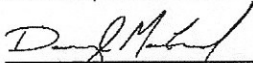


**Strata Property Act**  
**Form B**  
**INFORMATION CERTIFICATE**  
 (Section 59)

The Owners, Strata Plan BCS3832 certify that the information contained in this certificate with respect to Strata Lot 127 (1808– 280 Ross Drive, New Westminster, BC) is correct as of the date of this certificate.

(a) Monthly strata fees payable by the owner of the strata lot described above	\$351.27	
(b) Any amount owing to the strata corporation by the owner of the strata lot described above (other than an amount paid into court or to the strata corporation in trust under section 114 of the Strata Property Act)	\$200.00	
(c) Are there any agreements under which the owner of the strata lot described above takes responsibility for expenses relating to alterations to the strata lot, the common property or the common assets? If Yes, copy of all agreements attached. <b>Not to the Best of Our Knowledge</b>	No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>
(d) Any amount that the owner of the strata lot described above is obligated to pay in the future for a special levy that has already been approved  The payment is to be made by _____	\$0.00  \$	
(e) Any amount by which the expenses of the strata corporation for the current fiscal year are expected to exceed the expenses budgeted for the fiscal year. <b>(Copy of latest financial statement is attached. Note that statement may not yet have been approved by strata council)</b>	N/A	
(f) Amount in the contingency reserve fund minus any expenditures which have already been approved but not yet taken from the fund. Expenditure \$160,000 from CRF for Exterior Painting	\$498,107.79 03/31/2017	
(g) Are there any amendments to the bylaws that are not yet filed in the land title office? If Yes, copy of all amendments attached.	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>
(h) Are there any resolutions passed by a ¾ vote or unanimous vote that are required to be filed in the land title office but that have not yet been filed in the land title office? If yes, copy of all resolutions attached.	No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>
(h.1) Are there any winding-up resolutions that have been passed? If yes, copy of resolutions attached	No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>
(i) Has notice been given for any resolutions, requiring a ¾ vote, 80% vote or unanimous vote or dealing with an amendment to the bylaws, that have not yet been voted on? If yes, copy of all notices attached.	No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>
(j) Is the strata corporation party to any court proceedings, arbitration or tribunal proceeding, and/or are there any judgments or orders against the strata corporation? If yes, copy of details attached.	No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>
(k) Have any notices or work orders been received by the strata corporation that remain outstanding for the strata lot, the common property or the common assets? If yes, copy of all notices or work orders attached.	No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>
(l) Number of strata lots in the strata plan that are rented. <i>*(There may be strata lots rented that the Strata Corporation is not aware of. There may be applications from owners for permission to rent which have not yet been considered by council)</i>	*65	

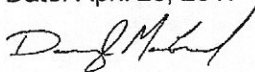
Date: April 28, 2017



Signature of Strata Manager, Daryl Macleod  
 On behalf of the Owners, Strata Plan BCS3832

(m)	Are there any parking stall(s) allocated to the Strata Lot?	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>
	<p>(i) if no, complete the following by checking the box</p> <p><input type="checkbox"/> No parking stall is available</p> <p><input type="checkbox"/> No parking stall is allocated to the strata lot but parking stall(s) within common property maybe available</p>		
	<p>(ii) if yes, complete the following by checking the correct box(es) and indicating the parking stall(s) to which the checked box(es) apply.</p> <p><input type="checkbox"/> Parking stall(s) number(s) _____ is/are part of the Strata Lot</p> <p><input type="checkbox"/> Parking stall(s) number(s) _____ is/are separate strata lot(s) or parts of a Strata Lot _____ (strata lot number(s), if known, for each parking stall that is a separate strata lot or part of a separate strata lot)</p> <p><input type="checkbox"/> Parking stall(s) number(s) _____ is/are limited common property</p> <p><input checked="" type="checkbox"/> Parking stall(s) number(s) __ 1,5 __ is/are common property</p>		
	<p>(iii) For each parking stall allocated to the strata lot that is common property, check the correct box and complete the required information.</p> <p><input type="checkbox"/> Parking stall(s) number(s) _____ is/are allocated with the Strata Council approval*</p> <p><input type="checkbox"/> Parking stall(s) number(s) _____ is/are allocated with the Strata Council approval and rented at \$ _____ per month*</p> <p><input checked="" type="checkbox"/> Parking stall(s) number(s) __ 1,5 __ may have been allocated by owner developer assignment</p> <p>Details: _____</p> <p>_____</p> <p>*Note: The allocation of a parking stall that is common property may be limited as short term exclusive use subject to section 76 of the Strata Property Act, or otherwise, and may therefore be subject to change in the future.</p>		

