Abdul Osman (Vice President) Unit 905M  
Claire Kao (Treasurer) (Landscaping) (Arrived 7:41 PM) Unit 606M  
He Tian (Arrived 7:29 PM) Unit 1502M  
Jun Zhu (Arrived 7:34 PM) Unit 503M

Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**REGRETS:** Sylvia Du Unit 907L

**GUEST:** A Guest was in attendance from Unit 805M.

**CALL TO ORDER:**

**It was not possible to begin the Meeting as scheduled since a quorum was not present at the scheduled time.** The Council President, Vice President and Property Manager waited until a quorum of Council Members was present, at which time the Meeting was called to order at 7:32 PM by Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUEST BUSINESS:**

Unit 805L discussed the matter of restorations still pending within the Unit following the leakage from the burst plumbing. Council referred to a letter sent to the Owner indicating that two contractors had now refused to work in the Unit reportedly as a result of the interference of the Owner. Until the Owner allows a contractor to complete the work without interference the restorations remain pending.

**PREVIOUS MINUTES:**

After review, it was moved (905M), seconded (1502M) to adopt the Minutes of the Tuesday, January 9<sup>th</sup>, 2007 Council Meeting, as previously circulated. Carried by majority vote.

**BUSINESS ARISING FROM MINUTES:**

1. Maintenance Issues Progress Report: Council reviewed a verbal report from the Council President concerning mechanical and maintenance matters which have been evaluated and/or addressed since the last Council Meeting:

### **In Progress Maintenance Issues**

- **Burnaby Fire Department Inspection:** Notification was received from the Burnaby Fire Department regarding a January 31, 2007 inspection visit to the Madison. The Council President will continue to follow-up with the Burnaby Fire Department.
- **Water in Elevator Pit:** The elevator contractor has indicated that water has accumulated in the elevator pit of the Lexington building. The Resident Manager will co-ordinate with the elevator contractor to determine the source and any remedial action required.
- **Caulking Repairs:** The Council President advised that the caulking contractor has indicated that three Units are left which require re-caulking. This re-caulking will be able to be undertaken as soon as weather and the contractor's schedule permits.
- **Restorations from Plumbing Leak 805L:** As noted under *Guest Business*, the restorations are still pending.

### **Other Maintenance Issues:**

- **Driveway Pavement Repairs; Anchor System and Anchor Point Testing; Painting of Common Area Trim Madison and Lexington:** Council tabled further discussion of these items to a later Meeting.

### **Landscaping Issues:**

- **Landscaping Quotations:** Bayside provided the quote from the current landscaping contractor as well as two additional quotes from landscaping contractors previously used at LMS 851. Following discussion, Council requested that the Council Member who is the Landscaping Coordinator review the quotations and discuss details with the landscapers before Council makes a final decision on which contractor to use for the new landscaping season.
2. Small Claims Court Claim Update: The trial is still scheduled for Tuesday, March 6 commencing at 9:30 AM. Gerald K. Martin of Lim & Company who has been handling the legal matters for this Claim will continue to act as legal counsel for the Strata Corporation. The Council President will be present at the Trial since neither the Vice President nor any other Council Members are able to attend.

### **FINANCIAL MATTERS**

1. Financial Reports: Council reviewed Financial Reports for "The Lexington/The Madison."

**Following discussion, it was moved (905M), seconded (503M) that the Financial Reports for October and November, 2006 be accepted as presented and prepared by Bayside. Carried by majority vote.**

2. Accounts Receivable: Bayside reported the outstanding Accounts Receivable total as of February 6<sup>th</sup>, 2007 is at \$5428.99. Council noted that there was an increase in Receivables since the last Meeting, and that some Owners still have large outstanding accounts. Council directed Bayside to effect collection as necessary.
3. Accounts Payable: Council reviewed and authorized payment of several invoices.
4. Budget 2007 Committee: The Council President on behalf of the Budget Committee provided a draft budget for 2007 for presentation to the Owners for a vote at the Annual General Meeting. Bayside noted that with a proposed Resolution Council wished to bring to the Owners for a proposed change in the date of the fiscal year end, it would be necessary to provide two budgets to the Owners including one which would provide for the additional months required to extend the budget to the newly proposed fiscal year end.

**Following discussion, it was moved (905M), seconded (503M) that the proposed budget reflecting an increase of 2.5% in Owners' Contributions be presented to the Owners for approval at the Annual General Meeting. Carried by majority vote.**

Bayside also noted that further to discussions with Council in January of 2006, the proposed increase in Management Service Fee was reduced and that it would be necessary for an additional increase this year as a result of the impact of the new regulations within the *Real Estate Services Act* and the cost of licensing for all Property Managers.

**Following discussion, it was moved (1502M), seconded (1205L) that an increase of 2.5% for Management Fees be included in the Budget for the new fiscal year. Carried by majority vote.**

### **COMMUNICATIONS**

Council reviewed items of communication which were received prior to the Meeting.

1. 1801/1802L: Council reviewed a fax from the Owners of the Units pertaining to the caulking/window leakage matter.
2. 801M: Council reviewed a fax from the tenant in the Unit outlining some concerns. Bayside was instructed to advise the Owner that any issues pertaining to the common property and/or the Unit must be brought to the Owner of the Unit who would then advise Council and/or Bayside.

### **NEW BUSINESS:**

1. Insurance Appraisal: Bayside advised that following the last Meeting, the Strata Corporation's agent had been advised of Council's concern with such a significant

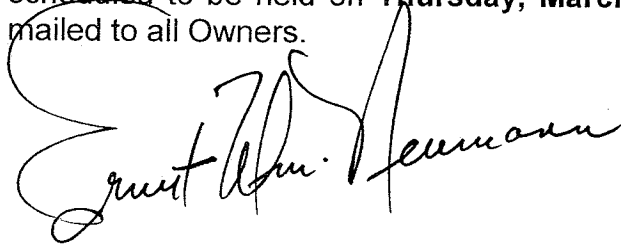
increase in appraised value from last year which in turn is translating into a significant increase in insurance premium. Pat Anderson of Pat Anderson Agencies indicated the company would engage in a cost free appraisal for the strata corporation to determine if the Normac appraisal is correct. In the meantime, the strata corporation's insurance will reflect the new replacement value.

2. Resident Manager Cell Phone Package: Council discussed the matter of the cell phone and pager package for the Resident Manger. Bayside provided correspondence from Telus outlining new rate and coverage enhancements.
3. AGM Preparations and Resolutions: Bayside advised that the same venue as last year has been reserved for the AGM for March 8. Following discussion, Council instructed Bayside to include two Special Resolutions in the *Notice of Meeting* Package--one to change the date of the fiscal year end to March 31 and the other to enhance parking security with the installation of two new garage gates at the entrances to the visitor parking areas.
4. Real Estate Activity Report: Bayside provided Council with the most recent Real Estate Activity Report for Strata LMS 851.

#### TERMINATION

There being no further business to discuss, the Meeting was terminated at 8:10 PM on a motion by (1502M).

The next Meeting for LMS 851 will be the Annual General Meeting which is tentatively scheduled to be held on **Thursday, March 8, 2007**. Official *Notice of Meeting* will be mailed to all Owners.



Ernest Neumann  
Bayside Property Services Ltd.  
Suite #100 – 6400 Roberts Street  
Burnaby, BC V5G 4C9  
Tel: 604-432-7774 (24 hrs – after office hours, emergencies only please)  
**Direct Line: 604-629-8755**  
Fax: 604-430-2698  
Email: enemann@baysideproperty.com

**N.B. Recent recommendations to the Real Estate Regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to payment of a fee.**

**Weekend / Holiday / Evening Service Call Instructions**

**Should you encounter a situation requiring emergency attention, please contact Bayside's office at 604-432-7774 and advise the operator of the situation giving as many details as possible. Ensure that you state it is an emergency and leave your name and telephone. Your call will be returned promptly by the on-call property manager so please keep your telephone line free in order that the emergency may be addressed. Your cooperation in this regard is appreciated.**

# NOTICES

## CONTACTING THE RESIDENT MANAGER

**PLEASE NOTE:** The Resident Manager should only be contacted by Owners/Residents on his cell phone IN THE CASE OF AN EMERGENCY. All other contact should be made by using the Pager Number so a call-back can be made by the Resident Manager at an appropriate time.

Many Owners/Residents who have the Resident Manager's cell phone number have been abusing the number and have been forcing the Resident Manager to run between buildings in non-emergency situations resulting in inconvenience and wasted time. Please use the Pager Number (604 915-8985) to contact the Resident Manager for a call-back for all NON-EMERGENCY situations.

# 通知

## 大廈經理的聯系方式

**請注意:** 各位大廈業主和住戶隻有在緊急情況下，才可以用大廈經理的手機來聯系他。其他所有情況，請用大廈經理的傳呼號碼，大廈經理將會在適當的時間打回給您。

很多已經知道大廈經理手機號碼的業住和住戶，經常亂用大廈經理的手機；在不緊急的情況下，迫使大廈經理奔走於兩個大廈之間，造成了很多不便也浪費了很多時間。所以在不緊急的情況下，請用傳呼機號碼 (604 915-8985) 來聯系大廈經理，大廈經理會在適當時間回您的電話。



# MINUTES OF COUNCIL MEETING STRATA CORPORATION LMS 851

The Lexington / The Madison  
January 9<sup>th</sup>, 2007

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ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

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**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION LMS 851  
"THE LEXINGTON" / "THE MADISON"**

---

**HELD:** Tuesday, January 9<sup>th</sup>, 2007 at 6:30 PM in the Meeting Room, Level P1 of "The Madison" at 4689 Hazel Street, Burnaby, BC

**PRESENT:**

Harb Doad (President) (Maintenance)	Unit 1205L
Abdul Osman (Vice President)	Unit 905M
Sylvia Du (Departed 7:29 PM)	Unit 907L
Claire Kao (Treasurer) (Landscaping) (Arrived 7:23 PM)	Unit 606M
He Tian	Unit 1502M
Jun Zhu	Unit 503M

Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUEST:** A Guest was in attendance from Unit 102L.

**CALL TO ORDER:**

With a quorum of Council Members present, the Meeting was called to order at 6:46 PM by Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUEST BUSINESS:**

Unit 102L requested that the damage/repainting to the exterior wall, frame and front entrance door of the Unit be attended to. Following a recent break-in the Owner also requested an update on the repair of the patio door, repair to the motion sensor light and consideration by Council of additional security measures for all ground floor Units at LMS 851.

**PREVIOUS MINUTES:**

After review, it was moved (1205L), seconded (905M) to adopt the Minutes of the Wednesday, September 27<sup>th</sup>, 2006 Council Meeting, as previously circulated. **Carried by majority vote.**

**BUSINESS ARISING FROM MINUTES:**

1. Maintenance Issues Progress Report: Council reviewed a verbal report from the Council President concerning mechanical and maintenance matters which have been evaluated and/or addressed since the last Council Meeting:

**Completed Maintenance Issues**

- **BC Safety Authority:** Bayside provided Council with the new certificates for 2007 for the Elevating Devices Operating Permits and Boiler Pressure Permits for both buildings.

- **Capacitor Installation on Pump Motors:** The Council President informed the Meeting that the work was completed with respect to the installation of capacitors on all pump motors and fans. The most recent invoice from BC Hydro reflected consumption following the installation of the capacitors and Council noted that NO penalty for an inefficient power factor below 90% is currently being levied. **Council was very pleased to note that the \$280 to \$380 per month on EACH building in the form of a penalty as a result of this factor is no longer being added to the BC Hydro billing and expressed its sincere gratitude to the Council President for all of his efforts, time and expertise engaged in this project that now realizes an annual savings for the Strata Corporation of close to \$4600 for EACH building!**
- **Generators:** The Council President reported that both building generators have been serviced and fueled and that both generators are in excellent condition.

#### **In Progress Maintenance Issues**

- **Caulking Repairs:** Council reviewed communication which had been forwarded from the Owners of 1801/1802L as well as 1403M and 1103L concerning some additional window leakage. Council advised that John Mao will continue to monitor these concerns in conjunction with the caulking contractor. Additional re-caulking will be able to be undertaken as soon as weather and the contractor's schedule permits.
- **Restorations from Plumbing Leak 805L:** Council's selected contractor has been put in touch with the Owner of Unit 805L and the remaining restoration work will be completed as soon as the contractor's schedule permits. The work in 705L, which incurred much less damage, has been completed.

#### **Other Maintenance Issues:**

- **Driveway Pavement Repairs:** Bayside advised Council that an Owner from the Madison had called indicating that they owned a company which provided this type of repair. Bayside indicated this Owner's company could submit a quote for the repairs for Council to review. To date, the quotation has not been received.
- **Anchor System and Anchor Point Testing:** Council tabled further discussion to a later Meeting so the matter could be addressed after the Annual General Meeting and before the next scheduled window cleaning.

#### **Landscaping Issues:**

- **Landscaping Quotations:** Bayside advised that the current landscaping contractor had provided a quote for the forthcoming year or

service. Following discussion, Council determined that the Council Member overseeing landscaping matters would co-ordinate with Bayside to receive two additional quotes for Council to review before the next Meeting so that a new contract can be entered into by the beginning of the landscaping season.

2. Small Claims Court Claim Update: The Resolution passed by  $\frac{3}{4}$  Vote at the Special General Meeting held in November has permitted the Strata Corporation to proceed with legal expenses and/or settlement of the Claim filed by Northwest Waste Systems. The trial has been scheduled for Tuesday, March 6 commencing at 9:30 AM. Gerald K. Martin of Lim & Company who has been handling the legal matters for this Claim will continue to act as legal counsel for the Strata Corporation.

### **FINANCIAL MATTERS**

1. Financial Reports: Council reviewed Financial Reports for "The Lexington/The Madison."

Following discussion, it was moved (905M), seconded (606M) that the Financial Reports for August and September, 2006 be accepted as presented and prepared by Bayside. **Carried by majority vote.**

2. Accounts Receivable: Bayside reported the outstanding Accounts Receivable total as of January 9<sup>th</sup>, 2007 is at \$3513.45. While Council noted that there was a decrease in Receivables since the last Meeting, there are still a number who have large outstanding accounts. Council directed Bayside to commence the application of fines pursuant the *Strata Property Act* every week as opposed to monthly on those Units with large amounts owing to the Strata Corporation.
3. Accounts Payable: Council reviewed and authorized payment of several invoices where discrepancies had been corrected and details of the invoices had been reviewed with the contractors, in particular with MILANI and Voltech.
4. Budget 2007 Committee: Council determined that a Budget Committee to prepare a draft budget for 2007 for Council to approve to bring to the Owners for a vote at the Annual General Meeting would consist of the Treasurer and the Vice President. Bayside will forward a template to the Treasurer and the Committee will prepare the draft before the next Council Meeting for Council Members to review.
5. BC Assessment Authority 2007 Property Assessment: Bayside provided Council with a copy of the 2007 Property Assessment for the Strata Corporation's Corporate Unit.

