

**THE REGENCY
STRATA PLAN NW 2556
1250 MARTIN STREET
MINUTES
MARCH 2013 TO
CURRENT**

REGENCY - STRATA CORPORATION NW 2556

Minutes of the Council Meeting

Date: March 24, 2015
Place: Recreation Room in Regency
Attendees: Elaine Allan
Walter Ramsey
Omer Esen
Started: 04:10pm
Adjourned: 04:25pm

AGENDA:

The main purpose of the meeting has been to discuss the opening of an investment account at CIBC and transfer of the existing investment account at Hollis Wealth to CIBC.

MINUTES OF PREVIOUS COUNCIL MEETING (January 15, 2015)

The approval of the minutes was moved by Omer, seconded by Elaine and carried unanimously

PROCEEDINGS:

The Council has been trying to move the investment account from Hollis Wealth to elsewhere for the last many months. To this end, Omer approached various financial organizations including CIBC. Omer has been communicating with Rob Hultin of CIBC Imperial Service at the White Rock/South Surrey branch of CIBC.

Note: The Regency uses this branch for its operating account.

Omer moved that The Regency's investment account at Hollis Wealth to be transferred to CIBC. The motion was seconded by Walter and carried unanimously. To facilitate this the Council authorized and certified the following:

1. An investment account at CIBC (White Rock/South Surrey Branch) will be opened by Omer.
2. The Regency's existing investment account at Hollis Wealth will be transferred to CIBC.
3. Following Strata Council members will have the signing authority (two signatures required) for the new investment account to be opened at CIBC. These members already have the signing authority for The Regency's operating account at CIBC.
 - Walter Ramsey. 302-1250 Martin Street, White Rock, BC, V4B 3W3. (604) 531- 4998
 - Omer Esen (President). 102-1250 Martin Street, White Rock, BC, V4B 3W3. (604) 910-9521

Note: Trudy Marshall. 204-1250 Martin Street, White Rock, BC, V4B 3W3. (604) 538-1389 is now out of town. She will be added as a signatory upon her return.

ADJOURNMENT

Moved by Walter. Seconded by Elaine. Carried unanimously at 04:25pm



Omer Esen (President, Strata Council) March 25, 2015

INFORMATION BULLITIN

The Regency (NW2556)

March 03, 2015

This information bulletin updates the status of 3 major, ongoing projects. As well, it outlines 4 recently completed miscellaneous ones.

Ongoing Projects

Boiler Replacement

We now have 2 new boilers that provide domestic hot water as well as in floor heating. The installer expects to finish fine-tuning the controls within the next few weeks. The final progress payment is due at the end of this month.

Sprinkler System Repair

Elite Fire Protection Ltd. is scheduled to replace the "Dry Pipe Valve" assembly this Thursday. Their quoted price is approximately \$1,600 less than the company^[1] we have been dealing with. We are also negotiating with Elite Fire to do our annual fire inspection at a favourable cost^[2].

[1] Royal City quoted approximately \$5,000 compared to Elite Fire's price of \$3,400.

[2] Royal City has been doing the annual fire inspection. Some owners expressed dissatisfaction with this company. Also we believe that Elite Fire's price will be lower than what we have been paying to Royal City.

2nd Phase of Interior Decoration

Second phase is now complete to the satisfaction of overwhelming majority of the owners. Please note that there is a 3rd phase that will probably include (among other things) painting the upper portion of the hallway walls.

Miscellaneous Projects

Fan assembly on the roof

This assembly supplies fresh air to the hallways and the lobby. It also maintains positive pressure in the hallways preventing the entry of various odours from the suites into the hallways. The broken fan belt was replaced by Walter and Omer.

Painting of the hallway outside of workshop

The walls of this hallway badly needed repairs and painting. Jeff and Omer completed the job using leftover paint. Also the corners of the walls were fitted with protection strips to prevent future damage.

Repair of faucet assembly in the rec room

This faucet has been spraying water for a while. Finally Paul^[3] changed it.

[3] Jules' son who is here to provide Jules with "primary care".

Please turn over for page 2 ➔

INFORMATION BULLITIN

The Regency (NW2556)

February 17, 2015

This information bulletin updates the one published on February 17, 2015 and outlines the status of the 3 on-going projects.

Boiler Replacement

The “combi boilers”^[1] are now installed and working. The installation will be checked and fine-tuned next week. Over and beyond the scope of this project, Surrey Mechanical^[2] recommended a number of energy saving modification that we may want to consider at a later date.

[1] “combi” stands for combination. These boilers provide domestic hot water as well as heating.

[2] Surrey Mechanical is the company that is implementing the boiler replacement project. They have been working with us for many years.

Sprinkler System Repair

The reason of the malfunction has been identified as corroding pipes^[3]. The affected pipes in the garage have been changed but the work in the boiler room is yet to be completed. Although we believe the cost of this repair will be substantial, we do not have a dollar figure yet.

[3] we were given section of a such pipe. Many owners have seen the corrosion inside it. We must consider the cost of changing all the pipes when preparing the next depreciation report.

2nd Phase of Interior Decoration

Upon the completion of 3rd floor painting, 7 owners inspected it and thought that the same colour^[4] should be carried through the 2nd and 1st floors. Later, the 8th owner^[5] confirmed this. It should be noted that this project has 3 phases^[6]. The owners will probably choose to paint the wallpaper in the hallways as part of the 3rd phase.

[4] same as the color used in the lobby

[5] 8th owner was away when the 3rd floor was inspected.

[6] phase 3 is nothing new, the project was approved in 3 phases in the last AGM.

Hollis Wealth^[7] was instructed to transfer \$12,000 to our checking account at CIBC to help pay Surrey Mechanical^[8] and Royal City^[9]. As mentioned above, we do not know the cost of the repairs yet. However, we believe it will be substantial.

[7] Hollis Wealth manage our investments.

[8] 2nd progress payment is due next week. 3rd progress payment is due at the end of March 2015.

Omer Esen (President, Strata Council)

INFORMATION BULLITIN

The Regency (NW2556)

February 17, 2015

This information bulletin will outline 3 projects which are now in progress as well as a malfunction that affects 2 of them: 1) boiler replacement", 2) sprinkler system repair, 3) 2nd Phase of the "interior decoration".

To present a complete picture, it is necessary to provide a certain amount of background.

Boiler System Replacement

The replacement was planned for the current fiscal year as part of the Depreciation Report and unanimously approved during the last AGM. Same applies the 2nd phase of the interior decoration project. The approval includes \$15,000 to be spent on the boiler replacement, interior decoration as well as window replacement. Some of us may have the impression that this \$15,000 is for interior decoration only. This is incorrect.

Per the outcome of the last AGM, the council made the necessary arrangements to start the Boiler Replacement. The final decision was made during a council meeting held on January 09. 2015, with 2 consultants in attendance. The minutes of the meeting were distributed to all owners the next day.

Sprinkler Repair

Two days before the start of the boiler replacement (ie. last Saturday). The fire protection sprinkler system that services the garage as well as the boiler room malfunctioned: the seals of some large compressed air water pipes failed spraying water not only in the garage but most importantly in the boiler room on to the existing boilers that are equipped with sensitive parts as well as the computer panel that controls the in floor heating system. I am sure; we all know that electricity and water don't mix. A result of spraying was 2" of water in the boiler room where we had a brand new boiler that was left on the floor to be ready for installation on Monday (yesterday). The water that was pouring into the boiler room and the garage could only be turned off with the help of the fire department. In the process Ken Brophy had a serious accident and had to be taken to the hospital by ambulance. I attended to this as Jeff kindly took care of the situation in the building.

who were in town plus unit # 203 by proxy, that constitutes more than 83% of the owners. Therefore, under the circumstances, the implementation of the interior decoration project should not be characterized as: "hodgepodge".

Also during this meeting the possibility of painting the wallpapers was discussed. At that time, the cost was unknown but some of us thought that it could be minor. The general consensus was to have the wallpaper painted if the cost was reasonable.

The next morning, two things emerged: 1) many the owners changed their minds and did not want the wallpaper painted; 2) we found out that the cost of painting would double.

All of the above plus the sprinkler system malfunction and the cost attached to it strongly influenced me to instruct the Pullman's painting to proceed with the original Council decision. It should be noted that the wallpaper can always be painted at a later date depending on the owners' wishes. I discussed this with Pullman's Painting: I was advised that there would be little/no additional setup cost (ie. there would be no significant overall cost increase whether the wallpaper is painted now or later).

Decisions related to the boiler and interior decoration were not based on one person's or a select-group's preference nor were they made by an ad-hoc get-together of a few owners the rec room one afternoon. These decisions are part of the proceedings of AGMs plus Council meetings and they are well documented. Further, whatever the decisions are, their implementation has been/is supervised with great care and on voluntary basis at no cost to the owners.

Omer Esen (President, Strata Council)

REGENCY - STRATA CORPORATION NW.2556

Minutes of the Council Meeting

This document includes 4 appendices (A, B, C and D)

Date: January 09, 2015
Place: Recreation Room in Regency
Attendees: Trudy Marshal
Walter Ramsey
Pauline Stewart
Ken Brophy (resource - historical facts)
Jules LeBrun (resource – P.Eng.)
Omer Esen
Started: 04:30pm
Adjourned: 05:20pm

PURPOSE

The Council met for 2 main reasons: 1) to discuss the replacement of The Regency's domestic hot water boiler and 2) Second phase of the interior decoration. Both projects were approved as part of the Depreciation Report during the last AGM and scheduled for this fiscal year.

PROCEEDINGS

MINUTES OF LAST COUNCIL MEETING

Minutes of the last Council meeting held on January 15, 2015 accepted
Moved by Pauline. Seconded by Trudy. Motion carried unanimously.

REPLACEMENT OF THE DOMESTIC HOT WATER BOILER

- Ken and Jules were invited to attend the meeting as a resource. They were involved with previous projects related to the domestic hot water boiler as well as the boilers used for in-floor heating. In the past, Jules performed some studies/analysis of The Regency's heating system, therefore he has an in-depth engineering knowledge of this issue.
- The replacement has been a general topic of discussion for the past 11 months and it was planned for this fiscal year. Omer presented the project background as well as the condition of the existing boiler, candidates for the job, the received quotation to do the job and recommended action (see appendix A).
- Jules and Ken acted as a knowledge base in relaying their experience associated with the past boiler replacement projects.
- Jules talked about the quality of Surrey Mechanical's work. Jules and Omer expressed their confidence in Surrey Mechanical Ltd.
- Jules talked about and submitted the specifications (see appendix B) of the boilers proposed by Surrey Mechanical Ltd. as part of their quotation (see appendix C).

The quote submitted by Surrey Mechanical Ltd. was accepted
Moved by Omer. Seconded by Walter. Motion carried unanimously.

Notes: On February 10, 2015, following emails were exchanged between Omer and Surrey Mechanical Ltd. on the subject matter (see appendix D):

- *Omer to Surrey Mechanical Ltd
Proposing a 30-day holdback of \$1,544*
- *Surrey Mechanical to Omer
Accepting the proposed holdback. Estimated start date. Estimated period of water shutdown.*

SECOND PHASE OF INTERIOR THE DECORATION PROJECT

- The project covers the hallways of 1st, 2nd and 3rd floors. It calls for the painting of the lower walls, crown moldings, steel doors plus elevator doors and trim.
- Quotations were obtained from 3 companies with prices ranging from \$3,800 to \$3,000. Pullman's Painting was the successful bidder with the lowest price.

The Regency will proceed with Pullman's Painting.

Moved by Trudy. Seconded by Pauline. Motion carried unanimously.

Note: during the Council meeting that took place on January 15, 2015, Trudy volunteered to generate a recommendation for the colors. This was done: she recommended 4 colors. Further, she presented the Council with a board painted with these colors. Very soon there will be a presentation for the owners to choose a color for the walls as well as the steel doors, elevator doors and trim.

ADJOURNMENT

Moved by Walter. Seconded by Omer. Motion carried unanimously at 05:20pm.

Omer Esen February 10, 2015

APPENDIX A

DOMESTIC HOT WATER BOILER REPLACEMENT

February 09, 2015

Background

- We have known that our domestic hot water boiler (from here on will be referred to it as "DHWB") had to be replaced. The replacement was planned for this fiscal year and \$15,000 was put aside for this project together with some other less critical items.
- Recently, it has been brought to our attention that the DHWB we now have does not meet the code: its vent (chimney) is not wide enough.
- Since the chimney stack (the concrete shaft that extends from the boiler room to the roof) cannot accommodate a larger vent with the required clearances, it is deemed to be impossible to simply replace the existing boiler with a similar one.
- The most practical and cost-effective solution appears to be a modern high-efficiency condensing boiler that has a smaller vent requirement.
- The installed price of the proposed DHWB is higher than what we planned for: around \$17,000 (includes material, labor and all taxes)
- Despite this, we should be able to very easily accommodate the extra expenditure by moving around some financial priorities. Our present total assets are around \$100,000. Also considering the high efficiency coupled with the ever escalating natural gas price, the planned DHWB should pay for itself soon.

Present Condition of the DHWB

- The bottom of the boiler on the left side is rusted out. There is definite evidence of a leak.
- The boiler can rupture any time causing a big mess.
- Of course, if we wait till this happens, we may lose some of our bargaining position and faced with a larger price tag which would include a major clean-up.

Who Can Do the Job?

- In the past, we dealt with 4 different companies for maintenance and/or replacement of our DHWB as well as the boilers for in-floor heating: Sovereign, Milani, Chapman and Surrey Mechanical. They are some of the better known players in this sector.
- Unfortunately, our experience with Sovereign, Milani and Chapman ranges between disappointing to disastrous. On the other hand, the work of Surrey Mechanical consistently proved to be of high quality and on schedule at a competitive price.

Quote

- On our request, Surrey Mechanical have been investigating a number of engineering solutions associated with the replacement of our DHWB. To this end, they have been here a number of times during the past 11 months.
- A few days ago, we received the attached quote from them. This quote includes the replacement of the DHWB plus 2 of our in-floor heating boilers, with a high efficiency, condensing "Combi Boiler".
- Considering that Trudy got a very similar job done at her house a few years for approximately \$12,000, \$17044 price tag seems reasonable for a much larger building.

