

MINUTES

STRATA PLAN VR 1308

Compass Point

September 10, 2007

Strata Council 2007

PRESIDENT

*Tom Becker
T/H 3309*

VICE-PRESIDENT

*Jane Cole
T/H 3347*

FINANCE

*Geraldine Street
T/H 3329*

*Irma Klassen
T/H 3391*

*Miguel Alvarez
T/H 3320*

*Paul Reynolds
T/H 3315*

*Frank Chalmers
T/H 3310*

Property Manager

Dali Janic

York-West Asset Management
Group (BC) Inc.

430- 1200 West 73rd
Vancouver, BC V6P 6G5
Phone: 604-267-6399 ext. 315

Email: djanic@yorkwest.com

COUNCIL MEETING

**LeCoeur Housing Co-operative
3502 Cordiale Drive
Vancouver, BC**

Monday, September 10th, 2007 at 7:50 pm

Council Members Present

Tom Becker	Irma Klassen
Jane Cole	Miguel Alvarez
Geraldine Street	Paul Reynolds
Frank Chalmers	

YORK-WEST ASSET MANAGEMENT GROUP (BC) INC.

Dali Janic

1. Call to Order

The Meeting was called to order at 7:50 p.m.

2. Adoption of Previous Meeting Minutes

MOVED, SECONDED, and CARRIED that the Minutes of the Council meeting held on August 15th, 2007 be adopted, as presented.

3. Financial

Review of the financial statements for May, June and July 2007, is deferred to the September 17th, 2007.

Motion was made, to have the financial statements approved by the treasurer on September 17th, 2007.

MOTION CARRIED

4. General Maintenance

- **Deck Repairs:** The Strata Council advised that by the end of this year 12 remaining units that decks would have to be done in 2008/09 will be inspected by Lou Maion Construction. Lou will make the recommendation what repairs are required for the remaining decks.
- Lou from Maion Construction advised that the decks will be done in a matter of days but the completion of the railings and glass will be expected to take 8 to 12 weeks.
- The Strata Council advised that the quote needs to be obtained for the rotting wood ties around the common/visitor parking areas. The quote will be forwarded to the Strata Council as soon as it's received.

5. Correspondence

- **Unit #8014:** An owner of unit #8014 wrote to the Strata Council regarding the approval to replace lattice fence between their unit and unit #8018 with a vinyl type fence, same dimensions as presently in place. This was approved by the Strata Council

6. New Business

- The Strata Council advised that the fence from the building to the first post has been the Strata Corporation responsibility and that the Fencing Company should be contacted to provide the estimate for the replacement of the fence. The Property Manager will contact the Fencing Company.

NEXT MEETING:

November 7th, 2007, 6:30 PM at the the Royal Masonic Boardroom

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

York West Asset Management Group (BC) Inc.

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

All Owners, Strata Plan VR-1308
Compass Point

September 12, 2007

****PLEASE READ CAREFULLY****

Dear Owner(s):

RE: SPECIAL GENERAL MEETING

Enclosed please find the Minutes of the September 10th, 2007 Special General Meeting (SGM), at which the proposed **RESOLUTION '2007A' – 3/4 Vote was APPROVED** by majority of a quorum of owners.

We would like to thank all owners for participating by being in the person or by sending in their proxies.

If you have any questions regarding this or any other issues relating to the building, please feel free to contact the undersigned at your convenience.

If you have any questions please call me at (604) 267-6399.

Thank you,

Yours truly,
York-West Asset Management Group (BC) Inc.


Dali Janic
Strata Agent for Strata VR 1308



ASSET MANAGEMENT
GROUP (B.C.) INC.

STRATA
CONDOMINIUM
MANAGEMENT

RENTAL
MANAGEMENT

CONSULTING
SERVICES

SALES

#430 - 1200 W. 73rd Avenue
Vancouver, B.C. V6P 6G5
Phone: (604) 267-6399
Fax: (604) 267-6397

MINUTES OF THE SPECIAL GENERAL MEETING OF STRATA PLAN VR-1308

HELD: Monday, September 10th, 2007 at 7:00 p.m.
LeCoeur Housing Co-operative, 3502 Cordiale Drive, Vancouver, B.C.

PRESENT: Thirty-five (35) owners in person or represented by proxy, as per the registration sheet.

AGENT: Dali Janic, York West Asset Management Group.

QUORUM REPORT

As the quorum requirement of the *Strata Property Act* was met, the Property Manager called the meeting to order at 7:02 p.m., at which time twenty-five (25) owners were present in person and ten (10) owners were represented by proxy.

ELECTION OF CHAIR

Tom Becker, Council President, chaired the meeting. The Chair welcomed the owners to the meeting.

PROOF OF NOTICE

It was **moved** and **seconded** to accept the Notice, dated August 17th, 2007, as proper notice for the September 10th, 2007 Special General Meeting. A vote was taken, resulting in all owners being in favour of the motion.

MOTION CARRIED

APPROVAL OF AGENDA

It was **moved** and **seconded** to approve the agenda as presented in the Notice dated September 10th, 2007. A vote was taken, resulting in all owners being in favour of the motion.

MOTION CARRIED

RESOLUTION '2007A' – ¾ Vote

It was **moved** and **seconded** to place Resolution '2007A' on the floor for discussion.

MOTION CARRIED

The Strata Council President, Tom Becker, presented a report to the owners. Mr. Becker and the Strata Council responded to questions and comments from the owners, including:

- Review of past history of balcony deck maintenance.
- The \$82,000 budgeted for this year represents completion of ten townhouses (16 decks) identified in the engineer's report as "Priority 1".
- Discussion related to concerns about additional Special Assessment next year. That discussion revolved around whether we would simply request an assessment to replenish the painting funds, or whether there might be additional assessments for the balance of the decks that need to be done.

- The Strata Council has been requested to review future funding requirements both for any remaining decks, as well as any other future capital costs.
- There was a suggestion to provide a report on how many decks was done so far from 2003 and how many still to be done.

Decks repaired in 2003 by Robert Harlos/Rainforest Construction and Tern Construction:

Units - #3349, #3350 and #3359

Decks repaired in 2004 by Robert Harlos/Rainforest Construction:

Units - #3345,#3347,#3349,#3351,#3355,#3357,#3359,#8010,#8014,#8018,#8022

Decks repaired in 2005, 2006 and February 2007 by Robert Harlos/Rainforest Construction and Summerhill:

Units - #3313,#3315,#3317,#3319,#3321,#3326,#3350 and #3360

Total deck repair expense from March 2003 to February 2007, has been \$119,665.00

Maion Construction 2007 'Phase 1 & 2':

'Phase 1' Units - #3309,#3311,#3314,#3327,#3329,#3346,#3365,#3367,#3369,#3389.

'Phase 2' Units - #3305,#3307,#3312,#3316,#3324,#3337,#3339,#3340,#3341,#3342,#3344,#3371,#3379.

RESOLUTION '2007A' – ¾ Vote

Be it resolved, in compliance with section 108 of the Strata Property Act, that a resolution be passed by way of a ¾ vote of a quorum of the Owners of Strata Plan VR 1308, that the Owners authorize an allocation of the Special Assessment for Painting (2007/08) in the amount of \$60,000.00 to complete deck repair of 10 units in September/October 2007.

It was then moved by strata lot 22 and seconded by strata lot 53 to approve Resolution '2007A'. A vote was taken, resulting in 32 owners in favour and 3 opposed of the motion.

MOTION CARRIED
32 in favour
3 opposed

RESOLUTION '2007A' - EXPLANATORY PARAGRAPH

The Strata Council wishes to advise owners that we have an opportunity to proceed with additional deck repairs this September/October. The company that completed deck repairs this summer is available to complete more decks this fall. We currently have funds remaining in the budget for deck repairs to complete four more units and the Strata Council has approved the funds to get this work done in September.

The contractor is available to complete more than four units, however, your Strata Council cannot proceed with approving the funding without consent of the owners. Should Strata Council get approval from owners to utilize some of the funds from the previously approved Special Assessment for Painting, as noted in the resolution above, we will proceed with the completion of deck repairs for an additional 10 units. This work was expected to be deferred to 2008, but good progress, and costs per unit coming in less than planned, Council believes it is prudent to advance some of the deck work originally planned to be budgeted in 2008. This advancing of work would reallocate some of the painting funds, which in turn will be replenished based on our 2008 budget when approved at our 2008 AGM. Painting will proceed as planned over this next year.

Owners should refer to the minutes of the 2007 AGM regarding planned funding for continuing deck repairs next year. This means that another special assessment will be required at the 2008 AGM to complete painting and the balance of decks remaining. (At our AGM meeting earlier this year a special assessment for painting and some deck repairs was approved, but it was noted that based on progress on decks this year that further funding would have to be sought in 2008.) Should owners approve the above resolution, there will be no additional special assessments between now and the spring 2008 AGM.

As there was no further business to discuss, the meeting adjourned at 7:50 pm.

YORK WEST ASSET MANAGEMENT GROUP (BC) INC.

#430-1200 West 73rd Avenue

Vancouver, BC V6P 6G5

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

Please Note: The Real Estate Services Act Regulations require a vendor to provide purchasers with copies of Strata minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page.

MINUTES

STRATA PLAN VR 1308

Compass Point

August 15, 2007

Strata Council 2007

PRESIDENT

Tom Becker
T/H 3309

VICE-PRESIDENT

Jane Cole
T/H 3347

FINANCE

Geraldine Street
T/H 3329

Irma Klassen
T/H 3391

Miguel Alvarez
T/H 3320

Paul Reynolds
T/H 3315

Frank Chalmers
T/H 3310

Property Manager

Dali Janic

York-West Asset Management
Group (BC) Inc.

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Vancouver, BC V6P 6G5
Phone: 604-267-6399 ext. 315

Email: djanic@yorkwest.com

COUNCIL MEETING

Held at Royal Arch Masonic Homes
7850 Champlain Crescent

Wednesday, August 15th, 2007 at 6:30 pm

Council Members Present

Tom Becker	Irma Klassen
Jane Cole	Miguel Alvarez
Geraldine Street	Paul Reynolds
Frank Chalmers	

YORK-WEST ASSET MANAGEMENT GROUP (BC) INC.

Dali Janic

1. Call to Order

The Meeting was called to order at 6:40 p.m.

2. Adoption of Previous Meeting Minutes

MOVED, SECONDED, and CARRIED that the Minutes of the Council meeting held on June 13th, 2007 be adopted, as presented.

3. Financial

Review of the financial statements for May and June 2007, is deferred to the next meeting.

4. General Maintenance

- **Pest Prevention: Dealing with problem raccoons** if raccoons are coming to your home and causing problems there are a couple of ways of dealing with them. First, try to determine what has attracted them to your home. A raccoon's primary activity is searching for food and water and if you have inadvertently made these available, the problem may be solved by simply restricting access to them. Do not leave pet food and water dishes outside overnight and keep trashcans tightly covered.
- **Deck Repairs:** Lou Maion Construction and Tom Becker have walked through to review the next phase of decks that could start in September. They reviewed priorities as they were originally identified by 'Aqua Coast' and there have been a few changes to reflect the relative importance of which ones should be done next. There are 14 potential units to be done in the '**phase 2**'. There are about 3 units that are in a very serious state. These units are going to be done first in September.
- Budget for the deck repairs have been discussed and it has been determined that there is enough money in the budget for 4 decks to be repaired.
- Motion was made to resume deck repairs in September 2007, utilizing the remaining funds for this year, which will allow for deck repair of 4 units. **MOTION CARRIED**
- Motion was made, to hold Special General Meeting (SGM) regarding permission to allocate Special Assessment/Painting 2007/08 funds in the amount of \$60,000.00 to complete additional deck repair – 10 units- in September/October 2007. **MOTION CARRIED**
- The Strata Council reviewed that 10 units have been done this year and ahead of the schedule.
- **Gutters:** Review of the current gutter construction and the tendency for the drains to block and back up. The Property Manager will contact the gutter company and investigate the costs of a workable solution.

5. Correspondence

- **Unit #3340:** An owner of unit #3340 wrote to the Strata Council regarding the borders of the parking areas. The Strata Council discussed this issue advising Property Manager to obtain the quote.
- **Unit #3337:** An owner of unit #3337 wrote to the Strata Council regarding the approval to replace all of the windows to white vinyl ones. This was approved by the Strata Council
- **Raccoon Damage - Unit #3327:** An owner advised that their attic was damaged by the raccoon. The Insurance Company was contacted to review the damage. Insurance Adjuster advised that he will determine if this damage has happen at the same time as at unit #3325 then this will be covered by the same deductible.

6. New Business

- **Review of Strata Management Services:** Strata Council indicated that they agreed to retain the services of York West. The Strata Council advised that Management service fee for September, 2007 will be waived by York West.

NEXT MEETING:

SGM

September 10th, 2007, 6:45 PM at the LeCoeur Housing Co-operative

As there was no further business to discuss, the meeting was adjourned at 9:00 pm.

York West Asset Management Group (BC) Inc.

#430 – 1200 West 73rd Avenue
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TEL: (604) 267-6399 FAX: (604) 267-6397



MINUTES

STRATA PLAN VR 1308

Compass Point

June 13, 2007

Strata Council 2007

PRESIDENT

*Tom Becker
T/H 3309*

VICE-PRESIDENT

*Jane Cole
T/H 3347*

FINANCE

*Geraldine Street
T/H 3329*

*Irma Klassen
T/H 3391*

*Miguel Alvarez
T/H 3320*

*Paul Reynolds
T/H 3315*

*Frank Chalmers
T/H 3310*

Property Manager

Dali Janic

**York-West Asset Management
Group (BC) Inc.**

430- 1200 West 73rd
Vancouver, BC V6P 6G5
Phone: 604-267-6399 ext. 315

Email: djanic@yorkwest.com

COUNCIL MEETING

**Held at Royal Arch Masonic Homes
7850 Champlain Crescent**

Wednesday, June 13th, 2007 at 6:30 pm

Council Members Present

Tom Becker	Irma Klassen
Jane Cole	Miquel Alvarez
Geraldine Street	Paul Reynolds
Frank Chalmers	

YORK-WEST ASSET MANAGEMENT GROUP (BC) INC.

Dali Janic

1. Call to Order

The Meeting was called to order at 6:40 p.m.

2. Election of Strata Council Officers

The following members were elected as officers of the Strata Council.

President	Tom Backer
Vice President	Jane Cole
Treasurer	Geraldine Street

3. Adoption of Previous Meeting Minutes

MOVED, SECONDED, and CARRIED that the Minutes of the Council meeting held on March 25th, 2007 be adopted, as presented.

4. Financial

Tom Becker advised that he has reviewed the financial statements and supporting documents for the month of April, 2007. Having found same to be in order, he recommended their adoption. It was therefore **moved** and **seconded** to approve the financial statements for April, 2007 as circulated.

MOTION CARRIED

5. General Maintenance

- **Pest Prevention:** Review regarding the installation of protective pest/raccoon devices. Frank advised that the problem we have experienced with raccoons have been prevented with the installation of the metal cages on the roofs, soffits and vents. Installation of the cages has been completed on 24 units. Please note that water is an effective tool to scare the raccoons. Also, raccoons are attracted to urban areas by the easy accessibility to food, water, and shelter. Reducing or eliminating the availability to all of these factors will encourage raccoons to leave.
- **Deck Repairs:** Maion Construction Company advised that deck repair and water proofing of the decks have been completed. Railing for the 10 units has been delivered and will be installed by the end of the next week. The Strata Council advised that “**Phase 1**” have been finished in the timely manner and under budget in the amount of \$20,000.00. Maion Construction Company will not be available to do the deck repair in July and August.
- Motion was made to resume deck repairs in September 2007, utilizing remaining deck repair funds allocated in budget and painting/deck repair special assessment funds approved for the 2007/08 budget.
- Lou from Maion Construction will determine priorities for the September deck repairs. Lou will consider Aqua Coast’s priority recommendations, and based on his visual inspection determine which units should be done later this year.
- The Strata Council advises owners to check newly repaired deck surfaces for cracks or tears and to report them immediately to the Property Manager. This will prevent damage to the underlying wood surfaces.
- Unit #3321 deck was done by Rainforest Construction and the deck covering material had not been properly secured, the Strata Council advised that Maion Construction will repair this in September.
- The Strata Council discussed the issue of painting the cedar boards that have been replaced, as a result of the spring 2007 deck repairs, and advised that painting quote should be obtained.
- **Maintenance Tip:** Check and clean deck surfaces every couple months to remove dead leaves and other litter that could promote moisture retention and, dry rot and mold. Be especially vigilant about cleaning between boards. This only applies to the remaining older style decks.
- Motion was made to accept Altenburg Painting Ltd. proposal and quote for the exterior painting.

MOTION CARRIED

MOTION CARRIED

6. Correspondence

- **Robert Harlos:** Letter was sent to Mr. Harlos in order to demand payment of an advance made to Rainforest and Mr. Harlos. The Strata Council discussed the merits of filing a claim and it was decided not to go forward with a small claim action.
- Motion was proposed that the payment from Mr. Harlos be written-off as a bad debt and that Rainforest Construction and Robert Harlos will not be employed by Compass Point in the future.