### **COMMUNICATIONS**

Council reviewed items of communication which were received prior to the Meeting.

1. 1801/1802L: Council reviewed faxes from the Owners of the Units pertaining to the caulking matter and additional leakage. Council addressed the matter as noted above.
2. 1102L: Council reviewed a letter from the Owner regarding a Bylaw violation.
3. 304L: Council reviewed a letter from the Owner regarding disturbance from piano playing. Council directed Bayside to forward a letter to the offending Unit regarding appropriate hours for playing the piano and to encourage softer use of the instrument.
4. 1403M: Council reviewed a letter re caulking and window leakage. It was determined that the Treasurer and Vice President would investigate further.
5. 705L: An email was received concerning restoration following the plumbing leak in the Unit above. As noted above, this work has been completed.
6. 805L: Several emails were received concerning the restorations in the Unit. The matter is in the hands of the contractor as noted above.
7. 101M: A letter was received in Chinese which required translation concerning fines pertaining to missed Fire Alarm Inspections. Bayside was directed to prepare a letter in response to the Owner concerning the fines.
8. 707L: A letter was received concerning fines pertaining to missed Fire Alarm Inspections. Bayside was directed to prepare a letter in response to the Owner concerning the fines.
9. 102L: Email and a letter were received concerning matters which the Owner brought to the attention of Council as noted above under "Guest Business."

**NEW BUSINESS:**

1. Insurance Appraisal: Bayside provided Council with the updated Year 3 of 3 Appraisal for the Corporation. Council noted that there was significant increase over last year and that the building's replacement value had escalated from \$46,827,000 last year to \$55,256,000 this year. Since there was such a significant increase from last year translating into an increase in insurance premium, Council requested that Normac Appraisals Ltd. provide rationale for this increase. Bayside was directed to pass on Council's concerns to Normac Appraisals Ltd.
2. Security and Break-Ins: Council discussed the rash of recent break-ins into vehicles in the Visitor Parking in both buildings as well as into a Lexington ground floor Unit. Council discussed the matter of installing garage gates at the entrances to the Visitor Parking of both buildings. Bayside advised that this matter will need to be brought forward to the Owners as a Special Resolution at the Annual General Meeting.
3. Annual Christmas Party: Council thanked Council Member Sylvia Du and Owner, John Mao for all of their efforts regarding the arrangements for the Christmas Party

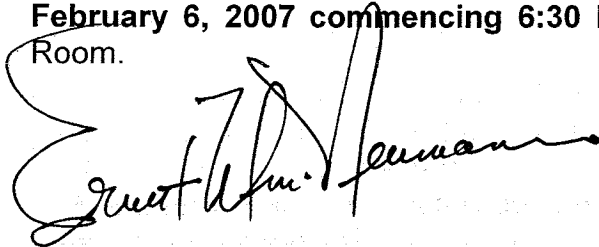
which was again a success with many Owners from both buildings having taken part.

4. AGM Preparations and Resolutions: Bayside advised that the next AGM is due and that there would be time for only one more Council Meeting before the AGM. Council advised that one additional Special Resolution they wished to bring forward to the Owners would be to change the date of the fiscal year end. Bayside provided information from the *Strata Property Act* indicating that this is possible by  $\frac{3}{4}$  Vote as long as the current fiscal year would not extend beyond eighteen months.
5. Real Estate Activity Report: Bayside provided Council with the most recent Real Estate Activity Report for Strata LMS 851.

### TERMINATION

There being no further business to discuss, the Meeting was terminated at 8:58 PM on a motion by (606M).

The next Council Meeting for LMS 851 is tentatively scheduled to be held on **Tuesday, February 6, 2007 commencing 6:30 PM** at "The Madison" in the Level P1 Meeting Room.



Ernest Neumann  
Bayside Property Services Ltd.  
Suite #100 – 6400 Roberts Street  
Burnaby, BC V5G 4C9  
Tel: 604-432-7774 (24 hrs – after office hours, emergencies only please)  
**Direct Line: 604-629-8755**  
Fax: 604-430-2698  
Email: [eneumann@baysideproperty.com](mailto:eneumann@baysideproperty.com)

**N.B. Recent recommendations to the Real Estate Regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to payment of a fee.**

### Weekend / Holiday / Evening Service Call Instructions

Should you encounter a situation requiring emergency attention, please contact Bayside's office at 604-432-7774 and advise the operator of the situation giving as many details as possible. Ensure that you state it is an emergency and leave your name and telephone. Your call will be returned promptly by the on-call property manager so please keep your telephone line free in order that the emergency may be addressed. Your cooperation in this regard is appreciated.

# NOTICES

## **VANDALISM AND THEFT IN VISITOR PARKING AREAS**

**PLEASE NOTE:** All Owners/Residents should be particularly vigilant since several break-ins and thefts of valuables and audio equipment in vehicles parked in the visitor parking areas have recently occurred. Please ensure your vehicle is securely locked and/or alarmed. All Owners/Residents should watch for strangers and suspicious behavior in the parking areas of the buildings.

## **SECURITY AROUND BUILDINGS**

**PLEASE NOTE:** Owners/Residents are reminded to be vigilant and aware of security not only around the common areas of the building, but in particular within the parking garages. Please take a moment when entering or exiting the garages to observe whether the gate has come completely down to rest and to ensure that no one has slipped in while the gate is closing. **NEVER LET ANYONE YOU DO NOT KNOW INTO ANY COMMON AREAS OF THE BUILDING. BE VIGILANT OF ANY SUSPICIOUS ACTIVITY AROUND THE BUILDINGS.**

**OWNERS ARE ALSO REMINDED THAT IF YOU ARE AWAY FROM YOUR UNIT FOR ANY EXTENDED PERIOD OF TIME, YOU SHOULD LEAVE YOUR UNIT KEYS WITH THE MR. GONG, THE RESIDENT MANAGER OR ADVISE HIM OF A CONTACT/NEIGHBOUR WITH WHOM YOU HAVE LEFT YOUR UNIT'S KEYS IN THE EVENT ACCESS IS REQUIRED DURING AN EMERGENCY.**

# 通知

## 訪客停車區域的破壞和偷竊事件

**請注意:**

所有的業主和住戶請提高警惕,近來有很多停在訪客停車區域的車輛被撬開,車內的一些播放設備和值錢的物品被盜走.請確保您的車輛已經安全的鎖好並且報警系統也已經打開.所有業主和住戶請留意大廈和停車場附近的陌生人和一些引人懷疑的行為.

## 大廈周圍的安全

**請注意:**

所有業主和住戶請提高警惕,不僅僅要留意大廈公共區域的安全,更加要留意停車場的安全.在進出大廈停車場的時候,請多停留一段時間,以確保大門已經完全落下,並確保在大門落下的時候沒有人趁機溜進來.在任何情況下都不要讓你不認識的人進入任何大廈的公共區域.並且請警惕大廈周圍的任何讓人產生懷疑的行為.

任何業主如果要離開您的居住單位很長時間,請記得把您的居住單位鑰匙留給大廈管理員宮先生或者您的鄰居.如果您把鑰匙留給您的鄰居,請讓宮先生知道,以防有緊急事件發生,我們需要進入您的居住單位.



# MINUTES OF SPECIAL GENERAL MEETING STRATA CORPORATION LMS 851

The Lexington / The Madison  
November 2, 2006

This notice contains important information which may affect you. Please ask someone to translate it for you.

此通告刊載有可能影響閣下的重要資料。請找人為你翻譯。

ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vị. Xin nhờ người phiên dịch hộ.

Este aviso contiene información importante que puede afectarle personalmente. Pidale a alguien que se lo traduzca.

Ce document contient des renseignements importants qui pourraient vous concerner. Veuillez demander à quelqu'un de vous le traduire.

## **MINUTES OF SPECIAL GENERAL MEETING STRATA CORPORATION LMS 851**

---

**HELD:** Thursday, November 2, 2006 at 7 p.m. in the Lobby of the LMS 851 "Madison" Building, 4689 Hazel Street, Burnaby, BC

**PRESENT:** The Owners, Strata Plan LMS 851, as per Registration Sheet  
Ernest Neumann - Bayside Property Services Ltd.

### **REGISTRATION, CERTIFICATION OF PROXIES AND ISSUING OF BALLOTS:**

Strata Corporation LMS 851 has two hundred and twenty-three (223) eligible votes thereby requiring that seventy-five (75) votes be present either in person or by proxy to represent a quorum. Proxies were certified and ballots were issued at the time of registration.

The Owners in attendance were advised at 7:00 PM that a quorum of Owners was not present, however the Bylaws for Strata Corporation LMS 851 (Bylaw 119.4) ("*One third of the persons entitled to vote present in person or by proxy constitutes a quorum. If within one-quarter hour from the time appointed for a general meeting or an extraordinary general meeting a quorum is not present, the persons present entitled to vote will constitute a quorum.*") permit general meetings to commence with the Strata Lots represented after fifteen minutes. The Owners in attendance were advised at 7:19 PM that the Meeting would be called to order and that the Owners present would constitute the quorum. Fifty-two (52) Strata Lots were represented in total [thirty-four (34) in person and eighteen (18) by Proxy].

### **CALL TO ORDER:**

The Meeting was officially called to order at 7:20 p.m. by Ernest Neumann, Bayside Property Services Ltd.

### **ELECTION OF PERSON TO CHAIR MEETING:**

The Owners were asked to elect a person to chair the Meeting.

It was moved (501L), seconded (702L) that Bayside Property Services Ltd. (Property Manager, Ernest Neumann) Chair the Meeting. **Carried by majority vote.**

### **APPROVAL OF THE AGENDA:**

The Owners were asked to approve the Agenda as presented for the Meeting in the Notice of Meeting package.

It was moved (501L), seconded (904M) to approve the Agenda presented for the Meeting in the *Notice of Meeting*. **Carried by majority vote.**

**NOTICE OF MEETING:**

It was moved (501L), seconded (904M) to file Proof of Notice of Meeting dated October 13<sup>th</sup>, 2006. **Carried by majority vote.**

**PREVIOUS GENERAL MEETING MINUTES:**

It was moved (501L), seconded (1401M) to adopt the Minutes of the previous general meeting, the Annual General Meeting held March 7, 2006 as previously circulated by Bayside. **Carried by majority vote.**

**SPECIAL RESOLUTIONS:**

The Owners were presented with one Special Resolution which was outlined in the *Notice of Meeting*. The Chair read the Resolution to the Owners and presented background information for Council's rationale in bringing the Resolution forward for the vote of the Owners.

The Resolution was necessary to permit Council to continue to defend the litigation against the Strata Corporation pertaining to the cancellation of the contract with Northwest Waste Systems Inc. in order that scavenging service could commence with the City of Burnaby for the Madison Building. Council only has authorization to spend up to a maximum of \$2500 without going to the Owners with a Special Resolution to make additional funds available at a General Meeting. (pursuant the *Bylaws Strata Plan LMS 851; Bylaw 118.12* which reads: "*The Strata Council shall not, except in emergencies, authorize, without authorization by a Special Resolution of the Strata Corporation, an expenditure exceeding \$2500.00 which was not set out in the annual budget of the Strata Corporation and approved by the Owners at a General Meeting.*") Council therefore requested the aforementioned authorization in order to continue defense with the litigation against the Strata Corporation.

**SPECIAL RESOLUTION #1** by  $\frac{3}{4}$  vote:

**BE IT RESOLVED THAT** the Owners, Strata Plan LMS 851, hereby approve the expenditure of funds beyond the \$2500 permitted (if necessary) up to a maximum of \$25,000 by withdrawal from the Contingency Reserve Fund for legal expenses and/or settlement of the Claim filed by Northwest Waste Systems Inc. against Strata Corporation LMS 851. (Vancouver Small Claims Court No. 0611449).

The Chair requested that two persons act as scrutineers for the ballot count. The Owners of 801M and 203L agreed to assist Bayside and act as scrutineers in the

counting and tabulation of the ballots for the vote.

Following discussion, the Chair requested the Vote and noted for the Owners present that thirty-nine (39) affirmative votes would be required for the Special Resolution to pass by  $\frac{3}{4}$  vote.

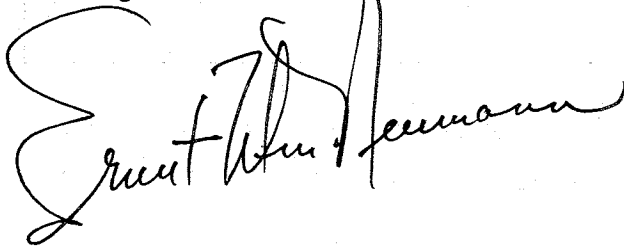
It was moved (203L), seconded (501L)] to approve Special Resolution #1 as presented above. **Carried by the required  $\frac{3}{4}$  vote. (41 Affirmative, 9 Opposed, 2 Abstentions).**

**TERMINATION:**

There being no further business to discuss, the Meeting was terminated at 7:52 p.m. on a motion from (2001M).

**NEXT MEETING:**

The next Meeting for Strata Corporation LMS 851 will be the next regular Council Meeting, which will be set for a date to be determined in January 2007.



Ernest Neumann  
Bayside Property Services Ltd.  
Suite #100 – 6400 Roberts Street  
Burnaby, BC V5G 4C9  
**Direct Line 604-629-8755**  
Tel: 604-432-7774 (24 hrs – after office hours, emergencies only please)  
Fax: 604-430-2698  
Email: [eneumann@baysideproperty.com](mailto:eneumann@baysideproperty.com)

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**ANNUAL CHRISTMAS PARTY**

PLEASE NOTE: ALL OWNERS AND RESIDENTS OF THE LEXINGTON AND THE MADISON ARE INVITED TO THE ANNUAL CHRISTMAS PARTY HOSTED BY LMS 851 IN THE LOBBY OF THE LEXINGTON BUILDING. THE PARTY WILL TAKE PLACE ON SATURDAY, DECEMBER 9<sup>th</sup> COMMENCING AT 6:30 PM. REFRESHMENTS WILL BE PROVIDED. PLEASE BRING A CHAIR FOR YOUR COMFORT IF YOU DESIRE.