Recommended Future Action

- Existing DHWB is rusted and leaking. It may not be unreasonable to expect it to rupture any time. Therefore, it would be wise to arrange for the replacement ASAP.
- Although most of the related expenses were approved during the last AGM. Owners should be informed about the details of the replacement and given a chance for feedback. We may not have a lot of time. This should be treated as an emergency.
- We must get back to Surrey Mechanical quickly with a yes/no answer

Omer Esen

APPENDIX B

IBC

Better Boilers

ibcboiler.com ibcboiler.com ibcboiler.com ibcboiler.com ibcboiler.com

DC Series

DC 23-84 23,000 to 84,000 BTU/HR

DC 29-106 29,000 to 106,000 BTU/HR

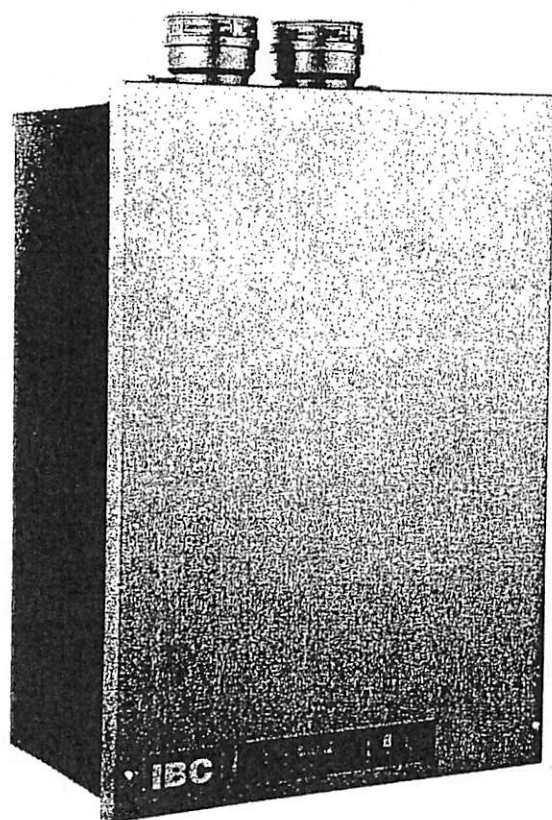
DC 33-124 33,000 to 124,000 BTU/HR

DC 33-160 33,000 to 160,000 BTU/HR

Dual Condensing Combi Boiler

Combining Domestic Hot Water & Space Heating in a single compact design

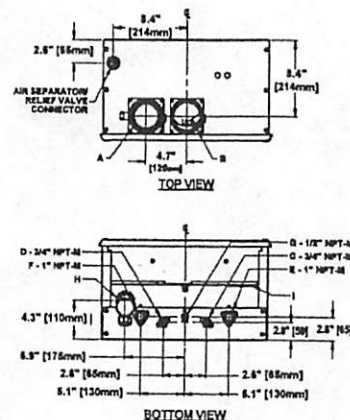
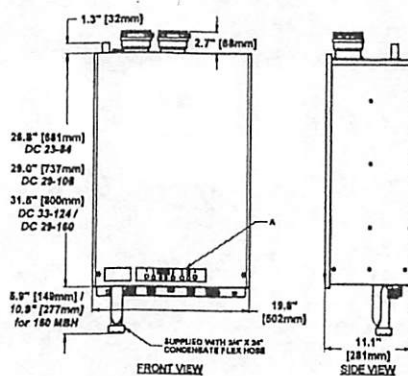
- ASSE 1070 Certified high performance DHW Thermostatic Mixing Valve included
- 94% AFUE with full ASME rated vessel
- Built in Boiler Pump
- Includes Tridicator, Air Vent, Outdoor Sensor & Relief Valve
- The dual two in one, back to back heat exchanger eliminates the need for a diverter valve and secondary domestic hot water plate heat exchanger
- Contractor friendly, fewer internal parts, easy to install, maintain and service
- Reset heating - Set point - DHW
- Outdoor Reset Technology increases efficiency by lowering the water temp automatically
- 10 year limited warranty
- Unique "self learning" ECO-Comfort mode for greater DHW efficiencies



Tankless DHW & Space Heating



DC Series Dual Condensing Combi Boiler



Specification	DC 23-84	DC 29-106	DC 33-124	DC 33-160
CSA Input (Natural Gas or Propane) – MBH	23 – 84	28.5 – 106	33 – 124	33 – 160
CSA Input (Natural Gas or Propane) – KW	6.7 – 24.9	8.4 – 31.0	9.7 – 36.3	9.7 – 46.9
CSA Output – MBH	21 – 79	26 – 99	31 – 115	30 – 149
CSA Output – KW	6.3 – 23.0	7.8 – 28.9	9.0 – 33.8	9.0 – 43.6
DHW – CSA Input (Natural Gas or Propane) – MBH	23 – 84	28.5 – 106	33 – 124	33 – 124
DHW – CSA Input (Natural Gas or Propane) – KW	6.7 – 24.9	8.4 – 31.0	9.7 – 36.3	9.7 – 36.3
A.F.U.E	94%	94%	94%	94%
Min Gas Pressure (Nat. Gas or Propane) – Inch w.c.	5	5	5	5
Max Gas Pressure (Nat. Gas or Propane) – Inch w.c.	14	14	14	14
Power (120Vac/60Hz) – Watts @ full fire with internal pump	128	128	130	164
Weight (empty) – lbs/Kg	85 / 39	85 / 39	85 / 39	85 / 39
Pressure Vessel water content – USG/Liters	0.37/1.4	0.37/1.4	0.5/1.9	0.5/1.9
Max boiler flow rate – USgpm	9	10	11	11
Min boiler flow rate – USgpm	2	3	3	3
Max Operating Pressure – Space Heating Coil – psig	43.5	43.5	43.5	43.5
Max Operating Pressure – Domestic Hot Water Coil – psig	150	150	150	150
Approved Installation altitude – ASL	12,000 ft	12,000 ft	12,000 ft	12,000 ft
Ambient Temperature – Low (°F/°C)	32/0	32/0	32/0	32/0
Ambient Temperature – High (°F/°C)	122/50	122/50	122/50	122/50
Max relative humidity (non-condensing)	90%	90%	90%	90%
Min water Temperature – Space Heating (°F/°C)	50/20	50/20	50/20	50/20
Max water Temperature – Space Heating (°F/°C)	194/90	194/90	194/90	194/90
Min water Temperature – Domestic Hot Water (°F/°C)	104/40	104/40	104/40	104/40
Max water Temperature – Domestic Hot Water (°F/°C)	149/65	149/65	149/65	149/65
Min flow rate to activate DHW heating – USgpm	0.5	0.5	0.5	0.5
Max flow rate DHW heating – USgpm	2.6	3.3	4	4
Max equivalent vent length 3" (each side)	120'	120'	120'	120'
Domestic Hot Water Delivery: @70°F / 39°C temperature rise	2.1 GPM	2.7 GPM	3.2 GPM	3.2 GPM

* Natural Gas boilers require a Propane conversion kit to be ordered separately if converting a from Natural Gas to Propane. Propane boilers require a Natural Gas conversion kit to be ordered separately if converting a propane boiler to Natural Gas.

+ Boilers are shipped with 30psi pressure relief valve.



Head Offices 1445 Charles Street, Vancouver, B.C., Canada V5L 2S7
4203 Industrial Court, Sheboygan, WI, U.S.A. 53083

Tel: 604 877 0277
Tel: 920 783 8340

Fax: 604 877 0295
Fax: 920 783 8339

www.ibcboiler.com

APPENDIX C

SURREY MECHANICAL ^L_T_D

10266 - 124A ST., SURREY, B.C. V3V 4W6
Phone & Fax (604) 588-2448

The Regency
2015
1250 Martin St
White Rock, BC

Feb 7,

Quote

Surrey Mechanical Ltd proposes to supply all material and perform all labor to complete all the work described below.

Remove existing leaking DHW boiler,leaking #1 Viessmann boiler and #2 Viessmann.
Install 2 wall hung IBC DC33-160 High efficiency combi boilers. Pipe 3 "cpvc from new boiler(s) to existing 3" cpvc vent.
Repipe boilers to radiant system and existing domestic water storage tank. The 2 IBC Boilers will heat domestic water tank to temperature set on tank aquastat. When not heating the DHW storage tank the IBC Boilers will supplement the remaining Viessmann boiler as required to heat the radiant system.

Test operation and set up controls.

All of the above work to be completed in a good and workman like manner for the sum of:

Seventeen thousand and forty four dollars (\$17044.00)

Quote includes all material, labor, gas permit, PST and GST

Terms:\$8500 upon start of work. Balance to be paid in full on completion of work.

Any changes in work and the price shall be in writing. This quotation is made on the basis of current material and labour costs. A delay in acceptance of more than 20 days will require a review of the proposal and re-dating before the agreement becomes binding.

Respectfully submitted

Markus Herwig

For Surrey Mechanical Ltd.

APPENDIX D



Omer Esen <oesen1@gmail.com>

Surrey Mechanical's Quote Received on February 8, 2015

1 message

Omer Esen <oesen1@gmail.com>

Tue, Feb 10, 2015 at 8:52 AM

To: C Surrey Mechanical <surreymechanical@gmail.com>

Cc: Pauline Stewart <canterbelle@hotmail.com>, C Walter Ramsey <walbanger37@hotmail.com>, C Ken & Elaine <nikik@shaw.ca>, C Jules LeBrun <julesalebrun@gmail.com>, C Ken & Joan Brophy <knj02wr@gmail.com>

To: Surrey Mechanical Ltd.

Attn: Markus Herwig

The Strata Council accepted your quote during the Council meeting held on February 09, 2015 at 4:30pm. We would like to propose a minor change to your terms: it is customary for us to have a 30 day hold-back for a big job like this. We understand that \$8,500 will be paid upon the start of the work, leaving a balance of \$8,544. We propose a payment of \$7,000 upon the completion of the job with a \$1,544 hold-back for 30 days.

Gerhard phoned me a few minutes ago and we came to an agreement on the hold-back. Under the circumstances the schedule of payments will be as follows;

\$8,500 upon start

\$7,000 upon completion

\$1,544 30 day (from completion) hold-back

Please acknowledge the receipt of this.

Yours sincerely, Omer Esen for Strata NW2556 (The Regency)



Omer Esen <oesen1@gmail.com>

RE: Surrey Mechanical's Quote Received on February 8, 2015

surrey mechanical <surreymechanical@gmail.com>
To: Omer Esen <oesen1@gmail.com>

Tue, Feb 10, 2015 at 9:30 AM

Hi Omar

We accept your change to the terms of a \$1544.00 / 30 day holdback.
I will order parts today and all going well expect to start work next Monday.

We expect to have to shut the hot water down for up to 8hrs and possible shorter shut down(s) of the cold water. We will make every attempt to prepare as much piping as possible before shut down .

Thanks

Markus

-----Original Message-----

From: Omer Esen [mailto:oesen1@gmail.com]

Sent: Tuesday, February 10, 2015 8:53 AM

To: C Surrey Mechanical

Cc: Pauline Stewart; C Walter Ramsey; C Ken & Elaine; C Jules LeBrun; C Ken & Joan Brophy

Subject: Surrey Mechanical's Quote Received on February 8, 2015

To: Surrey Mechanical Ltd.

Attn: Markus Herwig

The Strata Council accepted your quote during the Council meeting held on February 09, 2015 at 4:30pm. We would like to propose a minor change to your terms: it is customary for us to have a 30 day hold-back for a big job like this. We understand that \$8,500 will be paid upon the start of the work, leaving a balance of \$8,544. We propose a payment of \$7,000 upon the completion of the job with a \$1,544 hold-back for 30 days.

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\$1,544 30 day (from completion) hold-back

Please acknowledge the receipt of this.

Yours sincerely, Omer Esen for Strata NW2556 (The Regency)

REGENCY - STRATA CORPORATION NW 2556

Minutes of the Council Meeting

Date: January 09, 2015
Place: Recreation Room in Regency
Attendees: Trudy Marshal
Walter Ramsey
Pauline Stewart
Omer Esen
Started: 10:30am
Adjourned: 11:45am

AGENDA:

The main purpose of the meeting has been to discuss the interior decoration of The Regency that was approved during the last AGM (September 10, 2014).

PROCEEDINGS:

Approval of last council meeting's minutes

Moved by Pauline. Seconded by Walter. Approved unanimously.

Finances

As at January 15, 2015, The Regency's "overall total" assets were \$99,500.63. This figure includes \$7,287.73 of "total cash and bank accounts". During this fiscal year, the owners approved a capital expenditure of \$15,000 covering the 2nd phase of interior decoration, window replacement as well as the replacement of the domestic water boiler. It is estimated that the window and the boiler replacements will likely cost around \$7,000. This will leave approximately \$8,000 for the 2nd phase of interior decoration.

Interior decoration

Background

Last fiscal year, the decoration of the lobby and the rec room was completed including the light fixtures, door hardware, etc. This has been the 1st part of a 3 phase plan. Phases 2 and 3 are related to the hallways (1st, 2nd and 3rd floors).

Discussions

Trudy pointed out that the decoration process should consider making the hallways of 1st and 2nd floors brighter. 3rd floor hallway has skylights therefore, enjoying natural light. All council members agreed with this.

Action

Pauline will organize some quotations.

Trudy will help choose colors.

Council will prepare a proposal to be presented to all owners. It should be noted that same thing was done to approve the decoration of the lobby and the rec room.

ADJOURNMENT

Moved by Walter. Seconded by Trudy. Carried unanimously at 11:45

NOTES

Following notes outline some events that took place shortly after this council meeting. They are related to interior decoration

Discussions

Second floor hallway was examined by Trudy, Pauline and Omer: it was determined that the wallpaper, oak moldings as well as the light fixtures are almost in pristine condition. This also applies to 1st and 3rd floors. Later, Walter's opinion was obtained: he agreed. Under the circumstances, the council members thought that all we need is to paint the lower parts of the hallways, crown moldings plus the doors leading to the stairways. This is the most cost effective approach.

Action

Trudy will propose a color that will complement the carpet and the oak. Pauline will complete getting quotes (she already obtained an excellent one from Brushfire Paint Co.). Council will meet and prepare a presentation to the owners.

Omer Esen January 26, 2015

NOTICE – STRATA INSURANCE

September 18, 2014

- On August 10, 2014 the Council unanimously decided to drop the flood and earthquake components from the strata insurance. Further, during the AGM (Annual General Meeting) held on September 19, 2014, this decision was discussed and approved/adopted unanimously. The highlights of the new strata insurance (presented to the strata by Hub International Coastal Insurance Brokers is attached to this notice.
- It should be noted that strata insurance generally includes common property (not the contents of suites or personal items). During the AGM (Annual General Meeting) held on September 19, 2014, the owners unanimously decided that as of 30 September 2015 (**end of next year September**), owners will be responsible for replacing their own window glass. Also it has been recommended that if necessary, owners should consider including window glass in their individual home insurance.