MOTION CARRIED

- **Deck Extension Cost - Unit #3360:** An owner of unit #3360 wrote to the Strata Council regarding the costs of their deck extension with a payment proposal of \$3,308.04. After much debate and discussion the Strata Council decided to accept the payment with note that payment has to be received in the 30 days or late fee charges will be applied to the strata lot.
- **Raccoon Damage - Unit #3325:** An owner of unit #3325 forwarded photos that showed some of the areas that were damaged by the raccoon. The insulation was disturbed over a large portion of the attic. The Insurance Company was contacted to review the damage. Insurance Adjuster advised that the damage will be covered by the Insurance Company and that the Strata Corporation is responsible for the deductible.
- Motion was made to approve the work and to pay deductible of \$1,000.00.

MOTION CARRIED

7. New Business

- **Spring and Fall Clean-up Bins:** The Strata Council advised that the bin will be dropped-off every last weekend in May and October. Owners will be advised in advance.
- **Recycling – Automated collection of garbage and yard trimmings:** Between mid-2005 and mid-2006 the City proposed a new automated collection program to all Vancouver homes. With the new system, both garbage and yard trimmings will be collected using a mechanical arm on a truck instead of workers lifting cans and bags by hand. The City is changing the way garbage and yard trimmings are collected from Vancouver homes.

Fully automated collection can substantially reduce worker injuries, increase diversity of the workforce, facilitate further implementation of a user pay structure, improves service to residents, improves neighborhood aesthetics and reduces the use of plastic bags by residents. The implementation of a fully automated collection program requires significant capital investment, largely due to the cost of supplying carts to residents, which would increase the annual cost of collection service. With this program property tax for the individual owner will be reduced.

For Strata Corporation these charges will now appear on annual utility bill. The Strata Council now owes the City of Vancouver \$ 8,922.00 for this service. These funds were not planned as part of the 2007/08 budget. A motion was made to pay the City of Vancouver \$ 8,922.00 from the Contingency Funds.

MOTION CARRIED

Despite earlier statement by the City, the cost of the new garbage collection will not show on your tax bill; instead costs are now billed directly to the strata management company. Thus this cost will now need to be recovered through the strata corporation's annual budget.

- **Para Space Landscaping:** Attached for the Strata Council's information was a copy of the quote in the amount of \$1,930.00 from Para Space regarding the European Chafer Control Nematodes application for this summer. Motion was made to not to go ahead with this proposal. Irma Klassen volunteered to contact landscaping company and to follow-up with the solution. A copy of their monthly contract specifications is included with the minutes.
- **Unit #3350:** An owner of unit #3350 wrote to the Strata Council regarding the approval for the replacement of the retaining wall at the front of their unit. It will be similar to unit #3340. The Strata Council discussed and reviewed the drawings provided. Moved and Seconded to approve owner's request.
- The Strata Council noted that the owners should contact the management company regarding correspondence, repair, maintenance issues or approval for the altering strata lot.

MOTION CARRIED

Obtain Approval Before Altering a Strata Lot

Bylaw 11

- Any alteration or addition made by an owner without the approval as required above may be restored or removed by the Strata Council or its duly authorized representatives. Any costs incurred by the Strata Corporation as a result thereof shall be assessed against his strata lot and become due and payable on the first day of the month following the assessment.

Obtain Approval Before Altering Common Property

Bylaw 12

- An owner must obtain the written approval of the strata corporation before making an alteration to common property, including limited common property, or common assets.
- The strata corporation may require as a condition of its approval that the owner agree, in writing, to take responsibility for any expenses relating to the alteration.
- Owners are advised that letter was sent to the City of Vancouver regarding the trees in the adjacent with the property of VR-1308. The City of Vancouver informed that trees are trimmed and pruned every year.

- The Strata Council thanked Donald Bradwell for replacing the light bulbs and maintaining the sprinkle system.
- The Strata Council advised that Management Company and the Strata Council will redraft the 2006 AGM minutes and present them to the owners for approval at the 2008 AGM.

ALL RESIDENTS ARE URGED TO REPORT ANY AND ALL SUSPICIOUS ACITIVITIES TO THE VACNOUVER POLICE DEPARTMENT. THE POLICE DEPARTMENT'S NON-EMERGENCY NUMBER IS (604) 717-3321.

NEXT MEETING: August 15, 2007, 6:30 PM at the Royal Masonic Boardroom

As there was no further business to discuss, the meeting was adjourned at 9:00 pm.

York West Asset Management Group (BC) Inc.

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

Please Note: The Real Estate Regulations require a vendor to provide purchasers with copies of Strata Council and Corporation Meeting minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page and can be received upon a seven (7) day advance order from York West Asset Management Group (BC) Inc.

PARA SPACE LANDSCAPING Calendar of Service

January	February	March	April	May	June
<ul style="list-style-type: none"> Major pruning of plant material Weekly removal of all litter and debris Weekly cleaning of all sidewalks, curbs and roadways Regular raking and cleaning of all planted beds on a rotational basis Deep edging Snow services completed if needed according to the contract 	<ul style="list-style-type: none"> Granular plant fertilizer applied to all plants Aeration and liming Deciduous tree pruning Weekly removal of all litter and debris Weekly cleaning of all sidewalks, curbs and roadways Regular raking and cleaning of all planted beds on a rotational basis Deep Edging Snow services completed if needed according to the contract 	<ul style="list-style-type: none"> Lawn cutting as necessary Moss control applied Weekly removal of all litter and debris Weekly cleaning of all sidewalks, curbs and roadways Regular raking and cleaning of all planted beds on a rotational basis Environmentally friendly herbicide application to concrete and paving stones 	<ul style="list-style-type: none"> Lawn cutting as necessary Power raking as needed Lawn overseeding Weekly removal of all litter and debris Weekly cleaning of all sidewalks, curbs and roadways Regular raking and cleaning of all planted beds on a rotational basis 	<ul style="list-style-type: none"> Lawn fertilizer applied Weekly lawn cutting that includes vertical edging every second week Weekly removal of all litter and debris Weekly cleaning of all sidewalks, curbs and roadways Regular raking and cleaning of all planted beds on a rotational basis 	<ul style="list-style-type: none"> Lawn weed control Weekly lawn cutting that includes vertical edging every second week Weekly removal of all litter and debris Weekly cleaning of all sidewalks, curbs and roadways Regular raking and cleaning of all planted beds on a rotational basis Mid season pruning
July	August	September	October	November	December
<ul style="list-style-type: none"> Lawn Fertilizer Applied Weekly lawn cutting that includes vertical edging every second week Weekly removal of all litter and debris Weekly cleaning of all sidewalks, curbs and roadways Regular raking and cleaning of all planted beds on a rotational basis Mid season pruning 	<ul style="list-style-type: none"> Weekly lawn cutting that includes vertical edging every second week Weekly removal of all litter and debris Weekly cleaning of all sidewalks, curbs and roadways Regular raking and cleaning of all planted beds on a rotational basis Mid season pruning 	<ul style="list-style-type: none"> Weekly lawn cutting that includes vertical edging every second week Weekly removal of all litter and debris Weekly cleaning of all sidewalks, curbs and roadways Regular raking and cleaning of all planted beds on a rotational basis Follow up overseeding 	<ul style="list-style-type: none"> Lawn cutting as necessary Lawn Fertilizer applied Weekly removal of all litter and debris Weekly cleaning of all sidewalks, curbs and roadways Regular raking and cleaning of all planted beds on a rotational basis 	<ul style="list-style-type: none"> Bulk leaf cleanup Weekly removal of all litter and debris Weekly cleaning of all sidewalks, curbs and roadways Snow services completed if needed according to the contract 	<ul style="list-style-type: none"> Pruning of plant material Leaf cleanup Weekly removal of all litter and debris Weekly cleaning of all sidewalks, curbs and roadways Finesse raking and cleaning of all planted beds on a rotational basis Snow services completed if needed according to the contract

All items underlined are included in the contract and done by an additional crew to the regular weekly maintenance crew.

All items in bold are additional optional services that need to be approved for us to carry them out.

**** PLEASE READ CAREFULLY ****

Dear Owner(s):

RE: ANNUAL GENERAL MEETING

At the Annual General Meeting held April 25, 2007, the Owners approved an increase in the monthly strata fees from \$ 180.00 per month to \$ 200.00 per month effective June 1, 2007. We are pleased to offer **two options** for payment of your strata fees.

STRATA FEE PAYMENT – BY PAC SYSTEM (Pre-authorized Withdrawal from your Account)

If you are already on the PAC System, **DO NOT RE-APPLY** as your strata fees will be withdrawn automatically in the increased amount of \$ 200.00. If you are not on the PAC System but would like to begin participating, please complete the enclosed form and forward it to our office along with a blank cheque marked 'VOID' by no later than **May 15th, 2007** for your fees to be withdrawn as of June 1st.

If you choose to pay by POST-DATED CHEQUES

Please forward **twelve (12) post-dated cheques** to our office, which are dated for the **first day of each successive month** starting with **June 1st, 2007** and ending with **May 1st, 2008**. Your cheques in the amount of \$ 200.00 each should be made payable to **'Strata Plan VR-1308'** and mailed to our office at **# 430 – 1200 West 73rd Avenue, Vancouver, BC V6P 6G5**. Please ensure that your unit number is on your cheque.

SPECIAL ASSESSMENT

At the Annual General Meeting the Owners also approved a special assessment in the total amount of \$ 307,800.00. Your proportionate share of this amount is \$ 5,400.00 and is due in four (4) instalments of \$ 1,350.00 each on August 1, 2007; November 1, 2007; April 1, 2008 and July 1, 2008. The resolution approved by the Owners provides for a \$ 50.00 per month penalty for late payment of the special assessment.

SPECIAL ASSESSMENT PAYMENT – BY POST DATED CHEQUE(S)

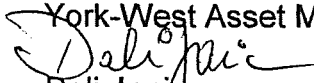
The special assessment payments cannot be withdrawn from your bank account and must be paid by cheque. Your special assessment total amount is \$ 5,400.00. You may forward your cheque for this amount in full. Alternately, you may forward **four (4) post-dated cheques** in the amount of \$ 1,350.00 each to our office, which are dated for August 1, 2007; November 1, 2007; April 1, 2008 and July 1, 2008.

Your cheques should be made payable to **'Strata Plan VR 1308'** and mailed to our office at **# 430-1200 West 73rd Avenue, Vancouver, BC V6P 6G5**. Please ensure that your unit number is marked clearly somewhere on the cheque.

If you have any questions please call me at (604) 267-6399.

Yours truly,

York-West Asset Management Group (BC) Inc.


Dali Janic
Strata Agent for Strata VR 1308



ASSET MANAGEMENT
GROUP (B.C.) INC.

PROPERTY & ASSET
MANAGEMENT

COMMERCIAL
SALES & LEASING

SYNDICATION &
CONSULTING
SERVICES

FACILITIES
MANAGEMENT

British Columbia
#430 - 1200 W. 73rd Avenue
Vancouver, B.C. V6P 6G5
Phone: (604) 267-6399
Fax: (604) 267-6397

PRE-AUTHORIZED CHEQUING (PAC) APPLICATION

IDENTIFICATION

NAME of Unit OWNER (or) TENANT _____

Building Name: _____ Strata Plan #: _____

Building Address: _____

City: _____ Prov.: _____ Postal Code: _____

Unit #: _____ Strata Lot #: _____

PAC Start Date: _____

Disclosure: PAC is submitted to the Agent's Bank on or before the 25th of each month. If this authorization is not received prior to the 20th of the preceding month, the PAC withdrawal will not be made until the first of the subsequent month.

AMOUNT AUTHORIZED:

Monthly Maintenance Fee: _____

*****Please note there is an administration fee of \$25.00 for all returned items*****

NB *Special Assessments, Parking Fees and Bylaw Fines will not be withdrawn under PAC Authorization. Annual Increases, including any retroactive amount, in Maintenance fees, are deemed authorized where this application is submitted.*

The undersigned hereby authorize **YORK WEST ASSET MANAGEMENT (BC) INC.**, as Agents for the Owner, to withdraw the listed monthly amounts due from the identified bank Account.

ALL SIGNATURES

of depositor as shown or drawee records _____

Date Submitted: _____

PLEASE SUBMIT A VOID CHEQUE – (ATTACH TO THIS APPLICATION)

NOTICE:

Frequent Non Sufficient Funds (NSF) returns will result in the termination of this pre-authorization agreement.

For Office Use Only

Date Received: _____

Void Cheque Received: YES NO

Next Month's Maintenance Fee Cheque Received: YES NO

Added to PAC Listing – DATE: _____ Initials: _____

Post Dated Cheques Returned – DATE: _____ Initials: _____

MINUTES OF THE ANNUAL GENERAL MEETING OF STRATA PLAN VR-1308

HELD: Wednesday, April 25th, 2007 at 7:00 p.m.
LeCoeur Housing Co-operative, 3502 Cordiale Drive, Vancouver, B.C.

PRESENT: Forty-two (42) owners in person or represented by proxy, as per the registration sheet.

AGENT: Dali Janic and Michael Henson, York West Asset Management Group.

QUORUM REPORT

As the quorum requirement of the *Strata Property Act* was met, the Strata Council President called the meeting to order at 7:00 p.m., at which time thirty (30) owners were present in person and nine (9) owners were represented by proxy. Subsequently three owners arrived and registered late.

ELECTION OF CHAIR

Tom Becker, Council President, chaired the meeting. The Chair welcomed the owners to the meeting and introduced the head table.

PROOF OF NOTICE

One owner noted that there was no provision for the discussion of old or unfinished business on the notice and it was agreed that the owners could discuss any topics under the *Owners' New Business* agenda item. The owner also noted that the notice should be amended to reflect the actual bylaws for Compass Point in the event that a quorum was not achieved. The management company agreed and thanked the owner for his comments. It was **moved by strata lot 44 and seconded by strata lot 25** to confirm the Roll Call, confirm the issuance of the voting cards and to accept the proof of notice for the Notice of Annual General Meeting of 2007, complying with the notice requirement of the *Strata Property Act*. A vote was taken, resulting in all owners in favour of the motion.

MOTION CARRIED

APPROVAL OF AGENDA

The owners agreed to include the Strata Council President's report and any topics for General Discussion as noted above in the meeting agenda.

APPROVAL OF AGM MINUTES

Owners noted that the minutes of the 2006 Annual General Meeting did not accurately reflect the attendance of the owners at the 2006 AGM and that the content of some general discussion topics was not accurately presented in the minutes. The management company agreed to consult with the Strata Council, redraft the 2006 AGM minutes and present them to the owners for approval at the 2008 AGM.

INSURANCE

The management company advised that a copy of the current insurance certificate was included with the Annual General Meeting package and that the building is insured to its appraised value, which is annually updated. The owners were advised to ensure that they had personal coverage for personal liability and all in-suite improvements and betterments and that the buildings were insured to the standard of the original construction.

One owner advised that, as she had recently purchased her townhouse, she did not know what the original construction was and what improvements may have been made by a previous owner. The property manager has consulted with the insurance company and they have confirmed that the insurance coverage is to the standard of the original construction notwithstanding the purchase date. Therefore it is important for all current owners to be certain that all betterments and improvements, no matter when they were completed or who completed them, are covered under their own policy.

One owner noted that the lower levels in some of the townhouses were completed by the developer for an additional cost and, in some of the townhouses (the 'A' external units), the lower levels were completed at a later date by the strata lot owner. The insurance company has confirmed that any construction completed by the original developer is covered under the strata's insurance as "original construction" and that any construction completed at a later date by the strata lot owner is considered to be a betterment and/or improvement.

One owner noted that her unit recently experienced severe damage from entry by raccoons. The property manager will follow up with the insurance company.

PRESIDENT'S REPORT

The Strata Council President, Tom Becker, presented a report to the owners (attached). At the conclusion of the report the owners showed their approval with a round of applause. Mr. Becker responded to questions and comments from the owners, including:

- Thanks to the Strata Council for a job well done under difficult circumstances
- A suggestion that an owners' information meeting, to review the consulting engineers report and to clarify Strata Council's position on the report, would have been very useful for the owners
- The Chair confirmed the bylaw that individual strata lot owners are responsible for their own window replacements and that the strata is responsible for any structural problems
- Landscaping – discussion of extra improvement costs and a suggestion to spend more to preserve and improve the grounds. The Chair confirmed that additional funds had been allocated in the 2007/2008 operating budget for landscaping improvements, starting with improvements to the entrance off of Champlain Crescent.
- One owner asked what services were included in the strata's landscaping contract – a copy of their contract specifications is included with these minutes.
- There was discussion regarding leaf cleanup and a request to have the leaves regularly removed from all driveways. Frank Chalmers volunteered to review this issue with the landscaping company.

TREASURER'S REPORT

Peter Oostlander presented the Treasurer's Report. He advised that "Waste Removal" was over budget due to the purchase of the new garbage bins for each strata lot (these were all billed to the strata complex rather than to individual owners as the City had originally indicated). Landscaping was also over budget due to irrigation/sprinkler repairs and the tree pruning cost. The gutters were cleaned, however, strata council would have appreciated more competitive quotes from the management company before commencing with the gutter cleaning. The deck contractor received an advance for materials which was subsequently not deducted from his invoice payment. Council has entered into an agreement with the contractor to recover the advance through ongoing repair and maintenance work. There was a brief review of the deck repairs and the Treasurer noted that costs for a deck extension are being recovered from the strata lot owner. The 2006 fiscal year ended with a \$43,543.00 surplus, which will be used towards the balcony/deck repairs. The Chair thanked the Treasurer for his hard work and vigilance throughout the year.