**每年聖誕節聚會**

請注意：

由LMS851

LEXINGTON舉辦的一年一度的聖誕節聚會將會在LMS851

LEXINGTON大廈的大堂舉行，歡迎所有LEXINGTON和

MADISON大廈的業主和住戶參加。聚會將會在星期六，十二月九日，晚六點三十分正式開始。有點心和飲料提供。如果需要，請自備椅子。

THE UNIVERSITY OF CHICAGO  
DEPARTMENT OF CHEMISTRY

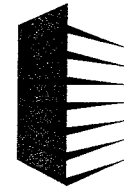
1. The first part of the experiment is to determine the molar mass of a polymer. This is done by measuring the osmotic pressure of a solution of the polymer in a solvent. The osmotic pressure is a colligative property, and it is proportional to the concentration of the polymer in the solution. The molar mass of the polymer can be calculated from the osmotic pressure and the concentration of the solution.

2. The second part of the experiment is to determine the degree of substitution of a polymer. This is done by measuring the change in the refractive index of a solution of the polymer when it is treated with a reagent that reacts with the substituent groups. The refractive index is a colligative property, and it is proportional to the concentration of the polymer in the solution. The degree of substitution can be calculated from the change in the refractive index and the concentration of the solution.

3. The third part of the experiment is to determine the molecular weight of a polymer. This is done by measuring the viscosity of a solution of the polymer in a solvent. The viscosity is a colligative property, and it is proportional to the concentration of the polymer in the solution. The molecular weight of the polymer can be calculated from the viscosity and the concentration of the solution.

4. The fourth part of the experiment is to determine the glass transition temperature of a polymer. This is done by measuring the change in the heat capacity of a polymer as a function of temperature. The glass transition temperature is the temperature at which the polymer transitions from a glassy state to a rubbery state. The glass transition temperature can be calculated from the change in the heat capacity and the temperature.

5. The fifth part of the experiment is to determine the crystallinity of a polymer. This is done by measuring the X-ray diffraction pattern of a polymer. The X-ray diffraction pattern is a function of the scattering angle and the intensity of the scattered X-rays. The crystallinity of the polymer can be calculated from the X-ray diffraction pattern.



**BAYSIDE**  
PROPERTY SERVICES LTD.

October 13, 2006

**PLEASE BRING THIS NOTICE TO THE MEETING!**

**NOTICE OF SPECIAL GENERAL MEETING**  
**STRATA CORPORATION LMS 851 – “The Lexington & The Madison”**

---

**NOTICE:** A **Special General Meeting** of the Owners, Strata Plan LMS 851 will be held on **Thursday, November 2, 2006** at 7:00 p.m. in the **Lobby of the Madison Building**, 4689 Hazel Street, Burnaby, BC.

**(Registration to commence at 6:30 p.m.)**  
**(Please bring a chair for seating)**

**PURPOSE OF MEETING:**

1. To Discuss/Vote on Special Resolution #1.

**SPECIAL RESOLUTION #1 BY ¾ VOTE:**

**BE IT RESOLVED THAT** the Owners, Strata Plan LMS 851, hereby approve the expenditure of funds beyond the \$2500 permitted (if necessary) up to a maximum of \$25,000 by withdrawal from the Contingency Reserve Fund for legal expenses and/or settlement of the Claim filed by Northwest Waste Systems Inc. against Strata Corporation LMS 851. (Vancouver Small Claims Court No. 0611449).

**NOTE:**

This Resolution is necessary to permit Council to continue to defend the litigation against the Strata Corporation pertaining to the cancellation of the contract with Northwest Waste Systems Inc. in order that scavenging service could commence with the City of Burnaby for the Madison Building. Council only has authorization to spend up to a maximum of \$2500 without going to the Owners with a Special Resolution to make additional funds available at a General Meeting. (pursuant the *Bylaws Strata Plan LMS 851; Bylaw 118.12* which reads: *"The Strata Council shall not, except in emergencies, authorize, without authorization by a Special Resolution of the Strata Corporation, an expenditure exceeding \$2500.00 which was not set out in the annual budget of the Strata Corporation and approved by the Owners at a General Meeting."*) Council is therefore requesting the aforementioned authorization in order to continue defense with the litigation against the Strata Corporation.

**VOTING:**

Depending on the Bylaws of the Strata Corporation, in order to vote an Owner may have to be paid up in all arrears of maintenance fees, fines or other charges (including chargebacks) owing to the Strata Corporation. If you are uncertain of the status of your account, please call our Accounting Department at 604-432-7774 between 9:00 a.m. and 4:00 p.m. Owners may be represented by proxies – a blank proxy is provided for your convenience. A spouse who is not registered on title MUST have a proxy authorization to vote.

**QUORUM:**

No business shall be transacted at any general meeting unless a quorum is present at the time when the meeting proceeds to business. A quorum requires that eligible voters holding 1/3 of the strata corporation's votes be present in person or by proxy.

**PROXY:**

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



### **VOTING PROCEDURES:**

At any general meeting, a resolution by the vote of the meeting shall be decided on a show of voting cards, unless a precise count is demanded by any eligible voter present in person or by proxy. Unless a precise count is so demanded, a declaration by the Chair that a resolution has, on a show of voting cards been carried, is conclusive evidence of the fact without proof of the number or proportion of votes recorded in favour of or against the resolution. A demand for a precise count may be withdrawn.

In case of equality in the votes, whether on a show of voting cards or on a poll, the president, or, if the president is absent or unable or unwilling to vote, the vice president of the Strata Council is entitled to a casting vote in addition to his/her original vote. On the show of voting cards, each strata lot shall have one vote. On a show of voting cards or a precise count, votes may be given either personally or by proxy.

### **ORDER OF BUSINESS**

- 1) Registration, certification of the proxies and corporate representatives and issuing of the voting ballots for each strata lot represented at the Meeting;
- 2) Determination that there is a quorum;
- 3) Election of a Chair of the Meeting, if necessary;
- 4) Approval of Agenda;
- 5) Filing Proof of Notice of Meeting dated October 13, 2006;
- 6) Approval of the Minutes of the previous Annual General Meeting (March 7, 2006);
- 7) Discussion/Voting on Resolution #1 by  $\frac{3}{4}$  vote;
- 8) Termination of the Meeting.



**PROXY**

I/We \_\_\_\_\_ being the registered Owner(s) of Unit # \_\_\_\_\_, \_\_\_\_\_ Hazel Street, Burnaby, BC, "The Lexington / The Madison", Strata Plan LMS 851 hereby appoint \_\_\_\_\_ to be my/our authorized Proxy Representative at the Special General Meeting of The Owners, Strata Plan LMS 851, Thursday, November 02, 2006, and at any adjournment thereof.

Discretionary authority is conferred on the Proxy with respect to such proposals or matters, which may properly come before the Meeting and at any adjournment thereof

SIGNED THIS \_\_\_\_\_ day of \_\_\_\_\_ 2006.

Owner (s) \_\_\_\_\_



902 Madison  
NOV 01 2006

# MINUTES OF COUNCIL MEETING STRATA CORPORATION LMS 851

## The Lexington / The Madison September 27<sup>th</sup>, 2006

**This notice contains important information which may affect you. Please ask someone to translate it for you.**

此通告刊載有可能影響閣下的重要資料。請找人為你翻譯。  
ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ  
ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

**Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vị. Xin nhờ người phiên dịch hộ.**

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**Ce document contient des renseignements importants qui pourraient vous concerner. Veuillez demander à quelqu'un de vous le traduire.**

**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION LMS 851  
“THE LEXINGTON” / “THE MADISON”**

---

**HELD:** Wednesday, September 27<sup>th</sup>, 2006 at 6:30 PM in the Meeting Room,  
Level P1 of “The Madison” at 4689 Hazel Street, Burnaby, BC

**PRESENT:** Harb Doad (President) (Maintenance) Unit 1205L  
Abdul Osman (Vice President) Unit 905M  
He Tian Unit 1502M  
Jun Zhu Unit 503M

Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**REGRETS:** Sylvia Du Unit 907L  
Claire Kao (Treasurer) (Landscaping) Unit 606M

**GUESTS:** Guests were in attendance from Units 1102L, 1504L, 102L, 605L and  
501L.

**CALL TO ORDER:**

With a quorum of Council Members present, the Meeting was called to order at 6:36 PM  
by Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUESTS BUSINESS:**

Unit 1102L requested permission for the installation of hard surface flooring in the Unit.  
Council directed the Owner to obtain samples of materials planned to be used for the  
installation and suggested the Owner contact the approved installation firm of Galaflex  
Flooring who are familiar with Strata LMS 851 installation guidelines for hard surface  
flooring installation. The Owner of the Unit agreed to get back to Council/Bayside once  
samples and details had been obtained.

Unit 1504L requested permission for the installation of hard surface flooring in the Unit.  
Samples of materials from Galaflex Flooring were presented to Council at the Meeting.  
Council approved the installation pursuant the Strata LMS 851 guidelines for hard  
surface flooring installation and with the understanding that the normal *Special Privilege  
Document* would be signed before the work is to be commenced.

Unit 102L requested permission for the installation of hard surface flooring in the Unit.  
Samples of materials from Galaflex Flooring were presented to Council at the Meeting.  
Council approved the installation pursuant the Strata LMS 851 guidelines for hard  
surface flooring installation and with the understanding that the normal *Special Privilege  
Document* would be signed before the work is to be commenced.

The Owner of the Unit also brought to Council’s attention the matter of a hole in the wall  
outside the Unit as well as ceiling tiles in the hallway requiring replacement. Council

advised the Owner that this was damage in the common areas and that it would be addressed when a contractor is available.

Unit 605L requested permission for the installation of hard surface flooring in the Unit. Samples of materials from Galaflex Flooring were presented to Council at the Meeting. Council approved the installation pursuant the Strata LMS 851 guidelines for hard surface flooring installation and with the understanding that the normal *Special Privilege Document* would be signed before the work is to be commenced.

Unit 501L the Owner of the Unit, who has an engineering background, discussed the matter of the hallway circulation fans and the discrepancy in air volume versus the motor capacity in the initial design/construction of the building. The Council President, who has a mechanical engineering background, indicated the matter has been noted and that remedial steps are being taken to block the volume of air. The Owner agreed to be available as a volunteer to provide input and assistance to Council. The Owner also provided positive feedback for Council's decision to change the scavenging service at the Lexington building to the City of Buranby.

#### **PREVIOUS MINUTES:**

After review, it was moved (905M), seconded (1502M) to adopt the Minutes of the Wednesday, August 09<sup>th</sup>, 2006 Council Meeting, as previously circulated. **Carried by majority vote.**

#### **BUSINESS ARISING FROM MINUTES:**

1. Maintenance Issues Progress Report: Council reviewed a verbal report from the Council President concerning mechanical and maintenance matters which have been evaluated and/or addressed since the last Council Meeting:

##### **Completed Maintenance Issues**

- **Annual Window Washing**: Council noted that the window washing on the Lexington building was also now completed.

##### **In Progress Maintenance Issues**

- **BC Hydro Inefficient Power Usage Penalty / Capacitor Installation on Pump Motors**: The Council President informed Council that the reason a penalty appears on the Strata Corporation's monthly BC Hydro bill is because of an inefficient power factor below 90%. Strata LMS 851 has been paying about \$280 to \$380 per month on each building in the form of a penalty as a result of this factor. Following a great amount of investigation and consultation the Council President advised that he contacted one of the electrical engineering firms in order that they might suggest ways and means in which the Strata Corporation could reduce or eliminate this hefty monthly penalty from BC Hydro. With the background information received, the Council President advised that he then proceeded to contact Power Factor

Correction Equipment company who came to inspect the equipment in both LMS 851 buildings—"The Madison" and "The Lexington." It was recommended that the Strata Corporation install power factor correction capacitors in both of the mechanical rooms for the domestic pump drives as well as in both of the penthouses in the air handling system fan drives. Most of the work for this project is finished now and the Strata Corporation should begin to realize the savings from this work every month starting on the next month's BC Hydro bill. Council expressed thanks to the Council President for sharing his knowledge and expertise and for the amount of time and effort he provided for the benefit of the Strata Corporation.

- **Air Intake System:** As indicated under "Guest Business" in these Minutes, remedial steps are being undertaken to correct the problems with the system.

**Other Maintenance Issues:**

- **Painting of Common Area Trim in Madison and Lexington:** Further discussion and investigation of this matter was tabled to a future Meeting to be addressed next year.
- **Driveway Pavement Repairs:** This matter is still being investigated and Council requested the matter be tabled to a future Meeting.
- **Anchor System and Anchor Point Testing:** Further discussion was tabled to a later Meeting to be addressed next year when the next testing is required.

**Landscaping Issues:**

- **Hedge Trimming:** Bayside advised that the landscaping contractor indicated the hedge pruning would commence the beginning of October. Bayside also advised that the contractor had been asked to provide a quotation for upgrades to some of the front beds at the entrance of the Lexington building.

2. Change of Scavenging Services Lexington Building: Council discussed the issue of scavenging service for the Lexington building. It was noted that the change to the City of Burnaby at the Madison building has saved the Strata Corporation a great amount of money and the service provided by the City has been excellent. The transition to the City of Burnaby was smooth and Council noted that in Burnaby, our taxes supplement and provides the very low monthly fee for scavenging and garbage service that has been enjoyed for at least a year and a half at the Madison. Council noted that changing the Lexington building to service from the City of Burnaby will realize an approximately \$350 saving per month for this building alone.



Following discussion, it was moved (905M), seconded (1502M) to approve changing the scavenging service at the Lexington building to the City of Burnaby service. **Carried by majority vote.**

3. Small Claims Court Claim Update: The Settlement Conference was held on September 8, 2006 however no settlement agreement was possible. The Council Vice President and the Strata's legal counsel represented the Strata Corporation at the Conference. The Claim was set for trial and a Pre-Trial Conference was scheduled for November 9, 2006. Council noted that it would be necessary to call a Special General Meeting in order to receive approval from the Owners for expenditure of funds beyond the \$2500 permitted for legal and/or settlement of the Claim filed by Northwest Waste Systems Inc. against the Strata Corporation. Bayside was directed to set up the Meeting for November 2, 2006 if possible.
4. Pigeon Nuisance and Purchase of Pigeon Traps: No further information was received for this Meeting from the Owner of Unit 1401L with respect of attending to the arrangements for the purchase and maintenance of the traps.
5. Resident Manager / Relief Janitor Duties and Responsibilities: Further discussion of the matter was tabled to a later Meeting.