Omer



HUB International Coastal Insurance Brokers

400 - 4350 Still Creek Drive, Burnaby, BC V5C 0G5 T: 604-269-1000 F: 604-269-1001
TF: 1-800-665-3310 www.hubcoastal.ca E: coastal@hubinternational.com

RENEWAL REVIEW FOR: OPTION 2 – No Earthquake or Flood Coverage NW 2556 - The Regency

Property Location:	1250 Martin Street, White Rock, BC V4B 3W3		
Renewal Date:	09/30/14 (mm/dd/yy)		
INSURING AGREEMENTS		Deductibles (\$)	Limits (\$)
PROPERTY COVERAGES			
All Property, All Risks, 110 % Extended Replacement Cost, Bylaws		1,000	6,031,000
Water Damage		10,000	Included
Backup of Sewers, Sumps, Septic Tanks or Drains		10,000	Included
Earthquake Damage		n/a	Not Included
Flood Damage		n/a	Not Included
Key & Lock		250	10,000
BLANKET EXTERIOR GLASS INSURANCE	Residential	100	Blanket
	Commercial	250	
COMMERCIAL GENERAL LIABILITY			
Each Occurrence Limit		500	5,000,000
Coverage A - Bodily Injury & Property Damage Liability - <i>Per Occurrence</i>		500	5,000,000
Products & Completed Operations - <i>Aggregate</i>			5,000,000
Coverage B - Personal Injury Liability - <i>Per Occurrence</i>		500	5,000,000
Non-Owned Automobile – <i>Per Occurrence</i>			5,000,000
STRATA DIRECTORS & OFFICERS LIABILITY		Nil	2,000,000
POLLUTION & REMEDIATION LEGAL LIABILITY			
Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense		10,000 Retention	1,000,000
VOLUNTEER ACCIDENT INSURANCE PLAN - Plan I			
Principal Sum - \$100,000 Weekly Accident Indemnity - \$500 (maximum 52 weeks)		7 Day Waiting Period	100,000
Accident Expenses - various up to \$10,000 (see policy wording) Dental Expense - \$2,500			
COMPREHENSIVE DISHONESTY, DISAPPEARANCE AND DESTRUCTION			
Coverage I Employee Dishonesty – Form A - <i>Aggregate</i>		Nil	25,000
Coverages II, III, IV and V – Broad Form Money & Securities - <i>Aggregate Limit each coverage</i>		Nil	10,000
EQUIPMENT BREAKDOWN			
I Standard Comprehensive Plus, Replacement Cost		1,000	6,031,000
II Consequential Damage, 90% Co-Insurance		1,000	25,000
III Extra Expense		24 Hr Waiting Period	100,000
IV Ordinary Payroll – 90 Days		24 Hr Waiting Period	100,000
PRIVACY BREACH SERVICES		Nil	25,000
TERRORISM		2,500	300,000
TOTAL POLICY PREMIUM:		7,445	
PLATINUM LEGAL SERVICES RETAINER:		350	
TOTAL PAYABLE INCLUDING PLATINUM LEGAL SERVICES RETAINER:		7,795	

This quotation is subject only to losses being satisfactory at the time of renewal and continuing availability of existing insurers terms, conditions, and limitations contained in the policies on which this quotation is based.

August 29, 2014 E&OE/SA

Minutes of Annual General Meeting (AGM)

Date: September 10, 2014
Time: 6.00pm
Place: Rec. Room
Attendees (7 units): 101, 102, 103, 104, 201, 202, 204
Proxies (3 units): 203, 302, 303

Call to order & declare quorum

- President called to order at 6.00pm.
- Quorum declared with 7 units present and 3 units represented by proxies. The Regency has 12 units.

File proof of notice of meeting

Notice was given August 19, 2014. On this day, the council decided that this AGM be held on September 10, 2014 and all owners were informed through the minutes of the council meeting.

Approved Minutes of the last AGM

Moved by 202. Seconded by 102. Motion carried unanimously.

Presentation by Jules LeBrun (201)

Being one of the original owners and a past President as well as the past Treasurer of The Regency, Jules outlined the history of Regency. Also he qualified/quantified the benefits of self-management.

Financials

- Account balances projected for September 30, 2014 indicate that both the operating and capital budgets (funded through the investment account) for the fiscal year 2013-14 will be underspent.
- The President (102) detailed next year's budget [1], Depreciation Report [2] as well as the resulting monthly strata fees [3].
- Major operating and capital budget items were discussed.
- Finances for the current year (2013-14) was compared with the next year (2014-15).
- 102 moved that all of the financials be accepted and adopted for the next fiscal year. Seconded by 104. Motion carried unanimously.

Notes: 1. Per Notice dated September 2, 2014 (second page). All attendees had this document.
2. Per "Minutes of Council Meeting August 19, 2014" (sixth page). All attendees had this document.
3. Per Notice dated September 2, 2014 (third page). All attendees had this document.

Resolutions

- The President (102) explained the work done towards the procurement of a cost-effective insurance policy, via discussions by Hub International as well as the Strata's lawyer.
- Two options [4] of the insurance policy proposed by Hub International and dated August 29, 2014 were discussed. These discussions included the possible effects of flood and earthquake on Regency as well as the cost/benefit of having coverage for such events.
- 102 moved option 2 [5] of the policy be adopted. Seconded by 104. Motion carried unanimously.
- President informed all attendees that the option 2 [5] of the insurance policy proposed by Hub International and dated August 29, 2014 was available for inspection. Later, 103 did so to find out the "Extended Replacement Cost".
- Window replacement policy of Regency and its history were discussed in detail. Both units 202 and 102 who implemented this policy over the past years pointed out the operational problems plus the financial burden related to this policy [6].
- Unit 201 moved that as of October 1, 2015, each unit owner(s) becomes responsible for window pane replacement, and to this end, owners should include "windows" in their home-owners' policies [7]. Seconded by 102. Motion carried unanimously.

Notes: 4. Option 1 includes flood and earthquake coverage. Option 2 does not include these coverages.
5. "Option 2 – No Earthquake or Flood Coverage".
6. The chances/possibility of sustaining damage due to flood and/or earthquake were discussed extensively.
7. Some owners may already have this coverage in their home insurance as a routine.

Election of the new Strata Council

- All attendees recognized Joan Brophy's (unit 101) service as a counselor for many, many years and thanked her.
- Walter Ramsey (302) and Trudy Marshall (204) agreed to be new counselors. Walter is an original owner and has been actively helping the past Councils. Trudy is one of the longest time owners and familiar with Regency's affairs.
- 102 moved that the Council consist of Elaine Allen (202), Pauline Stewart (303), Walter Ramsey (302) and Omer Esen (102) be accepted. Seconded by (104). Motion carried unanimously.
- Before September 30, 2014, a meeting at Regency's bank will be organized to give Walter and Trudy signing authority.

Adjournment

202 moved adjournment at 7.35pm. Seconded by 201. Motion carried unanimously.



Omer Esen (President, Strata Council). September 12, 2014

Attachment: For the convenience of the owners, the monthly strata fees approved in the AGM are enclosed to this document.

The Regency – Strata Corporation NW 2556
1250 Martin Street
White Rock, BC, V4B 3W3

Minutes of Annual General Meeting (AGM)

Date: September 10, 2014
Time: 6.00pm
Place: Rec. Room
Attendees (7 units): 101, 102, 103, 104, 201, 202, 204
Proxies (3 units): 203, 302, 303

Call to order & declare quorum

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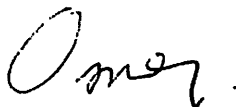
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Adjournment

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Omer Esen (President, Strata Council). September 12, 2014

Attachment: For the convenience of the owners, the monthly strata fees approved in the AGM are enclosed to this document.

THE REGENCY, STRATA PLAN NW 2556
SCHEDULE OF OWNERS' MONTHLY STRATA FEES
FOR THE PERIOD OCTOBER 1, 2014 TO SEPTEMBER 30, 2015
2nd Proposal

Unit #	Strata Lot	Unit entitlement	Unit entitlement (ratio)	2014-15 Strata Portion of Fee (\$/mo.)	2014-15 Cont. Reserve Portion of Fee (\$/mo.)	Tot.Strata Fees for 2014-15 (\$/mo.)
101	1	1,435	0.0797	354.01	33.22	387.22
102	2	1,208	0.0671	298.01	27.96	325.97
103	3	1,623	0.0902	400.38	37.57	437.95
104	4	1,586	0.0881	391.26	36.71	427.97
201	5	1,535	0.0853	378.68	35.53	414.21
202	6	1,262	0.0701	311.33	29.21	340.54
203	7	1,616	0.0898	398.66	37.41	436.06
204	8	1,638	0.0910	404.08	37.92	442.00
301	9	1,535	0.0853	378.68	35.53	414.21
302	10	1,262	0.0701	311.33	29.21	340.54
303	11	1,640	0.0911	404.58	37.96	442.54
304	12	1,660	0.0922	409.51	38.43	447.94
Entitlement Tot.		18,000	1			
Monthly Tot (\$)				4,440.49	416.67	4,857.16
Yearly Tot. (\$)				53,285.91	5,000.00	58,285.91

Effective: October 1, 2014

9/2/2014

Please note that the monthly strata fees (shown on extreme right column of the above table) are due first of each month. These fees **MUST** be paid by 12 post dated cheques made to "Strata NW2556"

August 24, 2014

The Owners, Strata Plan NW 2556
1250 Martin St.
White Rock, BC, V4B 3W3

INFORMATION PACKAGE - AGM (September 10, 2014 at 6.00 pm in Rec. Room) [1]

DELIVER

Agenda

1. Call to order & declare quorum
2. File Proof of Notice of meeting
3. Approve minutes of last AGM.
4. Presentation by Jules outlining benefits of self-management management [2].
5. Resolutions (if any tabled from floor) [3]
6. Financials including the budget and the depreciation report approved by the council on August 19, 2014 for the fiscal year ending September 30, 2014. **5**
7. Any other old or new business [3].
8. Owners interested to form the new Strata Council
9. Election of the new Strata Council
10. Adjournment

Related Documents

- a) Proxy Appointment Form (attached)
- b) Financial information including proposed budget for 2014-15, depreciation report, proposed monthly strata fees as well as the comparison of budgets for 2013-14 versus 2014-15 (distributed as part of the minutes of council meeting dated August 19, 2014)
- c) Form – Owners Interested to Form the New Strata Council.

The owners who are unable to attend this AGM are requested to complete the Proxy Form and submit it to the Council before 6.00 p.m. on September 10, 2014.



Omer Esen (President, Council)
For the Council of the Strata Plan NW 2556

Notes: 1. Written notice for the AGM was given on August 19, 2014 by the Strata Council.
2. Similar presentation was made during the last AGM.
3. To make effective use of time, it is requested that minor items to be included in the agenda of the next council meeting.

PROXY APPOINTMENT

Unit #	
Strata Plan #	

Check **only one** of the following by placing an "x" in the left column

<input type="checkbox"/>	GENERAL PROXY I/we, _____ [name(s), the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint _____ [name of appointee] to act as my/our proxy beginning _____ [month, day, year] until _____ [month, day, year]
<input type="checkbox"/>	PROXY FOR A SPECIFIC MEETING I/we, _____ [name(s), the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint _____ [name of appointee] to act as my/our proxy at the annual or special general meeting to be held on _____ [month, day, year]
<input type="checkbox"/>	PROXY FOR SPECIAL RESOLUTION I/we, _____ [name(s), the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint _____ [name of appointee] to act as my/our proxy with respect to the following resolution at the annual or special meeting to be held on _____ [month, day, year].

Limitation(s) on Proxy, if any

Date: _____ [month, day, year]

Signature(s) of Owner(s): _____

<p align="center">OWNERS INTERESTED TO FORM THE NEW STRATA COUNCIL</p>

Following owners are interested to form the next Council of Strata Plan NW 2556 (Regency). The names of any other interested owners should be added to the list and submitted to the secretary before September 10, 2014.

	Owner(s)	Unit #
1	Elaine Allen	202
3	Pauline Stewart	303
4	Walter Ramsey	302
5	Omer Esen	102
6		
7		

REGENCY - STRATA CORPORATION NW 2556
Minutes of Council Meeting August 19, 2014

DATE: August 19, 2014

PRESENT: Omer Esen
Pauline Stewart
Elaine Allen

ABSENT: Joan Brophy

PLACE: Recreation Room

TIME: 4:30 p.m.

PROCEEDINGS:

It was moved by Omer Esen the minutes of the last council meeting held on June 10, 2014 be adopted as read.

Seconded by: Pauline Stewart Approved

PURPOSE:

Omer reviewed the 2014-2015 Budget and Depreciation Report with council. Based on the information that was presented to council, the budget was approved.

Omer moved to accept the budget (see attachment)

Seconded by Pauline Stewart Approved

Council discussed a date for the AGM and decided on September 10, 2014.

Omer Esen moved that the AGM be September 10, 2014 at 6:00 p.m.

Seconded by Elaine Allen Approved

A complete AGM documentation will be distributed to strata owners soon.

Elaine Allen moved the meeting be adjourned.

Meeting adjourned: 5:00 p.m.

**ATTACHMENT TO THE MINUTES OF THE COUNCIL MEETING DATED
AUGUST 19, 2014**

CONTENTS

- Capital budget expenses that were funded out of operating account. Money spent for these expenses proposed to be left in investments as pre-paid contributions for 2014-15.
- Comparison of finances. Year 2013-14 versus proposed for year 2014-15.
- Proposed budget for 2014-15 (**see extreme right column**). *Other columns of this document outline the appropriate factors that were considered. Four notes at the bottom of the document are integral parts of the budget.*
- Depreciation report. Forward-looking cash-flow analysis for 2014-15 to 2023-24 fiscal years.
- Proposed scheduled of owners' monthly strata fees for the period October 1, 2014 to September 30, 2015. *A modest decrease in the fees is a result of gross underspending of both the operating and capital budgets.*

8/19/2014

Capital budget expenses that were funded out of operating account
Money spent for these expenses will be left in the investments as pre-paid contributions for 2014-15

Date	Notes	Amount	Acct Code
10/2/2013	Fence in back yard	\$920.00	14a
5/25/2014	Glass replacement	\$283.25	14i
6/10/2014	Skylights	\$1,850.00	14i
6/26/2014	Consultant for lobby renovation	\$100.00	14a
7/7/2014	Renovation project (materials)	\$120.00	14a
7/12/2014	Renovation project (materials)	\$24.58	15b
7/23/2014	Renovation project (painting)	\$3,571.35	14a
7/23/2014	Renovation project (materials)	\$1,428.52	14a
7/28/2014	Renovation project (materials)	\$1,092.64	14a
N/A	Picture for lobby (approx cost)	\$350.00	14a
N/A	Entrance lights (approx cost)	\$700.00	14a
N/A	Carpet cleaning	\$600.00	14a
N/A	Lobby (inside) lighting	\$1,600.00	14a

TOTAL TO BE TRANSFERRED TO OPERATING ACCOUNT \$12,640.34

Tot Acct code 14i (window replacement)	\$2,133.25
Tot Acct code 14a (unanticipated expenses)	\$10,482.51
Tot Acct code 15b (Janitorial)	\$24.58

TOTAL \$12,640.34

Tot spent by 07/31/2014 [1]	\$9,390.34
Tot "non capital expenses" [2]	\$345.29
Tot Projected from 07/31/2014 to 09/30/2014	\$3,250.00

TOTAL \$12,985.63

August 19, 2014

**COMPARISON OF FINANCES
YEAR 2013-14 VERSUS PROPOSED FOR YEAR 2014-15**

OPERATING BUDGET

2013-14 Approved:	\$66,256.92
Actual Oct 14 – Jul 31, 2014:	\$50,093.17
Predicted Oct 14 – Sep 30, 2014:	\$21,838.55
Projected fiscal year 2013-14 [1]:	\$57,117.06
Proposed 2014-15 [2]:	\$61,490.91

Note 1. Not including the capital budget expenses of \$12,640.34 that were paid out of the operating account. This amount should be transferred from investments into the operating account. Since the strata has adequate funds in the operating account, \$12,640.34 will be left in investments and considered as pre- payment of contributions to "Contingency Reserved Fund" for the next fiscal year.