RESOLUTION '2007A' – Majority Vote

It was **moved** and **seconded** to place Resolution '2007A' on the floor for discussion.

MOTION CARRIED

The management company reviewed the operating budget for 2007/2008, and answered questions regarding the proposed budget.

- Discussion of balcony deck repair expenditures and recommendations in the consulting engineers report.
- Review of past history of balcony deck maintenance.
- The \$82,000 budgeted for this year represents completion of ten townhouses (16 decks) identified in the engineer's report as "Priority 1".
- The plan is to complete the sixteen "Priority 2" townhouses (23 decks) next year at a cost of approximately \$118,000.
- There was a suggestion to accelerate the deck repairs so that they were all completed in time for the exterior painting.
- There was a suggestion to repair the decks on an "as funds permit" basis as the proposed special assessment for the exterior painting was significant and another special assessment for deck repairs would not be welcomed.
- Agreement with the management company for better communication with the owners regarding the timing and scheduling of the deck repairs.
- One owner asked Strata Council to ensure that they received copies of the deck contractor's insurance and WCB coverage.
- The Chair advised that the deck contractor would like to begin shortly and that he and the management company would contact the contractor to schedule the work.
- One owner recommended a contractor to Strata Council.
- The deck contractor will be asked to inspect the dividing trellises (limited to those installed as part of the original complex) between the townhouses and provide Strata Council with a quote for any repairs.
- A suggestion to contribute additional funds to the Contingency Reserve Fund.

Be it resolved, in compliance with section 21 of the Strata Property Act that a resolution be passed by way of a majority vote of a quorum of the Owners of Strata Plan VR - 1308, that the Owners approve the proposed budget for the 2007/2008 fiscal year, commencing March 01, 2007 and completing February 28, 2008.

It was then **moved by strata lot 44** and **seconded by strata lot 54** to approve **Resolution '2007A'**. A vote was taken, resulting in all owners in favour of the motion.

MOTION CARRIED

RESOLUTION '2007B' – ¾ Vote

It was **moved by strata lot 40** and **seconded by strata lot 42** to approve Resolution '2007B'.

MOTION CARRIED

Be it resolved, in compliance with section 108 of the Strata Property Act, that a resolution be passed by way of a ¾ vote of a quorum of the Owners of Strata Plan VR 1308, that the Owners authorize a special levy in the total amount of \$307,800 for the purpose of exterior painting and deck repairs. Such funds shall be charged upon the owners in proportion to the unit entitlement of their respective strata lots (see attached payment schedule). If payment is not received by the 30th of the month in which the levy is due, a fine of \$50 shall be assessed against the strata lot owner for each month the levy remains outstanding.

If a special levy is approved before a strata lot is conveyed to a purchaser, (a) the seller owes the strata corporation the portion of the levy that is payable before the date the strata lot is conveyed and, (b) the purchaser owes the strata corporation the portion of the levy that is payable on or after the date the strata lot is conveyed

The Chair and the management company responded to comments and questions regarding the proposed special assessment, including:

- Currently two quotes are in hand, the \$307,800 represents the lowest quote which is from Altenburg Painting, the contractors that did the trim several years ago;
- Council intends to secure more quotes before proceeding. “Deck repairs” was included in the description of the special assessment funds so that Strata Council would have the authority to spend special assessment funds on deck repairs only in the event that they were able to complete the exterior painting for less than anticipated;
- Discussion of raising the monthly strata fees instead of a special assessment;
- A suggestion to reduce the installment amounts and extend the payment dates for the special assessment;
- Discussion of the registered strata plan, unit entitlement and “bare land strata”;
- A suggestion to complete the exterior painting in two phases and amortize the special assessment payment through to 2009;
- The Chair, on behalf of the Strata Council, agreed to circulate the exterior painting quotations to the owners once they had been secured.

It was **moved by strata lot 27 and seconded by strata lot 21** to amend resolution 2007B by reducing each installment amount from \$1,800.00 to \$1,350.00 and having the payment made in four (4) installments each due on August 1, 2007; November 1, 2007; April 1, 2008 and July 1, 2008.

MOTION CARRIED
39 in favour
1 opposed

A vote was taken on the original motion as amended.

MOTION CARRIED
41 in favour
1 opposed

GENERAL DISCUSSION

There was a general discussion amongst the owners and Strata Council including the following topics:

- Discussion of common area landscaping and a suggestion to improve the soil and add top dressing to preserve the life of the rhododendrons and other plants and shrubs. Owners were advised by Irma Klassen that she met with Jeff Foley of the Para Space company and they discussed some ideas regarding plant upgrades. The Strata Council advised that the quote that was provided by Para Space for the upgrade of the front entrance was approved.
- Discussion of some large overhanging trees, especially the birches on the west perimeter of the property. The Property Manager will forward a letter to the City of Vancouver requesting that the trees be pruned.

- Discussion of property boundaries and who is actually responsible for the upkeep of the trees.
- Review and discussion of exterior painting with a suggestion to form a “Colour Advisory Committee” with a view to presenting the owners with colour scheme choices for the exterior painting. Peter Oostlander volunteered to organize the committee.
- Raccoons – construction and installation of preventative safety measures to start next week.
- Suggestion to hold Information Meetings with the Owners in order to maintain communication between the Strata Council and the Owners relative to the status of current issues and any ongoing or upcoming major projects.
- The Chair noted that the owners should contact the management company regarding all repair and maintenance issues such as gutter problems, etc.
- Discussion of deteriorating railroad tie retaining walls and plans for improvements. The Chair noted that with the deck repairs and exterior painting, the retaining wall restoration program is less of a priority than it was several years ago.
- A suggestion to raise the monthly strata fees and build up the Contingency Reserve Fund in anticipation of upcoming expenses such as the retaining walls, etc.

It was **moved by strata lot 29 and seconded by strata lot 18** to increase the monthly strata fees by \$20.00 per month from \$180.00 per month to \$200.00 per month, effective June 1, 2007 and to contribute the increased strata fee amount directly to the Contingency Reserve Fund and to amend the 2007/2008 operating budget accordingly.

MOTION CARRIED
41 in favour
1 opposed

RESIGNATION AND ELECTION OF STRATA COUNCIL

The management company thanked the outgoing Council members for all their efforts and time spent on the affairs of the Strata Corporation over the past year. This was endorsed by a round of applause. One owner thanked the Strata Council President, Tom Becker, for his many hours of hard work and diligence throughout the year. This was also confirmed by the owners with a warm round of applause. Nominations were then taken for the new Strata Council, resulting in the following nominees:

Frank Chalmers	Miguel Alvarez
Irma Klassen	Tom Becker
Geraldine Street	Jane Cole
Paul Reynolds	

As there were no further nominees and all nominees agreed to stand, the above owners were elected by acclamation.

As there was no further business to discuss, the meeting adjourned at 9:30 pm.

YORK WEST ASSET MANAGEMENT GROUP (BC) INC.

#430-1200 West 73rd Avenue

Vancouver, BC V6P 6G5

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

Please Note: The Real Estate Services Act Regulations require a vendor to provide purchasers with copies of Strata minutes. Please retain these minutes for your records. Replacement copies will be subject to a cost per page.

**2007 Annual Meeting – President’s Report, Compass Point
April 25, 2007**

The following provides a brief overview of events of the past year, most of which was marked by significant challenges.

Management Company

- serious issues due to licensing requirements and issues with York West taking over from Michael Henson
- York West was extremely non-responsive during most of 2006
- by early Fall we agreed to consider other management options
- interviewed 4 firms in person, with most of Strata Council participating
- with Michael Henson returning as Admin Manager for York West we agreed after extensive discussions to 6 month probation period for York West. If the management services are renewed we will receive 1 month of management for free; also we can terminate service on 60 days notice during probationary period without necessity of an AGM (a usual requirement).

Deck Repairs/Building Evaluation/Contractor

- originally assigned to Robert Harlos (Rainforest Construction)
- questions about extent and type of repair and overall condition of our buildings contributed to Council request for an engineering review and moisture testing (Aqua-Coast Engineering) of our entire building complex; undertaken summer of 2006
- building generally in good condition with exception of some windows, and many of the balconies/decks which are in need of repair or replacement
- specific guidelines established for deck repairs, engineers recommended they be retained for design, specifications, tendering and project administration (cost to be based on 12% of construction or \$14,700 for priority decks only). Council is not planning to do so due to concerns about building delays, and probability of even greater costs, and perception that there could be considerable ‘nit picking’ (based on experience todate) which may contribute to further frustration (between owners/contractor/engineers).
- issues arose with Robert Harlos and the construction/knowledge techniques and we ultimately had to retain another firm, Summerhill Construction
- they undertook repair work did a very good job, but also were extremely costly
- we then requested quotes from other firms, with costs per deck estimates ranging from about \$5125 to \$8800

Rodent Control (raccoons)

- quotes received from several firms, but we had concerns about quality of work, our safety liability and nature of work in terms of nails going into our roof

- Robert Harlos requested to do this work, using unit 3315 as template (this work to proceed very shortly; has been deferred due to illness of Robert Harlos)

Landscape Improvements

- we received several quotes for soil remediation at entrance, found costs very high and requested reconsideration, management difficulties did not allow us to proceed on timely basis. Work now expected to be completed in next few weeks, with further decision for potential 2008 work to be considered by new Council.

Landscape Contract

- some owners had expressed dissatisfaction with current firm Para Space, so we elected to get quotes from 2 other firms. Also did reference checks, found costs roughly comparable, although Para Space was most economical
- we reviewed service issues with Para Space and determined to try them for one more year

Painting

- received quotes from 2 firms including Altenburg Painting who had done satisfactory previous work. One contractor ultimately withdrew application as work commitments did not allow them to continue with us (given uncertainties of commitments by us and late notification)
- due to deck repairs now occurring in 2007, it was decided to leave program for one more year, to raise the necessary funds in advance, and to place this in our 2008 budget and work program
- also determined that some of our patio fencing need replacement, we have asked proposed deck contractor to quote on replacing these, and then have all fences painted at same time as buildings

Other

- completed a memorial bench to honour John Gilbert's contribution to our complex
- selected number of trees have been trimmed by Al's Tree Service
- undertook gutter cleaning and some repair
- some minor curb and related repairs are planned

Tom Becker, strata president – Compass Point 2006 - 2007

LANDSCAPE MAINTENANCE CONTRACT PROPOSAL

DATE: December 21, 2006

TO: York West
#430 - 1200 West 73rd Avenue
Vancouver, BC V6P 6G5

ATTENTION: Gerry Jardine
COPY TO:

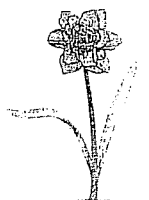
RE: COMPASS POINT, VR 1308
3300 Block at Flagstaff Place, Vancouver BC

PROPOSED CONTRACT TERM: April 1, 2007 to March 31, 2008

WITHIN THIS PACKAGE:

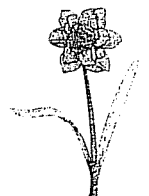
- KEY POINTS ON THIS PROPOSAL
- REGULAR LANDSCAPE AND GROUNDS MAINTENANCE PRICING
- REGULAR MAINTENANCE SPECIFICATIONS
- ADDITIONAL OPTIONAL SERVICES
 - PLANT HEALTH CARE
 - European Chafer control
- SUMMARY SHEET

PLEASE REVIEW AND IF ACCEPTABLE SIGN AND RETURN A COPY OF THE 'SUMMARY SHEET' (*last page*) TO OUR OFFICE



KEY POINTS ON THIS PROPOSAL

1. Our Management and staff enjoy and appreciate being able to provide service to the owners of Compass Point.
2. We are an award winning Landscape Maintenance Company recognized on several occasions by individual lower mainland cities. Para Space is a multiple winner of the "BC Award of Landscape Excellence" including being the sole 2006 recipient.
3. **The shortage of skilled and unskilled labor in the Greater Vancouver area is well documented. It is affecting virtually all professions at this time. Shortages in terms of the landscape, construction and young workers are acute. We have been and will continue to be up to the challenge of attracting, keeping and assisting in the education of quality field staff. We are spending a great deal of time and resources to win the personnel management battle so that we can provide the high level of service you expect. All of this results in an enormous financial strain, and is therefore the main contributor to our requested increases within this proposal.**
4. The City of Vancouver has banned pesticide use within its boundaries effective January 1, 2006. This increases labour required, especially in terms of planted bed weed control. Lawn weeds are no longer controllable. A significant percentage of broadleaf weeds and weed flowers must be accepted as part of your lawn make-up future forward.
5. Our company is engaged in research and development in our industry. We are actively pursuing 'green' methods of maintaining your landscape. We are attaining some success in terms of noise and air pollution control on our machines, biological insect control; weed control in hardscapes and organics in our fertilizers. In other areas (like bed weed and lawn weed control) advancements are slow. We are committed to challenging our current limitations in order to improve the work we do here at your homes.
6. We are all aware of increases in fuel costs. They have had a strong impact on our work because of our use of trucks and machines.
7. Our company prides itself in aggressively pushing the education and skill level of our staff. We have an extensive in-house seminar program for new employees. We boast the best accreditation of field staff in our industry. We sponsor numerous outside accreditation programs including:
 - Certified Residential Landscape Technician
 - Certified Horticultural Technician
 - Certified Arborist
 - Certified Pesticide Applicator
 - Certified Ecological Landscape Design
 - Level 1 First Aid
 - Landscape Apprenticeship
8. Your property is mature. Pruning requirements increase as plants mature. We believe we are generally on top of this important task.



**REGULAR LANDSCAPE
&
GROUNDS MAINTENANCE SERVICES**

A. SERVICES PERFORMED YEAR ROUND:

1. Weekly removal of all litter and debris.
2. Weekly cleaning of all sidewalks, curbs and roadways.
3. Regular raking and cleaning of all planted beds.

**B. SERVICES PERFORMED DURING THE GROWING MONTHS
- MARCH THROUGH OCTOBER:**

1. Weekly lawn cutting May to October. Cutting as necessary March, April, late October and November (lawn cutting may be skipped during severe summer drought).
2. Vertical edge trimming of all lawn areas bordering planted beds, sidewalks, roadways, fences and buildings every second week as per item #1.
3. One application of high quality slow release granular fertilizer for general plant material. One application of specially formulated fertilizer for acid loving plants.
4. A comprehensive lawn fertilization program designed to meet the specific needs of your lawn areas, using only high quality products which include a full compliment of macro and micro nutrients.
5. Pruning is done on an ongoing basis during the growing season with the emphasis on keeping walkways, stairs, windows, etc. clear. *
6. One blanket application of moss control to all lawns in March.
7. Weekly minor leaf clean-ups through September and October.
8. On going consistent weed control in planted beds.
9. Overseeding lawns. Major overseeding takes place in spring and a minor follow-up is done in September.

**C. SERVICES PERFORMED DURING THE NON-GROWING MONTHS
- NOVEMBER THROUGH FEBRUARY:**

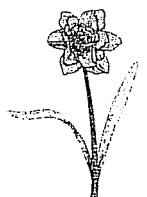
1. Major leaf clean-up throughout the complex. All roadways and walkways are blown clean weekly, leaves on a third of the landscaped areas are removed each week.
2. Tree, shrub and ground cover pruning January and February (trees up to 20 feet included). *
3. Deciduous tree pruning in February. *
4. Aeration of all lawns in February or March.
5. Liming all lawns in February or March using prilled lime.
6. Snow Services (see specification addition, following page). Product prices are based on previous year's cost, which may be subject to change.

***This does not include renovational pruning which would be extra to this contract.**

Our invoicing is balanced monthly (you are invoiced an equal amount each month for the year). Much more work is required during the growing season than in the winter months.

NOTES:

1. *The intent of this specification sheet is to give a general indication of services. We are flexible and eager to adjust our program to suit your property's individual needs.*
2. *Para Space Landscaping Inc. will supply all materials and equipment.*
3. *Watering is not included as part of this proposal, however, deep root watering quotations are available.*



**ADDITION TO REGULAR LANDSCAPE
AND GROUNDS MAINTENANCE SERVICES**

**C. SERVICES PERFORMED DURING THE NON-GROWING MONTHS
- NOVEMBER THROUGH FEBRUARY:**

Snow Services. The following snow services will be performed for your property.

- Shovel all common areas and municipal walkways.
- Product application will not take place.

On rare occasions, if the snowfall is severe, we may have difficulty just getting to your property. We will service your property once per day, Monday through Friday. We will not be providing service on November 9th, November 12th, December 22nd through to and including January 6th, or on weekends. "Ice Melter" can be supplied to the property, for on-site storage, at a cost of \$27.00 plus G.S.T. per 25kg bag.



REGULAR LANDSCAPE AND GROUNDS MAINTENANCE

This represents the bases of our business and our work for you. We endeavor to provide consistent, dependable, quality service that is flexible to suit your needs. We provide this work on a weekly basis.

The specifications are listed on the next page with the intent of outlining general and flexible horticultural care.