### **FINANCIAL MATTERS**

1. Financial Reports: Council reviewed the recent Financial Reports for "The Lexington/The Madison."

Following discussion, it was moved (905M), seconded (503M) that the Financial Reports for May, June and July, 2006 be accepted as presented and prepared by Bayside. **Carried by majority vote.**

2. Accounts Receivable: Bayside reported the outstanding Accounts Receivable total as of September 27<sup>th</sup>, 2006 is at \$4062.92. Council discussed the matter of a few of the outstanding Accounts Receivable. Following discussion Council directed Bayside to forward letters to those Owners in arrears indicating that fines would now be applied pursuant the *Strata Property Act* every week as opposed to monthly.
3. Accounts Payable: The Council President reported that there are still credits to be applied to some invoices from MILANI before payment is authorized.

### **COMMUNICATIONS**

Council reviewed items of communication which were received prior to the Meeting.

1. 501L: Council reviewed an email from the Owner of the Unit pertaining to a caulking matter. Council will address the matter.
2. 1102L: Council reviewed a letter from the Owner requesting permission to install hard surface flooring in the Unit as noted above under "Guest Business."

3. 1504L: Council reviewed a letter from the Owner requesting permission to install hard surface flooring in the Unit as noted above under "Guest Business."

Following discussion, it was moved (1502M), seconded (905M) that permission be granted to Units 1504L, 102L and 605L to install hard surface flooring in the Units according to the approved installation guidelines and process for LMS 851 based on the samples provided from Galaflex Flooring. **Carried by majority vote.**

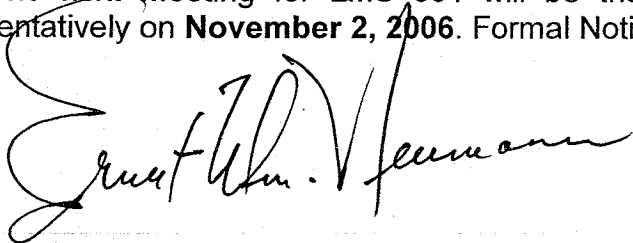
### **NEW BUSINESS:**

1. Illegal Unit Rental: Council noted and discussed the matter of the illegal rental of Unit 1201M contrary to the new Rental Restriction Bylaw approved at the last Annual General Meeting. Council directed Bayside to apply fines to the Unit Owner's account.
2. Annual Christmas Party: Council discussed the planning of the Annual Strata LMS 851 Christmas Party. A committee consisting of the Council Vice President and Council Member Sylvia Du was struck to commence with plans for an early December party.
3. Real Estate Activity Report: Bayside provided Council with the most recent Real Estate Activity Report for Strata LMS 851.

### **TERMINATION**

There being no further business to discuss, the Meeting was terminated at 8:10 PM on a motion by (1205L).

The next Meeting for LMS 851 will be the **Special General Meeting** to be held tentatively on **November 2, 2006**. Formal Notice of Meeting will be sent to all Owners.



Ernest Neumann  
Bayside Property Services Ltd.  
Suite #100 – 6400 Roberts Street  
Burnaby, BC V5G 4C9  
Tel: 604-432-7774 (24 hrs – after office hours, emergencies only please)  
**Direct Line: 604-629-8755**  
Fax: 604-430-2698  
Email: [eneumann@baysideproperty.com](mailto:eneumann@baysideproperty.com)

**N.B. Recent recommendations to the Real Estate Regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to payment of a fee.**

**Weekend / Holiday / Evening Service Call Instructions**

**Should you encounter a situation requiring emergency attention, please contact Bayside's office at 604-432-7774 and advise the operator of the situation giving as many details as possible. Ensure that you state it is an emergency and leave your name and telephone. Your call will be returned promptly by the on-call property manager so please keep your telephone line free in order that the emergency may be addressed. Your cooperation in this regard is appreciated.**

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes the need for transparency and accountability in financial reporting.

2. The second part of the document outlines the various methods and techniques used to collect and analyze data. It includes a detailed description of the experimental procedures and the statistical tools employed.

3. The third part of the document presents the results of the study, showing the trends and patterns observed in the data. It includes several tables and graphs to illustrate the findings.

4. The fourth part of the document discusses the implications of the findings and their potential applications in the field. It also addresses the limitations of the study and suggests areas for future research.

5. The fifth part of the document provides a summary of the key points and conclusions drawn from the study. It reiterates the importance of the research and its contribution to the field.

6. The sixth part of the document includes a list of references and a bibliography, citing the works of other researchers in the field. It also includes a list of figures and tables used in the study.

7. The seventh part of the document contains a list of appendices, providing additional information and data related to the study. It includes a list of abbreviations and a list of symbols used.

8. The eighth part of the document includes a list of acknowledgments, thanking the individuals and organizations that provided support and assistance during the course of the study.

9. The ninth part of the document contains a list of contact information for the author and other relevant parties. It includes a list of addresses and phone numbers.

## NOTICES

### NEW SCAVENGING (GARBAGE) SERVICE AT LEXINGTON BUILDING

**PLEASE NOTE:** All Owners/Residents of the **LEXINGTON BUILDING EFFECTIVE November 1, 2006**, the City of Burnaby will commence with scavenging service for the garbage from this building in the same fashion as collection from the Madison building. Please note that **the compactor and the compactor chute WILL NO LONGER BE USED FOR GARBAGE DISPOSAL**. All Owners/Residents will need to put their BAGGED garbage directly into the dumpster bins in the garbage room of the Lexington building. Please observe notices for further instructions regarding garbage disposal at the LEXINGTON.

### FIREPLACE SERVICING OFFER

**PLEASE NOTE:** All Owners/Residents with fireplaces in their Units who wish to have their fireplaces serviced may take advantage of the following offer:

Fireplaces should be fully serviced every second year to ensure proper operation and to avoid carbon monoxide escaping.

Your Strata Council has arranged for fireplace servicing by **Stewart King of Quay Fireplace** who is offering a very low cost for this service.

The cost of servicing is payable by the owner or resident of each suite at the following reduced rate:

**Lighting, safety check, cleaning and servicing is \$74.00**

This special price is possible due to the number of owners participating and an exclusive agreement with one company. The usual average cost for an individual call to have a fireplace serviced is approximately \$90.00 - \$100.00.

If you wish to take advantage of this special offer, please call **Stewart King** at  
**QUAY FIREPLACE – 604-818-3473**

### CLEANLINESS IN COMMON AREAS

**PLEASE NOTE:** All Owners/Residents (in particular those with **CHILDREN and families**) are asked to please ensure that food trash, litter and garbage is not left or spilled in common hallways or on common property of the Strata. The Owners of children caught littering and leaving food trash in common areas will be fined.

### **SAFETY FOR CHILDREN**

**PLEASE NOTE:** All Owners/Residents (in particular those with **CHILDREN and families**) are asked to please ensure that children are not running in the parking areas and driveways of the Strata LMS 851. Council is concerned about the safety of the children who may fall and injure themselves, notwithstanding being struck by a moving vehicle.

### **VANDALISM AND THEFT IN VISITOR PARKING AREAS**

**PLEASE NOTE:** All Owners/Residents should be particularly vigilant since several break-ins and thefts of valuables and audio equipment in vehicles parked in the visitor parking areas have recently occurred. Please ensure your vehicle is securely locked and/or alarmed. All Owners/Residents should watch for strangers and suspicious behavior in the parking areas of the buildings.

# MINUTES OF COUNCIL MEETING STRATA CORPORATION LMS 851

The Lexington / The Madison  
August 9<sup>th</sup>, 2006

**This notice contains important information which may affect you. Please ask someone to translate it for you.**

此通告刊載有可能影響閣下的重要資料。請找人為你翻譯。  
ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ  
ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

**Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vị. Xin nhờ người phiên dịch hộ.**

**Este aviso contiene información importante que puede afectarle personalmente. Pídale a alguien que se lo traduzca.**

**Ce document contient des renseignements importants qui pourraient vous concerner. Veuillez demander à quelqu'un de vous le traduire.**

**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION LMS 851  
"THE LEXINGTON" / "THE MADISON"**

---

**HELD:** Wednesday, August 09<sup>th</sup>, 2006 at 6:30 PM in the Meeting Room, Level P1 of "The Madison" at 4689 Hazel Street, Burnaby, BC

**PRESENT:** Harb Doad (President) (Maintenance) Unit 1205L  
Abdul Osman (Vice President) Unit 905M  
Sylvia Du Unit 907L  
Claire Kao (Treasurer) (Landscaping) Unit 606M  
Jun Zhu Unit 503M

Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**REGRETS:** He Tian Unit 1502M

**GUESTS:** Guests were in attendance from Units 1005M, 706M, 1406L, 904M, 501L, 205M and 1607L.

**CALL TO ORDER:**

With a quorum of Council Members present, the Meeting was called to order at 6:37 PM by Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**PRESENTATION:**

A presentation was made to former Council Member John Mao from Council in thanks for his many years of volunteer service to the Owners of Strata LMS 851.

**GUESTS BUSINESS:**

Unit 1105M requested permission for the installation of hard surface flooring in the Unit. Samples of materials were presented to Council at the Meeting. Council approved the installation pursuant the Strata LMS 851 guidelines for hard surface flooring installation and with the understanding that the normal *Special Privilege Document* would be signed before the work is to be commenced. A bilingual Council Member agreed to assist the Owner with the completion of the forms after Bayside has the documents ready.

Unit 706M discussed with Council the matter of the recent Fire Safety Inspection and the fines which were levied against the Unit pertaining to the inspection. Following discussion with the Owner, Council agreed to remove the fines and pointed out to the Owner that fire safety equipment is NOT to be removed or tampered with and that it is the Owner's responsibility to ensure that the detectors are in the Units.

Unit 1406L requested clarification pursuant the Strata Property Act regarding the policy of guests at Strata Council Meetings. Council and Bayside responded to the Owner's concerns.



Unit 904M questioned Council about the hot water pressure in the Madison building. The Council President responded to the Owner's concerns. It also was pointed out to the Owner that a recent problem in the Madison relating to hot water had been addressed by the Resident Manager in the absence of the Council President who was on vacation.

Unit 205M the guest made a request for the installation of hard surface flooring which was reviewed by Council under the "Communications" portion of these Minutes, below.

Unit 501L the guest requested an in camera discussion with Council. Council addressed the business of this Owner in camera.

### **PREVIOUS MINUTES:**

After review, it was moved (1205L), seconded (905M) to adopt the Minutes of the Tuesday, June 13, 2006 Council Meeting, as previously circulated. **Carried by majority vote.**

### **BUSINESS ARISING FROM MINUTES:**

1. Maintenance Issues Progress Report: Council reviewed a verbal report from the Council President concerning mechanical and maintenance matters which have been evaluated and/or addressed since the last Council Meeting:

#### **Completed Maintenance Issues**

- **Milani Preventative Maintenance Report:** The Council President advised that the Preventative Maintenance Report from Milani has been reviewed and that everything is up to date.
- **Annual Fire Alarm and Safety Re-Inspection:** The re-inspection and testing was completed for several Units which did not provide access for the testing as scheduled. Council noted however that some Owners and Residents had still missed the scheduled re-inspection and that these Units are now subject to an additional \$100.00 fine as well as the cost of re-inspection.
- **City of Burnaby Annual Testing of Backflow Assembly:** The Council President reported that the required outstanding testing for the backflow prevention assembly has been completed.
- **Annual Window Washing:** Bayside reported that at the time of the Meeting, the contractor had completed the window washing at the Madison building, however that due to an emergency and necessary re-scheduling, the Lexington had not been completed. The earliest a cleaning could be arranged for the Lexington in order to complete the job is August 14. Bayside advised Council that the contractor requested information about the anchor testing reports. The Council

President advised that the anchors had been tested and that the next testing will be scheduled for next year.

- **Madison Emergency Generator Repair:** The Council President advised that the repair on the Madison emergency generator has been completed.

#### **In Progress Maintenance Issues**

- **Penthouse Restorations:** Carpet and painting restorations have been completed in the Madison penthouse Unit following the re-caulking work which had been completed earlier. The carpet and painting restorations in the bedrooms of the Lexington penthouses are scheduled to be completed by August 18 following the completion of the re-caulking work at the Lexington.
- **Lexington Heat Exchanger Make-Up Air Unit:** The Council President reported that this work required at the Lexington is still to be addressed with Milani.

#### **Other Maintenance Issues:**

- **Painting of Common Area Trim in Madison and Lexington:** Further discussion and investigation of this matter was tabled to a future Meeting to be addressed next year.
  - **Driveway Pavement Repairs:** This matter is still being investigated and Council requested the matter be tabled to a future Meeting.
  - **Anchor System and Anchor Point Testing:** Further discussion was tabled to a later Meeting to be addressed next year when the next testing is required.
  - **Unit 102L Fence Repair and Staining:** Council reviewed and approved a draft letter prepared by Bayside in response to correspondence which had been received from the Owner of the Unit.
  - **Capacitor Installation on Pump Motors:** Council discussed the issue of the monthly surcharge penalty which is being levied by BC Hydro to LMS 851 for the inefficient consumption by the pump motors. Following explanations from the Council President, Council discussed the matter of the 10 pump motors requiring the installation of capacitors to alleviate this surcharge. The matter and related costs will be investigated further.
2. Supreme Court Claim Update: Bayside reported that communication was received from the Corporation's legal counsel advising that an Agreement between the parties had been achieved and that since each Council Member as well as the Strata Corporation had been named in the Claim, the Mutual Release Agreement would require all signatures in order to be executed. One of the conditions of the Mutual

Release Agreement is that the terms of the Mutual Release Agreement be kept confidential and cannot be disclosed to any other party at any time. The matters pertaining to this claim are now closed and future Form B's issued from Bayside will no longer be required to list this Claim against the Strata Corporation.

3. Small Claims Court Claim Update: Bayside reported that communication had been received from the Small Claims Court pertaining to a Settlement Conference. The Settlement Conference has been scheduled for September 8, 2006. The Council Vice President will again co-ordinate with the legal counsel about this matter.
4. Pigeon Nuisance and Purchase of Pigeon Traps: Following discussion, Council agreed to permit the purchase of the pigeon traps as requested by the Owner of 1401L. The Owner of Unit 1401L will attend to this matter and the arrangements for the maintenance of the traps.
5. Resident Manager / Relief Janitor Duties and Responsibilities: Further discussion of the matter was tabled to a later Meeting.
6. Management Services Contract: A Committee of Council met with the President and Vice President of Bayside prior to this Meeting and reviewed discussion pertaining to the proposed increase brought to Council at the January, 2006 Council Meeting.