Note 2. Includes \$11,000 for insurance due on 30 Sep, 2014

CAPITAL BUDGET (funds kept in investment account with Hollis Wealth)

Last year, estimated value of investments on Sep 30, 2014 [3]:	\$71,764
July 31, 2014 view of estimated value of investments on Sep 30, 2014 [4]:	\$92,000

Note 3. Per Depreciation Report approved in last AGM.

Note 4. Per Depreciation Report for 2014-15.

Omer

	Yr. 13-14 Budgeted (\$)	Oct-12-Jul-11 Actual (\$)	Oct- Sep- 2014 Predicted (\$)	Yr. 13-14 Tot. Projected (\$) [1] [3]	Yr. 14-15 Proposed Budget (\$)
INCOME					
Owners' Monthly Strata Fees	66,256.92	55,214.10	11,042.82	66,256.92	61,490.91
Other Income		150.77			
TO Dundee Portfolio					
FROM Dundee Portfolio	0.00	0.00	0.00	0.00	0.00
Owners' Special Assessment	0.00		0.00	0.00	0.00
					0.00
TOTAL INCOME	66,256.92	55,364.87	11,042.82	66,256.92	61,490.91
EXPENSES					
11. HYDRO	4,000.00	2,290.10	500.00	2,790.10	4,000.00
12. GAS	16,000.00	14,568.01	1,600.00	16,168.01	17,000.00
13. INSURANCE	11,000.00	0.00	11,000.00	11,000.00	11,000.00
(a) Valuation Appraisal		682.50	0.00	682.50	0.00
13. Tot.	11,000.00	682.50	11,000.00	11,682.50	11,000.00
14. REPAIRS & MAINTENANCE					
(a) Unanticipated [3]	4,010.91	9,735.63	3,250.00	345.29	4,030.91
(b) Lighting & improvements	400.00	69.85	50.00	119.85	250.00
(c) Carpet cleaning (capital budget item) [2]	300.00	0.00	600.00	0.00	0.00
(e) Office Set-Up	0.00	0.00	0.00	0.00	0.00
(f) Roof Repairs (under guarantee)	0.00	0.00	0.00	0.00	0.00
(g) Security	200.00	609.08	0.00	609.08	200.00
(h) Stucco Repair (capital budget item) [2]	0.00	0.00	0.00	0.00	0.00
(i) Window replace. (capital budget item) [2]	0.00	2,133.25	0.00	0.00	0.00
14. Tot.	4,910.91	12,547.81	3,900.00	1,074.22	4,480.91
15. JANITORIAL					
(a) Cleaning	3,000.00	1,942.50	388.50	2,331.00	2,600.00
(b) Supplies (janitorial)	0.00	24.58	0.00	24.58	50.00
15. Tot.	3,000.00	1,967.08	388.50	2,355.58	2,650.00
16. MECHANICAL MAINTENANCE					
(a) Heating system service	3,000.00	726.57	300.00	1,026.57	4,500.00
(b) Elevator (monthly service)	2,500.00	2,240.20	352.80	2,593.00	2,800.00
(c) Elevator permit	250.00	213.00	0.00	213.00	300.00
(e) Fire alarm system	800.00	0.00	800.00	800.00	800.00
(f) Plumbing	500.00	280.35	0.00	280.35	400.00
16. Tot.	7,050.00	3,460.12	1,452.80	4,912.92	8,800.00
17. LANDSCAPING					
(a) Landscape maintenance	3,500.00	2,773.75	700.00	3,473.75	3,600.00
(b) Landscape improvements	1,000.00	132.93	0.00	132.93	300.00
(c) Sprinkler system	500.00	740.25	0.00	740.25	700.00
(d) Snow removal	60.00	0.00	0.00	0.00	60.00
17. Tot.	5,060.00	3,646.93	700.00	4,346.93	4,660.00
18. BUILDING EXTERIOR CLEANING					0.00
(a) Window & exterior washing	1,000.00	0.00	0.00	0.00	0.00
(b) Power washing (capital budget item)	0.00	0.00	0.00	0.00	0.00
18. Tot.	1,000.00	0.00	0.00	0.00	0.00
19. OFFICE OPERATION					
(a) Supplies (office)	400.00	214.54	50.00	223.47	300.00
(b) Mtce. & upgrades	100.00	22.35	0.00	22.35	100.00
(c) Legal	500.00	0.00	200.00	200.00	200.00
19. Tot.	1,000.00	236.89	250.00	445.82	600.00
20. PEST CONTROL	0.00	0.00	0.00	0.00	0.00
21. WHITE ROCK UTILITIES	1,200.00	1,276.54	300.00	1,576.54	1,700.00
22. REPLENISH PETTY CASH	400.00	250.77	0.00	250.77	350.00
23. BANK CHARGES	170.00	182.06	34.00	216.06	250.00
24. REFUSE CONTAINER REPLACEMENT	1,500.00	679.36	152.25	831.61	1,000.00
25. CONTRIB TO CONT RES FD [4]	9,966.01	8,305.00	1,661.00	9,966.00	5,000.00
COMPUTER ROUNDING ERROR	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENSES	66,256.92	50,093.17	21,938.55	56,617.06	61,490.91
INCOME LESS EXPENSES	0.00				0.00

Note [1]: Projected on August 30, 2013 and based on the available data on this date in Quicken

[2]: Covered under Capital Budget

[3]: As planned in Capital Budget

[3]: \$12,640.34 that was spent out of operating account will be left in investments as pre-paid contribution of 2014-15

[4]: Effective contributions for 2014-15 will be \$12,640.34+\$5,000=\$17,640.34. See note 3 above.

Prepared 15 August, 2014 Printed 17 August, 2014

THE REGENCY - STRATA Nw2556
DEPRECIATION REPORT
FORWARD-LOOKING CASH-FLOW ANALYSIS FOR 2014/15 TO 2023/24 FISCAL YEARS

Fiscal Year	Proposed Major Expense Items(s)	Notes	EXPENSES			INVESTMENTS & CONTRIBUTIONS			
			Estimated present value of expense Item	Estimated rate of annual inflation (multiplier)	Estimated future value of expense Item(s)	Estimated value of investments at the beginning of fiscal year	Suggested contribution during fiscal year	Estimated interest rate applicable to investments (multiplier)	Estimated value of investments at the end of fiscal year
2013-14	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$92,000
2014-15	Interior decoration (phase 2), window replacement, domestic boiler replacement, etc.	1	\$15,000	1.035	\$15,525	\$92,000	\$5,000	1.050	\$81,725
2015-16	Elevator overhaul, interior decoration (phase 3), etc.	N/A	\$15,000	1.035	\$16,068	\$81,725	\$10,000	1.050	\$75,657
2016-17	Window replacement, furnace overhaul (minor), etc.	N/A	\$6,500	1.035	\$6,963	\$75,657	\$10,000	1.060	\$83,415
2017-18	Intercom maintenance, etc	N/A	\$20,000	1.040	\$22,174	\$83,415	\$10,500	1.060	\$76,045
2018-19	Building's exterior locks, landscape (minor), carpeting (minor), etc	N/A	\$5,000	1.040	\$5,765	\$76,045	\$11,500	1.060	\$86,687
2019-20	Window replacement, overhaul of furnaces, elevator maintenance, etc.	N/A	\$14,000	1.045	\$16,789	\$86,687	\$12,000	1.065	\$87,222
2020-21	Furnace, boiler, elevator maintenance, etc.	N/A	\$12,000	1.045	\$15,038	\$87,222	\$13,000	1.065	\$90,721
2021-22	Intercom maintenance & misc.	N/A	\$12,000	1.045	\$15,715	\$90,721	\$13,000	1.065	\$93,727
2022-23	Window replacement & misc.	N/A	\$12,000	1.050	\$16,422	\$93,727	\$14,000	1.070	\$97,696
2023-24	Carpeting & misc	N/A	\$12,000	1.050	\$17,243	\$97,696	\$14,200	1.070	\$101,279

Note 1. All capital expenses incurred in 2013-14 (\$12,640.34) were paid out of operating account, not out of investment account. Effectively, \$12,640.34 was left in the investment account to more than replace the planned contributions for 2014-15. Further, \$5,000 additional contributions is suggested.

THE REGENCY, STRATA PLAN NW 2556
SCHEDULE OF OWNERS' MONTHLY STRATA FEES
FOR THE PERIOD OCTOBER 1, 2014 TO SEPTEMBER 30, 2015

Unit #	Strata Lot	Unit entitlement	Unit entitlement (ratio)	2014-15 Strata Portion of Fee (\$/mo.)	2014-15 Cont. Reserve Portion of Fee (\$/mo.)	Tot.Strata Fees for 2014-15 (\$/mo.)
101	1	1,435	0.0797	375.30	33.22	408.52
102	2	1,208	0.0671	315.93	27.96	343.89
103	3	1,623	0.0902	424.47	37.57	462.04
104	4	1,586	0.0881	414.79	36.71	451.50
201	5	1,535	0.0853	401.45	35.53	436.98
202	6	1,262	0.0701	330.05	29.21	359.27
203	7	1,616	0.0898	422.64	37.41	460.04
204	8	1,638	0.0910	428.39	37.92	466.31
301	9	1,535	0.0853	401.45	35.53	436.98
302	10	1,262	0.0701	330.05	29.21	359.27
303	11	1,640	0.0911	428.91	37.96	466.88
304	12	1,660	0.0922	434.14	38.43	472.57

Entitlement Tot.	18,000	1		
Monthly Tot (\$)			4,707.58	5,124.24
Yearly Tot. (\$)			56,490.91	61,490.91

Effective: October 1, 2014

8/19/2014

Please note that the monthly strata fees (shown on extreme right column of the above table) are due first of each month. These fees **MUST** be paid by 12 post dated cheques made to "Strata NW2556"

REGENCY - STRATA CORPORATION NW 2556
Minutes of Council Meeting June 10, 2014

Date: June 10, 2014

Present: Joan
Pauline
Elaine
Omer

Place: Recreation Room

Starting time 9:30 a.m..

PROCEEDINGS:

It was moved by Omer Esen and Seconded by Pauline Stewart that the minutes of the last council meeting held in February, 2014 be adopted as read.

BOILERS:

The annual service to our boilers cost \$710.02 (within budget). The boilers are in excellent shape.

The hot water boiler is leaking and will be replaced within the month.

SKYLIGHTS:

3 skylights have been replaced due to cracks caused by ultra violet light. The total cost for custom made skylights including installation is \$1850.00. The charge also included repair of the retaining wall in the east garden.

Monies will be transferred from the capital account.

FINANCIAL:

Expenditures of \$20,000.00 is in the budget for decorating and carpet cleaning.

Carpet Cleaning: Elaine will get quotes for cleaning the entire building.

Decorating: Pauline will make arrangements to have a color consultant from Benjamin Moore for paint color for the walls of the lobby. Elaine suggested a long range plan be made for the entire building and start with the lobby. 2 color schemes will be created along with pricing. Condo owners will be presented for approval.

INSURANCE:

Omer informed council that our insurance has increased to \$15000.00 for this year including earthquake insurance. Because our building is quite unique compared to other condos in our area, we may be over insured.

NOTICE - INTERIOR DECORATION

July 5, 2014

As you know, during the last Annual General Meeting we unanimously decided to redecorate interior of The Regency and earmarked part of our 2013-2014 capital budget for this.

Within the past number of weeks, we consulted a paint specialist/interior decorator as well as a contractor: we now have a portfolio plus quotations. Our objective for this fiscal year is to focus on the entire lobby area and the Rec Room (including ceilings, walls, trims and doors).

As well, we have been negotiating with several carpet cleaning firms for the entire building and obtained quotations.

We believe, we can get the entire job done at a very favorable price that is under budget.

Next Monday (July 7) at 10.30am, Elaine and Pauline volunteered to make a presentation in the Rec Room to inform the owners and obtain feedback.

We look forward seeing you all.

Omer

Elaine suggested that we have our entire insurance policy reviewed by our strata lawyer Shawn Smith, Cleveland & Doan to ensure we are properly covered and not over charged.
Omer will set up a meeting for next week.

GARDEN:

Omer advised council the gardening contract has been extended to include November and December for extra pruning and cleanup. Pauline volunteered to create an itemized list of what needs to be done. The list will be reviewed by Ken Brophy.

THANK YOU

Strata Council would like to take this opportunity to express a huge thank you to the following owners for their time and expertise.

WALTER, OMER - weekly cleaning of the dumpster and garbage room.
PAULINE JEFF - removed moss from front entrance walkway
WALTER - for purchasing 30 second spray for walkway/ removal of sand bag in garage
KEN BROPHY - arranged garbage pick up during the city strike
PAULINE, JEFF - pruning and cleaning of front garden
KEN, OMER - repair of the common room patio door threshold
LINDA - helping Omer with bank deposits.

Meeting adjourned: 10:45

R THE REGENCY

The Owners Strata Plan NW2556
1250 Martin St.
White Rock, BC, V4B 3W3

NOTICE - GARBAGE

May 29, 2014

Recently, Ken Brophy arranged for a private company to collect our garbage. Following the pickup, Walter moved the dumpster back into the garbage room.

Please understand that the private pickups are quite expensive. Therefore, we may have to explore other solutions. George kindly offered to take the garbage away in his truck. To consider this scenario, the garbage bags must be **absolutely clean**. Therefore, we should keep using the "Constructor Clean-up Bags" available for all in the workshop.

These bags are very large. Therefore, some of us have been using a single bag for 2-3 units.

Omer



Omer Esen <oesen1@gmail.com>

Re: East Garden & Skylight of Unit 301

1 message

Omer Esen <oesen1@gmail.com>

Thu, May 22, 2014 at 9:46 AM

To: Ken & Joan <knj02wr@gmail.com>

Cc: C Ken & Elaine <nikik@shaw.ca>, C Jeff & Pauline Steward <jeffstewart55@gmail.com>, C Linda Pomerleau <linda_pomerleau@telus.net>

Good morning Ken,

Yes, I agree with your comments. I would like to respond and try to furnish you with detailed information:

1) The current problem we have in the East Garden is a **structural** issue therefore, carries very high priority. As you may know, part of this garden is in two levels: one 4 feet higher than the other. The higher part is held back with large cedar planks. These planks are now bulging out and ready to slide away completely. If this happens, the quarter of the entire East Garden would be gone, effecting Linda's patio and leaving us with a big mess as well as a large expense. Further, Linda as well as 2 other owners work in that area of the garden frequently to water the plants, etc. We certainly would not want to have an accident. We negotiated for the remedy of this problem, including bolting the planks into the concrete for \$300. In my opinion, an excellent deal...