OUR CURRENT CONTRACT EXPIRES MARCH 31, 2007

THIS PROPOSAL COVERS THE PERIOD APRIL 1, 2007 TO MARCH 31, 2008

		G.S.T.	TOTAL
MONTHLY	\$872.00	\$52.32	\$924.32
ANNUAL	\$10,464.00	\$627.84	\$11,091.84



COUNCIL MEETING

Held in the Common Room
Royal Arch Masonic Home
Wednesday, March 29, 2007 at 6:30 p.m.

COUNCIL MEMBERS PRESENT

Tom Becker
Frank Chalmers
Peter Oostlander
Miguel Alvarez

PRESENT FROM YORK WEST ASSET MANAGEMENT GROUP (BC) INC

Dali Janic and Michael Henson

1. Call to Order

As a quorum was present, Tom Becker called the meeting to order at 6:48 p.m.

2. Adoption of Previous Meeting Minutes

Council noted that the previous minutes did not accurately reflect the discussion regarding the gutter and eavestrough cleaning and Council's concern that competitive bids for the work were not obtained prior to the work commencing.

MOVED and SECONDED, TO adopt the Minutes of January 24, 2007 as amended.

3. Financial Statements

The Treasurer reviewed the paid invoices with Council and the Property Manager. The Property Manager reviewed the financial statements, cash flow and balance sheet with Council.

MOVED and SECONDED, TO accept the March 1, 2006 thru February 28, 2007 financial statements.

MOTION CARRIED

4. General Maintenance

Pest Prevention – Raccoons

Robert Harlos will be in contact with Frank Chalmers regarding the installation of protective pest devices on the roofs, soffits and vents. Unit 3315 will be used as the template and work on the units will be undertaken as soon as possible to prevent a re-occurrence of the problem.

Robert Harlos Contract

Robert agreed to invoice the Strata Corporation on a bi-weekly basis for all work completed also, he agrees to deduct 30% from each invoice as this deduction amount will be applied against the \$4,000.00 prepayment amount.

Landscape Contract

- a. Strata Council has received quotes from Cleanfix, Para-space and Allan Dawson Landscaping for the landscaping requirements for this year.

MOVED and SECONDED, TO approve renewing the landscaping contract with Paraspace for this year.

MOTION CARRIED

- b. The Agent was directed to contact Para-space, regarding the soil remediation for the rhododendrons at the entrance of Compass Point.
- c. Frank volunteered to contact ParaSpace and arrange a walkaround
- d. University Sprinklers will provide a quote for the new sprinkler system this will be forwarded to the Strata Council as soon as it is received.

Gutters/Eavestroughs

Review of the current gutter construction and the tendency for the drains to block and back up. The Agent will contact the gutter cleaning contractor and investigate the costs of a workable solution.

5. Prioritize work for 2007-2008

- a. Review of balcony deck repair quotes. Four contractors provided quotes.
- b. Aqua-Coast Engineering Ltd. provided a detailed deck analysis and priority list for the decks that are requiring immediate repair.
- c. Work will start again this year with a target of completing the 10 decks on the priority list. Council agreed that the first panel of the townhouse fences were the strata's responsibility and agreed to have the deck contractor quote on the replacement of these fence panels where necessary.
- d. Strata Council discussed exterior painting quotes, timing and payment options available. Council agreed to concentrate on the deck repairs for 2007-2008 and raise the funds for the exterior painting project through a proposed special assessment of \$ 307,800 at the AGM meeting. The exterior painting will be done in the Spring/Summer of 2008.

6. Review of 2007 Operating Budget

Strata Council reviewed a draft 2007/08 Operating Budget prepared by the Property Manager. Strata Council discussed the various income and expense allocations.

MOVED and SECONDED, TO approve the 2007 Operating Budget and present it the owners for approval at the AGM. MOTION CARRIED

Strata council does not anticipate an increase in the monthly condominium fees for the upcoming year.

7. Review of the Strata Management Services

Strata Council indicated that they agreed to retain the services of York West on a 6 month probationary period, commencing April 1, 2007. The conditions are:

- a. Subject to a proper service levels being maintained including prompt responses to inquiries and problems and proper fiscal overview of any contractors or business engagements being undertaken on behalf of the strata (including obtaining competitive quotes for larger projects or for on-going services)
- b. Dealing with inquiries and owner raised issues on a prompt and timely basis. All owners are advised to contact Strata Council members if they experience a lack of response or action to a service related issue.
- c. Contract with York West may be terminated with 60 days notice from Strata Council during this 6 months probationary period without the requirement of a general membership vote.
- d. Management service fee for September, 2007 to be waived by York West, provided the Strata Council confirm its desire to enter into a one year contract with York West.

8. Annual General Meeting Agenda

Strata Council discussed and approved the agenda for the AGM. Strata Council encourages all owners to consider participating on the Strata Council. It is an excellent opportunity to become involved and learn how your building functions on a day to day basis.

9. Correspondence

An owner wrote to Strata Council regarding the gardening and landscaping. Council notes that the soil remediation for the rhododendrons at the front entrance will be proceeding immediately and that the additional funds had been allocated in the 2007/08 Operating Budget for landscaping improvements.

An owner wrote wondering when his deck will be repaired. The Strata Council advised the Agent to respond to the owner advising that his deck was not on the priority list prepared by Aqua-Coast Engineering Ltd. and that his deck will be repaired next year. Also, the owner enquired whether the fence between his unit and the adjoining unit is the Strata Corporation responsibility. The Strata Council advised that these fences will be fixed this year and it is Strata Corporation responsibility.

The owner also requested that the strata repair his leaking window. The Strata Council noted that windows are the responsibility of the strata lot owner.

The Bylaw regarding window maintenance, repair and replacement was reviewed.

Repair and Maintenance of Property by Strata Corporation

Bylaw 14 - 1 - (e)

the repainting, re-caulking, repair or replacement of all the exterior wood and structure of the buildings, including the existing balconies and excluding the repair and maintenance, but not the redecorating, of the doors, windows or patios;

(Amended April 7, 2004)

9. New Business

Visitors Parking – All residents are reminded to comply with the Bylaws of Compass Point. Vehicles parked illegally will be towed.

10. Annual General Meeting

Wednesday, April 25, 2007
Formal Notice to follow

Adjournment

As there was no further business the meeting was adjourned at 8:40 p.m.

NOTE: New Strata Property Manager – Ms. Dali Janic. Contact Dali at 604-267-6399 or by email at djanic@yorkwest.com.

April 2, 2007

To All Owners
Compass Point
Strata Plan VR 1308



Annual General Meeting – Wednesday, April 25th, 2007

ASSET MANAGEMENT
GROUP (B.C.) INC.

We are pleased to advise that your Annual General Meeting has been called for Wednesday, April 25th, 2007.

PROPERTY & ASSET
MANAGEMENT

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

COMMERCIAL
SALES & LEASING

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

SYNDICATION &
CONSULTING
SERVICES

FACILITIES
MANAGEMENT

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

British Columbia
#430 - 1200 W. 73rd Avenue
Vancouver, B.C. V6P 6G5
Phone: (604) 267-6399
Fax: (604) 267-6397

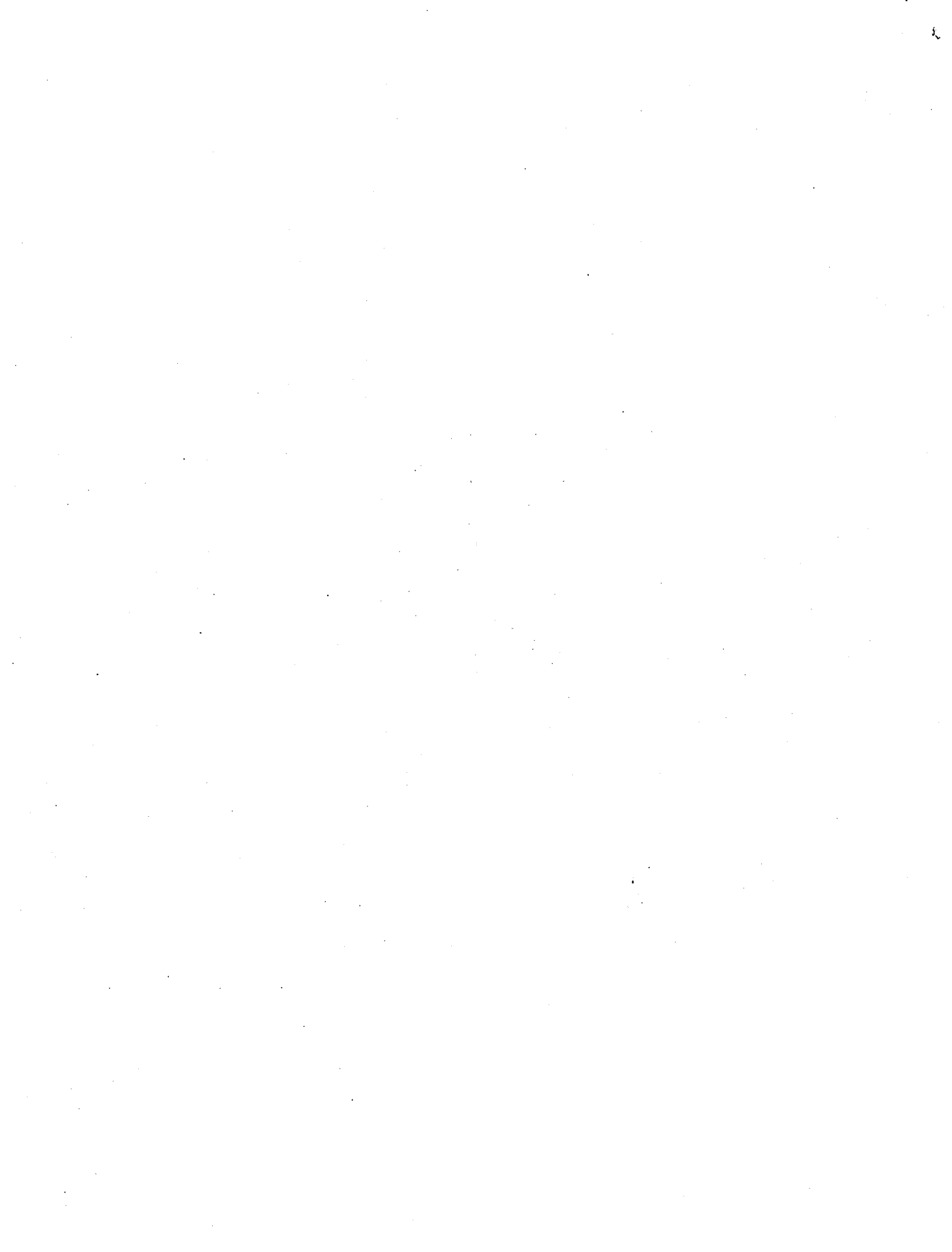
If you require further information or assistance regarding the foregoing or attached, please do not hesitate to contact me.

Yours truly,

YORK WEST ASSET MANAGEMENT (BC) INC.

A handwritten signature in cursive script that reads "Dali Janic".

Dali Janic,
Strata Property Manager
On Behalf of the Strata Corporation
Compass Point VR 1308



PLEASE BRING THIS NOTICE TO THE MEETING

TAKE NOTICE THAT an ANNUAL GENERAL MEETING of Strata Plan VR 1308, Compass Point will be held:

DATE & TIME: Wednesday, April 25th, 2006 at 7:00 pm (Registration at 6:45p.m.)
LOCATION: LeCoeur Housing Co-operative
3502 Cordiale Drive
Vancouver, BC

In order to be eligible to vote, an owner must have his/her account PAID IN FULL, WITH NO ARREARS IN STRATA FEES, FINES OR OTHER CHARGES owing to the Strata Corporation on the date of the meeting. If you are uncertain of the status of your account, please contact our office during regular office hours, Monday to Friday 9:00 a.m. to 4:30 p.m., as only cash, money order or a certified cheque for the entire outstanding amount will be accepted at the meeting.

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

AGENDA

1. Registration
2. Call to Order
3. Quorum Report
4. Election of person to chair the meeting, if necessary
5. Proof of Notice
6. Approval of Agenda
7. Approval of AGM Minutes (April 5, 2006)
8. Report on Insurance Coverage – section 154
9. New Business
 - a. Resolution ‘ 2007A’ (2007/2008 Fiscal Year Budget))
 - b. Resolution ‘2007B’ (Special Assessment)
 - c. Owners’ New Business, if any
10. Resignation and Election of Strata Council
11. Adjournment



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

Strata Property Act

SBC Chap.43

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

- (2) Subject to the bylaws, a quorum for an annual or special general meeting is:
 - (a) eligible voters holding 1/3 of the strata corporation's voters, present in person or by proxy, or
 - (b) if there are fewer than 4 strata lots or fewer than 4 owners, eligible voters holding 2/3 of the strata corporation's votes, present in person or by proxy.

- (3) If a quorum has not been achieved within ½ hour of the start time of the meeting, the meeting must adjourn to a date exactly one week from the scheduled date with the same start time; at which time the owners in attendance, either in person or by proxy, ½ hour after the start time of the meeting shall be considered a quorum.

Section 56 (2), (3) & (4) – Proxies

- (2) A document appointing a proxy:
 - (a) must be in writing and be signed by the person appointing proxy,
 - (b) may be either general or for a specific meeting or a special resolution, and
 - (c) may be revoked at any time

- (3) Subject to the regulations, any person may be a proxy except the strata manager or other employee of the strata corporation.

- (4) A proxy stands in the place of the person appointing the proxy, and can do anything that person can do, including vote, propose and second motions and participate in the discussion, unless limited in the appointment document.

Section 1 – Definitions and interpretation

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

“majority vote” means a vote in favour of a resolution by a majority votes of all eligible voters.

“3/4 vote” means a vote in favour of a resolution by at least ¾ of the votes cast by eligible voters who are present in person or by proxy at the time the vote is taken and who have not abstained from voting.

MINUTES OF THE ANNUAL GENERAL MEETING OF STRATA PLAN VR-1308

HELD: Wednesday, April 5th, 2006 at 7:00 pm at LeCoeur Housing Co-operative,
3502 Cordiale Drive, Vancouver, BC.

PRESENT: Fifty-seven (57) owners in person or represented by proxy, as per the registration sheet.

AGENT: Lee Zenin, York West Asset Management Group.

QUORUM REPORT

As the quorum requirement of the *Strata Property Act* was met, the Agent called the meeting to order at 7:13 pm, at which time fifty-two (52) owners were present in person and five (5) owners were represented by proxy.

ELECTION OF CHAIR

Brian McCashin, Council President chaired the meeting.

PROOF OF NOTICE

It was **moved** and **seconded** to accept the 'Notice of Annual General Meeting of 2006' as proper proof of notice, complying with the 14-day notice requirement of the *Strata Property Act*. A vote was taken, resulting in all owners in favour of the motion.

MOTION CARRIED

APPROVAL OF AGENDA

It was **moved** and **seconded** to approve the agenda as presented in the 'Notice of Annual General Meeting of 2006'. A vote was taken, resulting in all owners in favour of the motion.

MOTION CARRIED

APPROVAL OF AGM and SGM MINUTES

As there were no errors or omission noted, it was **moved** and **seconded** to approve the April 14th, 2005 AGM Minutes as circulated. A vote was taken, resulting in all owners in favour of the motion.

MOTION CARRIED

INSURANCE

As per the requirement of the *Strata Property Act*, an insurance certificate was circulated with the 'Notice of Meeting' dated March 17th, 2006, as proof that the building is properly insured. It was then **moved** and **seconded** to confirm that an insurance certificate was circulated to all owners. A vote was taken, resulting in all owners in favour of the motion.

MOTION CARRIED

REPORTS

The Council President gave a council report. It was reported that Aqua-Coast Engineering is now onsite, and Robert Harlos has been rehired to do four more buildings, with a ten percent hold-back pending completion of four buildings this season. Repairs will commence immediately with weather conditions permitting.

RESOLUTION 'A'

It was **moved** and **seconded** to place Resolution 'A' on the floor for discussion.

MOTION CARRIED

The Agent read Resolution 'A' to the owners as follows:

Be it resolved, in compliance with section 105 (1) of the Strata Property Act, that a resolution be passed by way of a ¾ vote of a quorum of the Owners of Strata Plan VR-1308, that the owners authorize that the Strata Corporation's anticipated surplus for the fiscal year ending February 28th, 2006, estimated in the amount of \$39,998.48, be carried forward into the proposed Operating Budget commencing March 01, 2006.

Should the surplus be greater or lesser than the amount indicated in this resolution, the greater or lesser amount will be carried forward into the proposed Operating Budget for the fiscal year commencing March 01, 2006.

It was then **moved** and **seconded** to approve **Resolution 'A'**. A vote was taken, resulting in all owners in favour of the motion.

MOTION CARRIED

RESOLUTION 'B'

It was **moved** and **seconded** to place Resolution 'B' on the floor for discussion.

MOTION CARRIED

The Agent read Resolution 'B' to the owners as follows:

Be it resolved, in compliance with section 21 of the Strata Property Act, that a resolution be passed by way of a majority vote of a quorum of the Owners of Strata Plan VR-1308, that the Owners approve the proposed budget for the 2006 fiscal year, beginning March 1st, 2006 and completing February 28th, 2006.

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It was then **moved** and **seconded** to approve **Resolution 'B'**. A vote was taken, resulting in all owners in favour of the motion.