Following discussion, it was moved (1205L), seconded (606M) for Strata LMS 851 to accept a 2.5% increase in management fees, effective July 1, 2006. **Carried by majority vote.**

7. Unit 601L Hard Surface Flooring: The new Owner of the Unit was informed that installation of new hard surface flooring could only take place following the Possession Date.

## **FINANCIAL MATTERS**

1. Financial Reports: Council had previously reviewed and approved the Financial Reports for March and April at the last Council Meeting. Approval of the Financial Reports for May and June, 2006 was tabled to the next Meeting pending review by the Treasurer and Council President.
2. Accounts Receivable: Bayside reported the outstanding Accounts Receivable total as of August 9<sup>th</sup>, 2006 is at \$9015.47. Council discussed the matter of one major outstanding Account Receivable.

Following discussion, it was moved (905M), seconded (503M) that Strata LMS 851 direct Bayside to begin lien proceedings against a Unit in the Madison with a very large unpaid account balance. **Carried by majority vote.**

Council also discussed the matter of some additional large account balances which had not been paid by the respective Owners.

Following discussion, it was moved (905M), seconded (907L) that Strata LMS 851 direct Bayside to begin the lien threat process and if necessary, lien proceedings against any Units at LMS 851 which are more than 6 months in arrears. **Carried by majority vote.**

3. Accounts Payable: The Council President reported that he is continuing to review and negotiate some outstanding invoices with Milani before payment is authorized. Bayside was directed to pay the BC Hydro invoices which had been forwarded to the Council President for authorization.
4. Trust Accounts: A Committee of Council made arrangements for the movement of \$620,000 of Strata LMS 851 funds to CIBC. The funds were placed into two certificates—one \$500,000 non-redeemable certificate that matures July 17, 2007 and one \$120,000 redeemable certificate that also matures July 17, 2007. Bayside advised Council that these funds which have now been moved out of the Bayside Trust Accounts with VanCity, are now NOT covered by the bonding carried by Bayside for the Trust Accounts held at VanCity.

### **COMMUNICATIONS**

Council reviewed items of communication which were received prior to the Meeting.

1. 705M: Council reviewed an email from the Owner of the Unit who wanted to advise Council of damage to common property by the elevators in the Madison recently observed. Council indicated that Mr. Gong will investigate and report to the Council President.
2. 1401L: Council discussed a letter received concerning the matter of nuisance from pigeons.
3. 1703L: The Owner forwarded a letter requesting permission to install an air conditioning Unit.

Following discussion, it was moved (905M), seconded (1205L) that permission be granted to Unit 1703L to install an air conditioning unit in the Unit according to the permitted standards for LMS 851. **Carried by majority vote.**

4. 1102L: Council reviewed a letter from the Owner requesting permission to install hard surface flooring in the Unit. Council requested Bayside advise the Owner of the process whereby samples of materials to be used and proof of WCB/liability coverage for selected contractors would need to be presented to Council before approval could be granted.
5. 205M: Council reviewed a request in person and a letter received from the Owner requesting permission to install hard surface flooring in the Unit. Council observed the samples of materials to be used and was informed by the Owner that Galaflex (an already approved hard surface flooring contractor for LMS 851) would be attending to the installation. The Owner also mentioned that a problem exists with sewer back-up in the Unit. The Council President indicated that the Unit would be

checked to see if it is necessary to install a backflow/check valve in this Unit as was recently done in another second floor Madison building Unit.

Following discussion, it was moved (905M), seconded (907L) that permission be granted to Unit 205M to install hard surface flooring in the Unit according to the approved installation guidelines and process for LMS 851. **Carried by majority vote.**

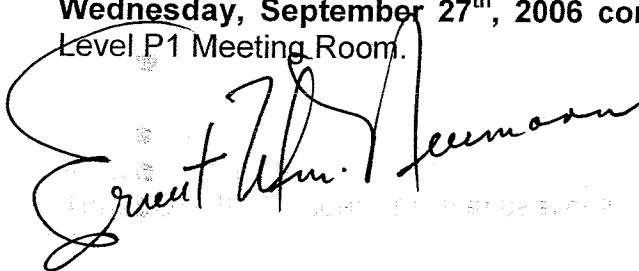
### **NEW BUSINESS:**

1. **Real Estate Activity Report:** Bayside provided Council with the most recent Real Estate Activity Report for Strata LMS 851.

### **TERMINATION**

There being no further business to discuss, the Meeting was terminated at 9:02 PM on a motion by (907L).

The next Council Meeting for LMS 851 is tentatively scheduled to be held on **Wednesday, September 27<sup>th</sup>, 2006 commencing 6:30 PM** at "The Madison" in the Level P1 Meeting Room.



Ernest Neumann  
Bayside Property Services Ltd.  
Suite #100 – 6400 Roberts Street  
Burnaby, BC V5G 4C9  
Tel: 604-432-7774 (24 hrs – after office hours, emergencies only please)  
**Direct Line: 604-629-8755**  
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Email: [eneumann@baysideproperty.com](mailto:eneumann@baysideproperty.com)

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# MINUTES OF COUNCIL MEETING STRATA CORPORATION LMS 851

## The Lexington / The Madison

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ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ  
ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vị. Xin nhờ người phiên dịch hộ.

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**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION LMS 851  
"THE LEXINGTON" / "THE MADISON"**

---

**HELD:** Tuesday, June 13<sup>th</sup>, 2006 at 6:30 PM in the Meeting Room, Level P1 of "The Madison" at 4689 Hazel Street, Burnaby, BC

**PRESENT:**

Harb Doad (President) (Maintenance)	Unit 1205L
Abdul Osman (Vice President)	Unit 905M
Sylvia Du	Unit 907L
Claire Kao (Treasurer) (Landscaping) (Arrived 7 :10 PM)	Unit 606M
He Tian	Unit 1502M
Jun Zhu	Unit 503M

Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUESTS:** Guests were in attendance from Units 1406L, 501L, 904M, 601L as well as the new purchaser of Unit 601L.

**CALL TO ORDER:**

With a quorum of Council Members present, the Meeting was called to order at 6:33 PM by Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUESTS BUSINESS:**

Unit 1406L raised concern on behalf of some other Owners about a problem with pigeons and pigeon excrement on the balconies at the Lexington. Council indicated this was an item on the Agenda which would be discussed.

Unit 501L provided background information concerning Special Privilege arrangements for the existing air conditioning units in some Units.

Unit 904M raised concern about the Madison building dome camera which the Council President advised is still being investigated.

Unit 601L advised Council that the Unit has been sold and possession will be at the end of July. Council was advised that the improperly installed hard surface flooring would be removed before the end of July. The new purchaser of the Unit requested from Council permission to install a hard surface flooring and provided samples of the insulation to be used. Council advised that once a Special Privilege Document was signed and that under Council supervision there was assurance the old floors were removed and the new ones installed pursuant the guidelines, it would be fine to commence.

**COUNCIL MEMBER RESIGNATION AND NEW APPOINTMENT:**

1. Following the May Council Meeting, on June 05, 2006, Council Member John Mao submitted his resignation from Council effective immediately on that date. Council



accepted the resignation with regret and wished to sincerely thank the departed Council Member for all his hard work and effort on behalf of the Owners of LMS 851. Pursuant the *Strata Property Act of British Columbia*, Council may appoint another Owner to replace a Council Member who has resigned their position before the next Annual General Meeting.

Following discussion and pursuant the *Strata Property Act of British Columbia*, it was moved, seconded [(Unit 1205L)/(Unit 905M)] that Sylvia Du be appointed to replace the resigned Council Member until the next scheduled Annual General Meeting. **Carried by majority vote.**

Following discussion, it was moved, seconded [(Unit 905M)/(Unit 1502M)] that a token of appreciation be given to the departed Council Member in appreciation for and in recognition of the many years of volunteer service provided to the Owners of LMS 851 and that a committee consisting of Sylvia Du and He Tian make the arrangements. **Carried by majority vote.**

### **PREVIOUS MINUTES:**

After review, it was moved, seconded [(1502M)/(905M)] to adopt the Minutes of the Wednesday, May 03<sup>rd</sup>, 2006 Council Meeting, as previously circulated. **Carried by majority vote.**

### **BUSINESS ARISING FROM MINUTES:**

1. **Maintenance Issues Progress Report:** Council reviewed a verbal report from the Council President concerning mechanical and maintenance matters which have been reviewed and/or addressed since the last Council Meeting:

#### **Completed Maintenance Issues**

- **Milani Preventative Maintenance Report:** The Council President advised that the Preventative Maintenance Report from Milani has been reviewed and that everything is up to date.
- **Re-Caulking Repairs:** Council received a report that the re-caulking work has been successful and that only one very small area in one of the Lexington penthouse bedrooms needs to be attended to with additional re-caulking. The Council President advised the re-caulking will be attended to as soon as the contractor is available to complete the work.
- **Annual Fire Alarm and Safety Inspection:** The annual inspection and testing was completed however Council noted that several Units did not provide access for the testing as scheduled, particularly in the Madison building where 15 Units need to still be tested. Testing has been re-scheduled and the Units in question will be fined \$50.00. Council noted that Owners and Residents missing the scheduled re-inspection will be subject to a \$100.00 fine as well as the cost of re-inspection.

### FIRE ALARM RE-TESTING IN MISSED UNITS

**PLEASE NOTE: Owners/Residents of Units in the Madison and Lexington buildings who missed the earlier scheduled Annual Fire Alarm Testing must make access to their Units available for the scheduled re-testing which will be held Saturday, July 15<sup>th</sup>, 2006. Please ensure that you leave your key with Mr. Gong, the Resident Manager or with a neighbour if you are not able to be home on the aforementioned day. Units missing this scheduled re-testing will be subject to a \$100.00 fine and the cost of re-testing over and above the earlier levied fine of \$50.00 plus the cost of re-testing.**

- **Painting at Madison:** Council noted that all of the painting work in the Madison in the P1 Visitor Parking area as well as the re-painting of the residential floor hallways has been completed by Provincial Painting.
- **Elevator Operating Permits:** Bayside reported that the new annual Operating Permits for the elevators in the Lexington have been received.
- **Unit 206 Madison Plumbing Drainage:** A continuing problem with plumbing drainage from the Unit has now been corrected with a backflow prevention installation. There was no damage to the Unit.

#### In Progress Maintenance Issues

- **Emergency Generator Indicator Light:** The Council President advised that the faulty engine temperature signal is still being worked on.
- **City of Burnaby Annual Testing of Backflow Assembly:** The Council President reported that the required outstanding testing for the backflow prevention assembly will take place on June 29th.
- **Madison Pump Room Intake Supply Line Pump:** This matter is still being investigated with the Council President and Milani in order to ensure the best and most cost effective solution. The pump continues to be monitored.

#### Other Maintenance Issues:

- **Annual Window Washing:** Bayside reported that the contractor is busy and that the earliest a cleaning can be arranged for to fit in with the contractor's schedule is for the second week of July.
- **Painting of Common Area Trim in Madison and Lexington:** Council reviewed a quotation for this work and determined it would be better to

delay the work and to have the trim washed down and cleaned with TSP in the interim.

- **Driveway Pavement Repairs:** This matter is still being investigated and Council requested the matter be tabled to a future Meeting.
2. Supreme Court Claim Update: Since the caulking repairs have been completed, Council is awaiting word from the Plaintiff's legal counsel as to when the Corporation can clean and relay the carpets in the Units. The matter is on hold pending word from the Owners.
  3. Human Rights Tribunal Complaint: The Council President reported that the Hearing was held on June 05, 2006 and that following agreements arrived at between the parties later in the afternoon, the Claimant withdrew the Claim against the Corporation. Since the existing building key readers are now obsolete, alterations to move the key reader at the entrance door at the Madison will be undertaken pursuant the agreement.
  4. Small Claims Court Claim: Since legal counsel filed the response on behalf of the Corporation, there has been no further response from the Court with respect of the scheduling of the usual first step process of a Settlement Conference.
  5. Unit 601L: The Unit Owner was present as a Guest as noted above under *Guest Business*. Following discussion, Council directed Bayside to forward a letter to the Owner of the Unit indicating that the fine will be removed subject to completion of the removal of the floor as noted above under *Guest Business*.
  6. Unit 1606L: A member of Council was appointed to follow-up with a matter concerning repair of damage to common property and to continue to monitor the situation.

## FINANCIAL MATTERS

1. Financial Reports: Following discussion, it was moved, seconded [(905M)/(1502M)] that the Financial Reports for March and April, 2006 be accepted as presented and prepared by Bayside. **Carried by majority vote.**
2. Accounts Receivable: Bayside reported the outstanding Accounts Receivable total as of June 13<sup>th</sup>, 2006 is at \$5551.07. Council expressed continued concern about one major outstanding Account Receivable. Council previously agreed to proceed to file a lien against the Unit however Bayside noted that all correspondence forwarded to the Unit Owner overseas has been returned. Council directed Bayside that additional fines are to be levied against the accounts of all Owners who have more than \$200 in arrears on their accounts and to effect collection of outstanding amounts as necessary.
3. Accounts Payable: The Council President reported that he is continuing to review and negotiate some outstanding invoices with Milani before payment is authorized.

4. Trust Accounts: Council is still continuing to investigate the possibility of moving some of the Corporation's funds to a long-term investment vehicle. A committee of Council Members plans to meet with the Vice President at Bayside to further discuss this matter.

### **COMMUNICATIONS**

Council reviewed an item of communication which was received prior to the Meeting.

1. 1406L: Council reviewed communications from the Owner of the Unit concerning the matter of pigeons and the problem of Owners/Residents feeding pigeons which become a nuisance and a health hazard for other Owners/Residents of LMS 851.
2. 2001M: Communication was received concerning repairs/restoration still to be undertaken following a water leak problem in the Unit. Council will investigate what repairs/restoration is necessary and then will undertake what repairs are necessary.
3. Confidential Communication: Council reviewed confidential communication which was received from one Owner and a committee of two Council Members was appointed to look into the situation.
4. Pritchard, Woodall & Associates: Communication was received from the underwriters for the Corporation's Directors and Officers Liability Insurance indicating that ING Insurance Company of Canada is not willing to indemnify or defend the Strata Corporation or its Council Members in respect of the Supreme Court claim.