2) The North East corner of the building will be taken care of just like the North side, in the immediate future. **I already made the necessary arrangement.**

3) In the past, it has been very hard to get the gardener to do any **major** clean up and/or pruning. We addressed this issue by extending the traditional 8-month contract by 2 months, including November and December. These last 2 months will be used for extra work to be **defined by us at the end of September.**

4) Another top priority for us is the skylights. During inspection, we discovered that 3 of them are badly cracked and/or broken. This may be normal considering the age of the skylights and the amount of UV present on the roof. Since these skylights are "non-standard". We have to wait a while (a week +) to get new ones. This whole thing will probably cost us over \$1,400.

I hope, I was able to provide you with some useful information Ken.

Wishing you and Joan a nice day. Omer

On Wed, May 21, 2014 at 12:10 PM, Ken & Joan <knj02wr@gmail.com> wrote:

Good Morning, Omer:

Joan and I received your e-mail in respect to east garden planks and skylight over 301, as well as the imminent visit of Bob Koblensky to review these projects.

Attention has been focused on the east, south, and south of front door area, all of which was and is required and looking better. However, the northwest corner is now reaching serious deterioration where you and I installed old type wooden lattice with rubber composite underlay. Bob Koblensky did such a wonderful job on the similar foundation projection at the center north area a year ago, it might be opportune to have him look at this corner with a view to replacing the old lattice with the new "plastic" type as well as new frame work and

underlay. The vertical lattice at ground level against the garage exterior wall has substantially rotted out. Could the new plastic type lattice be fitted on that short vertical wall at less expense than the old constructed product.

The gardener needs to give more attention to his responsibilities to pruning and ground cover clean-up at the northwest corner (lane side). A few words from you results in improvement.

I am sympathetic to the needs of budget control and the need for in building labour contribution. The latter being something I can no longer tackle with 89 year old body parts.

Thank you for your consideration of these concerns.

Ken Brophy
Suite 101 – northwest ground level

From: Omer Esen
Sent: Tuesday, May 20, 2014 8:29 AM
To: C Ken & Elaine ; C Ken & Joan Brophy ; C Jeff & Pauline Steward
Subject: East Garden & Skylight of Unit 301

Hi Elaine, Joan and Pauline,

1) A large section of the garden that is in front of Linda's bedroom window is held back by 2 very large cedar planks. Yesterday, Elaine and I noticed that these planks are no longer secure. This is may be an accident waiting to happen, injuring someone. Today, I asked Bob Koblensky to come and have a look at this.

2) Unit 301's skylight above the kitchen tends to leak under certain conditions (very high wind). For the first time, this happened many years ago and again recently. Bob will attempt to remedy this condition too.

Wishing everyone a good morning. Omer



Omer Esen <oesen1@gmail.com>

East Garden & Skylight of Unit 301

1 message

Omer Esen <oesen1@gmail.com>

Tue, May 20, 2014 at 8:29 AM

To: C Ken & Elaine <nikik@shaw.ca>, C Ken & Joan Brophy <knj02wr@gmail.com>, C Jeff & Pauline Steward <jeffstewart55@gmail.com>

Hi Elaine, Joan and Pauline,

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Wishing everyone a good morning. Omer



Omer Esen <oesen1@gmail.com>

East Garden & Skylight of Unit 301

1 message

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Tue, May 20, 2014 at 8:29 AM

To: C Ken & Elaine <nikik@shaw.ca>, C Ken & Joan Brophy <knj02wr@gmail.com>, C Jeff & Pauline Steward <jeffstewart55@gmail.com>

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Wishing everyone a good morning. Omer

***R* The Regency**

The Owners Strata Plan NW2556
1250 Martin Street
White Rock, BC., V4B 3W3

April 15, 2014

To: Members of the Strata Council (Elaine, Joan, Pauline)

Re: Investments

Background

Since Regency became self-managed, we have been looking after our investments. We started doing so using Edward Jones and an investment adviser named Barry Zemlak. We have been very satisfied with Barry's services. Therefore, when he left Edward Jones to join Dundee (now Hollis Wealth), we switched too. Recently, Barry decided to retire and was replaced by a much younger person (most probably less experienced). I met this person and did not have a good feeling about him. Also he presented me with some documents for signature. I still have them unsigned.

Elaine and I suggest that we move our investments somewhere else. She favored TD Waterhouse. Both Jules and I share this opinion.

Request

Would you please let me have your thoughts on this matter. If any of you are interested, I will be glad to arrange a meeting with the new person at Dundee. If not, kindly state your recommendation regarding an investment house.

Action

Please fill-in the following table and return this letter back to me ASAP.

	Yes	No
I would like to meet the new person at Dundee		
I would like to move Regency's investments to TD Waterhouse	<i>yes</i>	
I would like to move Regency's investments to (please suggest) _____		

Yours truly,

Joan Brophy
April 15th, 2014

Omer

***R* The Regency**

The Owners Strata Plan NW2556
1250 Martin Street
White Rock, BC., V4B 3W3

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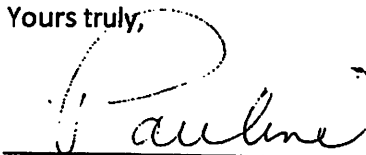
Would you please let me have your thoughts on this matter. If any of you are interested, I will be glad to arrange a meeting with the new person at Dundee. If not, kindly state your recommendation regarding an investment house.

Action

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	Yes	No
I would like to meet the new person at Dundee		
I would like to move Regency's investments to TD Waterhouse	<input checked="" type="checkbox"/>	
I would like to move Regency's investments to (please suggest) _____		

Yours truly,



Omer

***R* The Regency**

The Owners Strata Plan NW2556

1250 Martin Street

White Rock, BC., V4B 3W3

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Action

Please fill-in the following table and return this letter back to me ASAP.

	Yes	No
I would like to meet the new person at Dundee		
I would like to move Regency's investments to TD Waterhouse	✓	
I would like to move Regency's investments to (please suggest) _____		

Yours truly,

O. Eren.

Omer

Mark Omer

REGENCY - STRATA CORPORATION NW-2556-
Minutes of Council Meeting (February 10, 2014)

Date: February 10, 2014 (Monday)

Present: Joan
June
Omer

Place: Recreation Room

Starting time : 10 a.m.

- Proceedings**
- **Acceptance of the previous minutes of the meetings that was held on September 11, 2013**
Motion: Moved by Joan. Seconded by Pauline. Carried.
 - **Investments**
At present, our investments are kept with Hollis Wealth. Omer will investigate the feasibility of another financial company that may benefit Regency and report back to the Council within 2 months.
Motion: Moved by Omer. Seconded by Joan. Carried.
 - **Boilers**
As part of the regular maintenance, Omer will contact Surrey Mechanical to get all 4 of our boilers serviced by this Summer.
Motion: Moved by Omer. Seconded by Pauline. Carried.
 - **Interior Decoration**
As decided during the last annual general meeting and per the terms of our depreciation report, the council will investigate the redecoration of the lobby area as well as cleaning of carpets throughout the building. The details to be decided on the next council meeting.
Motion: Moved by Pauline. Seconded by Omer. Carried.
 - **Adjourned**
11:15

Omer

*The Regency – Strata Plan NW2556
1250 Martin Street
White Rock, BC., V4B 3W3*

MINUTES - ANNUAL GENERAL MEETING

Date of meeting: September 25, 2013
Place of meeting: Rec. room
Time of meeting: 6pm
Attendees: Out of 12 units 8 units were present or represented by proxy appointment
Unit 201, Jules LeBrun
Unit 302, Walter Ramsey
Unit 303, Jeff & Pauline Stewart
Unit 103 (proxy)
Unit 304 (Proxy)
Unit 204 (proxy)
Unit 203 (proxy)
Unit 202 (proxy)

Proceedings:

- **Call order declare quorum:** 6pm
- **File proof of notice of meeting**
Notice given on September 11, 2013 by the Council as part of the minutes of the Council meeting.
- **Approve minutes of last AGM**
Minutes approved.
Moved: Unit 303
Seconded: Unit 201
Carried: unanimously
- **Presentation of a report by Jules LeBrun.** Report was published as part of the AGM package dated September 5, 2013.
Jules made the presentation.
- **Resolutions**
Single resolution (see attached)
- **Financials**
Both the Budget for the fiscal year 2013-14 as well as the Depreciation Report/Forward-Looking Cash-Flow Analysis covering the next 10 years were approved. Both documents were published as part of the AGM Package dated September 5, 2013 also as attachment to the Council meeting dated September 11, 2013.

September 17, 2013

Proposed motion at the Sept. 25, 2013 AGM

That the contents of the present hard copies of The Regency Owner's Manual (one Blue Binder per suite) be converted to soft copy and incorporated in the establishment of The Regency's own web site, since it is no longer feasible to carry on with updating and replacing of hard copies.

If a better option is known by any owner and if that owner undertakes the update/maintenance he/she should come forward by 25 November, 2013.

Submitted by:

Jules LeBrun

PROXY APPOINTMENT

Unit #	103
Strata Plan #	NW 2556

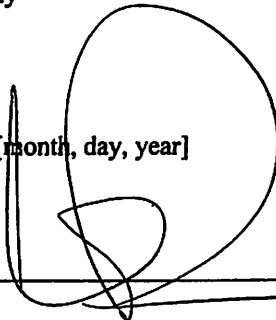
Check only one of the following by placing an "x" in the left column

<input checked="" type="checkbox"/>	GENERAL PROXY I/we, <u>LINDA POMERLEAU</u> [name(s), the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint <u>OMER ESEN</u> [name of appointee] to act as my/our proxy beginning <u>SEPT 25/13</u> [month, day, year] until <u>SEPT 25/13</u> [month, day, year]
<input type="checkbox"/>	PROXY FOR A SPECIFIC MEETING I/we, _____ [name(s), the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint _____ [name of appointee] to act as my/our proxy at the annual or special general meeting to be held on _____ [month, day, year]
<input type="checkbox"/>	PROXY FOR SPECIAL RESOLUTION I/we, _____ [name(s), the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint _____ [name of appointee] to act as my/our proxy with respect to the following resolution at the annual or special meeting to be held on _____ [month, day, year].

Limitation(s) on Proxy, if any

Date: SEPT 25/13 [month, day, year]

Signature(s) of Owner(s):



PROXY APPOINTMENT

Unit #	204
Strata Plan #	

Check **only one** of the following by placing an "x" in the left column

	GENERAL PROXY I/we, _____ [name(s), the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint _____ [name of appointee] to act as my/our proxy beginning _____ [month, day, year] until _____ [month, day, year]
	PROXY FOR A SPECIFIC MEETING I/we, <u>TRUDY MARSHALL</u> [name(s), the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint <u>OMER ESEN</u> [name of appointee] to act as my/our proxy at the annual or special general meeting to be held on <u>09/25/2013</u> [month, day, year]
	PROXY FOR SPECIAL RESOLUTION I/we, _____ [name(s), the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint _____ [name of appointee] to act as my/our proxy with respect to the following resolution at the annual or special meeting to be held on _____ [month, day, year].

Limitation(s) on Proxy, if any

Date: 12/09/13 [month, day, year]

Signature(s) of Owner(s)/Tenant(s)/Mortgagee(s): Trudy L. Marshall

PROXY APPOINTMENT

Unit #	202
Strata Plan #	

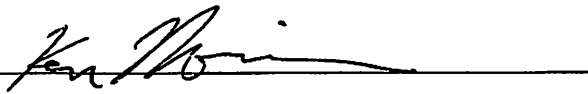
Check only one of the following by placing an "x" in the left column

	GENERAL PROXY I/we, _____ [name(s), the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint _____ [name of appointee] to act as my/our proxy beginning _____ [month, day, year] until _____ [month, day, year]
	PROXY FOR A SPECIFIC MEETING I/we, <u>KEN MORRISON</u> _____ [name(s), the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint <u>OMER ESEN</u> _____ [name of appointee] to act as my/our proxy at the annual or special general meeting to be held on <u>09/25/2013</u> [month, day, year]
	PROXY FOR SPECIAL RESOLUTION I/we, _____ [name(s), the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint _____ [name of appointee] to act as my/our proxy with respect to the following resolution at the annual or special meeting to be held on _____ [month, day, year].

Limitation(s) on Proxy, if any

Date: 12/09/13 [month, day, year]

Signature(s) of Owner(s)/Tenant(s)/Mortgagee(s):

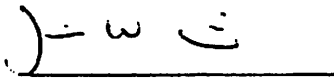


To : Strata Council, The Regency NW2556

From: Chin-Wen Lin

Date: May 14, 2013

I Chin-Wen Lin of 203-1250 Martin Street, White Rock, BC, V4B 3W3 hereby authorize Omer Esen of 102-1250 Martin Street, White Rock, BC, V4B 3W3 to fully represent me and vote on my behalf in any special general meeting and/or annual general meeting during 2013.

A handwritten signature in black ink, appearing to read 'Chin-Wen Lin', is written above a horizontal line.

Chin-Wen Lin

To The Secretary – The Regency, Strata NW2556

I June Hallonquist of unit 403, 1250 Martin Street, White Rock, BC V4B 3W3 hereby appoint Omer Esen of unit 102, 1250 Martin Street, White Rock, BC V4B3W3 to fully represent me and vote on my behalf during the next special general meeting and/or next annual general meeting that may take place in 2013, associated with the adoption and/or registration of new bylaws.

Date: June 11 2013

June Hallonquist x June Hallonquist

Witnessed by Trudy Marshall

September 05, 2013

The Owners, Strata Plan NW 2556
1250 Martin St.
White Rock, BC, V4B 3W3

INFORMATION PACKAGE - AGM (September 25, 2013 at 6.00 pm in Rec. Room)

DELIVER

Agenda

1. Call to order & declare quorum
2. File Proof of Notice of meeting
3. Approve minutes of last AGM.
4. Presentation of a report prepared by Jules outlining benefits of self-management management of the Strata versus management by a 3rd party.
5. Resolutions (if any tabled from floor).
6. Financials (including budget) for the fiscal year ending September 30, 2013.
7. Presentation of a report prepared by Jules LeBrun outlining benefits of The Regency's self-management versus management by a 3rd party.
8. Any other old or new business.
9. Owners interested to form the new Strata Council
10. Election of the new Strata Council
11. Adjournment

**Documents
associated with this
AGM**

The following attached documents are for reference & review of the owners before the AGM on September 25, 2013.

- a) Proxy Appointment Form
- b) Financial information (eg. "Highlight of Finances 2012-13), budget, depreciation report, strata fees)
- c) Report prepared by Jules LeBrun outlining benefits of The Regency's self-management versus management by a 3rd party
- d) Table – Areas Requiring Owners' Commitment to Participate – 2013
- e) Form – Owners Interested to Form the New Strata Council.