Date: April 28, 2017



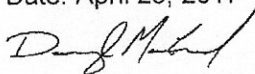
Signature of Strata Manager, Daryl Macleod  
On behalf of the Owners, Strata Plan BCS3832

(n)	Are there any storage locker(s) allocated to the Strata Lot?	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>
	(i) if no, complete the following by checking the box  <input type="checkbox"/> No storage locker is available  <input type="checkbox"/> No storage locker is allocated to the strata lot but storage lockers within common property may be available		
	(ii) if yes, complete the following by checking the correct box(es) and indicating the storage lockers(s) to which the checked box(es) apply.  <input type="checkbox"/> Storage locker (s) number(s) _____ is/are part of the Strata Lot  <input type="checkbox"/> Storage locker (s) number(s) _____ is/are separate strata lot(s) or parts of a Strata Lot _____ (strata lot number(s), if known, for each storage locker that is a separate strata lot or part of a separate strata lot)  <input type="checkbox"/> Storage locker (s) number(s) _____ is/are limited common property  <input checked="" type="checkbox"/> Storage locker (s) number(s) <u>27</u> is/are common property		
	(iii) For each storage locker allocated to the strata lot that is common property, check the correct box and complete the required information.  <input type="checkbox"/> Storage locker (s) number(s) _____ is/are allocated with the Strata Council approval*  <input type="checkbox"/> Storage locker (s) number(s) _____ is/are allocated with the Strata Council approval and rented at \$ _____ per month*  <input checked="" type="checkbox"/> Storage locker (s) number(s) <u>27</u> may have been allocated by owner developer assignment  Details: <u>To the best of our knowledge, storage lockers are common property that may have been allocated by the owner developer</u>  *Note: The allocation of a storage locker that is common property may be limited as short term exclusive use subject to section 76 of the Strata Property Act, or otherwise, and may therefore be subject to change in the future.		

Required attachments: In addition to the attachments mentioned above, section 59(4) of the Strata Property Act requires that copies of the following must be attached to this Information Certificate:

- The rules of the Strata Corporation;
- The current budget of the Strata Corporation;
- The owner developer's Rental Disclosure Statement under section 139, if any; and
- The most recent depreciation report, if any, obtained by the strata corporation under section 94

Date: April 28, 2017



Signature of Strata Manager, Daryl Macleod  
On behalf of the Owners, Strata Plan BCS3832

**Strata Property Act**

**Form I**

**Amendment to Bylaws**

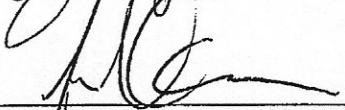
(Section 128)

The Owners, Strata Plan **BCS 3832, The Carlyle**, certify that the following or attached amendments to the bylaws of the Strata Corporation were approved by a resolution passed in accordance with section 128 of the Strata Property Act at Special General Meeting held on **April 20, 2017**:

**43. PARKING**

- (10) *Vehicles parking in the Visitor Parking stalls shall be limited to a maximum duration of three (3) consecutive days or portions thereof, unless prior written approval is obtained from the Strata Corporation.*
- (11) *Vehicles parking in the Visitor Parking stalls shall be limited to a maximum monthly duration of eight (8) days or portions thereof in a calendar month, unless prior written approval is obtained from the Strata Corporation.*

  
\_\_\_\_\_  
Signature of Council Member

  
\_\_\_\_\_  
Signature of Second Council Member

Strata Plan BCS3832 (bcs3832)

**Balance Sheet**  
**March 2017**

Books = Accrual

RE/MAX dWell Property Management  
Suite 270, 4311 Viking Way  
Richmond, BC V6V 2K9  
p: 604.821.2999 f:604.821.1822

www.dwellproperty.ca

**ASSETS**

**CURRENT ASSETS**

Bank - Operating Account	215,369.85
Bank - Contingency Fund	498,107.79
Prepaid Insurance	30,650.85
Prepaid Expenses	6,519.96
Accounts Receivable	25,430.45
Receivable - Other	-3,000.00
<b>TOTAL CURRENT ASSETS</b>	<b><u>773,078.90</u></b>