### **NEW BUSINESS:**

1. Roles and Responsibilities of Council: Bayside indicated that since copies of the *Strata Property Act Instruction Guide No. 4: Roles and Responsibilities of the Strata Council* as well as the guide from Clark Wilson, *Protection of Personal Information: Guidelines for Strata Corporations* had been provided for the benefit of the new Council Members in particular, a sign-off that Council Members have read the documents will be completed at the next Meeting.
2. Pigeon Nuisance and Purchase of Traps: Council discussed the matter of the nuisance of pigeons and the problem of the feeding of pigeons by some Owners/Residents as noted by Owners under *Guest Business* and in *Communications*. It was suggested by one Owner that pigeon traps be purchased and Council reviewed the costs and the process involved. Following discussion, Council instructed Bayside to send a Notice around to the Owners/Residents of LMS 851 in English and Chinese pertaining to the problem of the pigeons and the feeding of pigeons.
3. Review of Resident Manager and Janitorial Salaries: Since it was almost a year since Council last reviewed salaries, Council discussed the matter of a salary increase for both Mr. and Mrs. Gong.

After discussion, it was moved, seconded [(1205L)/(1502M)] to increase the salary of the Resident Manager by \$1.50 per hour effective July 01, 2006. **Carried by majority vote.**

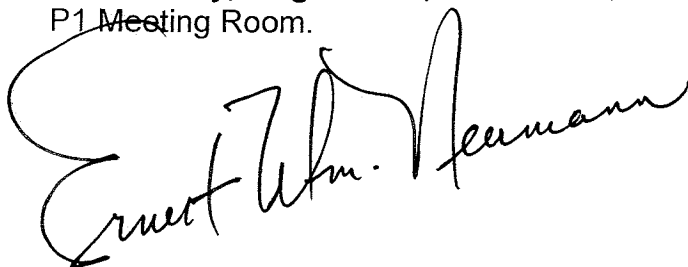
Following discussion, it was moved, seconded [(907L)/(606M)] to increase the salary of the Relief Caretaker, Mrs. Gong by \$1.00 per hour effective July 01, 2006. **Carried by majority vote.**

4. Review of Description of Custodial Duties: A Council Member was appointed to coordinate a listing of duties for review by Council. The matter was tabled for further discussion to a future Meeting.
5. Management Services Agreement: A committee of Council will be meeting with the Vice President at Bayside to discuss the matter further during the meeting about investment funding. The matter was tabled for discussion to a future Meeting.
6. Real Estate Activity Report: Bayside provided Council with the most recent Real Estate Activity Report for Strata LMS 851.

#### **TERMINATION**

There being no further business to discuss, the Meeting was terminated at 8:49 PM on a motion by (907L).

The next Council Meeting for LMS 851 is tentatively scheduled to be held on **Wednesday, August 09<sup>th</sup>, 2006 commencing 6:30 PM** at "The Madison" in the Level P1 Meeting Room.



Ernest Neumann  
Bayside Property Services Ltd.  
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Burnaby, BC V5G 4C9  
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Email: [eneumann@baysideproperty.com](mailto:eneumann@baysideproperty.com)

**N.B. Recent recommendations to the Real Estate Regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to payment of a fee.**

**Weekend / Holiday / Evening Service Call Instructions**

**Should you encounter a situation requiring emergency attention, please contact Bayside's office at 604-432-7774 and advise the operator of the situation giving as many details as possible. Ensure that you state it is an emergency and leave your name and telephone. Your call will be returned promptly by the on-call property manager so please keep your telephone line free in order that the emergency may be addressed. Your cooperation in this regard is appreciated.**

# MINUTES OF COUNCIL MEETING STRATA CORPORATION LMS 851

## The Lexington / The Madison

**This notice contains important information which may affect you. Please ask someone to translate it for you.**

此通告刊載有可能影響閣下的重要資料。請找人為你翻譯。  
ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ  
ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

**Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vị. Xin nhờ người phiên dịch hộ.**

**Este aviso contiene información importante que puede afectarle personalmente. Pídale a alguien que se lo traduzca.**

**Ce document contient des renseignements importants qui pourraient vous concerner. Veuillez demander à quelqu'un de vous le traduire.**

**MINUTES OF COUNCIL MEETING  
STRATA CORPORATION LMS 851  
"THE LEXINGTON" / "THE MADISON"**

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**HELD:** Wednesday, May 03<sup>rd</sup>, 2006 at 7:00 PM in the Meeting Room, Level P1 of "The Madison" at 4689 Hazel Street, Burnaby, BC

**PRESENT:**

Harb Doad (President) (Maintenance)	Unit 1205L
Abdul Osman (Vice President)	Unit 905M
John Mao	Unit 1607L
He Tian	Unit 1502M
Jun Zhu	Unit 503M

Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**REGRETS:** Claire Kao (Treasurer) (Landscaping) Unit 606M

**GUESTS:** A guest from Unit 1701L arrived later during the Meeting.

**CALL TO ORDER:**

With a quorum of Council Members present, the Meeting was called to order at 7:04 PM by Ernest Neumann, Property Manager, Bayside Property Services Ltd.

**GUESTS BUSINESS:**

The guest wished to meet the new Council members and voiced a concern about the treadmill in the Lexington Exercise Room. Council responded to the Owner's concern.

**PREVIOUS MINUTES:**

After review, it was moved, seconded [(905M)/(1205L)] to adopt the Minutes of the Thursday, March 16<sup>th</sup>, 2006 Council Meeting, as previously circulated. **Carried by majority vote.**

**BUSINESS ARISING FROM MINUTES:**

1. **Maintenance Issues Progress Report:** Council reviewed a verbal report from the Council President concerning mechanical and maintenance matters which have been reviewed and/or addressed since the last Council Meeting:

**Completed Maintenance Issues**

- **Milani Preventative Maintenance Report:** The Council President advised that the most recent Preventative Maintenance Report from Milani has been reviewed and that everything is currently in order.



- **Re-Caulking Repairs:** Council noted that as of the day of the Meeting, this was the last day of work for the necessary re-caulking repairs. It further was noted that the old caulking had been removed and that the areas requiring repair have been corrected with new caulking.
- **Lexington Porte-Cochere Damage:** Council noted that the damage to the Lexington porte-cochere (roof covered entrance over a vehicle loading point that protects those entering or exiting) from an unknown large vehicle has been repaired.

#### **In Progress Maintenance Issues**

- **City of Burnaby Annual Testing of Backflow Assembly:** Additional Notification has been received from the City of Burnaby concerning the Annual Testing of the Backflow Assembly. The original notices reflected an error with respect of address and testing required for another strata near LMS 851. The City of Burnaby is correcting the database error and the Council President and Bayside are continuing to follow-up with this matter.
- **Emergency Generator Refueling:** Bayside advised Council that the refueling had been completed. The Council President advised that the battery signal testing had been completed and that a faulty engine temperature signal will be replaced.
- **Madison Pump Room Intake Supply Line Pump:** This matter is still being investigated with the Council President and Milani in order to ensure the best and most cost effective solution. The pump continues to be monitored.
- **Painting at Madison:** Council noted that the painting work in the P1 Visitor Parking area of the garage in the Madison has been completed by Provincial Painting and that work is almost completed with the re-painting of the Madison residential floor hallways.
- **Annual Fire Alarm and Safety Inspection:** Council reviewed quotes for the Annual Testing of the fire alarm equipment. It was decided to choose a Friday for the common areas in the two buildings and a Saturday for the in-suite inspections in the two buildings. Notices will be provided to Owners and Residents indicating that any re-inspection required for missed Units would be subject to a \$50.00 fine as well as the cost of re-inspection.

After review, it was moved, seconded [(1205L)/(905M)] to engage the services of Voltech Fire Protection for the Annual Fire Alarm Testing. **Carried by majority vote.**

**Other Maintenance Issues:**

- **Annual Window Washing:** Council discussed the matter of the annual window washing. It was decided to engage the same contractor as last year since an invoice adjustment had been made to accommodate the overlooked section of windows at the Lexington during last year's cleaning. The cleaning will be arranged with the contractor's schedule for the end of May or early June.
- **Driveway Cracks in Front of Lexington and Madison Buildings:** Council is still gathering information about potential contractors and will look further into the matter at the next Council Meeting.

**Landscaping Maintenance Issues:**

- **Purchase of Flowers:** Council noted that some flowers and bedding plants have been purchased and planted. A further report was not available in the absence of the Council Member who is the landscaping coordinator.
  - **Aeration and Moss Removal:** Council noted that some questions had come from Owners concerning aeration and lime treatment of the lawn. The matter of moss accumulation was also noted. Council directed Bayside to discuss these matters with the landscaping contractor.
2. Supreme Court Claim Update: Since the caulking repairs have been completed, no further concern about window problems has come from the Plaintiffs or their legal counsel. The matter continues to be addressed by the legal counsel for both the Corporation (Defendants) and the Plaintiffs.
  3. Human Rights Tribunal Complaint: Bayside noted that the Hearing has been scheduled for the week of June 05, 2006 and that the Human Rights Tribunal will have to be advised of any witnesses the Corporation wishes to present.
  4. Small Claims Court Claim: Council discussed the matter of a Small Claims Court Claim which was filed against the Strata Corporation by Northwest Waste Systems subsequent to the last Council Meeting. A lawyer for the Corporation has filed the Reply and the Corporation has engaged the services of another legal counsel (from the same firm which is handling the Supreme Court Claim) to address the issue as necessary. Northwest Waste Systems has filed a claim referencing original contractual services for the former compactor and scavenging services at the Madison now being provided by the City of Burnaby,
  5. Unit 601L: Bayside reported that correspondence had recently been received from the Unit's legal counsel. It was further noted that the Unit has been listed for sale and that Realtors had been inquiring about Special Privilege documentation for the flooring and also for an air conditioning unit, the installation of which Council was

unaware. Council directed Bayside to reply to the Unit's legal counsel indicating that the flooring must be removed and noting that also an illegal air conditioning unit had been installed in the Unit. Council has indicated that a \$200 fine will be applied for the illegal installation of the air conditioning unit if the Owners cannot prove they have had permission for installation.

6. Unit 1606L: Bayside advised Council that a letter had been sent to the Owner concerning the matter of the overflowing bathtub and the resultant damage to the hallway in the Lexington. The repairs will be completed and the charges will be charged back to the Unit. Council will continue to monitor the situation.

### **FINANCIAL MATTERS**

1. Financial Reports: Since Council wished to have some additional time for review, the Financial Reports for March and April, 2006 were tabled to be approved at the next Council Meeting.
2. Accounts Receivable: Bayside reported the Accounts Receivable total as of May 03<sup>rd</sup>, 2006 at \$5609.66. Council was most concerned about one major outstanding Account Receivable at the Madison.

After review, it was moved, seconded [(905M)/(1607L)] to have a lien filed against the Unit in the Madison with the excessive Account Receivable. **Carried by majority vote.**

Following discussion, Council instructed Bayside to effect collection of outstanding amounts as necessary.

3. Accounts Payable: The Council President is reviewing and negotiating some outstanding invoices with Milani before payment is authorized. A meeting with the Accounts Manager of Milani and the Council President is scheduled to take place on Friday, May 05.
4. Trust Accounts Interest Rate Information: Council is continuing to investigate the possibility of moving some of the Corporation's funds to a long-term investment vehicle. A committee of Council Members will meet with Bayside to discuss this matter.

### **COMMUNICATIONS**

Council reviewed an item of communication which was received prior to the Meeting.

1. 1802M Communications: Council reviewed a letter received from the Owner of the Unit concerning a leak in the kitchen ceiling. The matter was addressed and repaired.

### **NEW BUSINESS:**

1. Roles and Responsibilities of Council: Bayside provided copies of the *Strata Property Act Instruction Guide No. 4: Roles and Responsibilities of the Strata Council* for the benefit of the new Council Members. Bayside also advised the new Council Members that it was imperative that they read and sign-off on the guide earlier provided to LMS 851 from Clark Wilson, *Protection of Personal Information: Guidelines for Strata Corporations*.
2. Updated Owners Lists: Council Members were provided with copies of the latest version of the Owners List.
3. Insurance Renewal: Council reviewed quotations for renewal of the corporation's insurance which had been received.

After review and discussion, it was moved, seconded [(1205M)/(1607L)] to have Pat Anderson Agencies complete a renewal policy for the insurance of the **common** assets of the Corporation. **Carried by majority vote.**

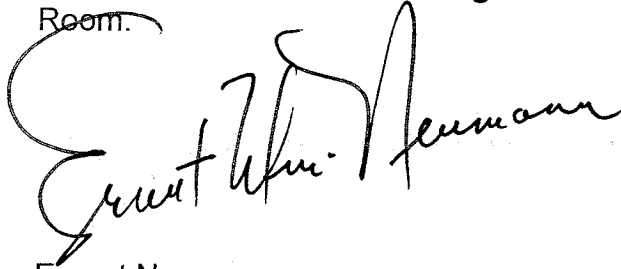
4. Review of Resident Manager and Janitorial Salaries: This matter was tabled for further discussion to a future Meeting.
5. Review of Description of Custodial Duties: This matter was tabled for further discussion to a future Meeting.
6. Management Contract Update: A committee of Council will be meeting with the Vice President at Bayside to discuss the matter further during the meeting about investment funding. The matter was tabled for discussion at the next Meeting.
7. New Common Door Key Purchase: Council discussed the fact that new keys are required as the current supply has been exhausted. The Council President indicated that he would take care of the ordering of 100 new keys (50 for each building) from Citilock.
8. Common Door Keys Not Returned: It was brought to Council's attention that the former Owner of a Unit in the Lexington did not return an extra key. Council discussed the issue of non-returned keys and will investigate the matter.
9. Mileage Reimbursement: Council discussed the matter of the rate of reimbursement for mileage at LMS 851. Following discussion and review of what was appropriate in the areas of government and the corporate business world, Council decided the approved rate for reimbursement for mileage at LMS 851 would be \$0.46 per kilometer.
10. Review of Meeting Times and Dates: Council discussed which evenings would be workable for future Meetings as well as having an earlier start time. It was decided that for the next while Council Meetings would take place on a **Tuesday or Wednesday evening commencing at 6:30 p.m.**

11. Real Estate Activity Report: Bayside provided Council with the most recent Real Estate Activity Report for Strata LMS 851.

### **TERMINATION**

There being no further business to discuss, the Meeting was terminated at 9:09 PM on a motion by (1607L).

The next Council Meeting for LMS 851 is tentatively scheduled to be held on **Tuesday, June 13<sup>th</sup>, 2006 commencing 6:30 PM** at "The Madison" in the Level P1 Meeting Room.