The owners who are unable to attend this AGM are requested to complete the Proxy Form and submit it to the Council before 6.00 p.m. on September 25, 2013.



Omer Esen (President, Council)
For the Council of the Strata Plan NW 2556

PROXY APPOINTMENT

Unit #	
Strata Plan #	

Check only one of the following by placing an "x" in the left column

<input type="checkbox"/>	GENERAL PROXY I/we, _____ [name(s), the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint _____ [name of appointee] to act as my/our proxy beginning _____ [month, day, year] until _____ [month, day, year]
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<input type="checkbox"/>	PROXY FOR SPECIAL RESOLUTION I/we, _____ [name(s), the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint _____ [name of appointee] to act as my/our proxy with respect to the following resolution at the annual or special meeting to be held on _____ [month, day, year].

Limitation(s) on Proxy, if any

Date: _____ [month, day, year]

Signature(s) of Owner(s): _____

REGENCY STRATA CORPORATION NW 2556

Minutes of the Council Meeting

DATE: Sept. 11, 2013

PLACE: Recreation Room in Regency

ATTENDEES: Joan Brophy, Omer Esen, Elaine Allen

STARTED: 10:00

ADJOURNED: 10:30

PROCEEDINGS:

It was moved by Omer Esen and that the minutes of the last council meeting held on June 26, 2013 be adopted as read.

Seconded by: Joan Brophy **Approved**

PURPOSE:

Omer reviewed the Budget and Depreciation Report for 2013-2014 with Council. The budget was approved by Council. Since The Regency has been self-managed, we have always been on budget with no errors! See budget attachments

Council chose a date for the AGM. Omer Esen moved that the date for the AGM be held on September 25, 2013 at 6:00 p.m. See attachment

Seconded by Joan Brophy **Approved**

NEW BUSINESS:

The owners of 303 was given a renovation approval within our renovation by-laws. They have now scaled down their renovation plans. See attachment.

The Fire Inspection was completed, and the City of White Rock Fire Inspection Report has requested the following:

1. Lockers – storage is too high. Code reads storage to be 18" beneath sprinkler heads.
2. No loose storage in Parkade....coolers, boxes, containers, vac cleaners, sand bags etc.

The Regency has 14 days to make the changes.

Joan Brophy moved the meeting be adjourned.

**The regency – Strata NW2556
1250 Martin Street
White Rock, BC., V4B 3W3**

06 September, 2013

**Highlights of 2012-13 Finances
For Planned Council Meeting on 11 September, 2013**

Once again, I am pleased to inform you that it is possible to keep the condo fees same as they have been for the past many years.

Our self-management strategy, ability to perform great deal of the maintenance ourselves, prudent contracting and careful investments are some of the factors that enable us to do this.

The 2012-13 budget was set at \$66,256.92. Based on data available, as of the end of August we spent \$44,955.20. This month, we are predicting a further expense of \$15,816.50 (most of which is due to insurance). Therefore, we should be able to close the current fiscal year with a total expenditure of \$60,771.70. This means: \$5,485.22 less than what we budgeted for.

Based on the forward-looking cash-flow analysis of last year, at the end of this month, the total value of our investments were projected to be \$79,648. Now, this figure is expected to be around \$82,000. An enviable financial state considering that the painting of The Regency as well as fixing the garage ceiling (that was not planned) were paid out of our investments (i.e. capital budget).

In summary, we underspent both our operating and capital budgets.

Omer

August 30, 2013 View

	Yr. 12-13 Budgeted (\$)	Oct 12-Aug30 Actual (\$)	Sep 2013 Predicted (\$)	Yr. 12-13 ToL Projected (\$) [1]	Yr. 13-14 Proposed Budget (\$)
INCOME					
Owners' Monthly Strata Fees	66,256.92	61,333.36	5,521.41	66,854.77	66,256.92
Other Income					
TO Dundee Portfolio					
FROM Dundee Portfolio	0.00	0.00	0.00	0.00	0.00
Owners' Special Assessment	0.00		0.00	0.00	0.00
					0.00
TOTAL INCOME	66,256.92	61,333.36	5,521.41	66,854.77	66,256.92
EXPENSES					
11. HYDRO	4,000.00	2,654.15	440.00	3,094.15	4,000.00
12. GAS	17,000.00	13,082.63	1,000.00	14,082.63	16,900.00
13. INSURANCE	10,000.00	0.00	10,000.00	10,000.00	11,000.00
(a) Valuation Appraisal		0.00	650.00	650.00	0.00
13. Tot.	10,000.00	0.00	10,650.00	10,650.00	11,000.00
14. REPAIRS & MAINTENANCE					
(a) Unanticipated	7,910.91	2,986.37	300.00	3,286.37	4,010.91
(b) Lighting & improvements	200.00	323.03	50.00	373.03	400.00
(c) Carpet cleaning (capital budget item)	300.00	0.00	0.00	0.00	300.00
(e) Office Set-Up	0.00	0.00	0.00	0.00	0.00
(f) Roof Repairs (under guarantee)	0.00	0.00	0.00	0.00	0.00
(g) Security	200.00	0.00	0.00	0.00	200.00
(h) Stucco Repair (capital budget item) [2]	0.00	0.00	0.00	0.00	0.00
(i) Window replace. (capital budget item) [2]	0.00	0.00	0.00	0.00	
14. Tot.	8,610.91	3,309.40	350.00	3,659.40	4,910.91
15. JANITORIAL					
(a) Cleaning	3,000.00	2,504.85	200.00	2,704.85	3,000.00
(b) Supplies (janitorial)	0.00	0.00	0.00	0.00	0.00
15. Tot.	3,000.00	2,504.85	200.00	2,704.85	3,000.00
16. MECHANICAL MAINTENANCE					
(a) Heating system service	1,700.00	2,028.70	300.00	2,328.70	3,000.00
(b) Elevator (monthly service)	2,300.00	2,228.70	165.00	2,393.70	2,500.00
(c) Elevator permit	200.00	585.00	0.00	585.00	250.00
(e) Fire alarm system	800.00	0.00	800.00	800.00	800.00
(f) Plumbing	500.00	0.00	300.00	300.00	500.00
16. Tot.	5,500.00	4,842.40	1,565.00	6,407.40	7,050.00
17. LANDSCAPING					
(a) Landscape maintenance	3,500.00	2,871.88	350.00	3,221.88	3,500.00
(b) Landscape improvements	0.00	1,539.08	0.00	1,539.08	1,000.00
(c) Sprinkler system	450.00	512.09	0.00	512.09	500.00
(d) Snow removal	60.00	0.00	0.00	0.00	60.00
17. Tot.	4,010.00	4,923.05	350.00	5,273.05	5,060.00
18. BUILDING EXTERIOR CLEANING					0.00
(a) Window & exterior washing	0.00	0.00	0.00	0.00	1,000.00
(b) Power washing (capital budget item)	0.00	0.00	0.00	0.00	0.00
18. Tot.	0.00	0.00	0.00	0.00	1,000.00
19. OFFICE OPERATION					
(a) Supplies (office)	300.00	912.70	50.00	962.70	400.00
(b) Mice. & upgrades	100.00	302.15	0.00	302.15	100.00
(c) Legal	500.00	1,336.49	0.00	1,336.49	500.00
19. Tot.	900.00	2,551.34	50.00	2,601.34	1,000.00
20. PEST CONTROL	0.00	0.00	0.00	0.00	0.00
21. WHITE ROCK UTILITIES	1,200.00	997.97	155.00	1,152.97	1,200.00
22. REPLENISH PETTY CASH	400.00	0.00	0.00	0.00	400.00
23. BANK CHARGES	170.00	122.62	26.00	148.62	170.00
24. REFUSE CONTAINER REPLACEMENT	1,500.00	831.29	200.00	1,031.29	1,500.00
25. CONTRIB TO CONT RES FD [3]	9,966.01	9,135.50	830.50	9,966.00	9,966.01
COMPUTER ROUNDING ERROR	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENSES	66,256.92	44,955.20	15,816.50	60,771.70	66,256.92
INCOME LESS EXPENSES	0.00				0.00

Note [1]: Projected on August 30, 2013 and based on the available data on this date in Quicken

[2]: Covered under Capital Budget

[3]: As planned in Capital Budget

Prepared 30 August, 2013

THE REGENCY - STRATA Nw2556
DEPRECIATION REPORT
 FORWARD-LOOKING CASH-FLOW ANALYSIS FOR 2013/14 TO 2022/23 FISCAL YEARS

Fiscal Year	EXPENSES					INVESTMENTS & CONTRIBUTIONS			
	Proposed Major Expense Items(s)	Notes	Estimated present value of expense Item	Estimated rate of annual inflation (multiplier)	Estimated future value of expense Item(s)	Estimated value of investments at the begining of fiscal year	Suggested contribution during fiscal year	Estimated interest rate applicable to investments (multiplier)	Estimated value of investments at the end of fiscal year
2012-13	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$82,000
2013-14	Interior decoration, window replacement, furnace maintenance, etc	N/A	\$20,000	1.035	\$20,700	\$82,000	\$9,966	1.050	\$71,764
2014-15	Elevator overhaul, etc.	N/A	\$7,000	1.035	\$7,499	\$71,764	\$10,000	1.050	\$74,266
2015-16	Minor interior decoration, window replacement, etc.	N/A	\$6,500	1.034	\$6,963	\$74,266	\$10,500	1.060	\$82,471
2016-17	Intercom maintenance, etc	N/A	\$20,000	1.040	\$22,153	\$82,471	\$11,000	1.060	\$75,597
2017-18	Building's exterior locks, landscape (minor) & paint building (where required), carpeting (minor), etc	N/A	\$10,000	1.040	\$11,520	\$75,597	\$11,500	1.060	\$80,112
2018-19	Window replacement, overhaul of furnaces, etc	N/A	\$10,000	1.045	\$11,980	\$80,112	\$12,000	1.060	\$84,940
2019-20	Interior decoration (where required)	N/A	\$12,000	1.045	\$15,023	\$84,940	\$13,000	1.060	\$87,892
2020-21	Intercom maintenance & misc.	N/A	\$12,000	1.045	\$15,699	\$87,892	\$13,000	1.060	\$90,304
2021-22	Window replacement & misc.	N/A	\$12,000	1.050	\$16,406	\$90,304	\$14,000	1.065	\$93,611
2022-23	Carpeting & misc	N/A	\$12,000	1.050	\$17,226	\$93,611	\$14,200	1.065	\$96,473
2023-24	Furnace maintenance & misc	N/A	\$10,000	1.050	\$14,563	\$96,473	\$15,000	1.065	\$103,209

LAST YEAR

Prepared on 04 September,

**REGENCY
FORWARD-LOOKING CASH-FLOW ANALYSIS FOR 2012/13 TO 2021/22 FISCAL YEARS**

Fiscal Year	EXPENSES					INVESTMENTS & CONTRIBUTIONS			
	Proposed Major Expense Items(s)	Notes	Estimated present value of expense Item	Estimated rate of annual inflation (multiplier)	Estimated future value of expense Item(s)	Estimated value of investments at the begining of fiscal year	Suggested contribution during fiscal year	Estimated interest rate applicable to investments (multiplier)	Estimated value of investments at the end of fiscal year
2011-12	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$79,648
2012-13	Painting of building & flashing over arch at entrance	a	\$30,000	1.035	\$30,000	\$79,648	\$9,966	1.050	\$59,614
2013-14	Elevator overhaul & landscape	N/A	\$10,000	1.035	\$10,712	\$59,614	\$13,020	1.050	\$61,921
2014-15	Minor interior decoration & window replacement	N/A	\$8,000	1.035	\$8,570	\$61,921	\$13,020	1.060	\$70,354
2015-16	Intercom maintenance & window replacement	N/A	\$10,000	1.035	\$11,087	\$70,354	\$13,020	1.060	\$76,624
2016-17	Building's exterior locks, landscape (minor) & paint building (where required)	N/A	\$15,000	1.035	\$17,213	\$76,624	\$13,600	1.060	\$77,392
2017-18	Stucco, painting (minor) & window replacement	N/A	\$10,000	1.040	\$11,877	\$77,392	\$13,600	1.060	\$83,862
2018-19	Interior decoration (where required)	N/A	\$10,000	1.045	\$12,352	\$83,862	\$13,600	1.060	\$90,216
2019-20	Intercom maintenance & misc.	N/A	\$10,000	1.045	\$12,908	\$90,216	\$14,200	1.060	\$96,999
2020-21	Window replacement & misc.	N/A	\$10,000	1.050	\$13,489	\$96,999	\$14,200	1.065	\$104,062
2021-22	Carpeting & misc	N/A	\$10,000	1.050	\$14,163	\$104,062	\$14,200	1.065	\$110,865

Notes

a) Contribution ==> \$13,020 - \$3,053.99 = \$9,966 (approx.). At the end of 2011-12, \$3,053.99 for window replacement which is a capital budget item was paid out of operating account instead of the contingency fund.

**THE REGENCY, STRATA PLAN NW 2556
SCHEDULE OF OWNERS' MONTHLY STRATA FEES
FOR THE PERIOD OCTOBER 1, 2013 TO SEPTEMBER 30, 2014**

Unit #	Strata Lot	Unit entitlement	Unit entitlement (ratio)	2013-14 Strata Portion of Fee (\$/mo.)	2013-14 Cont. Reserve Portion of Fee (\$/mo.)	Tot.Strata Fees for 2013-14 (\$/mo.)
101	1	1,435	0.0797	373.97	66.21	440.18
102	2	1,208	0.0671	314.81	55.74	370.55
103	3	1,623	0.0902	422.96	74.88	497.85
104	4	1,586	0.0881	413.32	73.18	486.50
201	5	1,535	0.0853	400.03	70.82	470.85
202	6	1,262	0.0701	328.88	58.23	387.11
203	7	1,616	0.0898	421.14	74.56	495.70
204	8	1,638	0.0910	426.87	75.58	502.45
301	9	1,535	0.0853	400.03	70.82	470.85
302	10	1,262	0.0701	328.88	58.23	387.11
303	11	1,640	0.0911	427.39	75.67	503.06
304	12	1,660	0.0922	432.61	76.59	509.20

Entitlement Tot.	18,000	1			
Monthly Tot (\$)			4,690.91	830.50	5,521.41
Yearly Tot. (\$)			56,290.92	9,966.01	66,256.93

Effective: October 1, 2013

8/30/2013

Please note that the monthly strata fees (shown on extreme right column of the above table) are due first of each month. These fees **MUST** be paid by 12 post dated cheques made to "Strata NW2556"

***The regency – Strata NW2556
1250 Martin Street
White Rock, BC., V4B 3W3***

NOTICE FOR AGM ON 25 SEPTEMBER, 2013

11 September 2013

The Council decided that the next AGM will take place on 25 September, 2013 at 6pm in the rec room of The Regency. Information packages for this AGM will be distributed within the next few days.