**TOTAL ASSETS**

**773,078.90**

**LIABILITIES & OWNERS EQUITY**

**LIABILITIES**

**CURRENT LIABILITIES**

Prepaid Strata Fees	8,390.60
Accounts Payable	16,436.28
Bank Error	-65.00
<b>TOTAL CURRENT LIABILITIES</b>	<b><u>24,761.88</u></b>

**TOTAL LIABILITIES**

**24,761.88**

**OWNERS EQUITY**

Operating Fund - Prior Years	207,210.60
Operating Fund - Current Year	42,748.63
Contingency Fund - Opening Balance	430,908.80
Contingency Fund - Current Year	64,166.69
Contingency Fund - Interest	3,032.30
Special Levy Fund - Current Yr Contribution	250.00
<b>TOTAL OWNERS EQUITY</b>	<b><u>748,317.02</u></b>
<b>TOTAL LIABILITIES &amp; OWNERS EQUITY</b>	<b><u>773,078.90</u></b>

# Budget Comparison

## Strata Plan BCS3832 (bcs3832)

### March 2017

Fiscal Year End August  
Books = Accrual

RE/MAX dWell Property Management  
Suite 270, 4311 Viking Way  
Richmond, BC V6V 2K9  
p: 604.821.2999 f:604.821.1822