MOTION CARRIED

NEW BUSINESS

- (1) **Painting:** The agent was requested to obtain advice from color consultant regarding the painting.
- (2) **Letter to City of Vancouver:** The agent was instructed to write a letter to City of Vancouver regarding the traffic calming measures.
- (3) **Trees:** Council was aware of the trees at south west side of the building are on city property, which are across the board of the Park. The agent will follow up and get assessment as soon as possible.
- (4) **Windows:** The agent was requested to get assessment for windows.

- (5) **Land Slipping:** Council advised that the land erosion at the rear of project is responsible by the owners of Bare Land Strata. It is not Strata Corporation's responsibility.
- (6) **Balconies:** Council discussed the request for the deck extension and the City of Vancouver permit process.
- (7) **Driveway:** Council discussed that the driveway in front of Unit #3369 needs to be repaired.
- (8) **Exterior Painting:** Council advised that siding rotting should be cleaned before painting.

RESIGNATION AND ELECTION OF STRATA COUNCIL

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

Frank Chalmers	Miguel Alvarez
Lorraine Huamali	Tom Becker
Peter Oostlander	Geraldine Street
Paul Reynolds	

As there were no further nominees and all nominees agreed to stand, the above owners were elected by acclamation.

As there was no further business to discuss, the meeting adjourned at 9:20 pm.

YORK WEST ASSET MANAGEMENT GROUP (BC) INC.

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

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

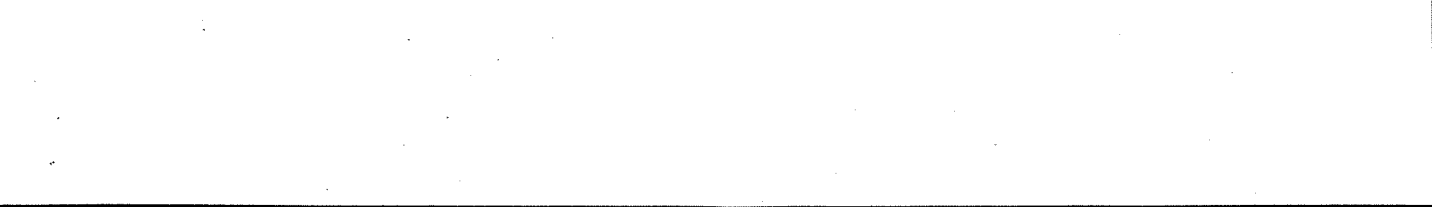


RESIDENTIAL STRATA PROGRAM

Summary of Coverages

The Owners of Strata Plan VR 1308	Term: April 1, 2007 To April 1, 2008
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Location: 8010 – 8022 Spinnaker Place & 3303 – 3391 Flagstaff Place, Vancouver, BC V5S 4K8



Section	Limits of Liability	Description of Coverages	Deductibles
A	\$ 12,280,000.	Property of Every Description	See Below
A	\$ Not covered.	Business Interruption – 12 Months Indemnity	
A	Included	Blanket Glass	See Below
B	\$ 12,280,000.	Comprehensive Boiler & Machinery, including By-laws	\$500.
B	\$ Not covered.	Gross Rents – 12 Months Indemnity (24 hours waiting period)	
B	Included	\$50,000. Extra Expense	
C	\$ 10,000,000	Commercial General Liability - Per Occurrence	\$1,000.
C	\$ 10,000,000.	Aggregate, Products & Completed Operations	
C	\$ 1,000,000.	Pollution Liability (Sudden & Accidental)	\$10,000.
C	\$ 50,000.	Volunteer Accident Principal Sum \$500 Weekly Indemnity	
D 1.	\$ 2,000,000.	Directors & Officers Liability (Errors & Omissions)	Nil
D 2.	\$ 1,000,000.	Property Managers Errors & Omissions Liability	\$1,000.
E	\$ 5,000	Broad Form Money and Securities	\$500.
E	\$ 25,000	Employee Dishonesty	\$500.

Conditions: Section A: All Risks of direct physical loss or damage to property described at Location of Risk shown above. Basis of Loss Settlement – Replacement Cost including By-Laws. Guaranteed Replacement Cost subject to an appraisal being filed with the Insurers and dated within 12 months of the effective date of the policy. Failing to do so, the policy shall be subject to Stated Amount Co-insurance Co-insurance. Property additions, alterations and repairs are subject to a limit of 10% of the Limits of Liability, with a maximum of \$500,000.

Conditions: Section C: Additional Insured: Property Manager while acting under the direction of Strata Council.

Deductibles: Section A: All Losses \$1,000. except: Water Damage & Sewer Back-up \$2,500; Glass Breakage \$100.; Master Key \$250.; Earthquake 10% of the value of the Building(s) involved in the loss (minimum \$100,000.); Flood \$10,000.; Loss or damage caused by any illegal drug activity as defined under Standard Conditions \$1,000.

VR1308-/KEV/RT/RevSept1806

*- liability
- improvements*



STRATA INSURANCE PROGRAM
Policy Wording Highlights

CMW Insurance Services Ltd.

700-1901 Rosser Avenue
Burnaby, BC V5C 6R6
Tel: 604-294-3301 Fax: 604-294-3003
www.cmwinsurance.com

CMW is pleased to announce that, yet again, we have been successful in further broadening our comprehensive Strata Insurance Program Wording. The following are just some of the coverage highlights that prove our wording to be the broadest available in the market today.

Guaranteed Replacement Cost - *subject to an appraisal within 12 months of the effective date, the limit of liability is extended to cover amounts actually and necessarily expended for repairs, replacement or reinstatement of the insured Strata.*

"All Risks" Blanket Property Coverage

Landslide Peril Included – *subject to the earthquake deductible*

Full "All Risks" coverage for paving, sidewalks and curbing

5% Claims Free Credit – *after a continuous 36 months of claims free period under the CMW program, a 5% discount is applied from the standard rates for each renewal period thereafter that the location remains claims free on a continuous basis.*

Earthquake deductible – *each building is a separate location under the deductible definition having a significant effect on the percentage deductible where some but not all of the buildings in the complex are damaged. The minimum deductible applies.*

By-Laws - *increased cost of reconstruction, cost of undamaged portions and cost of removal – No Sublimit*

Same Site Restriction Removed *from replacement cost clause allowing the strata to rebuild in another location should they need or require and no requirement for Occupancy*

Condominium Maintenance Fees - *\$2,500 per unit to a maximum of \$25,000*

Property of Others - *\$25,000 per owner, to a maximum of \$100,000*

Extra Expense - *\$50,000 per occurrence*

Expediting Expenses - *\$10,000 per occurrence*

Personal Property of Officers and Employees - *\$2,500 any one officer or employee*

Master Key Coverage - *\$10,000 per occurrence*

Newly Acquired Property - *10% of sum insured applying to buildings, to a maximum of \$500,000*

Fire Dept Service Charges - *\$25,000 per occurrence*

Additional Living Expenses - *\$1,000 per unit, to a maximum of \$5,000 per occurrence*

Fine Arts – *Included with no Sublimit if appraised or scheduled, \$1,000 limit per item in absence of appraisal*

Outdoor Plants - *\$25,000 – named perils (including wind, hail, flood and quake)*

Debris Removal – *Included with no Sublimit*

Professional Fees for Accountants and Consultants - *included*

Arson Rewards – *\$5,000 per occurrence*

Illegal Drug Activity - *included subject to policy deductible*

Broad Form Directors and Officers Insurance that does not include a 'failure to purchase insurance' exclusion and includes the Strata Corporation as an Insured.

Property Managers Errors and Omissions - *\$1,000,000 per occurrence*

General Liability includes Property Managers as Additional Insureds

Sudden & Accidental Pollution is included - *\$1,000,000 Sublimit*

This document does not form part of the policy. For more specific details, please refer to the actual policy wordings.

RESOLUTIONS

RESOLUTION '2007A' – Majority Vote

Be it resolved, in compliance with section 21 of the *Strata Property Act* that a resolution be passed by way of a majority vote of a quorum of the Owners of Strata Plan VR - 1308, that the Owners approve the proposed budget for the 2007/2008 fiscal year, commencing March 01, 2007 and completing February 28th, 2008.

RESOLUTION '2007B' – ¾ Vote

Be it resolved, in compliance with section 108 of the *Strata Property Act*, that a resolution be passed by way of a ¾ vote of a quorum of the Owners of Strata Plan VR 1308, that the Owners authorize a special levy in the total amount of \$307,800 for the purpose of exterior painting and deck repairs. Such funds shall be charged upon the owners in proportion to the unit entitlement of their respective strata lots (see attached payment schedule). If payment is not received by the 30th of the month in which the levy is due, a fine of \$50 shall be assessed against the strata lot owner for each month the levy remains outstanding.

If a special levy is approved before a strata lot is conveyed to a purchaser, (a) the seller owes the strata corporation the portion of the levy that is payable before the date the strata lot is conveyed and, (b) the purchaser owes the strata corporation the portion of the levy that is payable on or after the date the strata lot is conveyed.

STRATA PLAN VR - 1308
FOR THE FISCAL YEAR
ENDING February 28, 2007

	2005 - 2006 ACTUAL YTD Mar 1-Feb 28	2006 - 2007 BUDGET YTD Mar 1-Feb 28	2006 - 2007 ACTUAL YTD Mar 1-Feb 28	VARIANCE TO BUDGET	2007 - 2008 ANNUAL BUDGET Mar 1-Feb 28
REVENUE					
Strata Fees	\$123,118.24	\$123,118.00	\$123,120.00	\$2.00	\$123,120.00
Other Income	2,014.77	1,500.00	1,835.53	335.53	1,500.00
Prior Year Profits (Losses)	18,782.72	39,998.48	39,998.48	0.00	43,543.00
Special Project Surplus	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	\$143,915.73	164,616.48	\$164,954.01	337.53	168,163.00
OPERATING EXPENSES					
Electricity	\$929.83	\$1,000.00	\$1,008.08	(\$8.08)	\$1,000.00
Water and Sewer	11,089.63	12,000.00	15,049.05	(3,049.05)	16,000.00
Bank charges	132.00	150.00	156.00	(6.00)	150.00
Waste Removal	488.89	700.00	7,200.18	(6,500.18)	1,000.00
Insurance	17,270.00	16,564.00	15,978.63	585.37	19,000.00
Insurance Claims	0.00	0.00	0.00	0.00	0.00
Professional Fees	0.00	0.00	134.14	(134.14)	200.00
Management Fees	11,684.40	11,700.00	11,611.60	88.40	11,700.00
General Meeting	0.00	100.00	100.00	0.00	100.00
Sundry Expense	457.22	250.00	0.00	250.00	250.00
R & M Exterior	6,336.12	10,000.00	16,066.63	(6,066.63)	11,563.00
R & M Interior	0.00	1,000.00	0.00	1,000.00	1,000.00
R & M General	376.64	500.00	498.88	1.12	500.00
Landscaping	11,599.73	11,500.00	18,638.72	(7,138.72)	18,200.00
Grounds - repair	0.00	1,000.00	697.22	302.78	1,000.00
Pest Control	1,412.40	1,500.00	906.45	593.55	1,500.00
R & M Roof Repairs	0.00	500.00	0.00	500.00	500.00
Building Improvements	0.00	2,500.00	0.00	2,500.00	2,500.00
Balcony/Deck Repairs	42,140.40	82,000.00	21,712.54	60,287.46	82,000.00
Transfer to Contingency		11,652.48	11,652.48	0.00	0.00
TOTAL EXPENSES	\$103,917.26	\$164,616.48	\$121,410.60	\$43,205.88	\$168,163.00
Surplus (Deficit)	\$39,998.47	\$0.00	\$43,543.41	(\$43,543.41)	\$0.00
Special Assessment					307,800.00
Exterior Painting - Reserve					307,800.00

Strata VR 1308 - Compass Point
Proposed Budget for 2007 - 2008 Fiscal Year

	PROPOSED
	2007/08
Revenues	
Owners Contributions	\$123,120.00
Interest Income	\$1,500.00
	\$124,620.00
Expenses	
Electricity	\$1,000.00
Water and Sewer	\$16,000.00
Bank Charges	\$150.00
Waste Removal	\$1,000.00
Insurance	\$19,000.00
Management Fees	\$11,700.00
General Meeting	\$100.00
Sundry	\$450.00
Exterior	\$11,563.00
Interior	\$1,000.00
General	\$500.00
Landscaping	\$18,200.00
Grounds - Repair	\$1,000.00
Pest Control	\$1,500.00
Roof/Leak Repair	\$500.00
Building Improvements	\$2,500.00
Total Expenses	\$86,163.00
Net Income	\$38,457.00
Other Income	
Carry Forward Surplus	\$43,543.00
Transfer from Contingency	\$0.00
Subtotal	\$82,000.00
Other Expense	
Balcony Deck Repairs	\$82,000.00
Transfer to Contingency	\$0.00
	\$82,000.00
Surplus/Deficit	\$0.00

Strata Plan VR - 1308	
FUND ANALYSIS 2006-07	
	Contingency Fund
Balance (March 01, 2006)	\$51,710.49
Allocation for 2006-2007	11,652.48
Expenditures for 2006-2007	0.00
Interest Earned (less S/C)	2,319.48
Estimated Balance (Feb. 28, 2007)	\$65,682.45
	Operating Fund
Opening Balance (March 1, 2006)	\$0.00
Carry Forward from Previous year	39,998.48
Owner Contributions	123,120.00
Other Revenue	1,835.53
Total Revenues	164,954.01
Expenses	121,410.60
Surplus	\$43,543.41

Strata Plan VR - 1308	
FUND ANALYSIS 2007-08	
	Contingency Fund
Balance (March 01, 2007)	\$65,682.45
Special Assessment for 2007-2008	307,800.00
Expenditures for 2007-2008	0.00
Interest Earned (less S/C)	3,000.00
Estimated Balance (Feb. 28, 2008)	\$376,482.45
	Operating Fund
Opening Balance (March 1, 2007)	\$0.00
Carry Forward from Previous year	43,543.15
Owner Contributions	123,120.00
Other Revenue	1,500.00
Total Revenues	168,163.15
Expenses	168,163.15
Transfer to Contingency	0.00
Surplus	\$0.00

Compass Point - Strata VR 1308
 Projected Special Assessment
 Annual General Meeting - April 25, 2007

Total Assessment
 per strata lot

INSTALLMENTS DUE		
August 1, 2007	November 1, 2007	April 1, 2008

\downarrow \downarrow \downarrow
 2008
 1,800.00 1,800.00 1,800.00
~~\$ 1350~~ ~~\$ 1350~~ ~~\$ 1350~~

Funds Required - \$ 307,800.00

Reserve for Exterior Painting in 2008

5,400.00
 ÷ 4

All strata lots have the same unit entitlement -
 Total Assessment amount is divided by 57
 $\$ 307,800 / 57 = \$ 5,400$ per strata lot
 payable in three equal installments of \$ 1,800

Vote 39-1

**COMPASS POINT
STRATA PLAN VR 1308**

Schedule of Strata Fees

Total Number of Units	57
Approved Strata Fees (Monthly)	\$180
Number of months	12
Total	\$123,120

The Strata Fees for each Unit remain unchanged at \$180.00 per month

IF YOU ARE UNABLE TO ATTEND THIS GENERAL MEETING, PLEASE COMPLETE AND ENDORSE THIS FORM, AND GIVE IT TO YOUR CHOSEN REPRESENTATIVE TO TAKE WITH THEM TO THE MEETING.

Strata Property Act

FORM A – PROXY APPOINTMENT

(Section 56)

Re: Strata Lot / Suite Number of Strata Plan VR - 1308

GENERAL PROXY

I/We, [name(s)], the **owner(s)** of the strata lot described above, hereby do revoke any and all proxies previously issued.

I/We, [name(s)], the **owner(s)** of the strata lot described above, appoint [name of appointee] to act as **my/our proxy** at the **Annual General Meeting** to be held on April 25th, 2007.

Date: [month, day, year].

Signature of Owner/Tenant/Mortgagee

Signature of Owner/Tenant/Mortgagee

.....

.....

MINUTES OF THE COUNCIL MEETING OF STRATA PLAN VR-1308

HELD: Wednesday, January 24, 2007 at 6:30 pm at Royal Arch Masonic Boardroom.

PRESENT: Tom Becker #3309 *President*
Peter Oostlander #3331 *Treasurer*
Geraldine Street #3329
Paul Reynolds #3315
Miguel Alvarez #3320

ABSENT: Lorraine Huamali

AGENT: Gerry Jardine, of *York West Asset Management Group (BC) Inc.*

GUESTS : Wayne Hatala Summerhill Property Services
Doug Fennerty Summerhill Property Services
Grant Gibson Contractor and Former Owner

NEXT MEETING: February 20, 2007, 6:30 PM at the Royal Masonic Boardroom

As the quorum requirement of the *Strata Property Act* was met, the meeting was called to order at 6:40 p.m.

MINUTES

As there were no omissions or errors noted in the Minutes of November 1, 2006 Council Meeting, it was **MOVED** and **SECONDED** to approve the Minutes as circulated.