Ernest Neumann  
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Fax: 604-430-2698  
Email: [eneumann@baysideproperty.com](mailto:eneumann@baysideproperty.com)

**N.B. Recent recommendations to the Real Estate Regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to payment of a fee.**

### **Weekend / Holiday / Evening Service Call Instructions**

**Should you encounter a situation requiring emergency attention, please contact Bayside's office at 604-432-7774 and advise the operator of the situation giving as many details as possible. Ensure that you state it is an emergency and leave your name and telephone. Your call will be returned promptly by the on-call property manager so please keep your telephone line free in order that the emergency may be addressed. Your cooperation in this regard is appreciated.**



**MINUTES OF ANNUAL GENERAL MEETING  
STRATA CORPORATION LMS 851**

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**HELD:** Tuesday, March 07<sup>th</sup>, 2006 at 7 p.m. in Salon B of the Holiday Inn Express Metrotown, 4405 Central Boulevard, Burnaby, BC

**PRESENT:** The Owners, Strata Plan LMS 851, as per Registration Sheet

Ernest Neumann - Bayside Property Services Ltd.  
Debra Moschenross - Bayside Property Services Ltd.

**REGISTRATION, CERTIFICATION OF PROXIES AND ISSUING OF BALLOTS:**

Strata Corporation LMS 851 has two hundred and twenty-three (223) eligible votes thereby requiring that seventy-five (75) votes be present either in person or by proxy to represent a quorum. Proxies were certified and ballots were issued at the time of registration.

The Owners in attendance were advised at 7:31 PM that a quorum of Owners was present which represented one hundred and twenty-one (121) Strata Lots in total [sixty-three (63) in person and fifty-eight (58) by Proxy].

**CALL TO ORDER:**

After it had been determined that a quorum of Owners was present, the Meeting was officially called to order at 7:34 p.m. by Ernest Neumann, Bayside Property Services Ltd.

**ELECTION OF PERSON TO CHAIR MEETING:**

The Owners were asked to elect a person to chair the Meeting.

It was moved, seconded [(501L)/(905M)] that Bayside Property Services Ltd. (Property Manager, Ernest Neumann) Chair the Meeting. **Carried by majority vote.**

**APPROVAL OF THE AGENDA:**

The Owners were asked to approve the Agenda as presented for the Meeting in the Notice of Meeting package.

It was moved, seconded [(501L)/(702L)] to approve the Agenda presented for the Meeting. **Carried by majority vote.**

**NOTICE OF MEETING:**

It was moved, seconded [(501L)/(904M)] to file Proof of Notice of Meeting dated February

16<sup>th</sup>, 2006. **Carried by majority vote.**

**REPORT ON INSURANCE COVERAGE:**

Bayside drew the Owners' attention to the Insurance Cover Note (Summary of Insurance Coverage) which was included with the Notice of Meeting supporting that the Corporation is currently covered until June 01, 2006.

**Owners should note that the Strata Corporation insurance coverage does not cover the Unit Owners' own personal contents or any betterments and improvements to their Units.**

**PREVIOUS GENERAL MEETING MINUTES:**

It was moved, seconded [(501L)/(2002M)] to adopt the Minutes of the previous Annual General Meeting held February 03<sup>rd</sup>, 2005 as previously circulated by Bayside. **Carried by majority vote.**

**STRATA COUNCIL REPORT:**

Council President, Harb Doad gave a verbal report which provided the Owners with an overview of projects and maintenance issues over the past several months undertaken by Council to improve the property at "The Lexington / The Madison." A bulleted summary of highlights from the President's Report is attached.

**SPECIAL RESOLUTIONS:**

The Owners were presented with one Special Resolution which was outlined in the Notice of Meeting. The Chair presented background information for Council's rationale in bringing the Resolution forward for the vote of the Owners of LMS 851. The Chair suggested that given the divisive nature of the proposed Resolution and the time limit on the venue, that three people speak in favour of the Resolution and three speak in opposition of the Resolution. Council and Bayside responded to Owners' additional questions. The Chair also proposed that if it was the wish of the Owners, an amendment could be made to the Resolution and passed by  $\frac{3}{4}$  vote to ensure that Council's desire to "grandfather" all current Non-resident Owner Units could be made. **No motion for such an amendment was brought forward by the Owners** and following lengthy discussion, the Question was called by one of the Owners present. The Chair then requested the Vote and noted for the Owners present that ninety-one (91) affirmative votes would be required for the Special Resolution to pass by  $\frac{3}{4}$  vote.

Following a request of the Chair, the Owner of 1102M, 1405M and 203L as well as the Owner of 903M agreed to act as scrutineers to assist Bayside in the counting and



tabulation of the ballots for all votes.

**SPECIAL RESOLUTION #1** by  $\frac{3}{4}$  vote:

**BE IT RESOLVED THAT** The Owners, Strata Plan LMS 851, hereby approve replacement of the wording of Section 149 of the Bylaws "Renting and Renting Restrictions" for LMS 851 with the following wording:

**149 Renting and Renting Restrictions**

1. The number of strata lots within the strata corporation that may be leased at any one time is limited to 10% (22 Units).
2. An owner wishing to lease a strata lot must apply in writing to the council for permission to rent before entering into a tenancy agreement.
3. If the number of strata lots leased at the time an owner applies for permission to lease has reached the limit stated in bylaw 1, excluding exempt strata lots pursuant to sections 143 and 144 of the Act and section 17.15 of the Regulations, the council must refuse permission and notify the owner of the same in writing, as soon as possible stating that the limit has been reached or exceeded, as the case may be, and place the owner of the strata lot on a waiting list to be administered by the council based upon the date of the request for permission to rent.
4. If the limit stated in bylaw 1 has not been reached at the time the owner applies for permission to lease a strata lot, excluding exempt strata lots pursuant to sections 143 and 144 of the Act and section 17.15 of the Regulations, the council shall grant permission and notify the owner of the same in writing as soon as possible.
5. An owner receiving permission to lease a strata lot must exercise the permission to lease within 90 days from the date that the council granted same, otherwise the permission expires. During the 90 days immediately following the grant of permission, the strata lot shall be deemed leased for the purposes of the limit stated in bylaw 1.
6. Prior to possession of a strata lot by a tenant, an owner must deliver to the tenant the current bylaws and rules of the strata corporation and a Notice of Tenant's Responsibilities in Form K.

7. Within two weeks of renting a strata lot, the landlord must give the strata corporation a copy of the Form K - Notice of Tenant's Responsibilities signed by the tenant, in accordance with section 146 of the Act.

Where an owner leases a strata lot in contravention of bylaws 1, 2 or 3, the owner shall be subject to a fine of \$500.00 (which may be applied as frequently as every seven (7) days) and the strata corporation shall take all necessary steps to terminate the lease or tenancy, including, but not limited to, seeking a declaration or Court injunction to enforce the bylaw. Any legal costs incurred by the strata corporation in enforcing the rental restriction bylaws shall be the responsibility of the contravening owner and shall be recoverable from the owner on a solicitor and own client basis by the strata corporation.

It was moved, seconded [(501L)/(1607L)] to approve the proposed Bylaw Amendment as presented above in Special Resolution #1. **Carried by the required 3/4 vote. (91 Affirmative, 30 Opposed).**

#### **2006 OPERATING BUDGET**

After discussion and answers to questions from Owners regarding the proposed 2006 Operating Budget, it was moved, seconded [(501L)(1607L)] to approve the 2006 Operating Budget as proposed. **Carried by majority vote. (105 Affirmative, 11 Opposed).** (It was noted that some Owners had left and had not chosen to cast their ballots).

**PLEASE NOTE THAT MAINTENANCE FEES HAVE INCREASED AS PER THE APPROVED BUDGET AND MAINTENANCE FEE SCHEDULE ATTACHED.**

**OWNERS ON PAC WILL HAVE THE INCREASE AUTOMATICALLY ADJUSTED, LIKELY ON APRIL OR MAY 1<sup>ST</sup> RETROACTIVE TO DECEMBER 1<sup>ST</sup>, 2005. PLEASE ALLOW FOR THE ADDITIONAL FUNDS TO BE WITHDRAWN FROM YOUR ACCOUNT FOR THE APRIL OR MAY PAYMENT. ALL SUBSEQUENT PAYMENTS WILL BE THE AMOUNT SHOWN ON THE MAINTENANCE FEE SCHEDULE.**

**OWNERS WHO ISSUE CHEQUES WILL NEED TO FORWARD AN ADDITIONAL PAYMENT TO COVER THE DIFFERENCE RETROACTIVE TO DECEMBER 1<sup>ST</sup>, 2005.**

All Owners are reminded that the monthly maintenance assessments are due and payable on the first day of each and every month, in advance. Please note that late or non-payment will result in penalty assessment in accordance with Strata Corporation LMS 851 Bylaws. Post-dated cheques are welcome and those wishing to do so may arrange for pre-authorized withdrawals from their bank, *which is the preferred method of payment*. Interested Owners may obtain a Pre-authorized Withdrawal Form from Bayside to be filled out and returned to Bayside along with a void cheque. A PDF Downloadable version of the form is available online in the "Resource Section" of the

Bayside Website: [www.baysideproperty.com](http://www.baysideproperty.com)

**Alternatively, Owners may forward a series of twelve (12) post-dated cheques to the BAYSIDE office located at Sperling Plaza, Suite 100 - 6400 Roberts Street, Burnaby, BC V5G 4C9. Please note the following when making out your cheques:**

- Your cheques should be dated for the **FIRST** of each month;
- Cheques are to be made payable to **"Strata Plan LMS 851"**;
- Your **Unit Number** is to be noted on your cheques, if not already imprinted.

### **STRATA COUNCIL ELECTION**

Bayside explained that in accordance with the *Strata Property Act of British Columbia*, the current Strata Council members resign however they would be eligible for re-election. Bayside briefly outlined the duties and responsibilities of the Strata Council members. The Chair further explained to the Owners that, as per the *Strata Property Act*, the standard Bylaws state that Council must consist of at least three and not more than seven members. It was also explained that EACH Council Member would **need to be elected by majority vote and that no Owner was compelled to fill in all seven places on the ballots or vote for every person nominated.**

The floor was then opened for nominations with the following Owners agreeing to let their names stand for election:

Doad, Harb	1205L
Kao, Claire (H. J.)	606M
Mao, John	1607L
Ng, Yee Leung	1003L
Osman, Abdul	905M
Sit, Suk W.	1307L
Tian, He	1502M
Zhu, Jun	502M

The Chair called for additional nominations three times and no further nominations were presented by the Owners.

Since no further Owners were nominated to stand for Council election, the Owners were advised to cast their votes on the ballots provided. The ballots were collected and tabulated with the following nominees elected as the new Council for LMS 851 for the coming year:

Doad, Harb	1205L
Kao, Claire (H. J.)	606M
Mao, John	1607L

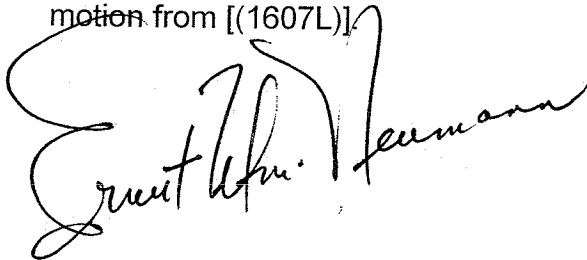
Osman, Abdul	905M
Tian, He	1502M
Zhu, Jun	502M

**THANK YOU TO PREVIOUS COUNCIL**

Bayside expresses thanks on behalf of the Owners to the outgoing (previous) Council for their dedication and volunteer efforts in assisting in the administration of "The Lexington and The Madison."

**TERMINATION:**

There being no further business to discuss, the Meeting was terminated at 9:36 p.m. on a motion from [(1607L)].



Ernest Neumann  
Bayside Property Services Ltd.  
Suite #100 – 6400 Roberts Street  
Burnaby, BC V5G 4C9  
Direct Line 604-629-8755  
Tel: 604-432-7774 (24 hrs – after office hours, emergencies only please)  
Fax: 604-430-2698  
Email: [eneumann@baysideproperty.com](mailto:eneumann@baysideproperty.com)

**N.B. \*\*Recent recommendations to the Real Estate Regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to payment of a fee.**

**Weekend / Holiday / Evening Service Call Instructions**

**Should you encounter a situation requiring emergency attention, please contact Bayside's office at 604-432-7774 and advise the operator of the situation giving as many details as possible. Ensure that you state it is an emergency and leave your name and telephone. Your call will be returned promptly by the on-call property manager so please keep your telephone line free in order that the emergency may be addressed. Your cooperation in this regard is appreciated.**

## **LMS 851 Strata Council Accomplishments 2005**

- Re-painting of Gazebo and Trellis Covers in Garden Walkways
- Re-painting of P1 Level of Lexington Building (Madison Building is in Progress)
- Air Heater and Heating Controls in Madison Building Renewed
- Edwards Fire Control Panel Upgraded in Madison Building
- Closed Circuit Cameras Installed Lexington and Madison Buildings for 24 Hour Security Recording
- Hallways on all Floors Repainted in Lexington Building
- Garage Gates Upgrade at Madison and Lexington Buildings Completed
- Major Caulking Repairs Madison and Lexington Buildings (Work Continues)
- Scavenging Services at Madison Building Changed to City of Burnaby and Costs Reduced Substantially. (Avenues for Lexington Building Service are Being Explored)
- Recognition of Wolverine Piping Liability in Madison and Lexington Buildings and Financial Long Range Planning for Re-Piping of Both Buildings
- Two Booster Water Pumps Extensively Overhauled

**STRATA CORPORATION LMS 851  
2005-06 Approved Operating Budget**

**RECEIPTS**

**APPROVED  
BUDGET  
2005-06**

101	Owners' Contributions	508,965.00
102	Fireplace Assessments	13,440.00
103	Interest Income	2,500.00
105	Rental Income/Security Dep	8,160.00
107	Sundry Income	
108	Move Fees	
111	Late Payment Penalty	
112	Transfer Prior Year Surplus	60,000.00