www.dwellproperty.ca

	MTD Actual	MTD Budget	Variance	% Var.	YTD Actual	YTD Budget	Variance	% Var.	Annual Budget
<b>REVENUE</b>									
Strata Fees	60,133.22	60,133.43	-0.21	0.00	420,932.54	420,934.01	-1.47	0.00	721,601.21
Recreation Room Rental	200.00	62.50	137.50	220.00	710.00	437.50	272.50	62.29	750.00
Guest Suite Rental	0.00	416.67	-416.67	-100.00	3,340.00	2,916.69	423.31	14.51	5,000.00
Parking Income	425.00	8.33	416.67	5002.04	1,075.00	58.31	1,016.69	1743.59	100.00
Keys, Fobs, Access Cards	-608.00	125.00	-733.00	-586.40	1,065.00	875.00	190.00	21.71	1,500.00
Move In/Out Charges	1,500.00	291.67	1,208.33	414.28	5,850.00	2,041.69	3,808.31	186.53	3,500.00
Late Fees	0.00	0.00	0.00	0.00	1,178.07	0.00	1,178.07	0.00	0.00
Bylaw Fines	0.00	0.00	0.00	0.00	-100.00	0.00	-100.00	0.00	0.00
Interest Income	207.01	83.33	123.68	148.42	1,523.61	583.31	940.30	161.20	1,000.00
<b>TRANSFER FROM RESERVES</b>									
Prior Year Brought Forward	1,446.90	1,446.90	0.00	0.00	10,128.30	10,128.30	0.00	0.00	17,362.79
<b>TOTAL TRANSFER FROM RESERVES</b>	<b>1,446.90</b>	<b>1,446.90</b>	<b>0.00</b>	<b>0.00</b>	<b>10,128.30</b>	<b>10,128.30</b>	<b>0.00</b>	<b>0.00</b>	<b>17,362.79</b>
<b>TOTAL REVENUE</b>	<b>63,304.13</b>	<b>62,567.83</b>	<b>736.30</b>	<b>1.18</b>	<b>445,702.52</b>	<b>437,974.81</b>	<b>7,727.71</b>	<b>1.76</b>	<b>750,814.00</b>
<b>OPERATING EXPENSES</b>									
<b>ADMINISTRATIVE EXPENSES</b>									
Property Management	3,774.75	3,775.00	0.25	0.01	26,423.25	26,425.00	1.75	0.01	45,300.00
Bank Charges	14.00	22.83	8.83	38.68	86.00	159.81	73.81	46.19	274.00
Sundry, Postage & Copies	170.66	291.67	121.01	41.49	2,289.24	2,041.69	-247.55	-12.12	3,500.00
Professional - Accounting	0.00	30.83	30.83	100.00	735.00	215.81	-519.19	-240.58	370.00
Professional - Audit	0.00	0.00	0.00	0.00	367.50	0.00	-367.50	0.00	0.00
Professional - Engineering	0.00	666.67	666.67	100.00	2,169.86	4,666.69	2,496.83	53.50	8,000.00
Professional - Legal	171.85	291.67	119.82	41.08	1,023.75	2,041.69	1,017.94	49.86	3,500.00
Professional Fees	0.00	30.83	30.83	100.00	0.00	215.81	215.81	100.00	370.00
Insurance	6,130.17	6,666.67	536.50	8.05	42,911.15	46,666.69	3,755.54	8.05	80,000.00
Insurance Claims/Deductibles	0.00	833.33	833.33	100.00	0.00	5,833.31	5,833.31	100.00	10,000.00
Payroll Expense - Worksafe BC	0.00	0.00	0.00	0.00	2.28	0.00	-2.28	0.00	0.00
Move In/Out Expense	0.00	166.67	166.67	100.00	1,102.50	1,166.69	64.19	5.50	2,000.00
<b>TOTAL ADMIN. EXPENSES</b>	<b>10,261.43</b>	<b>12,776.17</b>	<b>2,514.74</b>	<b>19.68</b>	<b>77,110.53</b>	<b>89,433.19</b>	<b>12,322.66</b>	<b>13.78</b>	<b>153,314.00</b>
<b>UTILITIES</b>									
Utilities - Electricity	10,075.77	4,750.00	-5,325.77	-112.12	44,391.23	33,250.00	-11,141.23	-33.51	57,000.00
Utilities - Natural Gas	3,843.06	3,333.33	-509.73	-15.29	20,990.53	23,333.31	2,342.78	10.04	40,000.00
Sewer & Water Charges	1,636.70	8,333.33	6,696.63	80.36	49,462.73	58,333.31	8,870.58	15.21	100,000.00
<b>TOTAL UTILITIES</b>	<b>15,555.53</b>	<b>16,416.66</b>	<b>861.13</b>	<b>5.25</b>	<b>114,844.49</b>	<b>114,916.62</b>	<b>72.13</b>	<b>0.06</b>	<b>197,000.00</b>
<b>BUILDING MAINTENANCE</b>									
Garbage Disposal & Recycling	3,286.50	1,916.67	-1,369.83	-71.47	13,653.38	13,416.69	-236.69	-1.76	23,000.00
Pest Control	63.00	83.33	20.33	24.40	504.00	583.31	79.31	13.60	1,000.00
General Repairs & Maintenance	2,746.67	2,541.67	-205.00	-8.07	20,310.22	17,791.69	-2,518.53	-14.16	30,500.00
Elevator Maintenance	0.00	2,500.00	2,500.00	100.00	15,293.64	17,500.00	2,206.36	12.61	30,000.00
Electrical Repairs	0.00	125.00	125.00	100.00	290.31	875.00	584.69	66.82	1,500.00
Mechanical Maintenance	1,019.55	375.00	-644.55	-171.88	3,147.93	2,625.00	-522.93	-19.92	4,500.00
Mechanical - Non-Scheduled Maint.	5,491.50	2,083.33	-3,408.17	-163.59	17,164.05	14,583.31	-2,580.74	-17.70	25,000.00
Transmitters & Remotes	0.00	250.00	250.00	100.00	1,575.00	1,750.00	175.00	10.00	3,000.00
Fire & Alarm Maintenance	0.00	291.67	291.67	100.00	785.40	2,041.69	1,256.29	61.53	3,500.00
Fire & Alarm Monitoring	60.68	291.67	230.99	79.20	2,095.24	2,041.69	-53.55	-2.62	3,500.00
Security Service & Cameras	0.00	333.33	333.33	100.00	1,373.70	2,333.31	959.61	41.13	4,000.00
Emergency Generator Service	767.18	216.67	-550.51	-254.08	2,462.68	1,516.69	-945.99	-62.37	2,600.00
Plumbing - Drain Cleaning	0.00	1,000.00	1,000.00	100.00	131.25	7,000.00	6,868.75	98.13	12,000.00
Lights & Ballast	0.00	125.00	125.00	100.00	205.47	875.00	669.53	76.52	1,500.00
Carpet Cleaning	0.00	216.67	216.67	100.00	840.00	1,516.69	676.69	44.62	2,600.00
Painting & Decorating	0.00	250.00	250.00	100.00	0.00	1,750.00	1,750.00	100.00	3,000.00