MOTION CARRIED

FINANCIAL

The Treasurer advised that he has reviewed the financial statements and supporting documents for the month of November, 2006. He questioned the Agent on the cost of cleaning the gutters in November and as to why Larry Dutton, a contractor who had cleaned the gutters in prior years for a significantly lower price, was not given the job. The Agent explained that certain of the units had to be cleaned and repaired during the storm in November on an emergency basis and the Agent directed the contractor to complete all of the units thereafter. The Agent stated that he did not feel that the price was inordinate for a qualified, licensed contractor. The Agent will supply to the Treasurer that Work Safe B.C. rules regarding this type of work as there is a question as to whether Larry Dutton is registered and current with Work Safe. The Agent insisted that any contractors on site must have liability insurance and Work Safe B.C. and should be licensed. The Agent was requested to explain variances that exist in the landscaping and waste removal budgets. It was **MOVED** and **SECONDED** to approve the financial statements of November, 2006 as circulated.

MOTION CARRIED

BUSINESS AT HAND

Deck repairs: Council was joined by Wayne Hatala and Doug Fennerty, the Owner and Project Manager respectively, of Summerhill Property Services, in order to discuss a proposal received from Summerhill to effect the deck and window repairs specified in the Aqua Coast report.

Council would like to thank Mr. Grant Gibson, a former owner in Compass Point, and a highly experienced contractor for joining the meeting at Council's request, to act as an independent expert to Council.

Mr. Hatala described to Council the history, experience, resources and personnel of Summerhill and the type of contracting they are involved in. He and Mr. Fennerty explained the basis for their estimate and scope of work for the repairs required at Compass Point, their familiarity with Aqua Coast Engineering and the report they have issued, and the results of their inspection of the decks and windows on site. Summerhill made repairs to the decks of two units this past summer and, as well, have made a complete inspection of the complex. Council had several questions for the Summerhill representatives as did Mr. Gibson, with respect to their quotation and their proposed methods of repair and their thoughts as to the priority of the repairs. Council expressed thanks for their attendance at the meeting and they left.

Council instructed the Agent to obtain a third quote for the repairs, as previously discussed, and agreed that they would then be able to make a final determination to take to the Owners for approval.

- 1) **Landscape:** Council has received quotes from Cleanfix and Paraspace for the landscaping requirements for this year and has requested that the Agent also obtain a third quotation from Allan Dawson Landscaping.
- 2) **Pest Control and Rainforest Construction:** Agent was instructed to obtain two quotes, from contractors to install pest proofing to all necessary units using 3315 as the template for this work. A budget of \$5,500.00 has been allocated for this work. The Agent advised that up to the time of this meeting, he has been unable to communicate with Rainforest Construction and Robert Harlos by telephone and has sent a letter to Mr. Harlos in order to discuss a demand for an accounting of an advance made to Rainforest and Mr. Harlos, or in the absence of that accounting, to arrange for a repayment to the Strata. Council discussed the merits of filing a claim in the event that Mr. Harlos cannot be located and it was decided not to go forward with a small claim action.
- 3) **Repair – 8014 –** Agent has instructed Avante to make repairs to the driveway at 8014 and at the first parking space west of 3360.
- 4) **Repair Costs – 3360 –** Council members Geraldine Street, Miguel Alvarez, Paul Reynolds and Tom Becker have formed a committee to address the response received from the Owner of 3360 regarding the costs to repair their decks.
- 5) **Exterior Painting –** The Agent will obtain quotes for Council for exterior painting.

NEW BUSINESS

1. **Property Management –** The Agent listened to certain concerns with respect to the functions and performance of the Property Management company and provided explanations to Council. He also explained to Council the recent restructuring of operations at York West, including a new branch manager, the hiring of more property managers, a reduction in the number of files per Agent and the hiring of administrators in order to provide increased service to the clients.

The Agent left the meeting at this time. Council discussed and decided to interview at least two Property Management companies for future reference with respect to services and cost in order to make recommendations to the owners.

As there was no further business to discuss, the meeting was adjourned at 9:30 pm.

York West Asset Management Group (BC) Inc.

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

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MINUTES OF THE COUNCIL MEETING OF STRATA PLAN VR-1308

HELD: Wednesday, November 1, 2006 at 6:30 pm at Royal Arch Masonic Boardroom.

PRESENT: Tom Becker #3309 *President*
Peter Oostlander #3331 *Treasurer*
Geraldine Street #3329
Paul Reynolds #3315
Lorraine Huamali

ABSENT: Miguel Alvarez

AGENT: Gerry Jardine, of *York West Asset Management Group (BC) Inc.*

NEXT MEETING: January 10, 2007, 6:30 PM at the Royal Masonic Boardroom

As the quorum requirement of the *Strata Property Act* was met, the meeting was called to order at 6:40 p.m.

MINUTES

As there were no omissions or errors noted in the Minutes of August 7, 2006 Council Meeting, it was **MOVED** and **SECONDED** to approve the Minutes as circulated.

MOTION CARRIED

FINANCIAL

The Treasurer advised that he has reviewed the financial statements and supporting documents for the months of July, August and September 2006. It was **MOVED** and **SECONDED** to approve the financial statements up to and including June, 2006 as circulated.

MOTION CARRIED

BUSINESS AT HAND

Deck repairs: Council has received an analysis, as an addendum to their original report, from Aqua Coast Engineering prioritizing a proposed schedule of deck repairs. The report details the specification of the repairs required to each deck and includes an estimate of the costs to make the repairs.

Aqua Coast's investigation involved visual inspection, moisture content testing and minor destructive testing in order to identify problems and where potential problems may occur. Building envelope deficiencies, construction defects and maintenance deficiencies were noted. The moisture content testing did not disclose any unacceptable locations of moisture in the substrate except at the decks. Aqua Coast has recommended rebuilding all drip through type balcony decks with properly detailed membraned assemblies that meet Building Code requirements. With respect to the wood siding and wood trim, windows and patio doors, roof membranes and duroid shingles, the consultants are recommending regular inspections and that Owners report immediately any water ingress problems they may be experiencing. A copy of the Aqua Coast report is available to any Owner by contacting the property Agent. Council instructed the Agent to arrange for a walk around inspection with Summerhill Property Services, the contractor that made repairs to certain of the desk this past summer. The agent was also instructed to advise Aqua Coast that Council is considering the options and will notify them in due course.

- 1) **Landscape:** The Agent was directed to contact Al's Tree Service to produce a quote to provide topsoil for certain of the planted areas front of the Strata. Agent was also instructed to solicit a quote by November 30, 2006 from Cleanfix for the landscaping for next year.
- 2) **Pests:** Agent was instructed to obtain a quote by November 30, 2006, from contractor to install pest proofing to all necessary units using 3315 as the template for this work. A budget of \$5,500.00 has been allocated for this work. Further the Agent was instructed to contact Robert Harlos and make a demand for an accounting of an advance made to him, or in the absence of that accounting to arrange for a repayment to the Strata.
- 3) **Repair – 8014 –** Agent was directed to instruct Avante to make repairs to the driveway at 8014 and at the first parking space west of 3360.

NEW BUSINESS

- 1.) **3347 Flagstaff** – Council approves a request from the owner to replace a window in their unit subject to the Owner being solely responsible for any and all permits, retaining a qualified contractor and insuring conformity.
- 2.) **Exterior Painting** - Agent is instructed to research the Strata's records and identify the painting contractor who painted the trim in order to obtain an estimate for exterior painting.

As there was no further business to discuss, the meeting was adjourned at 9:00 pm.

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MINUTES OF THE COUNCIL MEETING OF STRATA PLAN VR-1308

HELD: Wednesday, August 2, 2006 at 7:00 pm at Royal Arch Masonic Boardroom.

PRESENT: Tom Becker #3309 *President*
Frank Chalmers #3310 *Vice President*
Peter Oostlander #3331 *Treasurer*
Geraldine Street #3329
Paul Reynolds #3315
Miguel Alvarez #3320

ABSENT: Lorraine Huamali

AGENT: Gerry Jardine, of *York West Asset Management Group (BC) Inc.*

NEXT MEETING: TBA

As the quorum requirement of the *Strata Property Act* was met, the meeting was called to order at 7:00 p.m..

MINUTES

There were an omission noted in the Minutes of June 7, 2006 Council Meeting, wherein it was not recorded that Lorraine Huamali attended at the meeting. Subject to this omission it was **MOVED** and **SECONDED** to approve the Minutes as circulated.

MOTION CARRIED

FINANCIAL

The Treasurer advised that he has reviewed the financial statements and supporting documents up to and including the month of June, 2006. It was noted that a variance in the landscape budget was due to an invoice submitted by Al's Treecutting. A paid invoice, in the amount of \$6,438.00, received from the City of Vancouver with respect to garbage bins was discussed and it was decided to present a resolution for a special levy to the owners at the next Annual General Meeting to meet the cost of this non-budgeted item. It was **MOVED** and **SECONDED** to approve the financial statements up to and including June, 2006 as circulated.

MOTION CARRIED

BUSINESS AT HAND

Deck repairs: The reports received from Aqua Coast Engineering with respect to the eligibility of contractors to undertake the repairs to the balconies and decks currently being repaired were discussed. Aqua Coast has indicated that an eligible contractor should have the pre-requisite licensing, insurance and qualified personnel and as well the commensurate experience for making the type of repairs required. A contractor, agreed to by the Agent, has been brought on site to effect the repairs to one of the decks, in order for Council and the Engineers to observe their building practices. Council is anticipating the delivery of the Aqua Coast report in mid August, and has decided to allow Council members a week to review the report and then have Council meet to discuss the contents of the report so as to be able to report to Owners.

- 1) **Landscape:** The Agent was directed to contact Al' Tree Service to produce a quote to trim back trees on the property and to advise certain Owners that they will have to trim trees on their properties as part of the pest prevention program. The Agent was also instructed to solicit a quote to provide topsoil for certain of the planted areas. Special thanks to Don Bradwell for his excellent work in maintaining the sprinklers.
- 2) **Pests:** It is noted that the Strata and Owners have been experiencing significant problems with raccoons. Council has received a quote from Robert Harlos and Critters Rescue to install preventative measures to the structures so this experience is not repeated.

It was **MOVED** and **SECONDED** that the Agent be instructed to confirm with Robert Harlos in his ability to provide the soffitt and roof vent protection for a total cost not to exceed \$5,500.00 and approve his quote on that basis.

MOTION CARRIED

NEW BUSINESS

- 1) **John Gilbert Memorial Bench:** Peter recommends and Council agrees that Robert Harlos be instructed to refurbish this bench and Peter and Geraldine will source and acquire a brass plaque to be installed on the bench in honour of John Gilbert and his long and significant contributions to the Strata as Owner and Executive Officer and Council member.
- 2) **3360:** Robert Harlos will be asked remove timbers by walkway and parking adjacent to 3360.
- 3) **3329:** Robert Harlos to be asked to attend to cleaning the gutters at 3329 and at 3320. Baskets over the downspouts and on the flat roofs require replacement.
- 4) **Lights:** Owners are asked to contact the Agent and report any lights that need replacing.
- 5) **8024 Spinnaker:** Driveway has heaved due to tree roots. Agent is directed to contact Avante Contracting and arrange for repair.
- 6) **Meeting Agenda:** Agent is requested to provide agendas for Council meeting a week in advance of the meeting dates.
- 7) **Block Watch:** Due to recent suspicious activities on the property, Council will investigate re-establishing the Block Watch program.

ALL RESIDENTS ARE URGED TO REPORT ANY AND ALL SUSPICIOUS ACITIVITIES TO THE VACNOUVER POLICE DEPARTMENT AND NOTIFY COUNCIL MEMBERS. THEPOLICE DEPARTMENTS NON-EMERGENCY NUMBER IS (604) 717-3321

As there was no further business to discuss, the meeting was adjourned at 9:05 pm.

York West Asset Management Group (BC) Inc.

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MINUTES OF THE COUNCIL MEETING OF STRATA PLAN VR-1308

HELD: Wednesday, June 7, 2006 7:00 pm at Royal Arch Masonic Boardroom.

PRESENT: Tom Becker #3309 *President*
Frank Chalmers #3310 *Vice President*
Peter Oostlander #3331 *Treasurer*
Geraldine Street #3329
Paul Reynolds #3315
Miguel Alvarez #3320

ABSENT:

AGENT: Gerry Jardine, of *York West Asset Management Group (BC) Inc.*

PRESENTER: Gary Fish, Aqua-Coast Engineering

NEXT MEETING: TBA

As the quorum requirement of the *Strata Property Act* was met, the meeting was called to order at 6:40 p.m..

MINUTES

As there were no errors or omissions noted in the Minutes of March 1, 2006 Council Meeting, it was **moved** and **seconded** to approve the Minutes as circulated.

MOTION CARRIED

FINANCIAL

The Treasurer advised that he has reviewed the financial statements and supporting documents up to and including the month of March, 2006. Having found same to be in order, he recommended their adoption. It was therefore **moved** and **seconded** to approve the financial statements up to and including March, 2006 as circulated.

MOTION CARRIED

BUSINESS AT HAND

- 1) **Deck repairs:** Mr. Gary Fish of Aqua-Coast Engineering attended at the Council meeting in order to report on the current program to repair decks. Frank Chalmers introduced Mr. Fish and stated that the reconstruction of the decks currently being undertaken had reached a "cusp" where the engineers had to make a report to Council subsequent to their preliminary inspection of the work – in – progress.

Mr. Fish reported that after consultation with Conrad Durroscher, the principal Engineer of Aqua-Coast, Aqua Coast strongly recommends that a complete Building Envelope Assessment is required to determine the source of water ingress. The current "hit and miss" program of replacing vinyl deck coverings is inadequate to create proper waterproofing. The Building Envelope Assessment would include further deconstruction, a review of Strata records and the recollection of Strata owners, and moisture testing. Every Strata Owner will be canvassed to specify their particular problems. The small decks represent the largest potential for water ingress but the change of design from the original "drip-edge" deck to the current vinyl covering may have also contributed to the water ingress due to an increase in door height problems. The report proposed will prioritize and specify repairs. Aqua –Coast will make recommendations as to the

contractor suitable to make the repairs in terms of qualifications. The Engineer believes that the current contractor may, under the direction of Aqua Coast continue with the two repairs currently underway during the review period. The investigation and report could start in mid June and would be complete by mid August at a cost of \$7,600.00. Mr. Fish explained that Engineers have legal liabilities to report to Council with respect to their recommendations and Council members have potential liability issues with respect to their action as decisions they make. It was also noted that depending on the type of repair that I recommended there may be a warranty available on completion. It was also noted that the Homeowner protection Office no interest loans may be available to Owners to finance the repair program.

It was moved and seconded to proceed and approve the recommended assessment and report by Aqua Coast subject to the confirmation that the balcony inspection noted as a line item 2, valued at \$2,900.00, in the original quote received from Aqua-Coast is included in the price of \$7,600.00.

MOTION CARRIED

- 2) **Cleanup Bin:** It was agreed that the Agent will arrange for a Disposal Bin to be on site on Friday, June 24, 2006 until Monday morning, June 26, 2006 so that Owners can dispose of materials in the Spring cleanup. A notice accompanies these Minutes alerting Owners to this facility.
- 3) **Landscape:** The Agent was directed to contact Para-space, the Strata's landscape contractor to produce a quote to condition and improve certain of the flower beds, including the addition of topsoil.
- 4) **Pests:** It is noted that the Strata and Owners have been experiencing significant problems with raccoons. The contractor onsite that has been working on the problem explained that certain government regulations have to be followed in dealing with the problem animals. Council has determined that the installation of protective devices in the roofs and soffits and vents will be undertaken this year to prevent a re-occurrence of the problem. The Agent is directed to procure quote and report to Council.

NEW BUSINESS

- 1) **John Gilbert Memorial Bench:** Peter Oostlander reports that there are three benched located on the property. One of the benches was a particular favorite of John Gilbert. Peter recommends and Council agrees that Robert Orloff be instructed to refurbish this bench and Peter and Geraldine will source and acquire a brass plaque to be installed on the bench in honour of John Gilbert and his long and significant contributions to the Strata as Owner and Executive Officer and Council member.
- 2) **3375 and 3371 Flagstaff:** Yolande Carey of 3375 Flagstaff has made application to Council for permission to install a concrete walkway between her property and 3371 Flagstaff.

It was moved and Seconded that Yolande Carey may at her sole expense and with her being solely responsible for any and all permits that may be required, install an architecturally appropriate walkway where she has indicated in her application.

As there was no further business to discuss, the meeting was adjourned at 8:45 pm.

#430 – 1200 West 73rd Avenue
Vancouver, BC, V6P 6G5

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Spring Cleanup

To: All Residents of VR 1308 Compass Point

From: Strata Council of VR 1308

**Please note that a disposal bin will
be on site from Friday, June 23
until Monday, June 26, 2006.**

All Owners, Strata Plan VR-1308
3308-3391 Flagstaff Place,
Vancouver, BC V5S 4K9

April 27, 2006

**** PLEASE READ CAREFULLY ****

Dear Owner(s):

RE: ANNUAL GENERAL MEETING

Please note that the approved budget and the resulting strata fees (which are the same as last year) are effective **March 1st, 2006**, the beginning of your Strata Plan's fiscal year. We are pleased to offer **two options** for payment of your strata fees. Please refer to the attached '**Strata Fee Payment Schedule**' for your applicable amounts.