**TOTAL RECEIPTS 593,065.00**

**DISBURSEMENTS**

300	Gas	110,000.00
310	Electricity	60,000.00
320	Management Fees	35,000.00
330	Insurance	55,000.00
340	Wages/Janitorial	10,000.00
345	Building Manager	42,000.00
346	Overtime Wages	1,500.00
360	Audit	2,000.00
370	Legal	7,500.00
380	Appraisal	650.00
390	Mortgage (Corporate Suite)	13,200.00
391	Property Tax (Corporate Suite)	1,500.00
392	Mtnce Fee (Corporate Suite)	2,100.00
395	Sundry	7,000.00
405	Water/Sewer	350.00
415	Scavenging/Recycling	12,000.00
425	Equipment/Supplies	8,000.00
435	Repairs/Maintenance	70,000.00
445	Landscaping	16,000.00
465	Telephone/Paging	3,500.00
475	Elevator	25,000.00
485	Alarm/Security/Monitoring	1,500.00
710	Contingency Reserve	68,548.00
715	Re-Piping Reserve	40,717.00

**TOTAL DISBURSEMENTS 593,065.00**

**STRATA PLAN LMS 851**  
**2005-06 APPROVED MAINTENANCE SCHEDULE**  
**December 1, 2005 – November 30, 2006**

SUITE	Unit Entitlement	Operating	CRF	Monthly Total	Gas Charge	Monthly Total
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**THE LEXINGTON-4657 Hazel St**

101	826	163.76	25.49	189.25		189.25
102	646	128.08	19.93	148.01		148.01
201	961	190.54	29.65	220.19	8.00	228.19
202	654	129.67	20.18	149.85		149.85
203	714	141.56	22.03	163.59	8.00	171.59
204	646	128.08	19.93	148.01		148.01
205	715	141.76	22.06	163.82	8.00	171.82
206	653	129.47	20.15	149.62		149.62
207	888	176.06	27.40	203.46	8.00	211.46
301	961	190.54	29.65	220.19	8.00	228.19
302	654	129.67	20.18	149.85		149.85
303	714	141.56	22.03	163.59	8.00	171.59
304	646	128.08	19.93	148.01		148.01
305	715	141.76	22.06	163.82	8.00	171.82
306	653	129.47	20.15	149.62		149.62
307	888	176.06	27.40	203.46	8.00	211.46
401	961	190.54	29.65	220.19	8.00	228.19
402	654	129.67	20.18	149.85		149.85
403	714	141.56	22.03	163.59	8.00	171.59
404	646	128.08	19.93	148.01		148.01
405	715	141.76	22.06	163.82	8.00	171.82
406	653	129.47	20.15	149.62		149.62
407	888	176.06	27.40	203.46	8.00	211.46
501	961	190.54	29.65	220.19	8.00	228.19
502	654	129.67	20.18	149.85		149.85
503	714	141.56	22.03	163.59	8.00	171.59
504	646	128.08	19.93	148.01		148.01
505	715	141.76	22.06	163.82	8.00	171.82
506	653	129.47	20.15	149.62		149.62
507	888	176.06	27.40	203.46	8.00	211.46
601	961	190.54	29.65	220.19	8.00	228.19
602	654	129.67	20.18	149.85		149.85
603	714	141.56	22.03	163.59	8.00	171.59
604	646	128.08	19.93	148.01		148.01
605	715	141.76	22.06	163.82	8.00	171.82
606	653	129.47	20.15	149.62		149.62
607	888	176.06	27.40	203.46	8.00	211.46
701	961	190.54	29.65	220.19	8.00	228.19
702	654	129.67	20.18	149.85		149.85
703	714	141.56	22.03	163.59	8.00	171.59
704	646	128.08	19.93	148.01		148.01
705	715	141.76	22.06	163.82	8.00	171.82
706	653	129.47	20.15	149.62		149.62
707	888	176.06	27.40	203.46	8.00	211.46
801	961	190.54	29.65	220.19	8.00	228.19
802	654	129.67	20.18	149.85		149.85
803	714	141.56	22.03	163.59	8.00	171.59
804	646	128.08	19.93	148.01		148.01
805	715	141.76	22.06	163.82	8.00	171.82
806	653	129.47	20.15	149.62		149.62
807	888	176.06	27.40	203.46	8.00	211.46
901	961	190.54	29.65	220.19	8.00	228.19
902	654	129.67	20.18	149.85		149.85
903	714	141.56	22.03	163.59	8.00	171.59
904	646	128.08	19.93	148.01		148.01
905	715	141.76	22.06	163.82	8.00	171.82
906	653	129.47	20.15	149.62		149.62

**STRATA PLAN LMS 851**  
**2005-06 APPROVED MAINTENANCE SCHEDULE**  
**December 1, 2005 – November 30, 2006**

SUITE	Unit Entitlement	Operating	CRF	Monthly Total	Gas Charge	Monthly Total
907	888	176.06	27.40	203.46	8.00	211.46
1001	961	190.54	29.65	220.19	8.00	228.19
1002	654	129.67	20.18	149.85		149.85
1003	714	141.56	22.03	163.59	8.00	171.59
1004	646	128.08	19.93	148.01		148.01
1005	715	141.76	22.06	163.82	8.00	171.82
1006	653	129.47	20.15	149.62		149.62
1007	888	176.06	27.40	203.46	8.00	211.46
1101	961	190.54	29.65	220.19	8.00	228.19
1102	654	129.67	20.18	149.85		149.85
1103	714	141.56	22.03	163.59	8.00	171.59
1104	646	128.08	19.93	148.01		148.01
1105	715	141.76	22.06	163.82	8.00	171.82
1106	653	129.47	20.15	149.62		149.62
1107	888	176.06	27.40	203.46	8.00	211.46
1201	961	190.54	29.65	220.19	8.00	228.19
1202	654	129.67	20.18	149.85		149.85
1203	714	141.56	22.03	163.59	8.00	171.59
1204	646	128.08	19.93	148.01		148.01
1205	715	141.76	22.06	163.82	8.00	171.82
1206	653	129.47	20.15	149.62		149.62
1207	888	176.06	27.40	203.46	8.00	211.46
1301	961	190.54	29.65	220.19	8.00	228.19
1302	654	129.67	20.18	149.85		149.85
1303	714	141.56	22.03	163.59	8.00	171.59
1304	646	128.08	19.93	148.01		148.01
1305	715	141.76	22.06	163.82	8.00	171.82
1306	653	129.47	20.15	149.62		149.62
1307	888	176.06	27.40	203.46	8.00	211.46
1401	961	190.54	29.65	220.19	8.00	228.19
1402	654	129.67	20.18	149.85		149.85
1403	714	141.56	22.03	163.59	8.00	171.59
1404	646	128.08	19.93	148.01		148.01
1405	715	141.76	22.06	163.82	8.00	171.82
1406	653	129.47	20.15	149.62		149.62
1407	888	176.06	27.40	203.46	8.00	211.46
1501	961	190.54	29.65	220.19	8.00	228.19
1502	654	129.67	20.18	149.85		149.85
1503	714	141.56	22.03	163.59	8.00	171.59
1504	646	128.08	19.93	148.01		148.01
1505	715	141.76	22.06	163.82	8.00	171.82
1506	653	129.47	20.15	149.62		149.62
1507	888	176.06	27.40	203.46	8.00	211.46
1601	961	190.54	29.65	220.19	8.00	228.19
1602	654	129.67	20.18	149.85		149.85
1603	714	141.56	22.03	163.59	8.00	171.59
1604	646	128.08	19.93	148.01		148.01
1605	715	141.76	22.06	163.82	8.00	171.82
1606	653	129.47	20.15	149.62		149.62
1607	888	176.06	27.40	203.46	8.00	211.46
1701	1089	215.91	33.60	249.51	8.00	257.51
1702	1122	222.45	34.62	257.07	8.00	265.07
1703	1125	223.04	34.72	257.76	8.00	265.76
1704	1056	209.36	32.59	241.95	8.00	249.95
1801	1555	308.30	47.98	356.28	8.00	364.28
1802	1555	308.30	47.98	356.28	8.00	364.28



**STRATA PLAN LMS 851**  
**2005-06 APPROVED MAINTENANCE SCHEDULE**  
**December 1, 2005 – November 30, 2006**

SUITE	Unit Entitlement	Operating	CRF	Monthly Total	Gas Charge	Monthly Total
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**THE MADISON – 4689 Hazel St**

101	870	172.49	26.85	199.34		199.34
102	644	127.68	19.87	147.55		147.55
201	954	189.14	29.44	218.58	8.00	226.58
202	651	129.07	20.09	149.16		149.16
203	845	167.53	26.08	193.61	8.00	201.61
204	1233	244.46	38.05	282.51	8.00	290.51
205	650	128.87	20.06	148.93		148.93
206	886	175.66	27.34	203.00	8.00	211.00
301	954	189.14	29.44	218.58	8.00	226.58
302	651	129.07	20.09	149.16		149.16
303	845	167.53	26.08	193.61	8.00	201.61
304	1233	244.46	38.05	282.51	8.00	290.51
305	650	128.87	20.06	148.93		148.93
306	886	175.66	27.34	203.00	8.00	211.00
401	954	189.14	29.44	218.58	8.00	226.58
402	651	129.07	20.09	149.16		149.16
403	845	167.53	26.08	193.61	8.00	201.61
404	1233	244.46	38.05	282.51	8.00	290.51
405	650	128.87	20.06	148.93		148.93
406	886	175.66	27.34	203.00	8.00	211.00
501	954	189.14	29.44	218.58	8.00	226.58
502	651	129.07	20.09	149.16		149.16
503	845	167.53	26.08	193.61	8.00	201.61
504	1233	244.46	38.05	282.51	8.00	290.51
505	650	128.87	20.06	148.93		148.93
506	886	175.66	27.34	203.00	8.00	211.00
601	954	189.14	29.44	218.58	8.00	226.58
602	651	129.07	20.09	149.16		149.16
603	845	167.53	26.08	193.61	8.00	201.61
604	1233	244.46	38.05	282.51	8.00	290.51
605	650	128.87	20.06	148.93		148.93
606	886	175.66	27.34	203.00	8.00	211.00
701	954	189.14	29.44	218.58	8.00	226.58
702	651	129.07	20.09	149.16		149.16
703	845	167.53	26.08	193.61	8.00	201.61
704	1234	244.66	38.08	282.74	8.00	290.74
705	650	128.87	20.06	148.93		148.93
706	886	175.66	27.34	203.00	8.00	211.00
801	954	189.14	29.44	218.58	8.00	226.58
802	651	129.07	20.09	149.16		149.16
803	845	167.53	26.08	193.61	8.00	201.61
804	1231	244.06	37.99	282.05	8.00	290.05
805	650	128.87	20.06	148.93		148.93
806	886	175.66	27.34	203.00	8.00	211.00
901	954	189.14	29.44	218.58	8.00	226.58
902	651	129.07	20.09	149.16		149.16
903	845	167.53	26.08	193.61	8.00	201.61
904	1233	244.46	38.05	282.51	8.00	290.51
905	650	128.87	20.06	148.93		148.93
906	886	175.66	27.34	203.00	8.00	211.00
1001	954	189.14	29.44	218.58	8.00	226.58
1002	651	129.07	20.09	149.16		149.16
1003	845	167.53	26.08	193.61	8.00	201.61
1004	1229	243.67	37.92	281.59	8.00	289.59

**STRATA PLAN LMS 851**  
**2005-06 APPROVED MAINTENANCE SCHEDULE**  
 December 1, 2005 – November 30, 2006

SUITE	Unit Entitlement	Operating	CRF	Monthly Total	Gas Charge	Monthly Total
1005	650	128.87	20.06	148.93		148.93
1006	886	175.66	27.34	203.00	8.00	211.00
1101	954	189.14	29.44	218.58	8.00	226.58
1102	651	129.07	20.09	149.16		149.16
1103	845	167.53	26.08	193.61	8.00	201.61
1104	1230	243.86	37.96	281.82	8.00	289.82
1105	650	128.87	20.06	148.93		148.93
1106	886	175.66	27.34	203.00	8.00	211.00
1201	954	189.14	29.44	218.58	8.00	226.58
1202	651	129.07	20.09	149.16		149.16
1203	845	167.53	26.08	193.61	8.00	201.61
1204	1228	243.47	37.89	281.36	8.00	289.36
1205	650	128.87	20.06	148.93		148.93
1206	886	175.66	27.34	203.00	8.00	211.00
1301	954	189.14	29.44	218.58	8.00	226.58
1302	651	129.07	20.09	149.16		149.16
1303	845	167.53	26.08	193.61	8.00	201.61
1304	1230	243.86	37.96	281.82	8.00	289.82
1305	650	128.87	20.06	148.93		148.93
1306	886	175.66	27.34	203.00	8.00	211.00
1401	954	189.14	29.44	218.58	8.00	226.58
1402	651	129.07	20.09	149.16		149.16
1403	845	167.53	26.08	193.61	8.00	201.61
1404	1230	243.86	37.96	281.82	8.00	289.82
1405	650	128.87	20.06	148.93		148.93
1406	886	175.66	27.34	203.00	8.00	211.00
1501	954	189.14	29.44	218.58	8.00	226.58
1502	651	129.07	20.09	149.16		149.16
1503	845	167.53	26.08	193.61	8.00	201.61
1504	1233	244.46	38.05	282.51	8.00	290.51
1505	650	128.87	20.06	148.93		148.93
1506	886	175.66	27.34	203.00	8.00	211.00
1601	954	189.14	29.44	218.58	8.00	226.58
1602	651	129.07	20.09	149.16		149.16
1603	845	167.53	26.08	193.61	8.00	201.61
1604	1230	243.86	37.96	281.82	8.00	289.82
1605	650	128.87	20.06	148.93		148.93
1606	886	175.66	27.34	203.00	8.00	211.00
1701	954	189.14	29.44	218.58	8.00	226.58
1702	651	129.07	20.09	149.16		149.16
1703	845	167.53	26.08	193.61	8.00	201.61
1704	1231	244.06	37.99	282.05	8.00	290.05
1705	650	128.87	20.06	148.93		148.93
1706	886	175.66	27.34	203.00	8.00	211.00
1801	954	189.14	29.44	218.58	8.00	226.58
1802	651	129.07	20.09	149.16		149.16
1803	845	167.53	26.08	193.61	8.00	201.61
1804	1231	244.06	37.99	282.05	8.00	290.05
1805	650	128.87	20.06	148.93		148.93
1806	886	175.66	27.34	203.00	8.00	211.00
1901	1085	215.12	33.48	248.60	8.00	256.60
1902	1118	221.66	34.50	256.16	8.00	264.16
1903	1117	221.46	34.47	255.93	8.00	263.93
1904	1054	208.97	32.52	241.49	8.00	249.49
2001	1548	306.91	47.77	354.68	8.00	362.68
2002	1543	305.92	47.61	353.53	8.00	361.53

TOTALS 36701.74 5712.20 42413.94 1120.00 43533.94