Strata Council

GENERAL NOTICE

5 September, 2013

Over the years, it was discovered that some of the toilets initially installed (when The Regency was built) were not properly secured on to the floor. The most recent example of such toilet was found in unit 304 and was repaired yesterday. Prior to this, we came across the same situation in unit 202 a few years ago. Now, there is a suspect in unit 102.

Please note that this problem does not apply to the toilets that were installed after The regency was built. Some examples of such toilets may include but not limited to the ones in suites 103, 104 201, 203, 304, etc.

Signs of improper installation mentioned above may include: slight side-to-side movement and/or traces of minute amount of leakage where the toilet meets the floor. The owners who suspect that they have such toilets should report the matter to allow further investigation.

Omer

INFORMATION BULLETIN

24 August, 2013

- The annual fire inspection is planned for 3 September, 2013. All owners or their agents must be in the suites from 8:45 to 11:00 to let the inspectors in (exact timing can not be provided). Please be informed that if the inspectors do not have access to a unit, they must come another day. Under this circumstance, the associated owner becomes responsible for the cost of the extra visit. This cost may be significant. The Council members are not responsible to let the inspectors into the units.
- Linda informed us that she will be moving in soon. Also Jeff and Pauline Stewart took possession of unit 303. They formally applied for and obtained a written response for some renovations. They intend to complete their move in the near future. We look forward to having Jeff, Pauline and Linda as neighbors.
- Recently, Ken Brophy, Walter and Omer painted the trim of the lattice work (between the outside walls of the building and the garden) on the North and East side of The Regency.
- As you may know, a company was hired to clean and disinfects the garbage room and the dumpster. Over and beyond this, Elaine has done the cleaning herself, at least on two occasions. Volunteers are required to help with this job on a regular basis. Very soon, we plan to purchase a pressure washer to make things easier. Many of us believe that the pressure washer may also become handy for owners to clean their patios/balconies. Also, the purchase of a simple sprayer is planned to disinfect the garbage room and the dumpster.
- Over the past few months, Elaine and Ilse have been looking after the East garden. We have had many complimentary comments about this garden even from strangers.
- Elaine and Ken Morrison tidied up the garage by moving the left-over containers of paint, etc. (paint used for the exterior of The Regency).
- Jules, and Omer implemented some safety measures in the garage to minimize potential accidents involving the steel post that is on the North of the boiler room. Also they fabricated and installed a door-stop for the West garage door (commercially available door-stops can not be used for this door).
- In an effort to keep our property attractive, Elaine planted flowers on the South side of the main entrance. She did the same in the rec room's patio. These plants are being watered regularly by Elaine and Omer. If anyone is interested in gardening, please talk to Elaine.
- Recently, substantial stains appeared on the elevator floor as well as the lobby. It is commonly believed that the cause was: leaking garbage bags carried from the suites to the garbage room. The cleaners were unable to totally clean these areas but Elaine did. It would be nice to have more people to take such ownership...

Omer

<p>THE REGENCY, STRATA CORPORATION NW2556</p> <p>MINUTES – SPECIAL GENERAL MEETING</p>
--

Date of Meeting	July 11, 2013
Time of Meeting	5pm
Place of Meeting	Regency Rec. Room
Attendees	Unit # 101 Unit # 102 Unit # 103 (Proxy) Unit # 104 Unit # 201 Unit # 202 (Proxy) Unit # 203 (Proxy) Unit # 204 (Proxy) Unit # 301 Unit # 302 Unit # 303 (Proxy) Unit # 304 (Proxy)

Meeting Notice

The notice for this special general meeting was distributed on June 27, 2013 per the proceedings of the council meeting of June 26, 2013.

Quorum

12 out of 12 units were represented in person or by proxy.

Agenda

To discuss/approve new bylaws (see attached)

Background

The new bylaws were drafted by a number of owners and submitted to the council in May 2013. Council approved the bylaws unanimously and asked our lawyer to review them. The version that was reviewed by the lawyer was once again unanimously approved by the council on June 26, 2013; and the council decided on a special general meeting planned for July 11, 2013 to seek final approval.

Proceedings

The President explained the objective of the new bylaws and encouraged a question/answer session. Unit # 201 moved that the bylaws be adopted and registered by our lawyer. This was seconded by Unit # 102. The result of the voting was: "yes" unanimously (12 out of 12).

Adjournment

5.25pm

Future Action

The President will request our lawyer to register the new bylaws.

Omer Esen, July 12, 2013

6.

- (1) Subject to subparagraph (3), an owner, tenant or occupant must obtain the written approval of the strata corporation before making an alteration, change, upgrade or improvement (hereinafter referred to as "an alteration") to a strata lot.
- (2) An owner, tenant or occupant must obtain the written approval of the strata corporation before making an alteration, change or improvement or attaching anything to (hereinafter referred to as "an alteration") the common property, including limited common property.
- (3) An owner, tenant, or occupant need not request or obtain the written approval of the strata corporation for those items set out in column A of Schedule A to this bylaw.
- (4) Subject to subparagraph (5), the strata corporation must not unreasonably withhold its approval under subsection (1) [strata lot], but as a condition of its approval, it may require the owner, tenant or occupant to:
 - (a) present design drawings and specifications of the work to be done (and where appropriate, have the same approved by an engineer or architect) pertaining to the proposed alteration;
 - (b) obtain all necessary permits and governmental approvals and provide copies thereof to the strata council prior to commencing the work.
 - (c) present a proposed schedule for carrying out the work and completing the alteration (and comply with the same);
 - (d) provide proof of third party liability insurance in an amount specified by the strata corporation;
 - (e) provide such other information as may be reasonably requested by the strata council; and
 - (f) in the case of a tenant or occupant making the request, provide written approval of the request by the owner.
- (5) The strata corporation must not grant approval for those items set out in column C of Schedule A to this bylaw except where approved by a $\frac{3}{4}$ vote of the owners.
- (6) Subject to subparagraph (5), the strata corporation may require as a condition of its approval under subsection (2) [common and limited common property] that the owner of the strata lot for whose exclusive use the limited common property is designated and/or the tenant or occupant making the request:
 - (a) present design drawings and specifications of the work to be done (and where appropriate, have the same approved by an engineer or architect) pertaining to the proposed alteration;
 - (b) obtain all necessary permits and governmental approvals and provide copies thereof to the strata corporation prior to commencing the work;

- (c) present a proposed schedule for carrying out the work and completing the alteration (and comply with the same);
 - (d) provide such other information as may be reasonably requested by the strata council;
 - (e) have the owner of the strata lot enter into a written agreement that they shall be responsible for any future repair and maintenance costs relating directly or indirectly to the alteration. The owner shall, prior to transferring title to the strata lot cause any future owner to agree in writing to be bound by the terms of such agreement;
 - (f) post a performance bond of sufficient value (as determined by the strata council acting reasonably) to ensure that the work is completed and to repair any damage to the common property;
 - (g) provide proof of third party liability insurance in an amount specified by the strata council or the section executive (as the case may be); and
 - (h) in the case of a tenant or occupant making the request, provide written approval of the request by the owner.
- (7) When carrying out any work approved pursuant to this bylaw, including items set out in the attached Schedule "A", an owner, tenant or occupant (and their trades where applicable) must:
- (a) only perform work between the hours of 8:00 am and 5:00pm on weekdays and the hours of 10:00 am and 5:00pm on Saturdays. No work shall be performed on a Sunday or any statutory holiday;
 - (b) ensure that all work is done to a standard and is of a quality consistent with that of the rest of the building and provide adequate supervision and oversight of the work;
 - (c) use only licensed and qualified trades when carrying out work on the electrical, plumbing, heating and fire suppression systems;
 - (d) comply with the *British Columbia Building Code* and all other applicable regulations;
 - (d) ensure that all trades have coverage under the *Workers Compensation Act*;
 - (e) provide the strata council with a list of all trades that will be carrying out work in relation to the alteration, including their names and contact information;
 - (f) provide the owners, tenants and occupants of the strata lots immediately adjacent to the strata lot in question with notice at least 24 hours in advance of starting the alteration, that work will be carried out to the strata lot and/or the common property and on what days;

(g) take all reasonable steps in the circumstances to minimize any disruption to any other owner, tenant or occupant;

(h) ensure the installation of the elevator blankets when having materials delivered and using the elevator to do so;

(i) place protective coverings on the floors, door frames and corners the hallways when material is being delivered and immediately clean up all dust, debris or garbage left on the common or limited common property as a result of the alteration;

(j) not deposit any debris or garbage resulting from the alteration in the garbage bin;

(k) promptly repair and make good any damage caused to the common property or another strata lot as a result of the alteration;

(l) not permit a lien to be filed against any other strata lot as a result of or arising out of the alteration, and in the event that a lien is registered, take all steps necessary to have the same removed immediately;

(m) not penetrate the surface of the floor nor create excessive vibration such that it would cause damage to the enclosed in-floor heating system piping¹;

¹Damage to the Poly-B piping, such as puncturing, cracking or loosening of the fittings would result in leakage with very serious consequences.

(n) not store (even temporarily) materials, tools, waste or any item related to the alteration on the common property; and

(o) comply with the guidelines set out in Section 2 of Schedule A to this bylaw.

(8) Where an owner, tenant or occupant has been given permission to carry out an alteration, the owner of the strata lot in question shall indemnify and save harmless the strata corporation for all costs, charges and expenses (including legal fees on a solicitor and own client basis) incurred by the strata corporation which relate to or arise out of the alteration.

(9) Where an owner, tenant or occupant is in breach of any provision or requirement of subsection (4), (6) or (7) the strata corporation may issue a notice to the owner, tenant or occupant carrying out the alteration to cease all work on the alteration until the breach is remedied and the owner, tenant or occupant to whom the notice is delivered shall comply with the same.

(10) The strata corporation at an owner's expense, may return to its previous condition any alteration which has been made and has not been approved.

SECTION 1 - CATEGORIES

The Regency classifies redecoration/renovation/reconstruction work into 3 columns: A, B & C respectively as follows:

A: No approval required

B: Approval required

C: Not allowed

	A	B	C
1. Painting of walls, ceiling and interior doors.	X		
2. Removal and/or application of wall paper.	X		
3. Painting and/or staining of counters cabinets and vanities (applies to kitchen, laundry/utility room and bathrooms).	X		
4. Re-carpeting (floor coverings for the 1 st floor as well as the 2 nd and 3 rd floors are covered in the existing bylaws).	X		
5. Replacement of faucets.	X		
6. Replacement of interior doors within a strata lot	X		
7. Replacement of light fixtures.	X		
8. Replacement of heat and smoke detectors providing the original locations are unchanged	X		
9. Replacement of sinks (provided they remain at the original locations)	X		
10. Replacement of toilets (provided they remain at the original location)	X		
11. Replacement of fireplace (meaning the manifold, heating box and circulating fan). This will not be construed as reconstruction of the fireplace.		X	
12. Replacement of kitchen and laundry/utility room cabinets and bathroom vanities		X	
13. Replacement of kitchen counters		X	
14. Removal of partition walls that do not contain any wiring or piping.		X	
15. Plumbing or electrical work		X	
16. Replacement of shower and/or bath tub providing the original location of the drains and piping are not relocated/altered/modified in any way and there is no direct impact on concrete floors, walls or ceiling (eg. any kind of jack hammer or manual chisel/hammer).		X	
17. Alteration/modification of electrical panel.		X	

18. Replacement of existing tile and or marble in the kitchen, bathrooms and the entrance areas providing that new tiles and or other hard floor material is laid on top of the existing ones.		X	
19. Repair of tiles		X	
20. Removal of gyprock that exposes internal services or is adjacent to other suites or common property (e.g. hallways, outside exterior)			X
21. Anything that alters the original building plans or changes location of original building services (ie. electrical, water, cable, etc).			X
22. Removal of partition walls that contain wiring and/or piping.			X
23. Removal or modification of load bearing walls and/or columns			X
24. Alteration/modification of all in-floor heating system components (not including thermostats)			X
25. Removal of closets.			X
26. Alteration/modification or interference with gas piping.			X
27. Addition of any gas appliance.			X
28. Replacement of exterior doors (except where damaged)			X
29. Replacement of windows and patio doors (except where damaged)			X
30. Balcony railings			X
31. Exterior cladding or finishes			X
32. Wood frame construction			X
33. Removal of existing tile and or marble floor in the kitchen, bathrooms and the entrance areas			X

SECTION 2 - GUIDELINES

This section specifies the guidelines that must be observed when undertaking work classified under "Column B" in SECTION 1.

- a) During the course of work, the unit owner(s) will ensure that his/her contractor maintains a fully charged, properly sized ABC fire extinguisher within the unit. Further, smoke detectors, heat detectors and carbon monoxide detectors must be maintained 'active' by the unit's owner(s) during the entire redecoration/renovation period.
- b) Common areas must be protected at all times. The effected hallway(s), stairway(s) and elevator must be totally covered (wall to wall) for protection. Plastic or paper may not be used as covering material because its slippery nature poses a potential hazard. After each work day, the covering material must be rolled back and all affected common areas must be cleaned.

- c) The outside doors of Regency may be kept open only under the direct supervision of an owner or the owner's agent due to security issues.
- d) There can be no interference with access by other owners to the building during the course of the work.
- e) The water ingress into the frame of the panoramic windows must be allowed to flow outside (meaning no sealing or painting of outside sills where the frame meets the sills).
- f) No tradesman, construction worker, etc. is allowed in the workshop, mechanical room, elevator room or electrical rooms of The Regency without Council's supervision.
- g) Approved work that necessitates direct impact on concrete (floor, ceiling or walls) must be done in a single half hour session during the entire permit period and during 11am – noon on a week day. For such repair work, it will be the owners' responsibility to write a notice and distribute it to all 12 units 2 working days before the work commences.
- h) Plumbing work that requires water (hot and/or cold water) disruption to any other unit must be completed in two 1 hour sessions during the permitted period, on a week day between 10am to noon. For such work, it will be the owners' responsibility to write a notice and distribute it to all 12 units 2 working days before the work commences.
- i) Redecoration/renovation work must be scheduled in conjunction with Strata's all other pre-planned projects (e.g. painting of building) that affects the whole building. Pre-planned projects will carry the overriding priority.
- j) The Regency is a self-administered building on volunteer basis. The Council members may be available Monday to Friday and 9am to 5pm during normal work days and by appointment only. Simply knocking on a door or ringing the doorbell without appointment will be ignored.

NOTICE - SPECIAL GENERAL MEETING

Day: Thursday, July 11, 2013

Time: 5pm

Place: Regency's Rec Room

Agenda:

The meeting has a single agenda item: to discuss/approve the new bylaws

Background:

The new bylaws were drafted by a number of owners and submitted to the Council in early May. Council approved the bylaws unanimously and asked our lawyer to check the legality of each and every item. Very recently, we received the lawyer's version of the document with practically no changes. Yesterday, the Council once again unanimously approved the lawyer's version of the new bylaws and decided that it should receive the final approval at a special general meeting.

New Bylaws:

New bylaws are an attachment to the minutes of the meeting held yesterday. This was hand-delivered to all the owners the same day. Please note that this attachment starts with number "6" as only the 6th section of the existing bylaws are effected.