STRATA FEE PAYMENT – BY PAC SYSTEM (*Pre-authorized Withdrawal from your Account*)

If you are already on the PAC System, **DO NOT RE-APPLY** as your strata fees will continue to be withdrawn automatically in the same amount. If you are not on the PAC System but would like to begin participating, please complete the enclosed form and forward it to our office along with a blank cheque marked '**VOID**' by no later than **May 15th, 2006** for your fees to be withdrawn as of June 1st.

If you choose to pay by POST DATED CHEQUES

Please forward **twelve (12) post-dated cheques** to our office, which are dated for the **first day of each successive month** starting with **March 1st, 2006** and ending with **February 1st, 2007**. Your cheques should be made payable to '**Strata Plan VR-1308**' and mailed to our office at

York-West Asset Management Group (BC) Inc.
430 – 1200 West 73rd Avenue, Vancouver, BC V6P 6G5

If you have any questions please call me at (604) 267-6399, ext. 315.

Yours truly,



J.E. Perthen
York-West Asset Management Group (BC) Inc.
For the Owners, Strata Plan VR-1308

COMPASS POINT
STRATA PLAN VR 1308

Schedule of Strata Fees

Total Number of Units	57
Approved Strata Fees (Monthly)	\$180
Number of months	12
Total	\$123,120

The Strata Fees for each Unit are \$180.00 per month commencing March 01, 2006 and ending February 01, 2007

MINUTES OF THE ANNUAL GENERAL MEETING OF STRATA PLAN VR-1308

HELD: Wednesday, April 5th, 2006 at 7:00 pm at LeCoeur Housing Co-operative,
3502 Cordiale Drive, Vancouver, BC.

PRESENT: Fifty-seven (57) owners in person or represented by proxy, as per the registration sheet.

AGENT: Lee Zenin, York West Asset Management Group.

QUORUM REPORT

As the quorum requirement of the *Strata Property Act* was met, the Agent called the meeting to order at 7:13 pm, at which time fifty-two (52) owners were present in person and five (5) owners were represented by proxy.

ELECTION OF CHAIR

Brian McCashin, Council President chaired the meeting.

PROOF OF NOTICE

It was **moved** and **seconded** to accept the 'Notice of Annual General Meeting of 2006' as proper proof of notice, complying with the 14-day notice requirement of the *Strata Property Act*. A vote was taken, resulting in all owners in favour of the motion.

MOTION CARRIED

APPROVAL OF AGENDA

It was **moved** and **seconded** to approve the agenda as presented in the 'Notice of Annual General Meeting of 2006'. A vote was taken, resulting in all owners in favour of the motion.

MOTION CARRIED

APPROVAL OF AGM and SGM MINUTES

As there were no errors or omission noted, it was **moved** and **seconded** to approve the April 14th, 2005 AGM Minutes as circulated. A vote was taken, resulting in all owners in favour of the motion.

MOTION CARRIED

INSURANCE

As per the requirement of the *Strata Property Act*, an insurance certificate was circulated with the 'Notice of Meeting' dated March 17th, 2006, as proof that the building is properly insured. It was then **moved** and **seconded** to confirm that an insurance certificate was circulated to all owners. A vote was taken, resulting in all owners in favour of the motion.

MOTION CARRIED

REPORTS

The Council President gave a council report. It was reported that Aqua-Coast Engineering is now onsite, and Robert Harlos has been rehired to do four more buildings, with a ten percent hold-back pending completion of four buildings this season. Repairs will commence immediately with weather conditions permitting.

RESOLUTION 'A'

It was **moved** and **seconded** to place Resolution 'A' on the floor for discussion.

MOTION CARRIED

The Agent read Resolution 'A' to the owners as follows:

Be it resolved, in compliance with section 105 (1) of the Strata Property Act, that a resolution be passed by way of a ¾ vote of a quorum of the Owners of Strata Plan VR-1308, that the owners authorize that the Strata Corporation's anticipated surplus for the fiscal year ending February 28th, 2006, estimated in the amount of \$39,998.48, be carried forward into the proposed Operating Budget commencing March 01, 2006.

Should the surplus be greater or lesser than the amount indicated in this resolution, the greater or lesser amount will be carried forward into the proposed Operating Budget for the fiscal year commencing March 01, 2006.

It was then **moved** and **seconded** to approve **Resolution 'A'**. A vote was taken, resulting in all owners in favour of the motion.

MOTION CARRIED

RESOLUTION 'B'

It was **moved** and **seconded** to place Resolution 'B' on the floor for discussion.

MOTION CARRIED

The Agent read Resolution 'B' to the owners as follows:

Be it resolved, in compliance with section 21 of the Strata Property Act, that a resolution be passed by way of a majority vote of a quorum of the Owners of Strata Plan VR-1308, that the Owners approve the proposed budget for the 2006 fiscal year, beginning March 1st, 2006 and completing February 28th, 2006.

It was then **moved** and **seconded** to approve **Resolution 'B'**. A vote was taken, resulting in all owners in favour of the motion.

MOTION CARRIED

NEW BUSINESS

- (1) **Painting:** The agent was requested to obtain advice from color consultant regarding the painting.
- (2) **Letter to City of Vancouver:** The agent was instructed to write a letter to City of Vancouver regarding the traffic calming measures.
- (3) **Trees:** Council was aware of the trees at south west side of the building are on city property, which are across the board of the Park. The agent will follow up and get assessment as soon as possible.
- (4) **Windows:** The agent was requested to get assessment for windows.

- (5) **Land Slipping:** Council advised that the land erosion at the rear of project is responsible by the owners of Bare Land Strata. It is not Strata Corporation's responsibility.
- (6) **Balconies:** Council discussed the request for the deck extension and the City of Vancouver permit process.
- (7) **Driveway:** Council discussed that the driveway in front of Unit #3369 needs to be repaired.
- (8) **Exterior Painting:** Council advised that siding rotting should be cleaned before painting.

RESIGNATION AND ELECTION OF STRATA COUNCIL

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

Frank Chalmers	Miguel Alvarez
Lorraine Huamali	Tom Becker
Peter Oostlander	Geraldine Street
Paul Reynolds	

As there were no further nominees and all nominees agreed to stand, the above owners were elected by acclamation.

As there was no further business to discuss, the meeting adjourned at 9:20 pm.

YORK WEST ASSET MANAGEMENT GROUP (BC) INC.

#430-1200 West 73rd Avenue

Vancouver, BC V6P 6G5

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

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Strata VR 1308 - Compass Point
Approved Budget for 2006 Fiscal Year

APPROVED	
2006/07	
Revenues	
Owners Contributions	\$123,118.00
Interest Income	\$1,500.00
	\$124,618.00
Expenses	
Electricity	\$1,000.00
Water and Sewer	\$12,000.00
Bank Charges	\$150.00
Waste Removal	\$700.00
Insurance	\$16,564.00
Management Fees	\$11,700.00
General Meeting	\$100.00
Sundry	\$250.00
Exterior	\$10,000.00
Interior	\$1,000.00
General	\$500.00
Landscaping	\$11,500.00
Grounds - Repair	\$1,000.00
Pest Control	\$1,500.00
Roof/Leak Repair	\$500.00
Building Improvements	\$2,500.00
Total Expenses	\$70,964.00
Net Income	\$53,654.00
Other Income	
Carry Forward Surplus	\$39,998.48
Transfer from Contingency	
Subtotal	\$93,652.48
Other Expense	
Painting	
Gutter and Downspouts	
Fencing Repairs/Walls	
Balcony Deck Repairs	\$82,000.00
Transfer to Contingency	\$11,652.48
	\$93,652.48
Surplus/Deficit	\$0.00

Strata Plan VR - 1308 FUND ANALYSIS 2005-06	
	Contingency Fund
Balance (March 01, 2005)	\$51,710.49
Allocation for 2005-2006	0.00
Expenditures for 2005-2006	0.00
Interest Earned (less S/C)	0.00
Estimated Balance (Feb. 28, 2006)	\$51,710.49
	Operating Fund
Opening Balance	\$0.00
Carry Forward from Previous year	18,782.72
Owner Contributions	123,118.24
Other Revenue	2,014.77
Total Revenues	143,915.73
Expenses	103,917.25
Surplus	\$39,998.48

Strata Plan VR - 1308 FUND ANALYSIS 2006-07	
	Contingency Fund
Balance (March 01, 2006)	\$51,710.49
Allocation for 2006-2007	11,652.48
Expenditures for 2006-2007	0.00
Interest Earned (less S/C)	0.00
Estimated Balance (Feb. 28, 2007)	\$63,362.97
	Operating Fund
Opening Balance	\$0.00
Carry Forward from Previous year	39,998.48
Owner Contributions	123,118.00
Other Revenue	1,500.00
Total Revenues	164,616.48
Expenses	152,964.00
Transfer to Contingency	11,652.48
Surplus	\$0.00

PRE-AUTHORIZED CHEQUING (PAC) APPLICATION

IDENTIFICATION

NAME of Unit OWNER (or) TENANT _____

Building Name: _____ Strata Plan #: _____

Building Address: _____

City: _____ Prov.: _____ Postal Code: _____

Unit #: _____ Strata Lot #: _____

PAC Start Date: _____

Disclosure: PAC is submitted to the Agent's Bank on or before the 25th of each month. If this authorization is not received prior to the 20th of the preceding month, the PAC withdrawal will not be made until the first of the subsequent month.

AMOUNT AUTHORIZED:

Monthly Maintenance Fee: _____

*****Please note there is an administration fee of \$25.00 for all returned items*****

NB *Special Assessments, Parking Fees and Bylaw Fines will not be withdrawn under PAC Authorization. Annual Increases, including any retroactive amount, in Maintenance fees, are deemed authorized where this application is submitted.*

The undersigned hereby authorize **YORK WEST ASSET MANAGEMENT (BC) INC.**, as Agents for the Owner, to withdraw the listed monthly amounts due from the identified bank Account.

ALL SIGNATURES

of depositor as shown or drawee records _____

Date Submitted: _____

PLEASE SUBMIT A VOID CHEQUE – (ATTACH TO THIS APPLICATION)

NOTICE:

Frequent Non Sufficient Funds (NSF) returns will result in the termination of this pre-authorization agreement.

For Office Use Only

Date Received: _____

Void Cheque Received: YES NO

Next Month's Maintenance Fee Cheque Received: YES NO

Added to PAC Listing – DATE: _____ Initials: _____

Post Dated Cheques Returned – DATE: _____ Initials: _____



PLEASE BRING THIS NOTICE TO THE MEETING

TAKE NOTICE THAT an ANNUAL GENERAL MEETING of Strata Plan VR 1308, Compass Point will be held:

DATE & TIME: Wednesday, April 5th, 2006 at 7:00 pm
LOCATION: LeCoeur Housing Co-operative
3502 Cordiale Drive
Vancouver, BC

In order to be eligible to vote, an owner must have his/her account PAID IN FULL, WITH NO ARREARS IN STRATA FEES, FINES OR OTHER CHARGES owing to the Strata Corporation on the date of the meeting. If you are uncertain of the status of your account, please contact our office during regular office hours, Monday to Friday 9:00 a.m. to 4:30 p.m., as only cash, money order or a certified cheque for the entire outstanding amount will be accepted at the meeting.

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

AGENDA

1. Registration
2. Call to Order
3. Quorum Report
4. Election of person to chair the meeting, if necessary
5. Proof of Notice
6. Approval of Agenda
7. Approval of AGM Minutes (April 14, 2005)
8. Report on Insurance Coverage
9. New Business
 - a. Resolution 'A' (Elimination of Operating Fund Surplus)
 - b. Resolution 'B' (2006/2007 Fiscal Year Budget)

Owners' New Business, if any

10. Resignation and Election of Strata Council
11. Adjournment

RESOLUTIONS

RESOLUTION 'A' – ¾ Vote

Be it resolved, in compliance with section 105 (1) of the *Strata Property Act*, that a resolution be passed by way of a ¾ vote of a quorum of the Owners of Strata Plan VR - 1308, that the Owners authorize that the Strata Corporation's anticipated surplus for the fiscal year ending February 28th, 2006, estimated in the amount of \$39,998.48, be carried forward into the proposed Operating Budget commencing March 01, 2006.

Should the surplus be greater or lesser than the amount indicated in this resolution, the greater or lesser amount will be carried forward into the proposed Operating Budget for the fiscal year commencing March 01, 2006.

RESOLUTION 'C' – Majority Vote

Be it resolved, in compliance with section 21 of the *Strata Property Act*, that a resolution be passed by way of a majority vote of a quorum of the Owners of Strata Plan VR - 1308, that the Owners approve the proposed budget for the 2006/2007 fiscal year, commencing March 01, 2006 and completing February 28th, 2007.

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

Strata Property Act

SBC Chap.43

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

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

Section 56 (2), (3) & (4) – Proxies

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

Section 1 – Definitions and interpretation

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

“majority vote” means a vote in favour of a resolution by a majority votes of all eligible voters.

“3/4 vote” means a vote in favour of a resolution by at least ¾ of the votes cast by eligible voters who are present in person or by proxy at the time the vote is taken and who have not abstained from voting.

IF YOU ARE UNABLE TO ATTEND THIS GENERAL MEETING, PLEASE COMPLETE AND ENDORSE THIS FORM, AND GIVE IT TO YOUR CHOSEN REPRESENTATIVE TO TAKE WITH THEM TO THE MEETING.

Strata Property Act

FORM A – PROXY APPOINTMENT

(Section 56)

Re: Strata Lot / Suite Number of Strata Plan VR - 1308

GENERAL PROXY

I/We, [name(s)], the **owner(s)** of the strata lot described above, hereby do revoke any and all proxies previously issued.

I/We, [name(s)], the **owner(s)** of the strata lot described above, appoint [name of appointee] **to act as my/our proxy** at the **Annual General Meeting** to be held on April 5th, 2006.

Date: [month, day, year].

Signature of Owner/Tenant/Mortgagee

Signature of Owner/Tenant/Mortgagee

.....

.....

FINANCIAL STATEMENTS

STRATA PLAN VR - 1308

Compass Point
Vancouver, BC

28-Feb-06

(Unaudited)

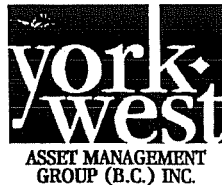
Prepared By:

York West Asset Management Group (BC) Inc.

430 - 1200 West 73rd Avenue
Vancouver, BC

Tel: (604) 267-6399

Fax: (604) 267-6397



STRATA PLAN VR - 1308
FOR THE FISCAL YEAR
ENDING February 28, 2006

	BUDGET YTD Mar 1-Feb 28	ACTUAL YTD Mar 1-Feb 28	VARIANCE TO BUDGET	PROPOSED ANNUAL BUDGET Mar 1-Feb 28
REVENUE				
Strata Fees	\$123,120.00	\$123,118.24	(\$1.76)	\$123,118.00
Other Income	1,300.00	2,014.77	714.77	1,500.00
Prior Year Profits (Losses)	18,782.00	18,782.72	0.72	39,998.48
Special Project Surplus	0.00	0.00	0.00	0.00
TOTAL REVENUE	\$143,202.00	\$143,915.73	713.73	164,616.48
OPERATING EXPENSES				
Electricity	\$1,000.00	\$929.83	\$70.17	\$1,000.00
Water and Sewer	12,000.00	11,089.63	910.37	12,000.00
Bank charges	144.00	132.00	12.00	150.00
Waste Removal	800.00	488.89	311.11	700.00
Insurance	18,500.00	17,270.00	1,230.00	16,564.00
Insurance Claims	0.00	0.00	0.00	0.00
Professional Fees	0.00	0.00	0.00	0.00
Management Fees	11,710.00	11,684.40	25.60	11,700.00
General Meeting	200.00	0.00	200.00	100.00
Sundry Expense	500.00	457.22	42.78	250.00
R & M Exterior	10,000.00	6,336.12	3,663.88	10,000.00
R & M Interior	1,000.00	0.00	1,000.00	1,000.00
R & M General	3,000.00	376.64	2,623.36	500.00
Landscaping	11,716.00	11,599.73	116.27	11,500.00
Grounds - repair	1,500.00	0.00	1,500.00	1,000.00
Pest Control	1,000.00	1,412.40	(412.40)	1,500.00
R & M Plumbing	500.00	0.00	500.00	0.00
R & M Roof Repairs	1,000.00	0.00	1,000.00	500.00
Snow Removal	500.00	0.00	500.00	0.00
Grounds - Improvement	350.00	0.00	350.00	0.00
Building Improvements	5,000.00	0.00	5,000.00	2,500.00
Balcony/Deck Repairs	62,782.00	42,140.40	20,641.60	82,000.00
Transfer to Contingency				11,652.48
TOTAL EXPENSES	\$143,202.00	\$103,917.26	\$39,284.74	\$164,616.48
Surplus (Deficit)	\$0.00	\$39,998.47	(\$39,998.47)	\$0.00