**Budget Comparison**  
**Strata Plan BCS3832 (bcs3832)**  
**March 2017**

Fiscal Year End August  
 Books = Accrual

RE/MAX dWell Property Management  
 Suite 270, 4311 Viking Way  
 Richmond, BC V6V 2K9  
 p: 604.821.2999 f:604.821.1822

www.dwellproperty.ca

	MTD Actual	MTD Budget	Variance	% Var.	YTD Actual	YTD Budget	Variance	% Var.	Annual Budget
Window Cleaning	0.00	666.67	666.67	100.00	0.00	4,666.69	4,666.69	100.00	8,000.00
Parkade & Garage Doors	220.50	208.33	-12.17	-5.84	220.50	1,458.31	1,237.81	84.88	2,500.00
Security Gates	0.00	108.33	108.33	100.00	0.00	758.31	758.31	100.00	1,300.00
Exterior Cleaning & Power Washing	0.00	291.67	291.67	100.00	0.00	2,041.69	2,041.69	100.00	3,500.00
Exercise Room	0.00	208.33	208.33	100.00	2,624.16	1,458.31	-1,165.85	-79.95	2,500.00
Special Project	0.00	1,250.00	1,250.00	100.00	0.00	8,750.00	8,750.00	100.00	15,000.00
Building & Site Management	6,437.34	6,437.50	0.16	0.00	38,624.04	45,062.50	6,438.46	14.29	77,250.00
<b>TOTAL BUILDING MAINTENANCE</b>	<b>20,092.92</b>	<b>21,770.84</b>	<b>1,677.92</b>	<b>7.71</b>	<b>121,300.97</b>	<b>152,395.88</b>	<b>31,094.91</b>	<b>20.40</b>	<b>261,250.00</b>
<b>GROUNDS MAINTENANCE</b>									
Landscaping Services	1,412.25	1,333.33	-78.92	-5.92	9,381.75	9,333.31	-48.44	-0.52	16,000.00
Irrigation	0.00	166.67	166.67	100.00	498.75	1,166.69	667.94	57.25	2,000.00
Snow Removal	3,685.50	416.67	-3,268.83	-784.51	12,951.00	2,916.69	-10,034.31	-344.03	5,000.00
<b>TOTAL GROUNDS MAINTENANCE</b>	<b>5,097.75</b>	<b>1,916.67</b>	<b>-3,181.08</b>	<b>-165.97</b>	<b>22,831.50</b>	<b>13,416.69</b>	<b>-9,414.81</b>	<b>-70.17</b>	<b>23,000.00</b>
<b>RECREATION CENTRE</b>									
Pool/Pond Maintenance	0.00	125.00	125.00	100.00	0.00	875.00	875.00	100.00	1,500.00
Cablevision/Satellite	322.93	333.33	10.40	3.12	2,260.51	2,333.31	72.80	3.12	4,000.00
Social Activities	0.00	62.50	62.50	100.00	439.20	437.50	-1.70	-0.39	750.00
<b>TOTAL RECREATION CENTRE</b>	<b>322.93</b>	<b>520.83</b>	<b>197.90</b>	<b>38.00</b>	<b>2,699.71</b>	<b>3,645.81</b>	<b>946.10</b>	<b>25.95</b>	<b>6,250.00</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>51,330.56</b>	<b>53,401.17</b>	<b>2,070.61</b>	<b>3.88</b>	<b>338,787.20</b>	<b>373,808.19</b>	<b>35,020.99</b>	<b>9.37</b>	<b>640,814.00</b>
<b>TRANSFER TO RESERVES</b>									
Transfer to Contingency Fund	9,166.67	9,166.67	0.00	0.00	64,166.69	64,166.69	0.00	0.00	110,000.00
<b>TOTAL TRANSFER TO RESERVES</b>	<b>9,166.67</b>	<b>9,166.67</b>	<b>0.00</b>	<b>0.00</b>	<b>64,166.69</b>	<b>64,166.69</b>	<b>0.00</b>	<b>0.00</b>	<b>110,000.00</b>
<b>NET SURPLUS (DEFICIT)</b>	<b>2,806.90</b>	<b>-0.01</b>	<b>2,806.91</b>	<b>100.00</b>	<b>42,748.63</b>	<b>-0.07</b>	<b>42,748.70</b>	<b>571.43</b>	<b>0.00</b>