Benefits:

The benefits of the new bylaws include but not limited to the following:

- Eliminates/reduces Strata's liability in case of injury to improperly insured worker(s).
- Increases safety of owners' property.
- Reduces possibility of damage to common property
- Reduces annoyance to owners and disruption to livability in Regency
- Prevents unwarranted insurance premium increases (our 2nd largest expense item after heating).

It should be noted that the new bylaws permit the following:

- Decoration of the units in terms of painting, staining, wall papering
- Removal of certain partition walls.
- Changing interior doors
- Changing of cabinets as well as counter tops
- Replacement of sinks, toilets, showers, bath tubs and fireplace.
- Changing/alteration of electrical panel

Proxies:

See attached. All Proxy Appointments must be received prior to the meeting.

June 27, 2013

To The Secretary - The Regency, Strata NW2556

PROXY APPOINTMENT

I/We _____ of unit _____, 1250 Martin Street, White Rock, BC V4B
3W3 hereby appoint _____ of unit _____, 1250 Martin Street, White Rock, BC
V4B 3W3 to fully represent me/us during the special general meeting related the new bylaws planned
to take place in July 2013 and vote on my/our behalf.

Date

REGENCY STRATA CORPORATION NW 2556

Minutes of the Council Meeting

Date: June 26, 2013

Place: Recreation Room in Regency

Attendees: Joan Brophy /proxy
Kay MacLennan
Omer Esen
Elaine Allen

Started: 10:00 AM

Adjourned: 11:00 AM

PROCEEDINGS:

It was moved by Elaine Allen and seconded by Kay MacLennan that the minutes of the last council meeting, held on May 10, 2013 by adopted as read.

PURPOSE:

Mission Statement: see attached. A mission statement for The Regency was drawn up by Omer Esen, Jules LeBrun, and Ken Brophy. The mission statement was reviewed by council and were very pleased with the end result.

Moved by: Omer Esen The mission statement be tastefully framed and be placed on a wall in the main entrance.

Seconded by Kay MacLennan

Approved

Garbage Dumpster/Room

The garbage dumpster and garbage room needs to be professionally cleaned. Elaine Allen has been in contact with All Cleaning Service, who will come out and hot pressure wash/disinfect the inside of the garbage room and the inside of the dumpster. Omer suggested that we purchase a pressure washer So we can continue with in house cleaning of the dumpster and garbage room along with patio cleaning Etc.

It would be nice to have some volunteers who could sweep the garbage room floor every Monday when the dumpster is out on the street, and wash down with the pressure washer once a month. If anyone would like to lend a hand please kindly advise Omer. Your help is very much appreciated.

Moved by: Elaine Allen We hire All Cleaning Service to clean the garbage room and dumpster, and acquire a Pressure washer for the building.

Seconded by: Omer Esen

Approved

East Garden Entrance

Due to increased alley activity and security reasons, a locked gate is needed to deter anyone from entering our property from the east side of the building.

Moved by: Omer Esen A locked gate be built at the east side of our building.

Seconded by: Elaine Allen

Renovation Bylaws

The bylaws were reviewed and accepted by our lawyer. Everything is legalized and will require approval at a special general meeting before they can be registered at New Westminster.

An engineering study under "Heating System Master Plan" was completed for Regency in late 2002 that involved 3 professional engineers in preparation and/or review. It is a substantial document in 5 sections. Three of the findings in this report are:

1. There is no insulation in between the floors.
2. Poly B piping used for in-floor heating must be treated with great care.
3. Possible failure of PolyB piping (used for in-floor heating) due to a number of factors that includes but not limited to cracking could result in very serious consequences.

It should be noted that the sections of the proposed bylaws regarding prevention of noise transmission between floors as well as direct impact or excessive vibration on the floors are in part to address these three findings.

Regarding the noise transmission in between floors, the owners may want to refer to the detailed scientific study published by Douglas Whicker, P.Eng of BK Consultants Ltd. attached.

Moved by: Omer Esen Two weeks notice will be given for a special general meeting to approve the renovation bylaws.

Seconded by: Kay MacLennan

Approved

Meeting adjourned at 11:00 a.m.

A FRIENDLY REMINDER

- 1. Garbage must be sealed properly to avoid leakage all the way to the dumpster. (*Carpet from the elevator to the garage door required cleaning due to leaky garbage.*)**
- 2. Please do not place any personal items in the common areas...including hallways near the entrance to your units. This is in the by-laws, a safety hazard and it looks junky...**
- 3. Please do not leave cardboard boxes in the garbage room or in the dumpster. It is the owners' responsibility to dispose of all cardboard.**

**Your cooperation is appreciated
Strata Council**

The Regency

Strata Corporation NW2556

Mission Statement

We the owners strive to be among the top most harmonious and peaceful strata corporations, operating as a professional business by adhering to the following:

- Preserve for the Owners of our twelve suites an enjoyable, quiet and safe place to live.*
- Be fiscally responsible through voluntary self-management by maintaining a balanced annual budget.*
- Have a sound ten year financial plan to provide funds for rectification of scheduled building and property depreciation projects without resorting to special assessments.*
- Appreciate our good neighbors, to help one another and to assist with strata management and maintenance when fit and able.*
- Strictly enforce all Council's Rulings, Rules and By-laws to preserve their integrity.*

REGENCY STRATA CORPORATION NW 2556

Minutes of the Council Meeting

Date: May 10, 2013

Place: Recreation Room in Regency

Attendees: Joan Brophy
Kay MacLennan
Omer Esen
Elaine Allen
June Lindsay
Jules LeBrun – Technical Resource

Started: 10:30 AM

Adjourned: 11:34 AM

PROCEEDINGS:

It was moved by Joan Brophy and seconded by Kay MacLennan that the minutes of the last council meeting, held on November 5, 2012 be adopted as read.

“RENOVATIONS (in general)”

The main purpose of this meeting was to discuss and review guidelines for renovations in our strata units. There has been units sold within a short period of time, and the renovations have created some problems within our building. The Council reviewed these guidelines in detail (see attached document).

MOTION: Kay MacLennan moved to accept the above as bylaws pending input of our lawyers. Seconded by Joan Brophy. Motion carried unanimously.

Notes:

- *The preparation of the guidelines included extensive online search, many meetings and countless hours of work by a number of owners.*
- *Our lawyer has the guidelines and advised us that there may be nothing in the “guidelines” that may require a special general meeting before it is filed as bylaws.*
- *Unit 103 will be grandfathered until July 1, 2013*

RENOVATIONS (unit 103)

Certain issues that concern great majority of the residents have been brought to the attention of the owner (of unit # 103) on a number of occasions. Earlier this week, these issues were discussed with our lawyer. We will receive a written response that includes an action plan from our lawyer early next week. The owner as well as the Council would very much like to bring all this to an amicable end.

PAINTING OF BUILDING

There is \$30,000 in our budget for painting the building. Our cost is expected to be \$22,700 including taxes. The paint job is coming along nicely. There is a 60 day \$4,000 hold back on the paint job. If you notice any missed areas, or have any concerns please address them to Ken Brophy Unit 101. A written note under is door will help keep track of any concerns.

Note:

- *Ken has been very instrumental in arranging the paint job and plays a large role in interfacing with the painters*
- *Over and above \$22,700, it was decided to spend another \$500 (not including taxes) to have the canapé at the entrance painted.*

GARAGE CEILING REPAIR

X-Ray scanning of the garage ceiling was completed at a cost \$525. Further \$2900.00 (approx.) will be necessary to seal the ceiling. Sealing expected to take place sometime between 20 and 26 of this month.

Note: *When the exact date is known a notice will be distributed*

ADJOURNMENT

Joan Brophy moved that the meeting be adjourned.

6 May, 2013

REDECORATION/RENOVATION/RECONSTRUCTION

Objective

This document outlines the conditions related to redecoration/renovation/reconstruction work associated with any suite in The Regency. The document has 2 sections: Categories and Guidelines.

Preamble

It should be noted that

- i. All concrete throughout The Regency building is common property and inviolable.
- ii. All services internal to floors, walls and ceilings are common property and inviolable.

SECTION 1 - CATEGORIES

The Regency classifies redecoration/renovation/reconstruction work into 3 columns: A, B & C respectively as follows:

A: No restrictions

B: Subject to guidelines

C: Not allowed

	A	B	C
1. Painting of walls, ceiling and interior doors.	X		
2. Removal and/or application of wall paper.	X		
3. Painting and/or staining of counters cabinets and vanities (applies to kitchen, laundry/utility room and bathrooms).	X		
4. Re-carpeting (floor coverings for the 1 st floor as well as the 2 nd and 3 rd floors are covered in the existing bylaws).	X		
5. Replacement of faucets.	X		
6. Replacement of all interior doors	X		
7. Replacement of light fixtures. Piercing of ceilings must consider in-floor heating pipes that are buried in the ceiling slab.	X		
8. Replacement of heat and smoke detectors providing the original locations are unchanged	X		
9. Replacement of sinks (new sinks must be at the original locations)		X	
10. Replacement of toilets (new toilets must be at original location)		X	
11. Replacement of fireplace (manifold, heating box and circulating fan). This will not be construed as reconstruction of the fireplace.		X	
12. Replacement of kitchen and laundry/utility room cabinets (exhaust vents must remain operable and connected to the ducts as designed when The Regency was		X	

built).			
13. Replacement of kitchen counters.		X	
14. Removal of partition walls that do not contain any wiring or piping.		X	
15. Replacement of vanities		X	
16. Replacement of patio/balcony tiles. Council's approval is required for type and colour and installation process (e.g. load/weight limitation, water proof membrane, etc). This is necessary to preserve the uniform appearance and structural integrity of the building as well as to prevent future water leaks to lower levels from the higher level patios/balconies		X	
17. Replacement of kitchen, bathroom and entrance floors. Replacement process can not involve any direct impact on concrete floors (eg. any kind of jack hammer or manual chisel/hammer). If required, a new floor that may be laid on the existing one should be considered. (floor coverings for the 1 st floor as well as the 2 nd and 3 rd floors are covered in the existing bylaws).		X	
18. Replacement of shower and/or bath tub providing the original location of the drains and piping are not relocated/altered/modified in any way. Replacement process can not involve direct any impact on concrete floors, walls or ceiling (eg. any kind of jack hammer or manual chisel/hammer). If required, a new bathroom floor that may be laid on the existing one should be considered. (floor coverings for the 1 st floor as well as the 2 nd and 3 rd floors are covered in the existing bylaws).		X	
19. Removal of gyprock that exposes internal services or is adjacent to other suites or common property (e.g. hallways, outside exterior)			X
20. Anything that alters the original building plans or changes location of original building services.			X
21. Removal of partition walls that contain wiring and/or piping.			X
22. Any interference with load bearing walls and/or columns			X
23. Alteration/modification of all in-floor heating system components (not including thermostats)			X
24. Gutting of closets. In The Regency, the closets serve as sound insulators between many suites.			X
25. Alteration/modification or interference with gas piping.			X
26. Addition of any gas appliance.			X
27. Alteration/modification of electrical panel.			X
28. Replacement of suites exterior doors.			X

SECTION 2 - GUIDELINES

This section specifies the guidelines that must be observed when undertaking work classified under "Column B" in SECTION 1.

- a) The owner(s) of the unit who is planning the work must submit a letter of intent that contains full drawings, specifications and schedule 21 working days before the planned start day of the work to the Council to obtain written approval, along with a \$1,000 security deposit. Such deposit will be refunded free of interest, to the owner when the Council is satisfied that the owner(s) or his/her contractor(s) have not carried out any unauthorized work, damaged any common areas, left debris or caused any inconvenience (including missed schedules) in the building for which the strata and/or other owners would have to incur costs to rectify. Such rectification cost shall be deducted from the deposit. Should the expenses related to such rectification

- exceed \$1,000 the owner concerned shall be liable to pay the difference.
- b) During the course of work, the unit owner(s) will ensure that his/her contractor maintains a fully charged, properly sized ABC fire extinguisher within the unit. Further, smoke detectors, heat detectors and carbon monoxide detectors must be maintained 'active' by the unit's owner(s) during the entire redecoration/renovation period.
 - c) The presence of in-floor heating pipes must be respected. Therefore, any area on the concrete floor must not be penetrated. The heating pipes are close to the surface. It should be noted that the existing bylaws already specify the type of floor coverings (e.g. "hard floor" & "soft floor") on all 3 floors of The Regency.
 - d) The owner(s) must ensure that all work is done in accordance with City regulations & codes; and permits if required (e.g. electrical permit, plumbing permit, construction permit, etc.). Further the owner(s) will make sure that all workers engaged in the renovation are covered by Work BC.
 - e) Common areas must be protected at all times. The effected hallway(s), stairway(s) and elevator must be totally covered (wall to wall) for protection. Plastic or paper may not be used as covering material because its slippery nature poses a potential hazard. After each work day, the covering material must be rolled back and all affected common areas must be cleaned.
 - f) The outside doors of Regency may be kept open only under the direct supervision of an owner or the owner's agent due to security issues.
 - g) Disposable refuse associated with the work must be trucked out of the building. Common garbage bin can't be used for this purpose. Same applies to the garbage room and the garage.
 - h) Refuse or any item related to the work may not be stored anywhere in common areas or outside grounds even temporarily.
 - i) There can be no interference of access by other owners anywhere in the building during the course of the work.
 - j) No wood frame construction is allowed in suites to preserve fire resistance of The Regency.
 - k) Cardboard can't be disposed of in the common garbage bin or left in the garbage room. Such disposal can be done in the bins behind the Central Plaza, etc. City's Keil Street work yard is the primary location.
 - l) The water ingress into the frame of the panoramic windows must be allowed to flow outside (meaning no sealing or painting of outside sills where the frame meets the sills)
 - m) No tradesman, construction worker, etc. is allowed in the workshop, mechanical room, elevator room or electrical rooms of The Regency without Council's supervision.
 - n) Minor repair work that necessitates direct impact on concrete (floor, ceiling or walls) must be done in a single half hour session during the entire permit period and during 11am – noon on a week day. For such repair work, it will be the owners' responsibility to write a notice and distribute it to all 12 units 2 working days before the work commences.
 - o) Plumbing work that requires water (hot and/or cold water) disruption to any other unit must be completed in two 1 hour sessions during the permit period, on a week day between 10am to noon. For such work, it will be the owners' responsibility to write a notice and distribute it to all 12 units 2 working days before the work commences.
 - p) Redecoration/renovation work must be scheduled in conjunction with Strata's all other pre-planned projects (e.g. painting of building) that affects the whole building. Pre-planned projects will carry the overriding priority.
 - q) The Regency is a self-administered building on volunteer basis. The Council members may be available Monday to Friday and 9am to 5pm during normal work days and by appointment only. Simply knocking on a door or ringing the doorbell without appointment will be ignored.

Prepared by Jules, Elaine, Ken Morrison and Omer. Based on extensive on line research over a two week period.