Strata VR 1308 - Compass Point
Proposed Budget for 2006 Fiscal Year

PROPOSED	
2006/07	
Revenues	
Owners Contributions	\$123,118.00
Interest Income	\$1,500.00
	\$124,618.00
Expenses	
Electricity	\$1,000.00
Water and Sewer	\$12,000.00
Bank Charges	\$150.00
Waste Removal	\$700.00
Insurance	\$16,564.00
Management Fees	\$11,700.00
General Meeting	\$100.00
Sundry	\$250.00
Exterior	\$10,000.00
Interior	\$1,000.00
General	\$500.00
Landscaping	\$11,500.00
Grounds - Repair	\$1,000.00
Pest Control	\$1,500.00
Roof/Leak Repair	\$500.00
Building Improvements	\$2,500.00
Total Expenses	\$70,964.00
Net Income	\$53,654.00
Other Income	
Carry Forward Surplus	\$39,998.48
Transfer from Contingency	
Subtotal	\$93,652.48
Other Expense	
Painting	
Gutter and Downspouts	
Fencing Repairs/Walls	
Balcony Deck Repairs	\$82,000.00
Transfer to Contingency	\$11,652.48
	\$93,652.48
Surplus/Deficit	\$0.00

Strata Plan VR - 1308 FUND ANALYSIS 2005-06	
	Contingency Fund
Balance (March 01, 2005)	\$51,710.49
Allocation for 2005-2006	0.00
Expenditures for 2005-2006	0.00
Interest Earned (less S/C)	0.00
Estimated Balance (Feb. 28, 2006)	\$51,710.49
	Operating Fund
Opening Balance	\$0.00
Carry Forward from Previous year	18,782.72
Owner Contributions	123,118.24
Other Revenue	2,014.77
Total Revenues	143,915.73
Expenses	103,917.25
Surplus	\$39,998.48

Strata Plan VR - 1308 FUND ANALYSIS 2006-07	
	Contingency Fund
Balance (March 01, 2006)	\$51,710.49
Allocation for 2006-2007	11,652.48
Expenditures for 2006-2007	0.00
Interest Earned (less S/C)	0.00
Estimated Balance (Feb. 28, 2007)	\$63,362.97
	Operating Fund
Opening Balance	\$0.00
Carry Forward from Previous year	39,998.48
Owner Contributions	123,118.00
Other Revenue	1,500.00
Total Revenues	164,616.48
Expenses	152,964.00
Transfer to Contingency	11,652.48
Surplus	\$0.00

**COMPASS POINT
STRATA PLAN VR 1308**

Schedule of Strata Fees

Total Number of Units	57
Proposed Strata Fees (Monthly)	\$180
Number of months	12
Total	\$123,120

The Strata Fees for each Unit are \$180.00 per month commencing March 01, 2006 and ending February 01, 2007



COPY

RESIDENTIAL STRATA PROGRAM

Certificate of Insurance

Name of Insured & Mailing Address:

The Owners of Strata Plan VR 1308
 c/o Cypress Properties Ltd.
 950 - 1200 West 73rd Avenue
 Vancouver, BC V6P 3B5

Name of Broker & Mailing Address:

CMW Insurance Services Ltd.
 200 - 3920 Norland Avenue
 Burnaby, BC V5G 4K7

Location of Risk: 8010 – 8022 Spinnaker Place & 3303 – 3391 Flagstaff Place, Vancouver BC V5S 4K8

Period of Insurance: April 1, 2005 to April 1, 2006
 Both dated to 12:01 am Standard Time at the address of the Insured.

Total Premium: \$17,209.

Coverage provided under this policy is only for those coverages shown below
 or contained within the policy wordings.

A. PROPERTY

Master Policy No. CDN 1932
 Insurance Company:

Premium (Section A): \$15,579.
 Certificate No. RCP00552
 As per Schedule of Subscribing Insurers attached

Section	Limits of Liability	Description of Coverages
A1.	\$10,385,700.	Property of Every Description
A1.	\$Not covered.	Business Interruption – 12 Months Indemnity
A2.	Insured	Blanket Glass

Conditions:

All Risks of direct physical loss or damage to property described at Location of Risk shown above.
 Basis of Loss Settlement – Replacement Cost including By-Laws. Policy includes Stated Amount Co-Insurance.

Special Conditions:

\$100,000. Sub-Limit applies to property additions, alterations and repairs. Projects in excess of this sub-limit must be reported to the Insurer(s) prior to the commencement date.

Deductibles:

All Losses \$1,000. except: Water Damage & Sewer Back-up \$2,500.; Glass \$100.; Master Key \$250.; Earthquake 10% of the Total Insured Value (minimum \$100,000.); Flood \$10,000.
 Loss or damage caused by any growing, cultivation, harvesting, manufacturing, distribution or sale of non-prescription controlled substance(s) - \$50,000.

Loss Payable:

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

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

THIS POLICY CONTAINS A CLAUSE WHICH MAY LIMIT THE AMOUNT PAYABLE



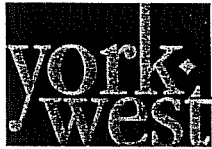
Minutes Compass Point - Strata VR1308

Present: Peter Oostlander - Frank Chalmers - Geraldine Street - Tom Becker - Miguel Alvarez - Brian McCashin - Paul Reynolds

Absent: Lee Zenin - York-West Management

Date: March 1 - 2006

Place: McCashin Residence T/H 3305



ASSET MANAGEMENT
GROUP (B.C.) INC.

PROPERTY & ASSET
MANAGEMENT

COMMERCIAL
SALES & LEASING

SYNDICATION &
CONSULTING
SERVICES

FACILITIES
MANAGEMENT

British Columbia
#430 - 1200 W. 73rd Avenue
Vancouver, B.C. V6P 6G5
Phone: (604) 267-6399
Fax: (604) 267-6397

1. **Call to order:**

Brian McCashin - President, called to meeting to order at 6:45PM

2. **Adoption of Previous Meeting Minutes:**

MOVED AND SECONDED, TO adopt the minutes of February 01, 2006 - MOTION CARRIED

3. **Financial Statements:**

The Treasurer noted that he has not received any paid invoices since December 2005, and that the February 28 Financial Statement presented have not been reconciled yet. A detailed breakdown of paid invoiced was supplied, and found to be in order. Council reviewed the financial statements, cash flow and balance sheet and noted that the Strata is ahead of budget.

MOVED and SECONDED, TO accept the February 28, 2006 financial statements, pending reconciliation - MOTION CARRIED

4. **Balcony Deck Repairs:**

a) Review of a proposal from Aqua-Coast Engineering to provide consulting services relating to balcony units. Discussion of report items and review of estimates. Miguel Alvarez to check with City Hall building inspection to see if there is a need to retain the services of Aqua-Coast and report back to Council.

b) MOVED and SECONDED to Retain Robert for one year to start work immediately on deck repairs, with the objective to finish four complete units by year-end. 10% to be held back on invoices submitted, to be paid when objective is met - MOTION CARRIED.

5. **General Maintenance:**

Owners are encouraged to phone Al's Tree Service at 604-298-2871 to co-ordinate any personal work with him directly, since his crew will be starting on the pruning, shrub work and hazard tree abatement work.

6. **Property Agent:**

The new Property Agent is Lee Zenin of York-West Management. He can be reached at 604-267-6399 ext. 315 or e-mail: izenin@yorkwest.com if you have any maintenance concerns or questions.

December 29, 2005

To: Owners & Residents



Change In Property Manager

This letter is to inform you that, effective January 1, 2006, Ms. Angela Uruski-Girard, will be your Property Manager.

All other data remains the same – you still call Cypress Properties at 604-267- 6399 for any maintenance issues or problems with the common property. Angela may also be reached by e-mail at cypress950@aol.com.

There are other exciting changes happening in January. Cypress Properties is merging with another property management company, *York West Asset Management Group (BC) Inc.* We will ensure a smooth and seamless transition (including any banking arrangements!) for you. Please watch for notices. If you have any questions regarding this merger, please contact Angela Uruski-Girard @ 604-904-3803 or the General Manager of *York West*, Mr. Juergen Perthen (JP) @ 604-644-5083.

Please ask for Angela Uruski-Girard when you contact Cypress.

Thank you.

CYPRESS PROPERTIES LTD.



MINUTES



STRATA PLAN VR 1308

COMPASS POINT

DECEMBER 7, 2005

STRATA COUNCIL
2005/2006

PRESIDENT
Brian McCashin
T/H 3305
~~~~~

**VICE-PRESIDENT**  
*Frank Chalmers*  
T/H 3310  
~~~~~

FINANCE
Peter Oostlander
T/H 3331
~~~~~

*Geraldine Street*  
T/H 3329  
~~~~~

Tom Becker
T/H 3309
~~~~~

*Miguel Alvarez*  
T/H 3320  
~~~~~

Paul Reynolds
T/H 3315
~~~~~

**PROPERTY MANAGER**  
*Michael Henson*

**CYPRESS PROPERTIES LTD.**  
# 950 - 1200 West 73rd Avenue  
Vancouver, B.C. V6P 3E5  
Phone: 267-6399 Fax: 267-6397  
e-mail: cypress950@aol.com

## COUNCIL MEETING

**Held in the Common Room**  
**Royal Arch Masonic Home**  
**Wednesday, December 7, 2005 at 6:30 p.m.**

### COUNCIL MEMBERS PRESENT

|                  |                  |
|------------------|------------------|
| Frank Chalmers   | Miguel Alvarez   |
| Tom Becker       | Peter Oostlander |
| Geraldine Street | Brian McCashin   |

### PRESENT FROM CYPRESS PROPERTIES LTD.

Michael Henson

#### 1. Call to Order

Brian McCashin, Council President, called the meeting to order at 6:40 p.m.

#### 2. Adoption of Previous Meeting Minutes

MOVED and SECONDED, TO adopt the Minutes of October 7, 2005. MOTION CARRIED

#### 3. Financial Statements

The Treasurer reviewed the paid invoices with Council and the Property Manager. The Property Manager reviewed the financial statements, cash flow and balance sheet with Council.

MOVED and SECONDED, TO accept the November 30, 2005 financial statements. MOTION CARRIED

4. Maintenance Arrears

The Property Manager advised that no owners were in arrears for the monthly condo fees.

5. General Maintenance

- Review of arborist's report and recent report received from Al's Tree and Garden Service. Discussion of report items and review of estimates.

MOVED and SECONDED, TO approve the quote of Al's Tree and Garden Service.  
MOTION CARRIED

- Ensure that recommendations on "rhodo health" are included in the quote.
- Advise owners in advance so that they have the opportunity to co-ordinate any personal work with Al.
- Ask Al to save and stack the wood so that the owners can help themselves.

6. Balcony Deck Repairs

- Review of balcony deck repair progress.
- Review and discussion of a letter received from one owner regarding current status of her deck and the need to hasten the repair process. Council discussed the history and background of the deck repair – done out of sequence due to severe disrepair and significant ant problems.

Review of circumstances surrounding their request for a deck extension and the City of Vancouver permit process.

- MOVED and SECONDED, TO approve the deck extension for #3360 as requested.  
MOTION CARRIED
- Council agreed that this was a specific circumstance and was in no way precedent setting.
- Council asked the Property Manager to contact the owner regarding a Building Envelope Engineer.
- Council agreed to continue the discussion at the next meeting and develop a process for deck extensions, bylaw enforcement and balcony deck repairs in general.



7. Other Business

- Council discussed the potential rental of townhouse #3354. The Property Manager confirmed that two letters had been sent to the owner and no response received. Council agreed to send a registered letter requesting residency information and, if the problem is not resolved by January 1, 2006, to fine the owner \$500 every seven days for violation of the Rental Restriction Bylaw.

8. Next Council Meeting

Wednesday, February 1, 2006

9. Adjournment

As there was no further business the meeting was adjourned at 8:00 p.m.

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13 December 2005  
MJH/li

*Best Wishes to All of You  
for a Safe & Happy Holiday Season,  
from All of Us at Cypress Properties!*





# MINUTES



STRATA PLAN VR 1308

COMPASS POINT

AUGUST 3, 2005

## STRATA COUNCIL 2005/2006

**PRESIDENT**  
*Brian McCashin*  
T/H 3305  
~~~~~

VICE-PRESIDENT
Frank Chalmers
T/H 3310
~~~~~

**FINANCE**  
*Peter Oostlander*  
T/H 3331  
~~~~~

Geraldine Street
T/H 3329
~~~~~

*Tom Becker*  
T/H 3309  
~~~~~

Miguel Alvarez
T/H 3320
~~~~~

*Paul Reynolds*  
T/H 3315  
~~~~~

PROPERTY MANAGER
Michael Henson

CYPRESS PROPERTIES LTD.
950 - 1200 West 73rd Avenue
Vancouver, B.C. V6P 3E5
Phone: 267-6399 Fax: 267-6397
e-mail: cypress950@aol.com

COUNCIL MEETING

**Held in the Common Room
Royal Arch Masonic Home
Wednesday, August 3, 2005 at 6:30 p.m.**

COUNCIL MEMBERS PRESENT

Frank Chalmers
Tom Becker
Geraldine Street

Miguel Alvarez
Paul Reynolds

PRESENT FROM CYPRESS PROPERTIES LTD.

Michael Henson

1. Call to Order

Frank Chalmers, Council Vice President, called the meeting to order at 6:40 p.m.

2. Adoption of Previous Meeting Minutes

MOVED and SECONDED, TO adopt the Minutes of June 1, 2005. MOTION CARRIED

3. Financial Statements

The Vice-President reviewed the paid invoices with Council and the Property Manager. The Property Manager reviewed the financial statements, cash flow and balance sheet with Council.

MOVED and SECONDED, TO accept the July 31, 2005 financial statements. MOTION CARRIED

4. Maintenance Arrears

The Property Manager advised that no owners were in arrears for the monthly condo fees.

5. General Maintenance

Retaining Walls – Engineer’s Report

Council reviewed the engineer’s report regarding the retaining walls on the east side – a copy is attached for your review. Strata Council discussed the Bylaws and agreed that repair and maintenance of the retaining walls is the individual strata lot owner’s responsibility.

One member suggested that it would be impractical for each owner to make individual changes and repairs, and there should be a conformity and uniformity amongst all of the owners of each four-plex.

Any one interested in forming a committee to discuss this issue is requested to contact Miguel Alvarez at 604-434-1100.

- Check/replace gutter baskets in the fall.
- Contact gardeners regarding regular cleaning of the stairway.
- Arborist’s Report – the Property Manager distributed the arborist’s report to the Council members. Council will review and discuss in more detail at the next meeting.

MOVED and SECONDED, TO authorize the removal of any trees designated as hazardous in the fall and to charge back individual strata lot owners for tree removals that are not common property. MOTION CARRIED

One member indicated that those owners with wood-burning fireplaces might be interested in any surplus wood.

- Two Council members, Frank Chalmers and Tom Becker, have keys for the miscellaneous electrical rooms.
- Balcony Deck Repairs
 - i. Project status – progressing well
 - ii. #3313 -to #3321 should be complete by August 10th
 - iii. #3354 and #3360 to be started August 11th and completed by September 7th
 - iv. #3320 to #3326 to be started September 8th and completed by October 12th
 - v. #3340 to #3346 – may be started in October depending on time and weather

6. Correspondence

- One owner wrote requesting permission to extend his deck. Strata Council discussed and reviewed the drawings provided. The owner agreed to contact his neighbour and ensure that the extension would be acceptable.

MOVED and SECONDED, TO approve the deck extension for #3320 subject to the registered Bylaws of the Strata Corporation. MOTION CARRIED

7. Other Business

- Review of “hot” attics and attic ventilation – discussion of various alternatives and agreement that cross ventilation with windows was the best solution to the heat buildup.

8. Next Council Meeting

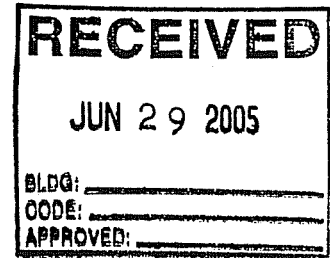
Wednesday, October 5, 2005

9. Adjournment

As there was no further business the meeting was adjourned at 8:00 p.m.

27 June 2005

Cypress Properties Ltd.
#950-1200 West 73rd Ave.
Vancouver, B.C.
V6P 3E5



Attention : **Michael Henson, President**

Re : **“Compass Pointe”, Flagstaff Place, Champlain Heights, Vancouver**


- **Structural Engineering Initial Assessment of Timber Retaining Walls**

At the request of Mr. Michael Henson of Cypress Properties, Peak Engineering inspected the timber retaining walls at the “Compass Pointe” residential complex, on 23 June 2005. It is our understanding that there is concern regarding structural rot and structural capacity of the creosoted large-timber stepped retaining walls at the complex.

Initial site review and inspection of the timber retaining walls (typically in approximately two 4 foot-high “steps”) showed that in several locations, in particular for the walls near Unit #3360 and Unit #3320 adjacent to Marquette Crescent roadway, there is **severe rot** in many timbers, with evidence of **ant infestation**, as well.

There are some noticeable gaps between adjacent timbers, however, there does not appear to be any immediate safety concerns with respect to wall collapse or settlement.

However, due to the localized areas of severe rot in many wall timbers, and given the typical short working-life-span on any timber retaining wall, **it is our recommendation that these timber retaining walls be replaced in the near future.**



The replacement retaining walls should not be timber retaining walls. Recommended replacement retaining wall systems would be a segmental masonry-block system (such as "Allan-Block"), or an interlocking earthfill-bag system (such as "DeltaLok").

Peak Engineering would be pleased to provide structural engineering design for a new retaining wall system, if so desired. Thank you for the opportunity to do this initial structural engineering review and assessment.

Please contact the undersigned if you require any additional information.

Yours sincerely,



Brian Lytton, P. Eng.

Structural Engineer

